



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

KHARUPETIA COLLEGE

**KHARUPETIA COLLEGE, KHARUPETIA, P.O-KHARUPETIA, DIST. DARRANG,
ASSAM, 784115**

784115

www.kharupetiacollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Kharupetia College was established in the year 1981. The college stands as one of the leading higher education institutions of Darrang district. It is situated in a sprawling green campus of 22.26 acre of land in an agro-based rural area. Since its inception, the institution has continued its efforts to provide quality higher education to the learners of this socially and economically backward region. The college initially started functioning from a temporary set up at Kharupetia Higher Secondary School before it was shifted to its present campus in the year 1987. The college has grown slowly to have at present 14 Academic Departments in Arts including Commerce and B.Voc. The Commerce and B. Voc are self-financing streams.

The college was brought under deficit grant in aid system on 25/03/1998 and brought under provincialization w.e.f. 1st January, 2005 vide Assam Government notification No. LPG112/2005/158 dated december19, 2005. The college holds recognition under section2 (f) and 12(B) of the UGC Act, 1956 in 2009. Affiliated to Gauhati University, the college was assessed by NAAC in the year 2004 and was awarded C+ Grade in 1st cycle and B grade in 2nd cycle in 2015. At present, the college offers 18 undergraduate programmes, including commerce and B. Voc and a higher secondary (10+) programme for the students. For integration of the Indian Knowledge system in NEP, 2020, the college introduced a Diploma Course in functional Sanskrit from the Central Sanskrit University. There has been a distance mode of education study centre from 2009 onwards in the college, recognised by the Krishna Kanta Handiqui State Open University (KKHSOU).

The college has been making continuous efforts to ensure adequacy of infrastructure for its curricular and co-curricular activities. The institution has a good infrastructure facility. Apart from this there are one Assam type administrative building, an indoor stadium/sports complex, walkers' lanes, a vermi composting facility, well maintained gardens, and a canteen for students and teachers. There is a provision for CCTV surveillance to ensure security and provide a safe learning institution environment.

Vision

The logo of the college symbolizes its goal and vision. An earthen lamp is lighted inside a half circle with a base bar on which '*Tamasho Ma Jyotirgomoi*' (lead me from darkness to light) has been written. The lamp symbolizes the light of knowledge.

We envision developing the college into a center of excellence adding value to education with dedication to nurture the students and transform them into employable persons and good citizens of the nation.

Mission

- To bring social change in a desired way by using education as a tool for change.
- To bring this institution of higher education closer to the community with the help of various extension activities.

- To develop human resource in such a way so that they can participate in the nation building process.
- To promote a healthy academic environment for the teaching-learning process to uphold the spirit of social justice and thereby empowering the students to become a responsible citizen of the nation.
- To develop a multidisciplinary approach in learning and to enhance value-based knowledge and skills among students through several ADD-ON courses including certificate and diploma courses in foreign languages to provide employability.
- To frame policies and measures including gender sensitisation and green initiatives in the direction of sustainable development for an eco-friendly campus.
- To upgrade the skills of faculty through participation in faculty development programmes, workshops and seminars for imparting quality education.
- To encourage the participation of non-teaching staff in various training programmes for efficient management of the administration of the institution.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Sufficient land area with a protected boundary wall.
- Two big natural ponds
- Enrolment strength of the students
- Increasing trend of girls student's enrolment.
- Multi-disciplinary curriculum.
- Qualified, skilled, and sincere faculties.
- Dedicated and helpful support staff.
- Augmented infrastructure.
- Introduction of E-governance
- A clean, eco-friendly, and peaceful campus provides a conducive ambiance for learning.
- Solar panel for energy conservation.
- A large number of students get scholarships or free ship under different schemes.
- Carrier-oriented ADD-ON courses and soft skill development programmes.
- Students are given career exposure through an active information and career guidance cell.
- The Grievance Redressal Cell is responsive to the grievances of the students.
- Active statutory bodies or committees like the ICC, SC Cell, ST Cell, Minority Cell, Anti-Ragging Cell, etc.
- The presence of special awards or scholarships for meritorious students sponsored by the college authority, departments and library.
- Active and democratically elected Students' Union.
- The Institute has a strong, duly constituted Governing Body.
- A well-equipped library with Internet facilities.
- Use of technology and innovative methods in the teaching-learning process.
- Introduction of UGC-recognised B.Voc. programmes under the NSQF for vocational training and employment generation.
- Effective mentoring systems.
- Community interaction and support/extension activities for the benefit of society.
- Active NSS unit.
- Facility for Girl's Hostel within the campus.

Institutional Weakness

- Less scope for industrial collaboration due to its rural location.
- Delay in filling regular staff positions by the government.
- Limited opportunity for co-curricular and extracurricular activities due to the hectic semester schedule.
- The college is situated in rural minority dominated area which limits the diversity in students' enrolment of various social categories like SC, ST, OBC.
- High dropout rate due to socio-economic reasons.
- Being an affiliated college, there is a lack of effective academic autonomy.
- No PG programmes till now.
- Limited numbers of research papers/ projects by faculty members.
- Absence of hostel facilities outstation students require.
- Less scope for sustainable self-financed skill-based Diploma/certificate courses due to backward socio-economic background of the students.
- The college is situated in one of the seven aspirational districts of Assam.
- Imposition of government related duties on the teaching and non teaching staff from time to time hampers in maintaining academic and office work.
- The student-teacher ratio is very high.

Institutional Opportunity

- Sufficient space for further infrastructural development.
- Scope for introducing PG courses.
- Multi-disciplinary curriculum of the institution will help in implementation of NEP, 2020.
- Collaboration and linkages with reputed educational and research institutes and recognised bodies, societies, and NGOs.
- Scope for optimum use of ICT facilities.
- Support under the RUSA scheme for academic and infrastructural augmentation.
- Availability of an indoor stadium, gymnasium hall, and health centre for holistic development.
- Scope for introducing skill-based agro courses in aligned with the requirement for implementing NEP, 2020 like organic farming, water hyacinth hand craft making, pisciculture and agricultural marketing for sustainable development.

Institutional Challenge

- Insufficient number of permanent teaching and non-teaching staff in corresponding to large number of student enrolment.
- Ever-increasing running cost of the institution.
- The limited scope of resource generation.
- To reduce the dropout rate, as many students, get married and leave the institution without completing their education.
- Covering the syllabus within the limited time of the semester schedule.
- To keep proper records of student progression to higher education.
- To keep a proper record of students qualifying for different competitive examinations such as NET, SLET, GATE, Civil Service, etc.

- Deterioration of moral and cultural values.
- Students from remote area often lack proper communication skills.
- Exposing students to industrial training and internship in rural area.
- Limited scope for internal resource mobilisation for the institution due to backward socio-economic region.
- Introducing new self-financed courses has always been a challenge due to poor economic background of the students and it aggravates more with the introduction of the present fee waive schemes, Government of Assam for the students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Kharupetia College is affiliated to Gauhati University, Guwahati, Assam. Being an affiliated college, the institution follows the curricula and syllabi prescribed by the university for all UG programmes. As an affiliated college, the institution does not get any opportunity to design the curriculum. Different ADD-ON, value-added, and skill-based courses are offered for the students for academic flexibility. The college introduced B.Voc. programmes in Information Technologies and Retail Trade Management in 2021 and the same was approved by the UGC under the NSQF.

Issues related to gender, human values, the environment, and sustainability are addressed in the courses across all programmes and these UG programmes are multi-disciplinary in nature. In Arts stream, there are altogether 12 departments, out of which 10 departments offer Major, i.e., English, Assamese, Political Science, Economics, History, Education, Philosophy, Arabic, Sanskrit and Hindi. Two Departments i.e., Geography and Mathematics offer only General Course at the U.G. level. In the Commerce stream, a Major is offered in three subjects i.e., Accountancy, Management and Finance. And in B.VOC, Retail Trade Management and Information Technology courses are available. In addition to the UG level courses, all the departments of the college offer two-year Higher Secondary courses in Arts Stream as per the guidelines of the State Government although the UGC does not approve of the running of such courses in Degree colleges. It may be mentioned that no additional faculty positions are created by the State Govt. for H.S. courses.

The academic calendar is prepared well ahead of the beginning of the academic session for effective curriculum delivery. Departmental Heads are to play an important role in this regard.

PG courses are available under the distance mode of education. The institution has a recognised study centre, Krishna Kanta Handiqui State Open University (KKHSOU), which offers 9 PG programmes (8 in Arts and 1 in Commerce) and 8 numbers of B.A programmes. The current enrolment of students of this centre is 900. This centre gives the opportunity to the students who cannot pursue a regular mode of education.

Teaching-learning and Evaluation

The college has the teaching-learning methodology which is based on participatory, experiential and problem-solving in nature. Besides classroom teaching, online classes are also done. The college is providing a student-centric method by arranging the presentation of seminar papers, projects and fieldwork. The students are also encouraged to participate in and organize seminars, workshops, and conferences, as well as to present and publish research papers through extension and co-curricular activities. Teachers use ICT tools for effective

teaching and learning experiences for the students. Library, laboratory, and e-learning facilities are properly utilized by the students. Adequate numbers of computers with internet facilities are made available to students.

The admission process is based on the relevant regulations of the government and affiliated university. Admission takes place based on merit, and reservation of seats as per following the government rule. At present, students are to apply online through the ERP system of the college. The academic calendar is prepared based on the affiliating university at the beginning of each session.

Being an affiliated college of Gauhati university, the institution has to follow the guidelines of the examinations of the university.

As a part of continuous internal evaluation tests, assignments, and seminars are conducted. A sessional examination is also conducted every semester. 20% of the marks are set aside for internal evaluation. There is an effective grievance redressal mechanism at the institutional level. External evaluation is conducted by the affiliated university through end-semester examinations, practical examinations, project work, etc.

Students learning levels are being assessed, and special programmes for advanced and slow learners are being organized.

Research, Innovations and Extension

Teachers are encouraged to pursue research in the area of their choice. Study leaves are granted to the faculty members who are willing to avail it under Faculty Improvement Programmes. Necessary adjustments in teaching schedule are made to facilitate the faculty members to undertake research work. Till now, 13 faculty members have been awarded Ph.D., and 4 faculty members have obtained M.Phil degree.

The college has a seminar cell that encourages all faculty members to publish research papers in the academic journals.

The college has not opened any incubation centre, but it is planning to open it soon. The institution is trying to create an ecosystem of innovative practices through some activities of cells and committees. The Career Counselling and Guidance Cell has conducted altogether 22 awareness and training programmes to students for academic progression and placement during the last 5 years. The cell succeeded in helping 22 students to get placement. The institution sends students on field visits, internship, excursions etc., to give them exposure to life skills, management skills and job skills.

Being an undergraduate college there is no scope for students' research activities. However, the students are engaged in various research-oriented activities like the preparation of seminar papers, field studies, surveys, projects etc. to develop a scientific temper, and research culture and aptitude among them.

Being a rural college having very limited financial resources at its disposal, it has not been possible so far to earmark any separate fund/budget for the purpose of research. Similarly, owing to paucity of fund it has not been possible to provide any seed money to the faculty for research.

The NSS Unit of the college also organises different social welfare programmes.

The institution has few functional MoUs through which some activities were conducted.

Infrastructure and Learning Resources

Situated on a sprawling green campus, having more than 60 bighas of land, the college has been making continuous efforts to ensure the adequacy of infrastructure for its curricular and co-curricular activities.

The institution has one administrative block, G plus one RCC building with 18 rooms, and another two RCC buildings for classroom accommodation. The institution has three Assam-type buildings having 11 numbers of rooms, out of these, 7 rooms are used as classrooms. Besides these, the institution accommodates a library, 14 departmental rooms, separate control rooms for examination with an adequate number of computers and furniture for conducting examination and admission related activities. one Distance education study centre, room for health facility, faculty rooms, students' union room, boys' and girls' common room, wash rooms for both girls and boys, Girl's hostel, night watchman's quarter, washrooms for teachers and employees, IQAC room, and stores room etc. The institution is using ICT tools in teaching-learning process. The college updates its IT infrastructure regularly to meet the current technical requirements of the college. Every Department has been provided desktops and computers connected with an internet facility along with a scanner printer to carry out their academic need.

Sanyoga, a meditation centre for the students and the faculties for Yoga exercise and meditation to create a stress-free ecosystem on the campus.

Students can learn music in the Sangeet Sadhan Kendra, a centre for music practice.

The library facilities of the college are adequate to meet the requirements of the students and the teachers. At present there are 27538 nos. of books, 15 nos. of print journals with partial digitalization facilities for the use of the students and the faculties. The Central Library of Kharupetia College has been using 'KOHA' software.

The college authority has installed CC Camera in the Library for constant surveillance.

Student Support and Progression

The college prospectus is published and updated annually incorporating in it all the relevant information. There is provision for various scholarships for the students such as free ship under fee waive scheme of the state government of Assam, Post- Metric Scholarship for SC/ST/OBC students, Ishan Uday scholarship, and Minority Students MLA scholarship and so on. The Percentage of benefited students from these schemes during last five years was **64.93**. A total of **8479** numbers of **students** got benefits from free ships under fee waive scheme of the government of Assam and other scholarship during last five years. The institution is organised through various cells/committees to enhance the soft skills of the students along with language communication skills, life skills like yoga, physical fitness, health and hygiene and ICT / computing skills.

Career Guidance and Counselling Cell organised a total of 22 awareness programmes during the last five years. The total participation of students under such programmes was **6635**. The percentage of students benefited during the last five years was **19.18**.

Students' progression to higher education and placement was **263 and in percentage form, 7.74** during the last five years.

Teachers' Exchange programmes with neighbouring institutions give exposures to the students to other institution of higher learning and to enable the teachers to exchange their expertise. In order to promote creativity among the students, the college publishes its student magazines annually. In addition to the Annual College Magazine, a few Departmental Wall Magazines are also published by the respective Departments.

The college organises annual college week programmes every year which include various sports, viz. in-door and out-door games, cultural events like songs and music, drama where all the students can participate. The performance of the students in sports and cultural activities participating outside the institution is not significant. Students of the college got only 7 awards during last five years.

There is also an Anti-ragging Committee that maintains zero tolerance policy in regard to ragging complaints. The ICC which looks into complaints related to sexual harassment resolves the complaints cordially within stipulated time maintaining the secrecy of the complainer, if any.

There is a students' union body in the college.

Governance, Leadership and Management

The Governing Body (GB) is the apex body of the college and is constituted as per Govt. rules. The governance of the college is aware of fulfilling the mission and vision of the college. The DHE formulates all the administrative policies like service rule and regulations, appointments and other statutory issues. President of the GB is nominated by the Directorate of Higher Education (DHE), Government of Assam. The GB is constituted with the Principal as the secretary, Vice Principal as ex officio member, two representatives from University, the local MLA is a member by default to represent the government, teaching and non-teaching staff, Librarian, and guardian members. The role of the GB is to guide the principal and staff on all matters for the smooth functioning of the institution as per the rules and regulations of the government. The governance of the institution is reflected in the administrative set up and also in various institutional practices /policies to achieve the vision and mission of the institution.

As the Secretary of the GB, the Principal takes the important academic, administrative and financial decisions and keeps official co-ordination with the DHE and the University.

For the smooth running of the college affairs and to create a feeling of participation, various committees and cells are formed for transparent execution of all affairs like co-curricular activities, examination, construction and purchase, academic and admission, gender sensitivity, sports and culture, green initiatives, outreach activities, career-guidance, grievance redressal, anti-ragging etc. To achieve sustainable growth, implementation of NEP, 2020, decentralisation and participation of institutional governance are well reflected in various policies of the institution.

The student union plays an active role in decision making bodies, and is also entrusted to organizes the annual

freshman's social and college week, important events and functions of the college, and publications of college magazine.

The institution is transparent in financial management. Annual audit is conducted on a regular basis.

Institutional Values and Best Practices

The college adopts various programmes on gender equity to impart gender sensitivity among students and other stakeholder groups through the Women Cell, NSS wing, Extension Education Cell etc.

Sanitary napkin vending machines and incinerators are installed in the girl's common room of the college.

There is provision for a girls' common room with attached wash rooms. A well-managed college canteen is available inside the campus.

There are active Grievance Redressal Cell, Internal Complaints Committee (ICC), and anti-raging Committee for the redressal of respective issues raised by the students.

The institution facilitates the use of alternative energy sources and adopts energy conservation measures like solar energy, the use of LED bulbs, and power-efficient equipment in the college.

There is an efficient waste management system for the separation and disposal of waste. A MoU was signed between college and the Municipality Kharupetia in the matter of waste management.

The institution provides a disabled-friendly environment, which includes ramps, disabled friendly washrooms and properly displayed signage in the campus.

The green campus initiative of the institution includes a ban on plastics, a tobacco free zone, the adoption of a green protocol, landscaping, plantations and environmental promotion activities inside and outside the campus. There is a provision for conducting gender audit, Green audit, energy audit etc., in the college.

Rainwater harvesting facilities are available on campus. Water bodies are properly maintained.

The institution celebrates various national and international commemorative days and events and organizes programmes to sensitize students and employees on their constitutional obligations.

The institution organised awareness programmes on Code of conduct to sensitize the students, teaching and non-teaching staff for better governance.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	KHARUPETIA COLLEGE
Address	Kharupetia College, Kharupetia, P.O-Kharupetia, Dist. Darrang, Assam, 784115
City	KHARUPETIA
State	Assam
Pin	784115
Website	www.kharupetiacollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Mausumi Saha Kalita	03713-7002443537	9435993484	-	kharupetiacollege@gmail.com
IQAC / CIQA coordinator	Deepak kalita	-	9365225085	-	deepakkalita123@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Assam	Gauhati University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	02-07-2010	View Document
12B of UGC	02-07-2010	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Kharupetia College, Kharupetia, P.O-Kharupetia, Dist. Darrang, Assam, 784115	Rural	24.463	7622.11

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese, Major	36	Ten Plus Two	Assamese	50	50
UG	BA,English, Major	36	Ten Plus Two	English	50	21
UG	BA,Arabic, Major	36	Ten Plus Two	English + Assamese	50	19
UG	BA,History, Major	36	Ten Plus Two	English + Assamese	50	50
UG	BA,Political Science, Major	36	Ten Plus Two	English + Assamese	50	50
UG	BA,Economics, Major	36	Ten Plus Two	English + Assamese	50	30
UG	BA,Education, Major	36	Ten Plus Two	English + Assamese	50	50
UG	BA,Hindi, Major	36	Ten Plus Two	Hindi	50	19
UG	BA,Sanskrit, Major	36	Ten Plus Two	English + Assamese, Sanskrit	50	0
UG	BA,Philosophy, Major	36	Ten Plus Two	English + Assamese	50	46
UG	BVoc,Bvoc, Retail Management	36	Ten Plus Two	English	60	3
UG	BVoc,Bvoc, Information Technology	36	Ten Plus Two	English	60	14
UG	BA, T D C F Y U G P Arts General Regular, English MIL Assamese	36	Ten Plus Two	English + Assamese	400	316

	MIL Hindi Economics Political Science Education Philosophy Sanskrit Arabic His					
UG	BA,T D C F Y U G P Arts General Reg ular,Geograp hy Mathematics	36	Ten Plus Two	English + Assamese	400	73
UG	BCom,T D C F Y U G P Commerce General Reg ular,General Regular	36	Ten Plus Two	English + Assamese	120	0
UG	BCom,T D C F Y U G P Commerce Major Honours Cou rse,Finance	36	Ten Plus Two	English + Assamese	60	41
UG	BCom,T D C F Y U G P Commerce Major Honours Cou rse,Accounta ncy	36	Ten Plus Two	English + Assamese	60	40
UG	BCom,T D C F Y U G P Commerce Major Honours Cou rse,Managem ent	36	Ten Plus Two	English + Assamese	60	40

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				16				9			
Recruited	0	0	0	0	13	3	0	16	6	3	0	9
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				24			
Recruited	0	0	0	0	0	0	0	0	16	8	0	24
Yet to Recruit	0				0				0			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						11
Recruited	6		0		0	6
Yet to Recruit						5
Sanctioned by the Management/Society or Other Authorized Bodies						19
Recruited	14		5		0	19
Yet to Recruit						0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	4	0	0	4	2	0	10
M.Phil.	0	0	0	1	0	0	4	0	0	5
PG	0	0	0	8	3	0	10	2	0	23
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	5	5	0	10
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	419	0	0	0	419
	Female	435	0	0	0	435
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	9	5	7	3
	Female	5	3	4	1
	Others	0	0	0	0
ST	Male	3	1	0	1
	Female	1	0	0	0
	Others	0	0	0	0
OBC	Male	19	9	10	4
	Female	10	7	8	2
	Others	0	0	0	0
General	Male	424	532	579	411
	Female	421	476	626	432
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		892	1033	1234	854

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Kharupetia College presently runs Arts, Commerce(self financed) and B.Voc (self financed), affiliated under Guahati University and apart from these disciplines, it also runs centre of distance
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	<p>education such as KKHSOU (State university). In future, the college will make an attempt to include science stream under its ambit to transform the institution into a holistic multidisciplinary institution. The curriculums provided by the College are as per the requirement of the Affiliating University. The college time to time conduct some programmes in the form of orientation, training or workshop, awareness for the students to inculcate the values, ethics along with the classroom teachings through textbook contents to promote value based education. The college is to organise more of value based education programmes and short term certificate courses on it. In line with the objective of NEP 2020, the college will focus more about collaboration with Research Organisations and also with other institutes for joint research work. Again, the faculties of the college will be encouraged and motivated to take up some interdisciplinary research work based on their area of interest. The management of the college along with the Research Cell will also motivates the faculty members to take up some research work on a society's pressing problems and issues either through Minor Research Project or through Major Research Project or through self financed independent research work at a micro level initially to come out with a solution of such societal issues. The College has a Socio Economic Study Centre under the initiative of Economics Department of the college which takes up research activities on societal issues. The study centre provides an opportunity to undertake interdisciplinary research work in this field.</p>
2. Academic bank of credits (ABC):	<p>NEP 2020 Task Force was formed to fulfill the requirement of Academic Bank of Credits (ABC) in 2022-23. The task force of the college will be responsible for the execution of ABC. The institution is yet to implement ABC to enable the transfer of credits.</p>
3. Skill development:	<p>Transformation of knowledge into action is skill. Since the market reality is focusing more on self employed instead of searching for jobs or for requirement of various skills in the job market it is necessary to acquaint our students with the various skills as much as possible. In this context, the College puts an effort on developing such skills either through various activities or through organising training, workshop etc. Besides that to realise the</p>

	<p>goal of 'Atma Nirbhar Bharat' and considering the objective of NEP, the college is preparing for incorporation of programmes on Entrepreneurship Development, formation of Entrepreneurship Club, bring some more add on courses on computer application and other spheres also to explore the new opportunities through acquired skills. Along with the mainstream education, kharupetia College also runs vocational courses for skill development in a specific area. In addition to these courses, faculties of the college focuses on to build up and inculcate the qualitative skills like negotiation skills, interpersonal skills, skills of emotional stability etc. in their classroom teachings among the students in various forms. The College also offers some hands-on approach in particular paper applicable to it. The college has a provision for computer skills course through computer Lab.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>India is a country with multi-diversity. Indian knowledge system is rooted in its past and Indian culture have an important effect globally. In this context, there is a continuous effort on the part of the College to support and conserve such legacies for future generations systematically through the research work, awareness, familiarity and appreciation of different aspects of rich Indian languages, culture etc. The Sanskrit Department of the College time to time provides add-on courses on Sanskrit language. Kharupetia College continuously undertakes various activities like "Yoga Session" to imbibe the knowledge on Yoga and Practice of Yoga, Cultural and Social Programmes like "Bhupendra Sangeet", "Jyoti Sangeet" celebrating "Rabha Divas" etc. Moreover, the college also celebrates Swaraswati Puja as well as Fateha-E -Dwaz Daham, organizes quiz, competitions on language skills, programmes on creative Performing Arts etc. The college also observes Independence Day and the Republic Day every year. Along with these, the College also organises various awareness programmes on clean and green environment, water conservation, Swachh Bharat Abhiyan. Kharupetia College put an endeavor to make harmony within oneself and with nature that can connect with oneself, the community and the creation. Kharupetia College attempts to provide an opportunity and try to create an environment of learning where one can learn from teachers, own</p>

	intelligence, with the passage of time and from peers and most importantly focusing on digital platforms in some aspects in the present day context.
5. Focus on Outcome based education (OBE):	Kharupetia College is following the CBCS curriculum of UG Courses under Gauhati University. The Curriculum has laid down the learning outcome in terms of programme outcome, programme specific outcome and course outcome.
6. Distance education/online education:	The College has ICT facilities such as digital rooms, computers, projectors etc. Teachers use ICT facilities to take their classes as and when required. Besides this, faculty members of the college use various technology tools like Whatsapp, Google Meet, Zoom meeting App, YouTube etc. for the purpose of Teaching- Learning Activities. Each Department of the College maintains Whatsapp Group for stay in connected with the students either for sending study materials or to give instructions, guidance etc. During crisis like Covid-19 period/ lockdown, faculty members of the college used Online Platform to impart the classes without hampering much. But after normalization of the condition and for the greater benefit of the students of the rural background the College resorted to Blended mode and also as per the guidelines of the affiliating university in this respect. Now, the majority of the classes are through Offline/ Physical mode and within this set up faculty members of the College use ICT tools and technologies whenever required. Moreover, faculty members use online classes, online test as per their convenience. Kharupetia College is presently offering vocational courses through B.Voc. Presently it is in offline mode but in future some aspects of it may be delivered through ODL system depending on the instructions from the stakeholders. The institution has Krishna Kanta Handiqui State Open University (KKHSOU) study Center for delivering distance mode of education. The Center imparts PG & UG courses for those students who can not enroll themselves in regular mode of education.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been	1.Chairperson- Dr.Nurul Islam. 2.Co-ordinator-
---	--

set up in the College?	Abdul Wahid. 3.Member-Dr.M.N.Jaman 4.Member-Dr.Amjad Hussain Mazumdar. 5.Member-Dr.Misira Parbin. 6.Member-Dr.R.U.Ahmed
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, students' Co-ordinator and co-coordinating faculty members are duly appointed. Yes, the ELC is representative in character.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	1. Registration camp organized for the eligible student voters in the college premises with the help of district administration. 2. Guest lectures series were conducted for creating awareness among students. 3. Seminars, workshops, speech sessions were organized for enhancement of ethical voting of the underprivileged section of the society.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Kharupetia College family takes initiative for active participation in electoral process. Both teaching and non-teaching staff are engaged in election duties. College faculty members are even engaged as Master trainers, Sector officer for the smooth conduct of the entire election procedure. They are ever ready to go to the most remote areas to discharge their duties.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Eligible student voters take part in voters registration Camps which is organized for 1st semester students since they are first time voters. Link is given in the website.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2775	2819	2397	2400	2667

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 42

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
40	40	40	38	39

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
35.97	39.42	112.29	124.33	125.32

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Kharupetia College is affiliated to Gauhati University. The college follows the curriculum designed by the Gauhati University. Activities are planned before the beginning of a semester for effective curriculum delivery.

The following activities are done periodically to ensure effective delivery of the curriculum:

The academic committee at the beginning of the session arranges a meeting with the head of the departments. The Heads of the departments give a brief account of their performance in the previous semester of the students. The newly admitted students are also made aware of the college rules and university guidelines regarding academic procedures besides elaborating the syllabus and the course outcome. The students are also made aware of the timetable of the classes and the academic calendar of the college. There is also a provision of the departmental committee meeting where the HODs of each department brief about the syllabus distribution, workload etc. The teachers are also requested by the HoDs to maintain class diaries properly by recording their classes as per the routine of the department. The department also identifies the slow learners and accordingly schedules remedial classes. All the departments are advised to conduct activities like internal tests, seminars, field studies, project work, group discussion and other curriculum related activities as per the syllabus of Gauhati University. To enrich learning, the teacher stays in close contact with students even beyond their scheduled classes. Mentoring students continually helps the students to overcome their problems of learning. Continuous evaluation and sharing feedback with students through assignments enhances learning. The teachers maintain systematic records of Internal Assessment. The Academic Committee of the College is responsible for proper curriculum delivery effectively and the committee reviews the status of the progress in regular intervals. The progress of the syllabus and their (students) performance in the internal tests and implementation of other curriculum related activities are discussed in these meetings. The college follows the academic calendar prepared by Gauhati University. In addition to this, the college also prepares its own Academic calendar and the departments also have their academic calendar following the guidelines of the university calendar. Holidays and the examination schedule are maintained by the college as per the holiday list of the university. Semester examinations are held according to the university academic calendar.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 19

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Other Upload Files

1

[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 16.12

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
628	608	309	325	235

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The institution integrates crosscutting issues related to Environment, Sustainability, Professional Ethics, Gender, and Human Values both in academic and non-academic activities.

To achieve this goal, the college has constituted various committees and clubs to take necessary initiatives.

- The college follows the Gauhati University syllabus in its curriculum. Therefore, the college cannot prepare its own curriculum. However, the curriculum of the parent university has cross-cutting issues relevant to Human Values, Professional Ethics, Gender, Environment etc., in the Honours Programmes, Regular Courses, Generic Elective Courses, Skill Enhancement Courses (SEC) and Ability Enhancement courses (AEC).
- The different issues relevant to professional ethics, gender and human values are found in the subjects of Assamese, English, Education, History, Political Science and Economics. Some papers in these courses deal with the environmental issues. In English literature, Honours generic course (second semester) includes one paper about the contemporary India: woman and empowerment. In humanities, the syllabus of B.A. Education contains a paper on woman and society which deals with gender issues. Besides, the issues of human values and gender, issues on professional ethics are also included in the subjects of humanities. In the Ability Enhancement course (AEC) under Gauhati university in the second semester, includes the issues related to environment sustainability..
- Classroom teaching helps to understand towards values for a peaceful coexistence of all. The institution gives exposure to the students about social justice and teaches them to work towards creating a society that regards human values and professional ethics. The college organises several seminars, awareness programmes and workshops on such themes to make students aware

of such issues.

- Women cell of the college initiates programmes on gender sensitisation inside and outside the institution. NSS unit of the institution participates in different awareness programmes to promote human values. The Green Audit team includes students to give exposure to them through which they learn about the significance of an eco-friendly environment (documented in green Audit Report). The NSS unit also initiates several programmes with the students and the community on environmental issues to make them aware of the eco-friendly environment. World Environment Day is also celebrated in the college.
- Functions /events like Annual College Week, Saraswati Puja, Fateha-E-Dwaz Daham and Fresher's Social etc., are also organised as a part of the non-academic activities (extra-curricular) so that they get exposures to experience and learn the responsibility of the leadership qualities, the required skill to organize events, nurture gender sensitivity and human values and culture etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 42.41

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 1177

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 78.21

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
854	1234	1033	892	883

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1220	1420	1420	1100	1100

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 3.76

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
10	20	31	40	19

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
621	723	723	561	561

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 69.38

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Kharupetia College has a teaching methodology that is based on experiential participative and problem-solving learning. These can be interpreted in the following way.

As an experiential learning, the students can avail the opportunity of the laboratories of the department of Geography and Education and B.Voc (IT) and computer lab. Besides these, as a part of the experiential and participative learning, there is provision for project work and field trip / studies in the curriculum of most of the departments. The Department of History organizes excursion tour and the department of Assamese visited several historical places to have a look at the traditions and cultures of the region. The students of the environmental studies visit different places and submit the field study reports. Students participate in the Green Audit on campus as a member of the Audit team and learn in the process of study of the Green Audit. The Students of the Department of Commerce and Geography undertake regular field visits. The students of the B.Voc departments of the college prepare project of software development and also do internship. Students of the college are required to give presentation on their projects using ICT tools in the digital class rooms. Besides these, the institution facilitates students to participate in various celebration days like Saraswati puja, Fresher's social, farewell functions, Women's Day, Health check-up camps, Environment Day, Independence Day and Republic Day etc. The NSS unit of the college which is registered under Gauhati University actively involved in different programmes both inside and outside the campus. Students get involved in publication of departmental wall magazines and college magazines to get the experience of creative work as well as teamwork. These all activities help the students to get real experience of the issues as well as in the process, enhance their knowledge.

So far, the Problem-solving methodologies are concerned, as a part of the curriculum, seminars and group discussions, workshops, quiz etc. are organized taking the help of ICT tools. Students are given a specific topic for seminar papers to write and also, they need to present using ICT tools. Marks will be awarded as per the university guideline. These practices help the students to gain confidence in delivering speech in front of the teachers and also enhance knowledge in different dimensions of the subjects. Group discussions help the students to incorporate their ideas into a particular topic and help learning to provide solutions to the problem.

ICT tools have been used while imparting courses by the faculty members of the institution.

The college has seven ICT enabled classrooms. It is observed that the institution needs more ICT enabled class rooms. The teachers prepare PPT for their classes using ICT tools. Faculty of the institution use Google platform, Google form, videos, Whats App, Zoom etc. for discussions of the course.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1**Percentage of full-time teachers against sanctioned posts during the last five years****Response:** 95.17**2.4.1.1 Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
41	42	42	41	41

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2***Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*****Response:** 37.06**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
17	14	14	14	14

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The mechanism of the internal and external assessment of the institution may be interpreted in the following way.

Kharupetia College follows the examination rules of Gauhati University. Both internal and external examinations laid in the regulation of CBCS, 2019 of the university are held according to the dates mentioned in the Academic calendar.

The website of the college facilitates the required information on all the important dates and schedule of examinations etc., to the students of the college as per the university notification.

The guidelines of the university for the internal assessment mechanism are that 20% is allotted of the total marks of the paper/course. The breakup of this 20% of marks is: 50% for internal examination, 30% for projects and assignment and the rest 20% is for attendance. This information is given by the departments in the beginning of the session to the students.

The internal examinations are conducted centrally by the Internal Examination Committee.

The teachers of the departments show the answer scripts to the students after evaluation, point out the flaws and give suggestions for improvement to the students, if any. The departments then upload the mark sheets to the university examination portal by themselves and submit a printout uploaded copy of the same to the principal office.

As per the guidelines of the parent university, if a student fails or does not appear in the internal examination, he/she will have to appear in the next year but if the candidate can show a valid reason for

nonappearance, then the student may be allowed to appear in a separate examination on a suitable day fixed by the departments or the concerned teachers. This information will be given to the students by the departments /concerned teachers on the departmental notice board.

External examinations are held as per the notification and the schedule of the parent university. The Principal entrusts the responsibility for conducting the examination to one or more senior teachers as Assistant Centre in Charge. The Vice Principal also monitors the examination procedures. The scripts are sent to the evaluation zones by posting answer scripts as directed by the university. The institution adheres to the examination rules strictly as per the parent university examination regulations.

For the internal examination's grievances, the internal examination committee disposes of the issues at the departmental /college level.

Any student of the college can appeal for settlement of his/her grievances to the concerned teacher of the course and if not resolved, the student can place it to the internal examination grievance redressal cell for settlement of the grievances and the final report will be placed to the Principal of the college.

For external examination grievances, the students will have to appeal to the university through the Principal of the college.

The college pays due attention to solve within a stipulated time for both internal as well as external examination related grievances.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The academic departments of the college prepare the Course Outcomes (COs) and the Programme Outcomes (POs) based on the parent university guidelines. At the beginning of the academic year, the departments hold departmental meetings well ahead of the academic session to allocate courses among the faculties. The teaching plan has been prepared as per the guidelines of the university and the COs and POs of a programme which are communicated to the students in detail at the induction classes.

Kharupetia College offers three years Bachelor of Arts (BA) honours and regular programmes consisting of six semesters under the CBCS curriculum prescribed by the University. The college has 13 UG

honours programmes: 10 B.A honours namely English, Assamese, Economics, Political Science, History, Education, Philosophy, Hindi, Arabic and Sanskrit, and 3 B.Com honours namely, Finance, Management and Accountancy. The college also offers BA regular courses in the above-mentioned subjects along with two other subjects i.e., Geography and Mathematics.

The programme outcomes of **Arts** are stated below:

- To acquaint the students with social, literary, economic, historical, geographical, political, and ideological aspects of learning.
- To contribute the multi-faceted development of the students.
- Through general education, electives, and focused study, students have the chance to develop oral and written communication skills and also to build individual productivity, clarity of expression and ability to articulate.
- To enable the students to gain in-depth knowledge in the field of humanities and literature thus making them sensible and socially responsible human beings.
- To develop various skills like problem-solving, critical thinking, analytical ability etc.

The programme, Bachelors of Commerce (**B.COM**) helps the students to acquaint themselves with the knowledge, skills and attitude relevant to modern day business organisation. The curriculum of B.Com (Honours) degree provides a carefully selected subject combination of Accounting, Finance, Management etc. The programme brings out reflective and scientific thinking in the student's mind, enhances management skills, equality, and develops the ability among the students regarding accounting and financial aspects of a concern. Over all the students will be able to equip themselves with the present-day business world.

Bachelors of vocational (B.VOC)

Vocational education will prepare the students for specific job rules in various sectors. The programme outcomes are the skills and knowledge that the students have at their exit level at the time of graduation. Students with vocational training can find work in several states and central govt organisations, non-profit groups, the academic institutions and in private sectors as well.

The institution communicates the course outcomes (COs) and the Programme Outcomes (POs) of different programmes through college website.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words**Response:**

The level of attainment of Program Outcomes and Course Outcomes is evaluated using various indicators throughout the semester of the academic year. The faculty records the performance of each student through the continuous evaluation process. The academic departments of the institution communicate the COs and the POs to the students through classroom discussions. The academic departments of the college evaluate the course outcomes (COs) and the Programme Outcomes (POs) based on the student's performance in the class test, home assignments, quizzes, project workshop/ seminar presentations, laboratory practicals, sessional examinations and semester examinations. Feedback on the curriculum and teachers by the students also helps to a great extent in teaching teaching-learning process and it is considered an effective tool to improve the performance of the students.

Important key indicators of measuring attainment are:

1. End Semester Examination:

Being an affiliated college of Gauhati University, the students are required to appear in the examination semester wise as per the regulations of the university, through which the institution evaluates programme outcomes based on the course attainment level as per the prescribed programme.

2. Internal Assessment:

The Internal Assessment constitutes 20% weightage of the total marks in each subject. The students are given assignments which are designed in accordance with Programme Outcomes of the respective subjects. Besides this, internal class tests, quizzes, viva and group discussions etc. are done regularly by the respective departments in a semester to assess the performance of a student.

3. External Assessment/ Practical Assessment:

External experts are appointed by the college authority as per the guidelines of the Gauhati University to evaluate each student by conducting practical examinations, and taking Viva-voce and examining the practical files.

4. Result Analysis:

Result analysis of each course is done by the concerned Academic departments and discussion is made with the students after the declaration of result of each semester. An analysis is made with the previous examination result of the individual student. This is an effective indicator to evaluate the level of attainment of POs and COs.

5. Internships and Placements:

The institution encourages the students to take up projects, fieldwork and internships etc. This helps them to obtain the necessary skills and practical experience in their course. The Commerce department and B. VoC department have more scope for internship and placements of the students in comparison to the Arts departments.

6. Progression to Higher Studies:

Progression to Higher Studies is considered another important programme outcome for the students in their progression to higher education. The college initiates Career Guidance and Counselling Cell to encourage the students to seek higher education in their respective subjects. This is another area for evaluation of the attainment of Programme Outcomes and Course Outcomes in an institution.

Documents for POs and COs, result analysis, performance in sessional examinations, records of higher education progression, project certificates, student's participation in departmental seminars and surveys, internship documents, notice of home assignment, oral /written test and placement records are made available as evidence of attainment of the POs and COs in the link.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 53.81

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
436	359	325	318	390

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
658	623	752	706	658

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.75

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 5.34

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	00	00	00	5.34

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Kharupetia College is trying consistently for a healthy ecosystem for knowledge sharing and awareness for the all-round development of the students and the community education from its inception.

The faculty members always get involved in all the academic and non-academic activities of the college. The regular academic interactions in the departments and outside the classroom provide much-needed support to the students by the teachers to maintain the ecosystem of innovation and knowledge.

Some of these efforts are as follows:

Career Counselling and Guidance Cell

The Career and Counselling Cell of the college has initiated several awareness and training programmes

to fulfil the students' needs for their academic progression and placement.

The cell conducted 22 programmes for the last five years on various issues. The total number of students participating in such programmes is 3150.

The institution provides facilities for students' field visits, excursions and internships to get exposure to life skills and job skills.

Eco-Club

The Eco Club is formed to take green initiatives inside and outside college campus. Awareness programmes on environment and plantation drives have been regularly conducted in the college for a sustainable eco-friendly environment. Through this club, the institution disseminates knowledge by holding talks on environmental issues like global warming, the usefulness of plantation of trees, prevention of wastage of water resources etc. among the students and community.

National Social Service (NSS)

NSS is one of the active service provider wings of the college. Students are motivated through this wing to inculcate the spirit of community service and leadership quality to confront with the uprising social issues. It also imparts the knowledge of life skills to the students to meet the problems of civil society. Various outreach activities like Swacha Bharat Abhiyan, Amrit Brikshya Andolon, Ghar Ghar ka Tiranga programme, cleanliness drive, tree plantation, college linkage road repairing, talks on different social issues like early child marriage and population control etc., have been conducted for the last five years. These outreach programmes help the college stakeholders in attaining knowledge and experience thereby contributing to the knowledge-based ecosystem of the college.

Transfer of Knowledge / Technology

Kharupetia College has a proper mechanism in place for transferring knowledge so that the institution would be on the right path to achieving academic excellence.

The Seminar Cell of the college is involved in conducting seminars, talks, workshops, and discussions related to different topics. The cell also shares the feedback of these programmes with the faculties and the students regularly. By signing of MoUs with different institutions and organizations, the college attempts to initiate the process of transferring of knowledge. Students' Teachers' exchange programme, seminars, workshops and popular talks with these institutions are the platform for creating an eco-system for sharing innovative knowledge in the institution. Publication of research papers by the teachers is also contributing to the knowledge-sharing process of the institution.

The institution has a perspective plan to open an incubation centre in near future.

The college has a plan to form the IPR Cell in near future.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 22

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
10	04	04	04	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards**3.3.1**

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.1

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
00	03	01	00	00

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.14

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
05	00	01	00	0

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and

sensitizing the students to social issues for their holistic development during the last five years.

Response:

The college initiates extension activities through various cells/committees and the NSS wing keeping in mind the need of the community and thereby sensitizing the students to the social issues. During the last five years, the institution had undertaken several such programmes by the initiatives of these cells particularly in the adopted village as well as in the surrounding area of the college. These interactions with people help students in getting experiences in their lives. The students can understand the different problems of the adopted village and the surrounding areas of the college and thereby providing the opportunity to find out the probable way to carry out the social responsibility.

During 2018-19, the NSS wing and Extension Education Cell of the college organized the Swacchata programme in the adopted village. The Eco Club organized a tree plantation drive as an environment awareness programme in the neighbourhood community.

During 2019-20, the NSS wing organized a Disaster Preparedness Mock Drill programme and a tree plantation drive in the neighbourhood community. Several programmes on Cleanliness Drive and Sawchaa Bharat Abhiyan were organized by the Extension Education Cell, Commerce Department, Health Cell and NSS separately. The Health Cell initiated an awareness programme on Covid -19 on 07-03-2020.

During 2020-21, due to prevalence of Covid 19, the institution had to restrict outreach programmes.

During 2021-22, Extension Education Cell organized awareness programme on population control, child marriage, cleanliness, health and hygiene, student drop out issues in rural areas and child labour - its affect on the society. The Eco Club of the college also organized awareness programmes on 'The Adverse Effects of Pesticides in the Society' and 'Drinking Water and Diseases'.

During 2022-23, NSS organized a cleanliness programme on the occasion of Bir Lachit Divas, conducted one survey on the youth who were without formal education in the neighbourhood area of the college and also organised one health check-up camp in collaboration with 210 Cobra BN Regiment. The Extension education Cell initiated awareness programme on population control, students drop out rate in rural areas, child labour issues, cleanliness-health and hygiene in the adopted village and the neighbourhood area. The Eco Club also organized two awareness programmes in collaboration with two SHG on adverse effects of pesticide use in society and drinking water and disease. The Women Cell organized an awareness programme on the importance of the girl child in the society.

These are some of the outreach programmes initiated by the college for the holistic development of the students and the community.

Impact of the activities:

These outreach activities by the college help the students to understand the social issues properly. Moreover, the exposure to such social issues to the students not only sensitizes them but also has an impact on their mind which develops their social responsibility and respect for social values. In the process of such outreach programme students get the opportunity to develop their problem-solving skills, soft skills of social communication and leadership skills.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

National Social Service (NSS), Extension Education Cell, Career And Guidance Cell, Women Cell etc., initiated several programmes inside and outside the college campus during the last five years. The faculties and employees of the college as such did not receive many awards but few of them got appreciation from the community. However, some of the teaching and non-teaching staff received few awards and recognitions from different organisations in different fields.

Awards received: Zakir Hussain Ahmed, the Coordinator, Career and Guidance Cell

- “MAHABANGA NATIONAL EXCELLENCE AWARD” by Mahabanga Sahitya Parishad Charitable Trust, Kalkata, Govt Regd. no 190304654, West Bengal, India on 23rd December,2023 in Rabindra Sadan Nandan Chattar (Abanindra Sabhaghar), Kalkata on the occasion of India -Bangladesh friendship day.
- “BORLUIT SANMAN-2022” (Great Brahmaputra Award-2022) by North East Plus- a registered portal of ministry of MSME on 17th, July in Kumar Bhaskar Natya Mandir, Uzan Bazar, Guwahati.
- “ASOM ADITYABOTA -2022” award by “Cultural Asom”, a pioneering Social and Cultural Association of Assam, Guwahati on 15th may,2022 in Tritha Nath Bhawan, Nijarapar, Guwahati.
- A Letter of appreciation and a trophy award under the aegis of all Assam Minority Students Union (AMSU), Sonitpur district in collaboration with Biswanath, Udalguri and Darrang district unit of AMSU on 21st September, 2021 in Tezpur.

Achievements in the field of Music:

Jeebendra Mohan Dev Sarma, Librarian, Kharupetia College.

- **“A Grade” Singer:** All India Radio (a wing of Ministry of Information and Broadcasting, Govt. of India), New Delhi has recognised Mr. Jeebendra Mohan Dev Sarma as ‘A Grade singer’ in 2022-2023 for Assamese Modern Song (Sugam Sangeet).
- **Music Composer:** All India Radio (a wing of Ministry of Information and Broadcasting, Govt. of India), New Delhi has recognised Mr. Jeebendra Mohan Dev Sarma as Music Composer in

2023 for composing Assamese Modern Song.

- Invited as a Judge of cultural events at Dibrugarh University Youth festival of 2022-23.
- Conducting **Anthem of Platinum Jubilee**, Department of Assamese Guwahati University.

Award received by Dr. Dhanashri Sarmah, Assistant Professor, Department of Assamese,

Awarded with 'PUSHPA DEVI JALAN SOWARONI SAHITYA BOTA' by Gopal Jalan and Mahekiya Barta Pokhili for publishing a book on 'Asomiya Hashya Bango Sahityar Bichar' in 2022.

Mr Abdul Aziz, Assistant Professor and HoD Dept. of Commerce was honoured with Certificate of Appreciation for his Contribution towards conducting 26 Financial Education Programme in the State of Assam during the year 2021-22 by SEBI (Security and Exchange Board of India).

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 9

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
04	02	0	01	02

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 08

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

It is worth mentioning that the college faced a mega-disaster in the year 2010 in the form of a devastating fire that broke out in the college building on 20th November, 2010 in which the entire college building including the central library were gutted. College assets worth several crores of rupees were burnt into ashes. Thereafter, the entire financial resources of the college had to be utilised to rebuild the fire ravaged infrastructure of the college.

Situated on a sprawling green campus, having more than 60 bighas of land with flower gardens, the college has been making continuous effort to ensure the adequacy of infrastructure for its curricular and co-curricular activities.

The institution has one administrative block, one G plus RCC building with 18 rooms, another two RCC buildings for class room accommodation. Out of these rooms, 24 rooms are used as class rooms , 3 rooms for digital class room and also as class rooms for theory classes. The institution has three Assam type buildings having 11 numbers of rooms, out of these, 7 rooms are used as class rooms. Besides these, the institution accommodates, 14 departmental rooms, separate control rooms for examination with an adequate number of computers and furniture for conducting examination and admission related activities. one Distance education study centre, room for health facility, faculty rooms, students' union room, boys' and girls' common room, wash rooms for both girls and boys, Girl's hostel, night watchman's quarter, wash rooms for teachers and employees, IQAC room, a well equipped library and stores room etc.

The Sanyoga, a Meditation Centre provides platform for Yoga and meditation to the students, faculties and staff for creating a stress free eco system in the campus. The college has appointed one yoga teacher to conduct regular yoga session as a part of curriculum and the college authority invites yoga experts to the centre on special occasions.

Students can learn music in the Sangeet Sadhan Kendra, a centre for music practice in the college.

The library facilities of the college are adequate to meet the requirements of the students and the teachers. At present, there are 27538 nos. of books, 15 nos. of print journals with partial digitalization facilities for the use of the students and the faculties.

Moreover, the college has adequate facilities for sports like, playground in the campus, Indoor Sports Complex Auditorium, Gymnasium room, sports equipment for the students etc.

The college has laboratories for the departments of Geography and Education for the students to experience practical classes. Besides these, there is one language laboratory and one computer laboratory to facilitate computer literacy among the students and teachers.

The college has altogether seven number of ICT enabled class rooms. There are adequate audio- visual aids including LCD projectors, computers with available internet facility, scanners, printers, photocopier for office and departments. The institution facilitates audio system in big class rooms for teaching. The campus is having CCTV facilities.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 3.56

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0.50	0.35	1.52	2.58	10.60

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Central library is well equipped with all modern facility to serve the students and the faculties, where all the records are computerised. The college library has different types of text book and reference books, Journals, periodicals, magazines, e-books, question Papers (previous years), internet facility, and regional and national Newspapers etc. The library has an open access facility for the users.

The available Facilities of the Central library are as follows.

TEXT BOOKS AND JOURNALS

The library has a collection of **27,538** nos. of books, **15** numbers of journals and magazines. Out of 15 numbers of journals, 10 are academic and 5 are popular journals.

E-RESOURCES

Kharupetia College has the institutional membership of 'N-List' and 'DELNET' and "NDLI" Digital Consortium, where the students and faculties can access more than 6000 (Six thousand) journals and 1,99,500 e-books under 'N-List', 600000 e-books through 'NDL'.

DELNET:

There is a provision of access to millions of online library resources through DENET. More than 35,00000 e-books in pdf format where students and faculties can have accessibility to –

1. More than 1,12,000 journal
2. More than 5000 e-journals
3. More than 1,45000 thesis/dissertations

E-Resource Corner:

The central library, Kharupetia College provides a space for E-Resource Corner. Eight (8) numbers of computers are being facilitated for the users to browsing internet / e-resources.

Integrated Library Management System (Ilms):

The Central Library of Kharupetia College has been using 'KOHA' software. Previously the library used 'SOUL' 2.0 as ILMS, but due to lack of service provider of SOUL 2.0 the institution replaced it by the 'KOHA' software in 2020.

On Line Public Access Catalogue:

OPAC has been installed in the central library of the college during 2014-15. It provides guidelines for users. The students and faculties can know about the availability of the resources in the library through OPEC kiosk.

DIGITAL LIBRARY:

The central library has started working on a digital library with 'D space' software. The library is developing an institutional repository with question banks, college magazines, various souvenirs and magazines, academic contributions of teachers, thesis and dissertations, e-books, daily e-newspaper links and developing a photo gallery of important events of the college.

The college authority has installed CC Camera in the Library for the constant surveillance.

E -attendance Facility

The central library is having the facility of e- attendance system for recording the presence of the students and the faculties. It was installed in 2023.

Subscription to E-Resources.

The library has subscribed to several e-journals and e-books (SudhSindhu) from the last two years i.e., 2021-22 and 2022-23. The annual subscription for e-journals was Rs. 8751/- and for e-books was Rs. 1966/-.

Optimum Use of Library

The daily students and teachers' attendance register book of the library shows the footfall of students and teachers for the last 5 years as follows:

A total of 27,308 numbers of students attended the library during the working days of the institution for the last five years and in corresponding to this, the attendance of the teachers was 5205 for the same period.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure**4.3.1**

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet

connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The authority of the college updates the IT facilities when it requires the most. The IT scenario of the institution has changed a lot with respect to services provided and the quantum of expenditure made over the years.

The institution has upgraded the library system to operate in a partially automated manner. The central library at present uses KOHA software as the main Integrated Library Management System (ILMS). KOHA is used for all library works. It automates acquisition, cataloguing, circulation and accounts. The library system is largely depended now on technology. So, the college library is also updated with new requirement to expedite the speed of the documents resource searching process. The institution has installed OPAC Kiosk. The library users can get the information quickly regarding the availability of the searched materials.

The college authority frequently updates its IT facilities including classrooms, laboratory, offices and all the available electronic equipment/gadgets like LCD projectors and audio-visual systems, smart boards, CCTV with monitors.

The BSNL internet broadband bandwidth of the institution has been upgraded to 100 mbps from 10 mbps with Wi-Fi connectivity. The broadband connection was installed with 100 mbps to library. There is another connection with 100 mbps for the office and 14 numbers of departments. There is one internet leased line connection with 5mbps in the college. It is used in the office. The language laboratory of the college has been equipped with a server and LAN connection for 30 numbers of computers. The language library is not functional at present, but the college authority recently has taken proposals to restore it. The institution has ERP software for its administrative, admission and class room management purpose.

The College emphasises to give more IT facilities to its students so that they can utilise to its maximum level to get benefits in their life. The institution ERP system helps all the stakeholders to get the information without getting delayed.

The institution has an AMC deal with one third party, United Enterprise, a registered vendor, BSNL, Mangaldai, Darrang for maintenance of the internet facility.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2**Student – Computer ratio (Data for the latest completed academic year)****Response:** 67.68**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 41

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1**

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 7.3**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
5.75	5.43	5.21	9.99	5.53

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 64.93

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2436	2252	2484	1011	296

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: B. 3 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 19.18

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
681	979	249	342	253

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: C. 2 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 14.39

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
123	78	38	22	02

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
436	359	325	318	390

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0.96

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
0	15	0	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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 last five years

Response: 5

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
03	2	0	0	0

File Description**Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 4.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
06	07	05	0	04

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

The Central Alumni Association of the college was registered under societies ACT XXI of 1860 NO. RS/247/K/12 in 2015-2016. However, the registration period of the Alumni Association was expired in 2018. At present the Association has initiated the process of renewal of registration under Soceity's Act. The association conducted few programmes for the benefit of the students in the campus. Besides the Central Alumni Association, former students of each department are also involved in various activities and contributed to their respective departments.

The Departments of Political Science, Economics, Arabic, Hindi, English and others are holding alumni meet regularly. Some of the former students contributed steel Almirah/ book shelves, chairs, created gardens in the name of their respective departments. The Central Alumni Association is not active enough to make any major contribution for institutional, academic and infrastructure development of the college during the last five years.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The Governing Body (GB) is the apex body of the college and is constituted as per rules Govt of Assam. The governance of the college is aware of fulfilling the mission and vision of the college. The DHE formulates all the administrative policies like service rule and regulations, appointments and other statutory issues. President of the GB is nominated by the Directorate of Higher Education (DHE), Government of Assam. The GB is constituted with the Principal as the secretary, Vice Principal as ex officio member, two representatives from the university, the local MLA is a member by default to represent the government, teaching and non-teaching staff, Librarian, and guardian members and also a donor member. The role of the GB is to guide the principal and staff on all matters for smooth functioning of the institution as per the rules and regulations of the government. The governance of the institution is reflected in the administrative set up and also in various institutional practices /policies to achieve the vision mission of the institution.

As the Secretary of the GB, the Principal takes the important academic, administrative and financial decisions and keeps official co-ordination with the DHE and the University. He/she is assisted by the Vice Principal and Heads of the Departments, the Teaching and Non-Teaching staff in overall management of the institution. The Student Union of the college helps the Principal in the matters of the student's community.

For the smooth running of the college affairs and create a feeling of participation, apart from statutory committees, various committees and cells are formed for smooth and transparent execution of all the affairs like co-curricular activities, examination, construction and purchase, academic and admission, gender sensitivity, sports and culture, green initiatives, outreach activities, career-guidance, grievance redressal, anti-ragging etc. These cells/committees are constituted with the representatives from the management, teachers, employees, students, government officers, guardians and alumni. The IQAC plays a pivotal role in monitoring the activities of all the cells/ committees for smooth functioning of the institution. Through the activities of various cells/committees, the decentralisation and participation of institutional governance are well reflected in the policies of the institution.

The student union plays active role in decision making bodies, and also entrusted to organize the annual freshman's social and college week, important events and functions of the college, publications of college magazine etc. The institution follows an inclusive policy by including female members in almost all the cells/committees of the institution.

Moreover, the long term and short-term perspective plan of the institution has been formulated in compliance with the vision and mission of the college which are in the tune of NEP, 2020, sustainable

growth and decentralised participation of all the stakeholders at different levels. The mechanism of the governance in the policy implementation of the college is properly represented in the organogram which is given in the link.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Administrative Set Up:

Since Kharupetia College is a provincialized college, it has to follow the regulations of the government of Assam in the matter of college management, appointment procedures and in promotional matters of the teachers and employees. Since Governing body is the apex body of the institution, it takes the overall responsibility of the management of the college by keeping touch with DHE. The college is affiliated to Gauhati university, so the institution follows the academic matters like admission, registration, curriculum, examination, permission to open new subject or stream and affiliation as well.

As the Secretary of the GB, the Principal takes the important academic, administrative and financial decisions and keeps official co-ordination with the DHE and the University. In the matter of the institutional administration, Principal is assisted by the Vice Principal, Head of the departments, librarian, teaching and non-teaching staff and also the students union.

Internal Quality Assurance Cell (IQAC)

The cell is responsible in enhancement of overall internal quality of the institution. The cell plays a pivotal role in monitoring the activities of various internal cells /committees to achieve the objectives and goals of the institution.

Admission committee:

Admission committee deals the matters related to admission. One of the senior teachers is the coordinator of the committee and the committee follows the rules of the admission policy of the government.

Examination Committee follows the guidelines of the institution in both internal and the external

examinations of the university.

Academic Monitoring Committee is responsible in maintaining the daily class routine and the progression of the syllabus and other academic matters.

Grievance redressal cell looks into the grievances of the students and resolves the issues cordially within a stipulated time.

The college constituted various committees and cells for smooth functioning of the institution in all affairs such as career and guidance, construction, extra-curricular activities, green initiative, gender sensitization, sports and cultural activities, health etc. Students' union is the representatives of the student's community and they are to play an active role to organise some events and functions of the institution.

Appointment Policy:

All appointments, other than contractual employees, are made recruitment following the established Assam Government Rules and Regulations, UGC and the parent university. The Vice chancellor of the university constitutes one selection committee for the selection procedures. The vacant post is advertised by the institution in leading newspapers of the state by following guidelines of the stakeholders. The Directorate of the Higher Education, Assam approves the recommendations of the selection committee as well as of the Governing body of the college.

Service rule:

So far, the service rule is concerned, the college follows the Assam Provincialized College and Assam Non -Government College Management Rules, 2001 and Assam Services (Discipline and Appeal Rule, 1964).

The college is always concerned with the effective deployment of strategies and policies in align with the institutional vision and mission.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Appraisal System:

The college has an effective performance appraisal mechanism through which information on multiple activities of the teachers and the staff is appropriately captured and considered for better appraisal. The college authority has made it mandatory for the teachers to submit their Performance Appraisal Reports in the prescribed proforma at the end of every academic session. The Performance Appraisal Reports submitted by the teachers and employees are analysed by the college authority. Moreover, there is also the mechanism to collect and analyse students' feedback on the performance of the teachers. Such feedback helps a lot to take appropriate measures for improving the performance of the teachers. The mechanism of obtaining and reviewing the performance appraisal reports has had a positive impact on the overall performance of the institution. As already mentioned above, after analysing the performance appraisal reports, the results are placed in the Governing Body (GB) meeting and the G.B. reviews the same and offers necessary suggestions to the teachers to improve their performance. It may be mentioned that the review reports on the performance appraisals are communicated to the teachers by the principal through personal interaction. Feedback forms are issued to the students, alumni and parents to initiate action for all round development.

Every non-teaching staff has an Annual Confidential Report. This report evaluates the employee's character, behaviour, and relationships with authority, co-workers, office staff, and pupils. The promotion of the non-teachings staff is based on the seniority. Promotions of the teachers are based on PBAS proforma of UGC while, the CAS promotion is based on API score. Based on appraisal analysis, the college authority gives letter of appreciation to the teachers and employees irrespective of permanent and contractual post.

Welfare Measures:

Pensions and other Benefits:

As a provincialized college the sanctioned post holders of both teaching and non-teaching staff can avail the welfare provisions like pensions, familial pensions, GPS, NPS, GIS, gratuity, leave encashment (EL) etc.

Leaves:

Casual leaves and restricted leaves are available as per the leave rule manual.

Academic leaves are granted to the teachers for pursuing Ph.D., FDP, RC, OC and also for attending seminars, conferences and workshops

Medical Leave, Child Care Leave, Maternity and Paternity Leave are granted as per the rules of the government. Duty Leave is also granted for examination supervising related work and government duty.

Other Welfare Measures:

- The principal signs the agreement papers for loans to its teaching and non-teaching staff from banks.
- “Teacher’s and Employee’s Mutual Benefit Fund” for easy loan facility. At lower rate of interest, the loan is provided to needy members of the society.
- An emergency medical fund is for the members without charging interest for the first three months.
- The college arranges free health check-up camps and blood donation camps.
- Facility for reimbursement of registration fees and membership fees for FDP participation and also seed money for attending seminars by the faculty.
- Canteen facility is available even beyond the college hours.
- Air-conditioned well-furnished teachers’ common room and conference room with dish TV.
- Students and the teachers can avail the gym facility for physical exercise.
- Good and spacious parking facility is available in the campus.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 8.7

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
12	02	12	01	01

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
25	25	25	25	25

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

As such, no distinctive resource mobilisation financial policy is available in the institution. The institution is a Government Provincialized college. The chief sources of fund are the UGC, Government and its various agencies. Apart from these, fund is also mobilised from the following sources for the last five years.

- Surplus Centre fee collected for examinations from the students.
- Reimbursed student's admission fees by the state government under Free waiver scheme
- Interest accrued from the Fixed Deposits and from savings deposit account.
- Funds received from NSS from the government.
- Revenue from the leased ponds.
- Time to time the college is used as an examination centre for various competitive examinations held by the Govt. of Assam.
- Revenue generated from B.com and B.Voc.

The college authority makes every endeavour to monitor and ensure effective and efficient use of available financial resources of the college. Every year, a tentative budget is prepared allocating approximate amount under each head of expenditure. Efforts are made to stick to the estimated budget as far as practicable. The Governing Body of the college has to approve the major expenditures incurred from time to time.

Three layers of audit Mechanism adopted by the institution for financial transparency.

1) Internal Audit: conducted by the authority.

The college authority regularly conducts internal audit to ensure financial propriety in various transactions and utilization of grants in the college. It is a constant process and the authority i.e., the Principal and Accountant of the college, carry out the primary stage of the audit for each and every financial transaction of the college. The Coordinators, Teachers-In-Charge and Officer-in-Charge of the various cells and committees closely monitor every income and expenditures incurred and scrutinize the records of transactions before they are submitted to Accountant /the person in-charge of the college. The accountant/the person in-charge initially scrutinizes and verifies the financial data and sends them to Principal for getting his/her approval confirming authenticity and correctness of the submissions.

2) Two External Audits:

a) For CA audit, Chartered Accountant is appointed by the college. (Annually)

b) Auditors of the Department of Finance and Accounts, Govt. of Assam (3/4 years of interval) conduct audit

All the Purchase Register, all the bills and vouchers of the revenue expenditures of corresponding periods, UGC Utilization Certificates, Stock Register, Banks Statements and Accession Register Book are required for the scrutiny.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The college has a very clear institutional policy about quality assurance. The IQAC acts as the central monitoring agency of quality assurance mechanism. The IQAC in association with various committees and cells works out strategic plans for improvement of quality in different aspects. Significant improvements in quality have been observed in the following IQAC initiatives.

- Formulation of various policy documents of the institution.
- Preparation of submission of AQAR.
- Preparation of SSR to NAAC.
- Monitoring the activities of the various cells/committees for better enhancement of quality.
- Collection and analysis of feedback from all stakeholders for future action.
- Suggestions for conducting Academic Audit, Green audit, Energy Audit, Gender Audit in the institution. Documentation of all the activities of the cells/committees.
- Encourages various cells'/committees to take initiatives for awareness programmes on social issues, both for students and the community.
- Suggestions to departments to maintain class diary, teaching plans and progress report and keep records of all departmental activities
- Takes initiatives for signing of MoUs with other institutions of higher learning and NGOs for joint academic and non-academic programmes.
- Preparation of Prospectus of the college.

As a part of the quality assurance, decentralisation of the administration is done by forming various cells/committees and approved by the principal of the institution. The IQAC has successfully materialised the strategies for assurance of the quality improvement in the institution. Some of the outcome of the initiatives of IQAC as follows.

- Introduction of class diary, teaching plans and progress report of the teachers on teaching plan.
- Introduction of B.Voc as per the suggestions of IQAC in 2021.
- Green initiatives measure for making the campus green and clean.
- Signing of MoUs with other higher institutions/NGOS for joint programmes.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2**Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Kharupetia College holds to the primary belief of empowering the students especially girls who belong to a minority socio-economically poor set up in a smooth manner as possible. Some of the findings of the Gender Audit for last five years are as follows:

- It is observed that the enrolment of female students, pass percentage of girls, the ratio of female graduates, and progression to higher education of girls show a higher trend compared to male counterparts. This shows the impact created by the College in persuading the females into higher education. Similarly, the placement records show that a significant numbers of females have been placed in government jobs across and outside the state.
- The marital status of the female students has significantly reduced in the past few years.
- Women in power can be seen with respect to Dr Mausumi Saha Kalita occupying the post of Principal, Kharupetia College.
- The Women's Cell of the college is actively engaged in creating gender sensitization in the campus.
- The college has adequate infrastructure for creating a safe environment among the female students.
- The ICC is functional and students are aware of it.

This could be an outcome of the constant efforts made by the Institution to break gender norms and socio-cultural constraints.

Curricular Activities:

There are specific papers and texts in UG courses that deal with gender issues and theories. Gender issues found subjects of Assamese and English, Education, History, Political Science. In English literature in Honours generic course, one paper is about the contemporary India: woman and empowerment and in the syllabus of B.A. Education contains a paper on woman and society etc., dealing with gender issues. Some units of Philosophy also deal with Feminism.

Co-curricular activities:

Creating awareness programmes on gender sensitisation through the Women's Cell, NSS, various cells and committees of the College.

Some of the awareness programmes of the college are:

Use of sanitary Napkins, workshops on stress management, menstrual health and hygiene, woman empowerment, career awareness programmes, skill development and entrepreneurship, importance of girl's education etc.

Facilities for Women:

The college has provided facilities such as girls' common room, toilets, sanitary vending machine etc., and the girl's hostel will be made functional from the next session.

A total of 75 copies of books are available in the college library about the theme of women and gender so that students can understand the concept of gender in a more holistic manner.

The institution offers special leaves to the female employees of the College, such as Maternity Leave and Child Care Leave

The college has installed CCTV cameras in the college premises for providing a safe and secure environment for the girls and the women.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Kharupetia College is committed to taking policies of inclusiveness in regarding tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens.

These initiatives are as follows:

- Important events, festivals, and dates are celebrated by the institution to inculcate the values of tolerance, harmony amongst the students etc.
- Sports, cultural and literary activities are parts of the annual college week of the institution.
- The college celebrates the ethos of unity in diversity and composite nature of the society.
- Reservation policy is strictly followed during the admission procedure. Special attention is taken for earmarked seats of each category such as ST, SC and OBC. A smaller number of seats were filled during last five years in the institution due to the non-submission of forms in the reservation category.
- Representatives of Teachers' unit and students' union are elected through democratic process.
- NSS wing of the institution participates in different activities inside and outside the college campus. The NSS wing includes both girls and boys.
- The institution provides necessary facilities for Divyanggan students like ramps with rallying and Divyanggan friendly toilet with proper signage board/plates.
- Women/girls representatives are included in various cells, bodies and committees for better gender sensitization.
- The institution incorporated issues in pertaining inclusiveness into syllabi of UG and add on courses in the different departments for sensitizing perception of greater inclusiveness in the social issues.
- The institution initiates various steps for the promotion of constitutional obligations among the students, teaching and non-teaching staff.
- Important National and international days like Independence Day, Republic Day, Ghar Ghar ka Tiranga, Constitution Day, National Voters' Day, Human Rights, Hindi divas, Teachers Day, World environment day, World NO Tobacco Day, World consumers day, World Yoga Day are regularly celebrated by the institution.
- Celebration of Saraswati Puja, Fateha-DwazDaham, Lachitdivas etc., creates an atmosphere for cultural respects in the society.
- Programmes like talks, awareness rallies, plantation drives, Swachha Bharat Abhiyan etc. are organised involving the students, teachers, non-teaching staff and other stakeholders
- Programmes promoting constitutional values and responsibilities are conducted through NSS, Political Science department, Extension Education Cell, Eco Club of the College
- Syllabi of many regular and add-on courses include human values, rights, duties and responsibilities.
- Swachata Abhiyan, plantation drives, awareness programmes on social issues are organised by the college with involving local community as a part of Institutional Social Responsibility.

Constitutional Obligations.

- Extension Education Cell of the institution of the college takes initiatives for providing an inclusive environment, and sensitisation of students and employees to various issues and obligations.

- Environmental Studies is compulsory for UG students.
- Teachers and non-teaching staff are involved in conduct of the Election process, schools' inspection like Gunotswab, mentoring etc., in different capacities to serve the nation.
- The institution elects students' union body by holding election involving all students every year.
- Programmes showcasing cultural diversity and traditional aspects to highlight cultural diversity.
- Har Ghar Ghar ka Tiranga, Amrit brikshya Andolon, etc., are other events taken up by the administration.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

Best practice -I

Title of the Practice: Career Guidance and counsel initiatives:

The career and guidance cell of the college is playing an active role in providing the proper guidance in regards to the progression of higher education and career options of the students.

Objectives:

- 1.To inform career choices.
- 2.Providing information for current job awareness
- 3.Idenfying the suitable career
- 4.To enhance the student's skill and employability as per the demand of the job market.
- 5.To build up level of confidence to face challenges in life.

Context:

The college is situated in a minority dominated socio –economically backward area. Most of the students are first generation learners, so it is more important on the part of the institution to provide knowledge on

their career formation during the period of their stay in the institution. Proper information in this regard will help the students to develop their career in progression to higher education as well as placement opportunity.

The initiatives taken on career guidance for the students of the institution have also shown a positive progression trend towards higher education.

The practice:

The Career Guidance and Counselling Cell of the institution initiated 22 awareness programmes in collaboration with an NGO, Divine Trust (a MoU signed with the college) during last five years. The institution initiated 10 programmes in its own and 12 programmes with the NGO in the college campus. The awareness programmes were mostly counselling on career on various competitive examinations like APSC, UPSC, DEFENCE, CAREER AND REGISTRATION FOR AGNIVEER, PHYSICAL AND YOGA TRAINING and HOW TO FACE INTERVIEW.

The cell conducted physical training for both girls and boys of the institution for defence jobs.

Evidence of success:

As a result of the endeavour made by the college in this area, through the Career Guidance and Counselling Cell, altogether 22 students were got placement in defence job in various capacities. Out of the 22 placements, 15 numbers are boys and 7 numbers are girl students. The significant dimension of the initiatives of the career counselling awareness is that the selection and placement of the seven girls' students may be viewed as one of the major achievements of the institution. This is because, the college is situated in a socio economically backward and minority dominated area where the social taboos regarding gender norms are very strong and it is very difficult to get through it.

The co-ordinator of the career guidance cell Zakir Hussain Ahmed also rewarded by various organisation for his contribution to help the students inside and outside campus .

Problems encountered and resource required:

It is observed that initially in all the awareness programmes including the physical fitness training, the attendance of students is high but gradually it falls as they, irrespective of gender, cannot continue attending the physical training due to their poor health status backed by poor economic family background. For physical training, intake of balanced nutrients is important but, due to paucity of fund, the institution cannot provide support to the students in this regard.

Best practice -II

Title Of The Practice: Institutional Initiation On Gendersensitization:

Objectives of the Practice:

- Equal opportunities in academic activities.
- Equal opportunities in non – academic activities.
- To promote the perception of 'gender sensitization issues' among the students.

- To promote gender sensitised, secured eco-friendly environment.

The Context:

The constitution of India enshrines the proposition of gender parity in its Preamble, Fundamental Rights, Fundamental Duties and Directive Principles of State Policy. Kharupetia College is highly sensitive to deal with gender issues. Gender sensitisation is now considered an inevitable part of the education system. So, the students must be made aware of the gender issues and are encouraged to tear down the social taboos. The principle of "Equal opportunities" must be given by the institute. The institution has adopted several policy measures to achieve its goal.

The Practice:

- Creating awareness about equal rights and opportunities through various gender sensitization programmes during the last five years by various cells/committees of the institution.
- Encourage equal participation of all students regardless of gender in the college week and other non-curricular activities by the institution.
- The facility of availing CCL and maternity/paternity leaves for the teaching and non-teaching staffs.
- Good facility for girls' common room with attached spacious washrooms.
- Installed Vending machines in the girls' wash rooms.
- Establishment of "Internal Complaint Committee" (ICC) has given the platform where the girls students /female teaching staff and non-teaching staff can have a direct access to address sexual abuse in the campus.
- "Women Cell" was formed to initiate awareness programmes on women's rights and help to develop a culture of respect and equality for women.
- The provision for Gender Audit.
- Installation of CCTV cameras in the campus ensures the institutional governance for a safety environment.

Evidence of Success:

- The Gender audit shows a progressively engulfing enrolment of female students compared to that of the male students.
- Pass percentage of girls, the ratio of female graduates, progression to higher education of girls show a higher trend compared to their male counterparts.
- Similarly, the placement records show that a significant number of females has been placed in government jobs across and outside the state.
- The marital status of the female students has significantly reduced in the past few years.
- Similarly, it is also observed that the dropout rate of the girls' students comparatively has gone down.
- Initiatives of awareness programmes on gender issues among the students helped to change their perception of gender role.

Problems encountered:

- In view of tight academic schedule, gender action plan cannot be executed fully.
- Due to the pandemic situation, the institution had to restrict the initiatives for implementations of

such programmes.

Resources required:

- The institution needs more funds for implementation of such programmes.
- Shortage of man power is a long-standing problem.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Distinctive and priority thrust area: Green Initiatives

Kharupetia College has a sprawling green campus. Two third of the total areas of the college have been covering with green area. The institution has taken good afford to keep the campus clean and green. Since its inception, Kharupetia College has undertaken numerous green initiatives. The college emphasises the promotion of green energy, conducts plantation drives both on and off campus, maintains a tobacco free environment and strives to eliminate plastic use on campus.

Policies for green Initiatives:

The institution formulated various policies such as Green Campus Policy, Waste Management Policy, Environmental Policy and also initiated Green and Energy Audit for the assessment of such initiatives taken by the institution in this regard.

Awareness programme:

Besides these policies, the institution has undertaken altogether 18 programmes on environmental awareness by various cells/committees during last five years programmes on the use of pesticide and its effects on health and society, cleanliness drive, tree plantations, conservation of energy, control of environmental pollution and swachhata drive.

Green Energy Initiatives:

The college promotes green energy by installing roof top on grid solar panel on campus. These panels with a total grid capacity of 21 kWp are installed on the RCC building.

Plantation drives:

College has initiated numerous plantations drives both on campus and surrounding areas. These efforts aligned with significant environmental observances such as World Environment Day, Earth Day etc., during which plantation drives are conducted. To promote a healthy environment within and around the college, these initiatives extend to fringe area as well. The active participation of the NSS volunteer is a key feature of these activities. Following the plantations, meticulous post care measures are taken to minimise plant mortality rates. Special attention is also given to plant endemic species to preserve the region's ecological balance.

Tobacco free campus:

Kharupetia College has been designated a tobacco free campus by the Darrang District Health Society. Hoardings placed at various location across the campus to inform and remind everyone of this status. The college administration is dedicated to preserve both the academic and natural environment of the college.

Plastic Free Campus:

The college administration has implemented practical measures to eliminate single use plastic on campus. A complete band has been imposed on items such as chip packets, plastic cups, plates and other single use plastic. The IQAC has placed sign boards and hoardings in strategic locations to raise awareness about the plastic free campus initiative. A team of faculty members and students regularly conducts vigilance to maintain the campus in true spirit of the term.

Rain Water Harvesting:

The rainwater harvesting system installed by the college collects and stores rainwater which utilised for various purposes such as watering the plants, and ensuring the campus greenery remains healthy and vibrant. Additionally, the harvested rainwater is used in other purposes contributing to water conservation efforts by reducing the reliance on ground water supplies. This initiative not only promotes sustainability but also sets an example for environmental stewardship within the college community.

Waste Management:

College signed a MoU with the Kharupetia Municipality Board for garbage collection from the college campus on a regular basis.

Conservation of Available Flora and Fauna:

The college has a good amount of floral and faunal diversity. This has been maintaining with conscious and proactive measures. The green Audit team has assessed the faunal diversity in the campus and twenty different species of "Arachinida" insects, amphibian reptiles, avifauna mammals are sighted on the

campus.

Impacts of Green Initiatives:

The adoption of various environmental policies and programmes on Environmental awareness by the institutions in the campus has positive consequences for preservation of environment and conservation of energy. The green audit of the institution shows that the air quality on the campus is good with minimum pollution. The Air Quality Index (AQI) measured within the campus falls within the range of 0 to 19, which indicates excellent air quality. This is because of the plantation drive in the campus and restrictions imposed on the consumption of tobacco etc.

Ecological Rich Campus:

A comprehensive assessment conducted by the green audit team to explore the rich tapestry flora and fauna on college campus. The campus boasts a remarkable diversity of plant and animal lives. The campus has more than 800 (eight hundred) trees with 47 varieties.

Energy Conservation:

The electric consumption of the institution has been observed decreasing after the installation of solar panel. The energy audit reveals this fact.

However, for a sustainable green environment and preservation of energy the institution has to take more such measures in near future.

File Description	Document
Any other relevant information	View Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The institution has taken the following steps after the NAAC 2nd cycle, 2015-

1. Introduced B. Voc - Information Technology (IT) and Retail Management.
2. Introduction of 39 ADD ON and Certificate Courses.
3. Introduction of Certificate Course in Functional Sanskrit under Central Sanskrit University, New Delhi in 2018.
4. Renovation and repair of canteen.
5. Renovation and repair of computer laboratory.
6. Shifting of gym from indoor stadium to new place.
7. Improvements in digitalisation facility in the office, Library etc.
8. Expansion of CCTV camera surveillance facility in the classrooms and the campus.
9. Introduction of upgraded ERP system.
10. The college has a Study Centre of Krishna Kanta Handiqui State Open University (KKHSOU) which offers PG and UG Programmes in almost 12 courses and Diploma Programmes in mass communication and Journalism.
11. The college has adopted two villages and surrounding schools for conducting extension and outreach programmes.
12. Focusing on Green initiatives and gender sensitization programmes by involving students and the community.
13. The college has a plan to have workshops/training on Water hyacinth hand craft making /Vermi composting/ Make-up Artist/Computer Hardware.
14. Introduction of certificate courses on water hyacinth handcraft making in future.

Concluding Remarks :

Kharupetia College completes the journey of 42 years (2023) of existence in its service to the society. The college is situated in a minority dominated socio-economically backward area of Darrang district of Assam. Despite many ups and downs, the college has been striving relentlessly to transform itself into a quality institution of higher learning and serve the society as per the vision and mission of the institution. The college was accredited by NAAC in 2015 and was awarded with grade B (cycle 2). The college implemented CBCS curriculum in 2019. The institution participates in the survey conducted by All India Survey of Higher Education (AISHE) regularly. The institution was registered under NIRF in 2023. Keeping in view of the vision NEP, 2020, the college plans to introduce PG courses in some subjects and more multidisciplinary and skill-based courses in future. The prime focus of the institution is for the all-round and inclusive development of the students and the rural community.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</p> <p>Answer before DVV Verification :</p> <p>Answer After DVV Verification :19</p> <p>Remark : Communicative Skill in Arabic and English, 3 Months Spoken English Course ,English for Competitive Examination, Spoken and Communication Hindi, How to Face Interview, Preparation of Schedule & Questionnaire will not be considered in this metric, Business Ethics, Supply Chain Management,Certificate Course on Sanskrit Language,Diploma Course in Sanskrit Language will not be considered as it comes under regular university curriculum and repeated courses in every year will be counted as one only. Hence input edited accordingly.</p>																				
1.2.2	<p>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>871</td> <td>998</td> <td>603</td> <td>701</td> <td>503</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>628</td> <td>608</td> <td>309</td> <td>325</td> <td>235</td> </tr> </tbody> </table> <p>Remark : Communicative Skill in Arabic and English, 3 Months Spoken English Course ,English for Competitive Examination, Spoken and Communication Hindi, How to Face Interview, Preparation of Schedule & Questionnaire will not be considered in this metric, Business Ethics, Supply Chain Management,Certificate Course on Sanskrit Language,Diploma Course in Sanskrit Language will not be considered as it comes under regular university curriculum .Hence input edited accordingly.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	871	998	603	701	503	2022-23	2021-22	2020-21	2019-20	2018-19	628	608	309	325	235
2022-23	2021-22	2020-21	2019-20	2018-19																	
871	998	603	701	503																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
628	608	309	325	235																	
1.3.2	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.2.1. Number of students undertaking project work/field work / internships</p> <p>Answer before DVV Verification : 1177</p> <p>Answer after DVV Verification: 1177</p>																				

1.4.1	<p><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website</p> <p>Answer After DVV Verification: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies</p> <p>Remark : HEI has not provided the feedback forms on the institutional website. Hence input edited considering the option B.</p>																				
3.1.1	<p><i>Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</i></p> <p>3.1.1.1. Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 831 1046 965"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>2.31</td> <td>00</td> <td>00</td> <td>00</td> <td>5.34</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1043 1046 1178"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>00</td> <td>00</td> <td>00</td> <td>5.34</td> </tr> </tbody> </table> <p>Remark : As per the sanctioned letter provided ,Input edited accordingly.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	2.31	00	00	00	5.34	2022-23	2021-22	2020-21	2019-20	2018-19	0	00	00	00	5.34
2022-23	2021-22	2020-21	2019-20	2018-19																	
2.31	00	00	00	5.34																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
0	00	00	00	5.34																	
3.2.2	<p><i>Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years</i></p> <p>3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1576 1046 1711"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>19</td> <td>09</td> <td>08</td> <td>06</td> <td>01</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1789 1046 1924"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>04</td> <td>04</td> <td>04</td> <td>0</td> </tr> </tbody> </table> <p>Remark : Only the activities including Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship only will be considered here and Programs and courses conducted under the metric 1.2.1 will not be considered in this metric. Hence input edited accordingly.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	19	09	08	06	01	2022-23	2021-22	2020-21	2019-20	2018-19	10	04	04	04	0
2022-23	2021-22	2020-21	2019-20	2018-19																	
19	09	08	06	01																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
10	04	04	04	0																	

3.3.2	<p>Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years</p> <p>3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="308 392 1046 524"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>05</td> <td>00</td> <td>01</td> <td>00</td> <td>01</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 604 1046 736"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>05</td> <td>00</td> <td>01</td> <td>00</td> <td>0</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	05	00	01	00	01	2022-23	2021-22	2020-21	2019-20	2018-19	05	00	01	00	0
2022-23	2021-22	2020-21	2019-20	2018-19																	
05	00	01	00	01																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
05	00	01	00	0																	
3.4.3	<p>Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.</p> <p>3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="308 1059 1046 1191"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>09</td> <td>01</td> <td>09</td> <td>11</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 1272 1046 1404"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>04</td> <td>02</td> <td>0</td> <td>01</td> <td>02</td> </tr> </tbody> </table> <p>Remark : Events conducted for the benefit of their own students will not be considered under outreach programs ,reports and photographs provided not justifying the programs. Hence input edited accordingly.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	14	09	01	09	11	2022-23	2021-22	2020-21	2019-20	2018-19	04	02	0	01	02
2022-23	2021-22	2020-21	2019-20	2018-19																	
14	09	01	09	11																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
04	02	0	01	02																	
3.5.1	<p>Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.</p> <p>Answer before DVV Verification :</p> <p>Answer After DVV Verification :08</p> <p>Remark : Input edited considering the MoUs/collaboration activities of research/ faculty exchange/ student exchange/ internship/ on-the-job training and project work.</p>																				
4.1.2	<p>Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years</p>																				

4.1.2.1. Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
9.84	3.67	12.51	82.87	118.58

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0.50	0.35	1.52	2.58	10.60

Remark : Input edited considering only the expenditure for infrastructure development and augmentation excluding salary during the last five years.

4.3.2 Student – Computer ratio (Data for the latest completed academic year)**4.3.2.1. Number of computers available for students usage during the latest completed academic year:**

Answer before DVV Verification : 57

Answer after DVV Verification: 41

Remark : Input edited as per the bills for computers provided.

4.4.1 Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)**4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
20.55	14.65	14.72	14.65	8.87

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
5.75	5.43	5.21	9.99	5.53

Remark : Input edited considering only the expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs).

5.1.2 Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : Input edited considering the option 2,3 and 4 as per the documents provided by HEI.

5.1.4 ***The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases***

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

Remark : Input edited considering the option 1 and 4 as per the documents provided by HEI.

5.2.1 **Percentage of placement of outgoing students and students progressing to higher education during the last five years**

5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19

5.2.1.2. **Number of outgoing students year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
658	623	752	706	658

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
436	359	325	318	390

5.2.2 ***Percentage of students qualifying in state/national/ international level examinations during the last five years***

5.2.2.1. **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

Answer before DVV Verification:

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2022-23	2021-22	2020-21	2019-20	2018-19
0	15	01	01	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	15	0	0	0

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 last five years**

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
5	2	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
03	2	0	0	0

5.3.2 **Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
32	28	18	0	14

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
06	07	05	0	04

6.3.3 **Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty**

development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
38	02	11	01	01

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
12	02	12	01	01

6.3.3.2. Number of non-teaching staff year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
17	15	17	17	17

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
25	25	25	25	25

Remark : 6.3.3.1- Multiple participation of the faculty in the same academic year will be considered as one only and FDPs less than 5 days will not be considered. Hence input edited accordingly.

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : Internal Audit done by the same HEI will not be considered. Input edited considering the option 2,3 and 4.

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of teaching staff / full time teachers during the last five years (Without repeat count): Answer before DVV Verification : 49 Answer after DVV Verification : 42
1.2	Number of teaching staff / full time teachers year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
41	40	40	38	39

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
40	40	40	38	39

2.1 **Expenditure excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
35.84	37.14	68.33	104.48	71.26

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
35.97	39.42	112.29	124.33	125.32