YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	HABRAGHAT MAHAVIDYALAYA, KRISHNAI
• Name of the Head of the institution	Dr. Mantu Kumar Das
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03663291741
• Mobile No:	9435024669
• Registered e-mail	habraghatcollege@gmail.com
• Alternate e-mail	akbaraliahmed1@gmail.com
• Address	Habraghat Mahavidyalaya, Krishnai
• City/Town	Ashudubi, Krishnai, Goalpara
• State/UT	Assam
• Pin Code	783126
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**Gauhati University, Guwahati**	
• Name of the IQAC Coordinator	**Dr. Akbar Ali Ahmed**	
• Phone No.	**03663291741**	
• Alternate phone No.	**9854551300**	
• Mobile	**9678327650**	
• IQAC e-mail address	**iqachmv2022@gmail.com**	
• Alternate e-mail address	**akbaraliahmed1@gmail.com**	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.habraghatcollege.in/pdfnoti/AQAR_2019-20.pdf	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.habraghatcollege.in/pdfnoti/Academic_%20Calender_2020-21.pdf	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C++**	**68.75**	**2005**	**28/02/2005**	**31/01/2010**
Cycle 2	**B**	**2.09**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**01/03/2006**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
N/A	**N/A**	**N/A**	**N/A**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**No**
• Upload latest notification of formation of IQAC	No File Uploaded

9.No. of IQAC meetings held during the year	7
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No

• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. Organization of National and International Webinars. 2. Collection and analysis of feedback 3. Collaborations with neighbouring colleges. 4. Training programme for teaching and non-teaching staff. 5. Capacity Building of the students

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Orientation Programme for Freshers'	Students are acquainted with the dos' and don'ts of the college.
Training for teaching and non-teaching staff.	For teaching staff workshop on quality enhancement in teaching-learning and popular talk on e-resource mobilization and for non-teaching staff training on Office Management and finassam portal has been organized. As a result the teachers are encouraged to make use of e-resources making teaching-learning more interested. The non-teaching staffs are acquainted with proper management of the office.

Installation of Smart Classroom.	Smart Classroom was installed and used by the teachers in teaching-learning.
Organization of memorial lecture.	Students are sensitized towards the contemporary issues and problems.
Collection and Analysis of Feedback	Feedback from students, teachers, alumni and parents collected by the departments , analyzed by IQAC and measures taken by the Principal.
Talk on Quality enhancement and teaching-learning	Teachers were benefitted to develop their quality in teaching-learning process.
Organization of National and International Webinars and Conference.	One International and Ten National Webinars and Conference were organized.
Organization of Virtual Meeting with teaching staff.	Virtual meetings have been organized time to time to communicate about the academic activities due to lockdown for covid-19 pandemic.
Organization of Virtual Meeting with Students.	Virtual meetings have been organized time to time for communicate and teaching-learning due to lockdown for covid-19 pandemic.
Development of E-Contents	E- Contents like- PPT Bank, Question Bank, Downloaded Videos, Downloaded Study Materials, Wall Magazine with QR Code have been Developed and uploaded in the Library Website.
Continuation of mentor-mentee system.	Mentor-Mentee system was implemented.
Continuation of Certificate course in Computer Application (CCA)	Certificate Course in Computer Application was continued
Continuation of Skill Oriented	Skill Oriented Certificate

Certificate Course (SOCC) in Each Department	Course (SOCC) in each department was continued
Continuation of Value Added Course (VAC) in each Department	Value Added Course of 30 hours Duration in each department was continued
Virtual training on the use of Tools for online Classes (Zoom, Meet, WebEx, Google Class, etc.)	Virtual training on the use of Tools for online Classes have been organized and teachers were acquainted with the use of the apps.
Virtual training on Online Examinations (OTBE) and use of Scanners for PDF.	Virtual training on online examination and use of scanners' have been organized to acquaint the students with the online examination system.
Preparation of Wall magazine with QR Code	Wall Magazines by each department twice in a year were published.
Remedial Coaching for slow learners	Remedial coaching for slow learners were taken by each department and students were benefitted.
Coaching for TET Examination	Tet Coaching was Organized and participants were benefitted.
Promotion of Research Culture	Five teachers are pursuing Ph.D. and the numbers of publications are increased.
Publication of Chapters in Books with ISBN by IQAC	Research papers from teachers are being collected.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	27/12/2021

14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	25/02/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1   **7**

Number of courses offered by the institution across all programs
during the year

File Description	Documents
Data Template	[View File]

2.Student

2.1   **439**

Number of students during the year

File Description	Documents
Data Template	[View File]

2.2   **312**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	[View File]

2.3   **98**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]

3.Academic

3.1   **19**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File]

3.2   **18**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	7

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	439

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	312

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	98

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	19

File Description	Documents
Data Template	View File

3.2	**18**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1	**16**
Total number of Classrooms and Seminar halls	
4.2	**204**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**88**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college has the mechanism for smooth delivery of the curriculum designed by the affiliating University i.e. Gauhati University. The college has well planned time-table, Unit Plan as well as Teaching plan, department and faculty wise for time -bound completion of the syllabi meant for the particular semester. The college also takes initiatives in implementing the smooth delivery system through Mentor-Mentee mechanism with special emphasis on advanced learners, slow learners as well as remedial classes.

For effective implementation of curriculum the college follows the mechanisms such as – Group Discussion, Departmental Seminars/ Workshops, Industry Expert Meet, Academic Expert Meet, Faculty Exchange programme, Students exchange Programme etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college prepares Academic Calendar for every academic session in consultation with the academic calendar prepared by Gauhati University. All our Academic Activities are doneon the basis the academic calendar prepared keeping in view all the activities to be done during the year 2020-2021. There is clear indication of conducting internal as well as external evaluation within stipulated period. The college follows thisschedule and conducts Sessional Test Examination as a part of Continuous Internal Evaluation (CIE) as per detailed programme prepared for the purpose. For smoothconduct of Continuous Internal Evaluation a conduct committee is formed from among the teachers that makes necessary arrangementsfor proper evaluation and maintenance of records of internal examination. In addition to this some departments also holdgroup discussion, surprise tests, quiz, etc. and provide home assignment as a part ofContinuous Internal Evaluation (CIE).

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.habraghatcollege.in/pdfnoti/Academic_%20Calender_2020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

8

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	**No File Uploaded**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

9

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

181

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

during the year

181

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The College has been running Curriculum Enrichment Value Added Course to promote human values as wellm as professional ethics, Environmental awarnwess and sustainability by each Department since its introduction in January 2017. The course curriculum is designed and developed by each department relevent to the concerned subject. The course is of 30 hours duration in 180 days from January to June every year. For smooth conduct of the course the head of each Department is entrusted with the responsibility of makingnecessary arrangement for admission, holding classes, holding examinations,declaring results and awarding of certificates to the successfully completed candidates.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

N/A

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**No File Uploaded**

1.3.3 - Number of students undertaking project work/field work/ internships

N/A

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

600

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

115

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

There is a practice of organizing Remedial classes for slow learnersby each departmentas a part of special programmeto cater to the needs of slow learners. With this end in view, the head of each department is entrusted with the responsibility of making necessary arrangements for conducting such classes as per the programme of classes prepared in each academicsession. The selection of slow learners is made on the basis of their performance in the sessional examinations, class test, Home Assignment, etc. Department-wise list of Students for remedial classes is furnished below in attached file.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
439	**19**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

N/A

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

For effective teaching-learning process teachers uses various ICT enabled tools such as- Desktops, Laptops, PPTs, Projectors, Downloaded Videos, QR Codes for Qusetion Bank, Digital Library.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

9

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

14

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

3

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

35

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

As a part of internal assessment the College conducts Sessional Tests, Class test, Home assignment, Quiz, Surprise test. All other tests except Sessional Test are conducted by the concerned departments. For smoothconduct of the Sessional Test there is a conduct committee constituted as per decision of the meeting of the faculty members presided over by the Principal. The meeting also appoints an Assistant Officer In-charge to make necessary arrangements for collection of question papers, maintaining proper records of attendance, evaluations, etc. The examination is held as per schedule prepared for the purpose and the relevant information's regarding the Sessional Test are notified in advance in the notice board of the College.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

There is a Conduct Committee for conducting the Internal Examination which is entrusted with the responsibility of dealing with the grievances related to Internal Examination. The College conducts Sessional Test as a part of Internal Examination which is free, fair and transparent.The Assistant Officer In-charge is authorized to receive any complaints of the students relating to the Sessional Examination. The students are free to place their grievances before the Conduct Committee. But fortunately we have not received any such complaints from the students this year.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The College is running undergraduate Programme in Arts only. In addition to this, the college is also running Value Added Courses in every department as a part of skill enhancement initiatives. The curriculum for UG programme is designed by the Affiliating

University i. e. Gauhati University and the syllabi for Value Added Courses are designed by the respective departments of the College. The Programme outcomes, Programme specific outcomes and Course outcomes have been well-defined by the University as detailed in the web link. The College tries its level best to achieve the objectives as prescribed by the University adopting the following mechanisms-

- Semester-wise Orientation Programme is organized at the beginning of every academic session to make the students aware of their courses and evaluation processes which is also available for them in the college prospectus.
- For attainment of programme out comes as well as learning outcomes the college conducts continuous evaluations based on periodic test, surprise test, oral test, open book test, unit test etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.habraghatcollege.in/pdfnoti/POs_PSOs_&_COs_2020-21.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

. The College tries its level best to achieve the objectives as prescribed by the University adopting the following mechanisms-

- Semester-wise Orientation Programme is organized at the beginning of every academic session to make the students aware of their courses and evaluation processes which is also available for them in the college prospectus.
- For attainment of programme out comes as well as learning outcomes the college conducts continuous evaluations based on periodic test, surprise test, oral test, open book test, unit test as well as external evaluation .

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

98

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.habraghatcollege.in/pdfnoti/SSS_2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

N/A

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

N/A

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

11

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

6

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

18

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The College has Extension Education Cell and NSS Unit to undertake variousProgrammes as a part of Extension Activities to make the students aware of their responsibilities towards their societies and thus prepare them to became rthe responsible citizen of the country. These Programmes are carried out in addtion to imparting classroom teaching. A total 14 nos. of Extension Activities have been carried out in the neighbourhood villages keeping in view the social issues like Japanese Encephalitis, Preservation of Environment,Health and Stress Management through Yoga, Swachhata Mission, Abuses of Drugs, Covid-19 Awareness, Disaster Management, Fostering Brotherhood through Friendly Matches, etc. The participating students got acquainted with these Social Issues and have been empowered with the knowledge that help them to develop

their personality to the greater extend.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

N/A

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

8

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

8

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

8

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

N/A

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College hasadequate infrastructure and physical facilities conducive to proper academic atmosphere required for teaching and learning. The college is situated in sprawling campus of 21 acres of land with buildup area of 6193.8 Square Meter accommodating adequate infrastructure and physical facilities for teaching-learning. There are 12 numbers of classrooms required for running BA Major and General Course. There are 4 (Four) classrooms with ICT facilities for conducting Digital Classes. In addition, there are 3 (Three) Mobile projectors used in other classrooms as and when required. There are all total 88 numbers of computers for the use of teachers, Students and the office stuff. There is one Language lab with 25 (Twenty Five) numbers of computers, 1 (one) Computer lab with 12 numbers of computers and 1 (one) E- Recourse Browsing corner with 21 numbers of computers. There is a Central Library Enriched with 16110 numbers of text books and 831 numbers of reference books. The Library is also equipped with Question Bank Repository, Video Bank, PPT Bank, Publication Repository, OPAC Facility, INFLIBNET, Reprographic as a support facilities for teaching and learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has limited facilities for Cultural activities, Sports, Games, Gymnasium and Yoga. But the students are encouraged to participate in all these activities within the limited physical facilities. The College institutes College Week every academic session under the management of the Students' Union of the College wherein various cultural competitions as well as competitions in games and sports are held among the students that offer them proper platform to develop their expertise in various fields and help them shape all-round development of their personalities.

The College has the following physical facilities for Games, Sports and Gymnasium:

Sl. No

Physical Facility

Area/Size (in Meter)

1

Play Ground (Football and Cricket)

129.84m. × 73.15m.

2

Basket Ball Court

33.22m. × 20.11m.

3

Volleyball court

30.47m × 18.28m.

4

Badminton Court

30.47m. × 12.19m.

5

Gymnasium

9.75m. × 9.14m.

Besides, the College has a considerable numbers of sports materials, musical instruments, etc. as support facilities for games, sports and cultural activities. There is no specific physical facilities for indoor games, cultural activities and yoga but the College makes temporary arrangements for these activities as and when required.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

196

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The Central Library of the College is automated partially using Integrated Library Management System (ILMS) equipped with 'SOUL' software in version 2.0 installed in 2015.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3.05

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

30

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The College updates its IT facilities from time to time. As a part of this practice the College has updated its IT facilities for the year 2020-2021 with the new addition of 10 nos. of laptops enabling the teachers to conduct digital classes. Besides the broadband Wi-Fi facilities have been upgraded with BSNL Fibre connection with two Routers one in library and the other in Principal's Office and thus ensuring campus enabled Wi-Fi facilities. There was no LAN facility in the College which has been installed during this year connecting the Language Lab, Computer Lab as well as Central Library of the College. E-Content facility has been upgraded in College Webside under IQAC tab. In Addition to this, two portable smart class projectors have been added to the IT facilities during the year 2020 as a part of up-gradation to IT facilities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://habraghatcollege.in/econtent.php

4.3.2 - Number of Computers

88

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

204

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has physical, academic and support facilities such as class rooms, library, laboratory, computers, LCD Projectors, sports facilities, canteen etc for the use of the faculties and the students. There are policies and procedures for maintenance of

the assets properly.

There are different committees such as Admission and Academic Committee to look into the availability and maintenance of classroom facilities including the use of LCD Projectors etc. To ensure proper utilization and management of other supporting facilities there is an Assets Management and Monitoring Committee in the College. The Committee is entrusted with the responsibility of taking necessary steps for proper maintenance of the available support facilities including addition and repairs. The Committee takes initiatives to sign Memorandum of Understanding (MoUs) with different agencies and individuals for maintenance of Campus Infrastructure.

There is also a Library Committee to see the proper and maximum use of library facilities by the students. In case of any damage or requirements of new facilities to be added the respective committees report to the Principal for necessary actions.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.habraghatcollege.in/pdfnoti/Procedures_and_policies_2020-21.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

20

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

15

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to institutional website	www.habraghatcollege.in
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

54

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

54

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

11

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	<u>View File</u>
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College has a Student Council in the name of Habraghat College Students' Union (HCSU) which is a representative body of students of the college. The office bearers of the union are democratically elected for one year term. To promote all round development of the students and to inculcate a social sense in the minds of the students, the union with the active cooperation of the professor in-charge organizes various co-curricular activities and competitions in games sports, debate, cultural items, social service, literary competition etc. among the students specially during the Annual College Week held every year. The Union also takes initiatives to publish college magazine as well as wall magazine as a medium for developing literary potentialities of the students. Some of the students are also members of various committees like IQAC, Anti-Ragging Committe, Greivance Reddressal Cell ,etc. and thus enabling them to participat in decision making processes of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year

19

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The College has Alumni Association but not registered. The Association is always in touch with the College. The President of Alumni Association has been a member of IQAC of the College. They have a valuable contribution to the corporate life of the college through organization of various programmessuch as Orientation Programme, Covid-19 Awareness Programme etc. in the greater interest of the students as well as all round development of college. They also make financial contribution either in cash or in kinds for the development of the college.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Habraghat Mahavidyalaya asa rural college has its Mission and Vision to cater to the needs of the locality. The College has been trying its level best to realise its deams through various plans and programmes carried out by different unit with the involvement of teachers and students. There is a Governing Body, Internal Quality Assurance Cell (IQAC), Teachers' Unit, NSS Unit, Guidance and Career Counsening Cell, Extension Education Cell and other sub-committees.

File Description	Documents
Paste link for additional information	https://www.habraghatcollege.in/pdfnoti/Mission%20Vision.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

There is decentralised and participative management system for smooth conduct of all the affairs of the college. There are different Committees constituted for different purposes where in all the faculty members are involved and have the opportunity in participating in decision making process. The following two practices of decentralization and participative management system run in the college may be mentioned:

1. Admission Committee. There is an Admission Committee constituted of the faculty members of the college. The committee is entrusted with the responsibility of the entire process of admission in cooperation with other members of the teaching and non-teaching staff of the college. The Heads of all the departments are involved in the preparation of the merit list. The Heads in collaboration with other faculty members of the departments decide the cut off marks for offering major subjects.

2.Examination Committee The college has a well established system of conducting both internal and external examinations as a part of continuous and comprehensive evaluation. The internal examinations are conducted as per programme fixed by the college while the external examinations are conducted as per programme fixed by the affiliating University.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

There are various quality improvement strategies adopted by the institution in case of – Curriculum Development, Admission of Students, Teaching and Learning, Examination and Evaluation, Research and Development, Library, ICT and Physical Infrastructure / Instrumentation, Human Resource Management and Industry Interaction / Collaboration.

More emphasis was laid on Research and Development. There is a Research Committee in the College that has been working in collaboration with IQAC to promote research culture among the faculty members as well as the Students. The teachers are allowed to attend Conferences, Workshops and Seminars to enhance their knowledge in the field of research and publication. They are also encouraged to publish research papers. They are provided facilities to undertake research works like pursuing Ph. D in their respective fields. Some faculty members are engaged in guiding the students in writing project papers as a part of completion of their respective course.

Please View File for Additional Informations

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

For smooth conduct of various activities of the College there are various committees and sub-committees that function following some norms and procedures under the controlling and guidance of the Governing bodies, the Principal, Vice-Principal and IQAC respectively as detailed in the Organogram attached in the link given. The Governing Body tops the Organogram of the Administrational Bodies followed by The Principal, The Vice-Principal, Head of the Departments and the IQAC. The Governing Body of the College plays pivotal role in running the administrative as well as academic activities of the College. Some important issues like recruitment & promotion and financial matters are directly managed by the Governing Body of the College that adopts plan of actions to be carried out by the Principal. The services of the employees are guided by the service rules framed by the Government of Assam. The Vice-Principal in consultation with the Head of the Departments as well as various sub-committees conducts the academic activities of the College. There is IQAC constituted as per guidelines of the NAAC, looks into the enhancement of quality education and maintenance of proper academic atmosphere in the College in consultation with various sub-committees constituted for various purposes.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.habraghatcollege.in/pdfnoti/Organogram_of_Habraghat%20Mahavidyalaya.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in	A. All of the above

areas of operation Administration Finance and Accounts Student Admission and Support Examination	

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The College has the following facilities as welfare measures for teaching and Non-teaching staff.

- **GIS (Group Insurance Scheme): The College has the facility of Government Sponsored Insurance Scheme called GIS where the members of teaching and non-teaching staff contribute a Lump sum amount of Rupees 400 each per month to be capitalized after retirement.**
- **SCF (Staff Credit Fund): There is a SCF for the benefit of teaching and non-teaching staff. It is a contributory fund from which the members of the teaching and non-teaching staff can avail loan facility in time of their need.**
- **Recreation room: The College has recreation room where the employees have the facility to spend their leisure period.**
- **Free Health Check-up: There is free health check-up facilities provided by free health check-up camps organized by NSS Unit of the College.**
- **Pure Drinking Water Facility: There is one Acquaguard water purifier with the capacity of 7 Liters that provides pure drinking water facility for the teaching and non-teaching staff.**
- **Canteen & Cafeteria Facility: The College has Canteen & Cafeteria facility available for Students, Teaches and office staff of the College.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

5

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

6

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal System for teaching Staff:

There is Performance Appraisals System in practice in the College for assessment of academic and overall performance of the teachers

who require performance appraisal report from the Principal at the time of their promotion to next higher grade. This is done through Academic Performance Indicator (API) and confidential report of the principal. For API assessment is made on the basis of the criteria as per Performance Based Appraisal System (PBAS) proforma framed by the UGC Career Advancement Scheme (CAS). For the purpose the concerned employee submits application in API format with necessary documents to the Principal which is verified by IQAC as well as Departmental Promotion Committee (Screening cum Evaluation Committee). In addition to this the overall performance of the concerned teacher is also assessed on the basis of his contribution to the corporate life of the College. This is done by the Principal which is treated as confidential report.

The teachers' performance is also assessed and evaluated through students' feedback on teachers that has been a regular practice in the College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The College has mechanism for both internal and external financial audits regularly. The internal audit is done by a hired-auditor as per resolution of the Governing Body of the college. The external audit is also done regularly by the office of the Assistant Director, Local Fund, Goalpara, Assam following the resolution of the Governing Body of the college. The Audit Report is placed in the meeting of the Governing Body for necessary approval.

But it is to be noted that there has heen no External Auditsince 2016 as the External Auditis done by Government Agency and we have not recieved any communication from any Government Agency till date. But we are ready to face External Audit as and when Government Audit team visits the College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

For smooth functioning of the College it requires a considerable amount of funds every year. As the college is a Provincialized institution, it receives regular funds from government of Assam for in salary head. Besides there are various sources for mobilization of funds like Admission, UGC, RUSA, and Donation from NGOs/ Individuals etc. to meet the other expenditures in connection with all round development of the College. As such the College prepares various projects for financial assistance to UGC/RUSA from time to time as per needs of the College. As a result of this effort the College has been able to receive fund from RUSA under Up-gradation of Existing Degree Colleges to Model Degree Colleges in addition to this the College generates funds from Admission which is de prime source of fund mobilization of the College. It is also to be noted that the College has a Teak Wood Garden having around 1000 teak wood trees initiated in 2008 that serves as a long term source for resource mobilization.

The College looks into the optimum utilization of this funds for which there are Construction Committee, Purchase Committee,

Project Monitoring Committee etc. under the surveillance of the Governing-Body of the College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC Habraghat Mahavidyalaya has Institutionalized the following two practices as a part of quality assurance strategies and processes.

1. Promotion of Research and Publication:

The IQAC has made the noble effort to promote research culture among the teachers. As a result We have been able to make significant contribution to the field of research and publication as follows

- A peer reviewed book entitled 'MELANGE' with ISBN-978-93-93881-96-0 in December, 2021 by 'Purbayan Publication'.
- 6 teachers have been pursuing Ph. D and 2 of them have submitted their Theses for Evaluation.
- 6 teachers have published research papers in various UGC listed journals and 18 teachers in various Edited Chapters in Book.
- 11 numbers of National and International Webinars have been organized under the initiative of IQAC.

2.Capacity Building of the students:

As a part of Capacity Building Initiative the College has been regularly organizing Skill Oriented certificated Course and Certificate Course in Computer Application as well as remedial coaching for slow learners. The Computer course is run by the College as a common programmes while the other 2 programmes are managed and run by the respective Departments.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC has undertaken the following 2 initiatives as a part of post-accreditation, quality enhancement programme:

1. Introduction of value added Course: The College has introduced Value Added Course of 30 hours duration in 2016 and has been running the same conducted and managed by respective departments. The course has been introduced as a part of curriculum enrichment programme. The module/syllabus of the course is designed by the respective departments keeping in view the curriculum of B.A regular classes which is designed by the affiliating University.
2. Development of IT Infrastructure: The College has been able to improve its IT Infrastructures under the initiative of IQAC. As a result of the initiative the following reforms have been made to facilitate teaching-learning process.

*   Language Lab.
*   Departmental E-Resource Corner
*   Computer Lab.
*   Departmental Wall Magazine with QR Code
*   Campus Enabled Wi-Fi

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)	C. Any 2 of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.habraghatcollege.in/pdfnoti/Annual_Report_2020-21.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The College is very concerned towards the gender sensitization. It takes various measures for the promotion of gender equity. With this purpose in view the college has set up a Women Cell and formed a prevention of Sexual Harassment Committee. In 2020-21, the following measures have been initiated by the college for the promotion of Gender Equity.

Title of the Programme

Period (from-to)

Participants

Female

Male

Popular Talk on Domestic Violence During Covid-19

20/11/2020

26

22

Legal Awareness on Women and Equality

11/12/2020

34

22

Awareness programme on Mahila Sabalikaran.

02/01/2021

32

13

Talk on Beti-Bachao Beti-Padhao.

08/03/2021

35

25

Workshop on Sexual Harassment in Institutions

12/09/2021

25

12

Awareness Programme on Womens' Rights.

10/12/2021

36

18

File Description	Documents
Annual gender sensitization action plan	https://www.habraghatcollege.in/pdfnoti/Action_Plan%20for_Gender_Equity_2020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.habraghatcollege.in/pdfnoti/7.1.1_2_.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

N/A

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution	**C. Any 2 of the above**

system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Response of the College :

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities

Habraghat Mahavidyalaya, Krishnai is committed to provide an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. To achieve this goal the college carried out several initiatives for an inclusive environment such as tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities Stated below in the uploaded document.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File]()
Any other relevant information	[View File]()

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The College sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities of Citizens and takes various initiatives through curricular and co-curricular activities to make the students good citizen of the nation. The college runs the curriculum framed by the affiliating university i.e Gauhati University with a view to attain the Programme Outcomes, Programme Specific Outcomes and Course Outcomes. Besides, the College has been running Certificate Course in Computer Application and Skill Oriented Certificate Courses for the capacity building of the students. Moreover the Departments of the College have been continuing various value-Added Courses for inculcating the values among the students.

The College Celebrates various Local, National, and International days such as- Independence Day, Republic Day, World Environment Day, International Yoga Day, International Womens Day, Ekta Dibas, and Festivals, such as Saraswati Puja, Fateha-E-Dowaz-Daham, Holding of Ifter Party, Tithi of Sankardev, Viswakarma Puja, Holding of Sarva Dharma Prarthana, Christmas, etc.

The College frames Code of Conduct for students, teachers and employees which reflect the core values. There are various cells and units in the college such as- NSS Unit, Anti Ragging Cell, Women Cell, Extension Education Cell, Guidance and Career Cell, which take initiatives for the development of values and responsibility among the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals-

Important Days, Events and Festivels Celebrated During 2020-21

Sl. No

Programme

Date

1

Independence Day (Maintaining Covid Protocol)

15-08-2020

2

College Foundation Day (Maintaining Covid Protocol)

29-08-2020

3

World Aids Day

01-12-2020

4

Republic Day

20-01-2021

5

Independence Day (Maintaining Covid Protocol)

15-08-2021

6

College Foundation Day (Maintaining Covid Protocol)

29-08-2021

7

International Day of Peace

21-09-2021

8

Gandhi Jayanti

02-10-2021

9

World Aids Day

01-12-2021

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Among the best practices practised by the college the following two best practices may be mentioned –

1.Each One Teach One

2.CARING SENIOR CITIZEN

The link is given below.

https://www.habraghatcollege.in/pdfnoti/Best_Practice_session%2020 20-21.pdf

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

As a part of various best practices performed by the college, the distinctive one is ECO-FRIENDLY CAMPUS

Please find the details in the web link:

web link:https://www.habraghatcollege.in/pdfnoti/Distinctiveness_2020-21.pdf

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Plan of Action for the session: 2021-2022

1. To construct Auditorium
2. To publish Research papers in Book with ISBN.
3. To make full fledged digitalization of the central library.
4. To construct Boundary Wall for Girls, Hostel
5. To continue Certificate Course in Computer Application.
6. To continue Skill-Oriented Certificate Courses to be conducted by each department.
7. To continue Value-added Courses to be conducted by each department
8. To promote research culture among teachers and students.
9. To organize UGC sponsored National /International Seminars and workshops.
10. To strengthen MoUs with academic and industry partners.
11. To improve physical and support facilities conducive to quality education
12. To improve Medicinal Plant Garden
13. To improve Nutri-Garden
14. To set up Museum for preservation of Local Culture