



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

ANANDARAM DHEKIAL PHOOKAN COLLEGE

• Name of the Head of the institution DR SURAJIT KUMAR BHAGOWATI

• Designation PRINCIPAL

• Does the institution function from its own campus? Yes

• Phone no./Alternate phone no. 09435061536

• Mobile no 09101138725

• Registered e-mail principaladp@gmail.com

• Alternate e-mail crnath78@gmail.com

• Address ADP COLLEGE, HAIBORGAON, NAGAON, ASSAM

• City/Town NAGAON

• State/UT ASSAM

• Pin Code 782002

2. Institutional status

• Affiliated /Constituent GAUHATI UNIVERSITY

• Type of Institution Co-education

• Location Urban

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **GAUHATI UNIVERSITY**
- Name of the IQAC Coordinator **DR CHITTARANJAN NATH**
- Phone No. **09101138725**
- Alternate phone No. **06002804078**
- Mobile **09101138725**
- IQAC e-mail address **iqacadpcollege@hotmail.com**
- Alternate Email address **crnath78@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

http://adpcollege.ac.in/agar_20_21.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<http://adpcollege.ac.in/file/academic%20calendar%202021-2022.pdf>

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|----------------|------------|-------------|-----------------------|-------------------|-------------------|
| Cycle 3 | B++ | 2.94 | 2022 | 26/04/2022 | 25/04/2027 |
| Cycle 2 | A | 3.11 | 2016 | 19/01/2016 | 18/01/2021 |
| Cycle 1 | B | 70.5 | 2004 | 04/11/2004 | 03/11/2009 |

6. Date of Establishment of IQAC

18/05/2005

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|--------------------|-------------------------|-----------------------------|----------------|
| Building Grant | UNTIED FUND | State Government | 2021 | 2000000 |

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 7

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

collect teachers self appraisal and letter issued to every teacher based on their self appraisal report

conducted 10 numbers of seminar in collaboration with of some departments.

7 numbers of faculties CAS promotion was verified and proposal sent to Higher education department for approved.

Flood relief was provided to flood victim area with ADP College teachers council

3 numbers of new MOU was signed with different academic institute

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

| Plan of Action | Achievements/Outcomes |
|---|---|
| To construct a Girl's' Hostel | Done |
| Introducing P.G course in Education, Physics, Political Science and Mathematics | Integrated B.Ed course permission is completed by affiliating university |
| To Organize Skill development Programme | HERBAL NUTRITION & FOOD FEST organized by Herbal Science & Technology Department on 05-012022 |
| To Organize Seminar on New Education Policy(NEP) | one lecture programme conducted on NEP |
| Teachers Recreation centre | Done |

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

- Name of the statutory body

| Name | Date of meeting(s) |
|----------------|--------------------|
| Governing Body | 12/12/2022 |

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

| | |
|--|--|
| 1.Name of the Institution | ANANDARAM DHEKIAL PHOOKAN COLLEGE |
| • Name of the Head of the institution | DR SURAJIT KUMAR BHAGOWATI |
| • Designation | PRINCIPAL |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 09435061536 |
| • Mobile no | 09101138725 |
| • Registered e-mail | principaladp@gmail.com |
| • Alternate e-mail | crnath78@gmail.com |
| • Address | ADP COLLEGE, HAIBORGAON, NAGAON, ASSAM |
| • City/Town | NAGAON |
| • State/UT | ASSAM |
| • Pin Code | 782002 |
| 2.Institutional status | |
| • Affiliated /Constituent | GAUHATI UNIVERSITY |
| • Type of Institution | Co-education |
| • Location | Urban |
| • Financial Status | UGC 2f and 12(B) |
| • Name of the Affiliating University | GAUHATI UNIVERSITY |
| • Name of the IQAC Coordinator | DR CHITTARANJAN NATH |

| | | | | | |
|--|---|------------------|-----------------------------|---------------|-------------|
| • Phone No. | 09101138725 | | | | |
| • Alternate phone No. | 06002804078 | | | | |
| • Mobile | 09101138725 | | | | |
| • IQAC e-mail address | iqacadpcollege@hotmail.com | | | | |
| • Alternate Email address | crnath78@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | http://adpcollege.ac.in/aqar_2021.pdf | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | http://adpcollege.ac.in/file/academic%20calendar%202021-2022.pdf | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
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| Cycle 2 | A | 3.11 | 2016 | 19/01/2016 | 18/01/2021 |
| Cycle 1 | B | 70.5 | 2004 | 04/11/2004 | 03/11/2009 |
| 6.Date of Establishment of IQAC | | | 18/05/2005 | | |
| 7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc., | | | | | |
| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount | |
| Building Grant | UNTIED FUND | State Government | 2021 | 2000000 | |
| 8.Whether composition of IQAC as per latest NAAC guidelines | | | Yes | | |
| • Upload latest notification of formation of IQAC | | | View File | | |

| | | |
|---|------------------|--|
| 9.No. of IQAC meetings held during the year | 7 | |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
| 10.Whether IQAC received funding from any of the funding agency to support its activities during the year? | No | |
| <ul style="list-style-type: none"> If yes, mention the amount | | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | | |
| collect teachers self appraisal and letter issued to every teacher based on their self appraisal report | | |
| conducted 10 numbers of seminar in collaboration with of some departments. | | |
| 7 numbers of faculties CAS promotion was verified and proposal sent to Higher education department for approved. | | |
| Flood relief was provided to flood victim area with ADP College teachers council | | |
| 3 numbers of new MOU was signed with different academic institute | | |
| 12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year | | |
| | | |

| | |
|--|---|
| Plan of Action | Achievements/Outcomes |
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| To Organize Seminar on New Education Policy(NEP) | one lecture programme conducted on NEP |
| Teachers Recreation centre | Done |
| 13.Whether the AQAR was placed before statutory body? | Yes |
| <ul style="list-style-type: none"> Name of the statutory body | |
| Name | Date of meeting(s) |
| Governing Body | 12/12/2022 |
| 14.Whether institutional data submitted to AISHE | |
| Year | Date of Submission |
| 2021-2022 | 28/02/2023 |
| 15.Multidisciplinary / interdisciplinary | |
| <p>Anandaram Dhekial Phookan College always strives for a multidisciplinary and interdisciplinary approach in its academic and co-curricular activities. The College has implemented CBCS system in which there is no restriction for opting a course or subject. Students have to learn multidisciplinary courses such as Environment, Gender Studies, and Human Rights etc. In the CBCS system Environmental Science is an Ability Enhancement Compulsory Course [AECC]. The present CBCS system also allows the students to choose subjects from different disciplines. A student may offer to take different subjects without any barrier from Science, Arts and Commerce stream following the regulation of Gauhati University. The college ensures a multidisciplinary</p> | |

approach in its co-curricular activities also. It regularly organizes workshops, popular talks, webinars/seminars and training programmes on multidisciplinary themes. Students are also encouraged to get engaged in community extension services in different nearby schools and adopted villages to exchange their knowledge and educate various stakeholders of the institution on different issues such as gender equity, women empowerment and education, health and hygiene, sustainable use of natural resources, Swachha Bharat Abhiyan, developing ICT and life skills etc.

16.Academic bank of credits (ABC):

ADP College, being an affiliated college, follows the rules and regulations framed by the affiliating University. As such, the college has not registered at Academic bank of credits (ABC). However, the college earnestly wishes to adopt the same in coming years as per NEP 2020 whenever adopted by the affiliating University in the forthcoming sessions.

17.Skill development:

ADP College has been running various courses under its affiliating university and organizing several activities to promote skills among its students and other stakeholders. The College has various skill development programme run under Gauhati University such as BCA, B.Voc in Herbal Processing Technology, Diploma in Fashion Designing & Technology, Certificate in Tea Technology, Certificate in Spoken English and PGDCA. Apart from this every department has Skill Enhancement Course (SEC) as per CBCS syllabus.

The college has organized activities for the development of language skills, ICT skills etc. for its students. It has also organized different training programmes for its teaching and non-teaching staff. Workshops for mushroom cultivation and vermicompost production etc. were organized by the college for students and local people. Department of Herbal Science and Technology this year organized a Food Fest to promote Herbal Nutrition with the products prepared by the department itself.

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

Anandaram Dhekial Phookan College offers a number of programmes and courses, following the guideline of its affiliating university, to promote Indian Knowledge system. Our course structure inculcates within it variety of Indian Languages. The

Department Assamese aptly teaches both Undergraduate and Postgraduate programs. Along with it, there are also Hindi, Sanskrit and Bengali departments imparting courses framed by Gauhati University syllabus in the Undergraduate level. The department of Hindi celebrates the Hindi Diwas Samaroh every year. The department of Sanskrit also organises the Sanskrit Day Celebration Programme.

The course structure of the department of Philosophy includes knowledge of the Indian Philosophy. The focal point of the course structure of Indian philosophy is the knowledge of the Vedic schools along with the Non-Vedic schools and understanding the Bhagavad Gita. The students also get to learn about the contemporary Indian philosophers like Aurobindo, Radhakrishnan, Gandhi and Vivekananda. There are also three pertinent elective papers in 5th sem- Philosophy of Upanishads, Philosophy of Gita and Isa Upanishad with Shankara Bhasya.

Class lectures in Anandaram Dhekial Phookan College are imparted in both English as well as vernacular mediums as per the requirements of the students.

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

ADP College always focuses on Outcome based education. It always makes its teachers and students well aware of the course outcomes and all in turn try to achieve the intended outcomes. The students of ADP College take up courses with a certain goal of gaining knowledge or developing skills and they complete the goals by the end of the course. They are well oriented at the beginning of the session. The teachers of the College have developed various teaching learning contents such as PPT files, Videos, PDF notes, etc., which are available on the college website and may be accessed by the students as per their convenient time and space. College has focused on experiential and experimental learning. Students are taken for field visits to gain first-hand experience and practical knowledge. Hands-on training, practical sessions, workshops, popular/motivational talks, webinars/seminars, etc. on various topics are organized by the college from time to time to achieve the intended learning objectives.

20.Distance education/online education:

Anandaram Dhekial Phookan College has a Distance education study center called Institute of Distance & Open Learning under Gauhati University. The center offers a good number of Post Graduate and

Under Graduate degree, diploma and certificate courses of various disciplines. Besides these programmes, the center also provides the facility of dual degree course for students of regular mode of the college. Any regular student can select and study a programme of IDOL having requisite qualification simultaneously. Following are the programmes offered under IDOL

1. MA in Assamese, Bengali, Bodo, English, Nepali, History, Philosophy, Political Science, Education. MA I M.Sc. in Economics, Mathematics, Communication & Journalism and M.Com

2. P.G. Diploma in Human Resource Management, Finance Management, Business Management, Journalism and Mass Com., Computer Application.

3. BCA, B.Sc., B.A. (Gen), B.Com. (Gen) Students are allowed to pursue BA & B.Com. (General Course) with MIL (Assamese, Alt. English, Nepali, Hindi), English, Political Science, Education, Philosophy, Economics and History through distance mode under the IDOL, Gauhati University.

Extended Profile

1.Programme

| | |
|--|-----|
| 1.1 | 582 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

| | |
|------------------------------------|------|
| 2.1 | 2704 |
| Number of students during the year | |

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

| | |
|--|-----|
| 2.2 | 478 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

| File Description | Documents |
|---|---------------------------|
| Data Template | View File |
| 2.3 | 502 |
| Number of outgoing/ final year students during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.Academic | |
| 3.1 | 63 |
| Number of full time teachers during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.2 | 71 |
| Number of sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 55 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 7802129 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 80 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Anandaram Dhekial Phookan College is affiliated to Gauhati University and the entire course curriculum for degree programme is designed by the University. The college prepares its prospectus for the academic year 2021-2022. The college prepares its own Academic Calendar on the basis of Gauhati University Academic Calendar guidelines where important dates related to curriculum and co-curricular programmes and activities are mentioned. The same is displayed at the college website. The College prepares code of conduct for all the stakeholders. The routine committee prepares the central class routines considering the syllabus. The departments prepare the Departmental Class Routines and allot classes by preparing semester wise teaching plans for the courses. Apart from this, the departments conduct Tutorial and Remedial classes. College has an effective mentoring system, where teachers of the departments mentor students on different issues related to both academic and non-academic fields. The Examination Committee plans and conducts the Sessional and End semester examinations of the college. The students have access to the sessional answer scripts. The end semester examination results are declared by the University. College takes and analyses feedback from all the stakeholders. Feedback is taken online and the link of feedback is available at the college website.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | http://adpcollege.ac.in/download.php |

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

The college prepares an Academic Calendar for the college on the basis of the Gauhati university academic calendar. It includes important days and events particular to the college. The Academic Calendar clearly indicates the schedule for admission, teaching learning exercise, holiday lists, and schedules various college events, Internal Examination and Semester end examination dates, Field Visits etc. The college Academic Calendar is published in the college prospectus as well as in the college website. For a Continuous Internal Evaluation, the departments prepare their schedule for teaching, departmental examination, field study

schedule, as well as assignment preparation and submission. Examination Committees issues notices and exam schedules for sessional examination and examinations are held accordingly. Internal Assessment copies are made public The students are taken for field visits on scheduled dates. Teachers guide them in preparing their field study and project reports. End Semester Examinations are conducted as per the schedule prepared by Gauhati University. Examination schedules are published in advance and as per the Academic Calendar. Practical Examinations are held by the college and notices for practical examinations are issued well in advance.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | http://adpcollege.ac.in/academic.php |

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

C. Any 2 of the above

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

1.2 - Academic Flexibility

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

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

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

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

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

3

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template) | View File |

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

50

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment

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

Issues like gender, environment, human values, professional ethics etc are integrated in in the syllabus of various subjects like English, Political Science, History, Geography, Zoology, Botany, Education, Philosophy etc. Gender Issues are incorporated in the UG syllabus of subjects English, Education and PoliticalScience. Ethical Issues are incorporated in the syllabus of Education and

Philosophy UG syllabus. Issues pertaining to human values are included in the UG syllabus of subjects Education, Political Science and Sanskrit. All UG students are compulsorily attached to Environmental and Sustainability issues in the curriculum of second semester as ability enhancement course. Apart from this, the UG Syllabus of subjects Botany, Zoology, Economics and Geography have papers dealing with environment, ecology and disaster.

Moreover, during the session, the institution have also organized different activities and programmes for students with a view to enhance and boost morality, ethics, environmental awareness and social obligation among them which are represented in this report in the subsequent chapters.

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

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

14

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Institutional Data in Prescribed Format | View File |

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

408

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | http://adpcollege.ac.in/feedback.php |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | http://adpcollege.ac.in/student_survey.php |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1158

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

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

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

396

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

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

ADP College identifies the students as slow learners and advanced learners based on the internal test performances, class participation, assignment, seminar, mentoring system etc. After identifying the strength and weakness of a student, special measures were taken as follows:

Slow Learners:

- Individual counseling is given through Mentor-Mentee system.
- The mentor also connects the weak learners to the subject teachers with whom they are comfortable for extra support.
- Remedial coaching classes are arranged for such students for their academic improvement and are assessed in regular intervals.
- Courses in soft skills are offered to improve reading and writing skills in English through value added course.

Advanced Learners

- ADP College encourages the advanced learners to organize workshops and seminars to improve their leadership skills and knowledge.
- They are given opportunities to be part of Student Council to lead professional activities at college Levels and outside.
- Students are encouraged to do the real time projects for their project work and taken for field trips for first-hand experience as per Syllabus.
- Students are encouraged to present their paper and participate in various conferences to enrich their skills in publishing papers in journals.
- For both slow and advanced Learners the placement training and campus interviews are arranged.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/mentoring2021-2022.php |
| Upload any additional information | View File |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 2704 | 63 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

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

Courses on Experiential learning: ADP College always makes endeavours pertaining to skill based teaching learning environment for its students. Department of Herbal Science and Technology, Tea Technology, Fashion Designing, Bachelor of Vocational Course etc

are initiated to make learning more experiential and participative.

Apart from this, the following initiatives have been taken for enhancing learning experience.

- **Hands on Training:** some of the departments including Department of Herbal Science and Technology have made their effort to produce some useful products such as mushroom, hand sanitizer, distilled water, vermicompost etc successfully which may be considered as the most effective way of enhancing participative and experiential learning.
- **Interaction with Author & Cultural Activist:** College has initiated a number of interaction programmes with some renowned poets, authors and cultural activists to encourage the students.
- **Laboratory experience:** The science departments of the college have the setup of richly equipped laboratories which prove to be widely used tools of experiential learning. The Language Laboratory of Department of English is also utilized for better learning of the English language.
- **Assignment, Project, Q&A sessions:** Students are entrusted home assignments, projects and various Q&A sessions to make them engaged with learning experience.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | http://adpcollege.ac.in/gallery.php?id=5 |

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

- **ICT Infrastructure:** ADP College has a rich IT infrastructure to support its students' need as well as college administration. The college possesses 80 computers, 25 printers, 10 projectors, 04 internet servers, 3 browsing centers, internet connectivity in almost all computers and a WiFi enabled campus.
- **Smart classroom-** ADP College has 10 digital classroom equipped with smart board.
- **Computer Hub:** College has a well furnished computer Hub which is open for academic activities of the students.
- **Computer Labs:** The college has 02 computer labs in the

Department Of Computer Science which cater to the need of the students.

- **Digital Library:** The central library of ADP College has a well managed digital library section, where many rare books are available.
- **Language Laboratory:** Department of English has a Language lab which has been used for the better benefit of the major students in particular.
- **Online Classes:** The departments of the college smoothly operate online classes through Google Classroom, Zoom, Google Meet etc. WhatsApp is also widely used as a means of communication the college. The study materials are uploaded in the online education portal <http://adpcollege.ac.in/online/>.

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

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

2.3.3.1 - Number of mentors

63

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

2.4 - Teacher Profile and Quality

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

63

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

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

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

41

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

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

2.4.3.1 - Total experience of full-time teachers

996

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

2.5 - Evaluation Process and Reforms

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

The students of the institute are assessed in quite transparent and healthy way using the following formats:-

- **Sessional Examinations:** Sessional examinations are conducted as per the university guidelines. It is an important means of formative evaluation of the students. The marks scored by the students are sent to the university. These scores are also taken into consideration with the final examination marks for effective evaluation. The answer scripts are shown to the respective students and if any grievance is redressed by the concerned HoDs.
- **Assignments:** Assignments are given to the students to check their progress. Sometimes after explaining a topic in the class, the students are asked to submit a reflective write up as assignment.
- **Departmental Seminars:** Seminars are held frequently in the departments in which the students choose a topic from the syllabus, make a powerpoint presentation and present the same in front of the faculty members as well as the rest of the students of the department.
- **Question-Answer Sessions:** To know the level of understanding, some question-answer sessions are also conducted among the students.
- **Practical:** To enhance the practical knowledge of the students they are assigned laboratory experiments and project works.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | http://adpcollege.ac.in/projectwork.php |

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

The institute maintains complete transparency to deal with the examination related grievances. The institute follows the guidelines given by the affiliating University. The schedules for the internal assessment tests are prepared as per the University guidelines. During examinations, invigilators are assigned in each hall in the ratio 25:1 to proper conduct of the test. The faculty members carry out the evaluation of the answer scripts. The details of marks obtained by the students in internal assessment tests are displayed on departmental notice board.

- Redressal of grievances at Department level: The performance of the students i.e. assignments, class tests, attendance etc. are evaluated by the respective faculty members. If the students have any grievances, they can discuss with the faculty members.
- Redressal of grievances at College level: The institute appoints a group of teachers for smooth conduct of examinations. If the students have any sort of grievances regarding examination related matters, they can discuss with the Chief examination officer or the Principal; and if necessary the same is forwarded to the University by the Principal
- Redressal of grievances at University level: Some queries like corrections of certificates and marksheets are forwarded to the University through the principal for necessary action.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | http://adpcollege.ac.in/upload/notice/1629100973.pdf |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The learning effectiveness of any programme and course depends on its Programme Outcomes and Course Outcomes. Learning outcomes form an integral part of college vision, mission and objectives. ADP College has developed the POs and COs under the guideline of its affiliating university. The central objective of the POs & COs include in-depth knowledge a learner has to attain in his/her respective field of study as well as the skills associated with it.

Mechanism of Communicating POs and COs:

- The learning outcomes graduate attributes which are integrated into the assessment process in its syllabi that is clearly publicized through its website and other documents.
- The learning objectives are communicated through various means such as college prospectus, Publications, Magazines,

Website, Principal's address to students and parents, Alumni meets and dissemination in classroom by concerned staff.

- The syllabus also provides information about scheme of instruction and evaluation.
- Students are made aware of the course specific outcomes through induction programme, classroom discussion, expert lectures and practicals.
- The importance of the learning outcomes are communicated to the teachers in IQAC Meeting and Staff Meeting.
- The college encourages the teachers to participate in various seminars, FDP's, workshops etc., to enrich them and attain the outcomes in the teaching- learning process.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | http://adpcollege.ac.in/file/PROGRAMME%20OUTCOME%202021-2022.pdf |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

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

ADP College regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes.

Evaluation Process:

Evaluation of learning outcome is done through University Examinations, sessional examinations, internal and home assignments, seminars, unit tests, surprise tests, attendance regularity etc. In 2021-22 the college recorded 64.86% success rate for its students in University Exams across all programmes.

POs and COs are also evaluated by external experts for the Practical examinations, appointed by the University through Viva-Voce and practical files.

Students are encouraged to take up internships, projects, fieldwork, etc. This helps them to obtain necessary skills and practical experience in their chosen discipline.

The college collects feedback from students, Alumni, Employers and Parents in online mood which is an important method of measuring attainment with objectives of identifying the attainment level of students in terms of programme, subject, course and syllabus outcomes. It helps to understand the impact of teaching learning process.

The employability of students upon successful completion of their degree programme is also a measurement. The college placement cell takes care of the placements. The placement record of 2021-22 is uploaded in criteria-5.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | http://adpcollege.ac.in/studentplacementrecord.php |

2.6.3 - Pass percentage of Students during the year

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

502

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | http://adpcollege.ac.in/file/Annual%20Report%202021-22.pdf |

2.7 - Student Satisfaction Survey

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

<http://adpcollege.ac.in/file/STUDENT%20FEEDBACK%20ANALYSIS%202021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

47.3

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| e-copies of the grant award letters for sponsored research projects /endowments | View File |
| List of endowments / projects with details of grants(Data Template) | View File |

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

01

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

01

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | View File |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | https://dbtbharat.gov.in/ |

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Anandaram Dhekial Phookan college has been maintaining a healthy research and study environment from very beginning. Faculty members are highly qualified and actively involved in all kinds of Research activities. Most of the Faculty achieved Ph. D and during the year, 02 Faculty members have been pursuing their Ph. D in different reputed universities. A fair number of Major and Minor Research Projects funded by University Grants Commission, Assam Science & Technology Environment Council, and Department of Biotechnology, Govt. of India have been sanctioned and completed during this period and One Project are ongoing.

More than 20 Research Publications in UGC Care listed journals, both International and National have been brought out by the faculty members. A good amount of research based papers and articles have been regularly published in various peer reviewed journals, periodicals and magazines of national and International fame. Faculty members have also actively contributed in publication of books and book chapters in their allied fields. In regional newspapers and magazines, articles and write-ups are regularly contributed by the college faculties.

The college organized Seminar, Workshop, Conference, Faculty Development programme, Outreach Programme, Field Trips, Awareness Programme etc. to interact with the students, scholars, researchers and faculty members. The college as a part of its outreach programmes has undertaken surveys, research works involving students for societal benefits. Faculty members are also directly involved in spreading Knowledge and guiding the students of BA, BSc and MSc for Projects and dissertation works.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | http://adpcollege.ac.in/online/ |

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

15

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

| File Description | Documents |
|--|---------------------------|
| URL to the research page on HEI website | NA |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | No File Uploaded |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

15

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

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

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

23

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

3.4 - Extension Activities

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

In the year 2021-22, Total Nos of 35 extension programmes were conducted. Some notable activities are-

A Swachhta programme was conducted on 31-10- 2021 by Anandaram Dhekial Phookan College NCC Unit. Participants were 140.

Another activity was conducted by Economics Department, Anandaram Dhekial Phookan College on Socio- Economic Survey Programme in Collaboration with ADP College NCC Unit on 08-01- 2022, at College adopted village Mahariati Tribal Village, Bebejia. Participants were 35.

A YOGA CAMP was organised on 22th May 2022 in collaboration with IQAC ADP College and 8 Assam Bn NCC, ADP College Unit where participants were 80.

Anandaram Dhekial Phookan College also organised an activity in collaboration with NCC Unit, NSS, Eco Club, College Environment Cell, ZSA (Zoology society of Assam), Alumni Association of ADP

College on WORLD ENVIRONMENT DAY programme (05-06-2022) at college premises. Participants were 100.

Another activity HARGHAR TRIRANGA pertaining to Azadi ki Amrit Mahotsav Programme was organised by The District Administration of Nagaon in Collaboration with NCC, 8 Assam Bn Army Wing and ADP College NCC Unit on 13th August 2022 in Nagaon, Assam.

ADP COLLEGE NCC UNIT, Organised RALLY on The Occasion of 400TH BIRTH ANNIVERSARY OF BIR LACHIT BARPHUDAN on 18 November 2022, at Nagaon.

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

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

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

0

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

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

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

35

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2532

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

05

| File Description | Documents |
|--|---------------------------|
| e-copies of related Document | View File |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

09

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institute has 52 classrooms and 16 laboratories and having spacious environment with 12 smart classrooms having ICT facility. The large classrooms are equipped with microphone and sound system. LCD projectors and screens are available in several departments. The departments of English, Statistics and Geography have smart television for interactive sessions.

The central Biotech Hub is equipped with instruments and laboratory facilities for science departments.

Museums are there in the departments of Botany and Zoology and Assamese. The department of Botany and the Department of Herbal Science & Technology maintain a botanical garden and an orchid house within the college campus.

The Central Library is a hybrid library.

There are 80 Computers in the college including desktop and laptop. There are two computer laboratories in the department of Computer Science consisting 2 HP servers with 45 Thin Clients. There is a computer hub with 18 computers and ICT enabled

facility.

There are separate Common Rooms for Boys and Girls with free Wi-Fi access where students can relax during class intervals and discuss about their curricular activities. There is a Common Room for Teachers .

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://adpcollege.ac.in/gallery.php?id=31 |

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

College has an Indoor stadium with a capacity for 200 persons to sit in the gallery. Two sets of Badminton courts are put there simultaneously. Rubber mats have been fitted in the arena. The Indoor stadium also has a table tennis facility.

The boys' and girls' common room have provision for indoor games like Chess, Carrom, Chinese checker etc.

The gymnasium of the college is well-equipped with instruments and exercise tools including two sets of multigyms. Both students and faculty come regularly for exercise in the gymnasium. The college auditorium with a sitting capacity of 800 persons has sound proofing and is air-conditioned. Various cultural programmes, national and state level seminars, conferences, workshops, NCC Programmes are held in the auditorium. It is also used as venue for various government programmes and other cultural events. The auditorium has facility for projector presentations and screenings. There is a conference hall with a sitting capacity of 120 participants. It is equipped with LCD projector, white board and screen. It is air conditioned and it serves as a venue for seminars, workshops and celebration of other important events. The open field of the campus serves as a venue for outdoor sports, boxing and other events.

College organises Yoga Programme in the auditorium regularly.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://adpcollege.ac.in/fnl_gllry.php |

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

15

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | http://adpcollege.ac.in/gallery.php?id=30 |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

52.99

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

4.2 - Library as a Learning Resource

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

The library is a three storied building with 850 sq. meter built-up area. The library has a collection of 24816 (textbooks) and

25052(Reference and other books) so far. The library has some special collection of books on Gandhian studies, Vivekananda studies, Ambedkar studies etc. The library is fully automated with Integrated Library management system named SOUL 2.0. The Online Public Access catalogue (OPAC) is made available for library users to know the status of availability of books and documents in the library. The library has recently initiated the process of remote access of electronic resources by providing a link of digital library in the college website (<https://adpcollege.ac.in/online/digitallib.php>). The entire library complex is WI-FI enabled. Students can access internet facility in the digital library. The library is an active member of INFLIBNET Centre and NLIST consortia. The library offers various services to its users like Automated circulation of books, Online Public Access Catalogue (OPAC), Reprography, Library orientation, Book bank facility for poor and differently abled students. C.C. cameras are installed inside the library for strict surveillance. The Central library has its own website (<http://www.libraryadp.weebly.com>) and library blog (<http://adplib.blogspot.com>). These are available in the library panel of college website.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | http://adpcollege.ac.in/library_all.php |

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

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

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

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

1.06

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

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

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

83

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure

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

There are overall 80 Computers in the college including desktop and laptop. Each department has computer facility with printer. There are two computer laboratories in the department of Computer Science consisting 2 HP servers with 45 Thin Clients. The Wi-Fi is provided with a high speed BSNL fibre leased line and the Bandwidth is more than 50 mbps. There is a computer hub with 18 computers and ICT enabled facility where student seminars, LMS classes, national and international interactive workshops and programmes etc are organised. In the department of English there is a language laboratory with 10 computers and necessary software. The entire Campus is Wi-Fi enabled with necessary firewalls which can be accessed by students and staff members in the administrative block, Library, Classrooms, Canteen and Indoor Sports Complex. The college has so many wireless access points on different locations and all the access points and their wirings are suitably mounted on racks. The Routers are located in such a

way that they cover most of the area of college campus. The department of computer science looks after and maintains all the systems present in the college.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://adpcollege.ac.in/gallery.php?id=30 |

4.3.2 - Number of Computers

80

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| List of Computers | View File |

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

25.03

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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

The College is being managed by the Governing Body (GB) constituted by the Government of Assam as per provision of Assam provincialized College Management Rules. The G.B. of the college is constituted with Principal of the college as Secretary, two teacher's representative, one office representative and librarian as ex-officio members. Various committees are constituted for monitoring and maintenance of the college with staff as coordinators and members. Hostel superintendents are appointed for the Girls' hostels. The Campus cleaning and maintenance is done by a good housekeeping staff. The Head of Department of Computer Science is the System Administrator. Power back up is provided by solar energy and generator. The college conducts admission and examination of the University through online mode. The Principal is the head of the institute who is assisted by two Vice principals for smooth functioning of the college. The classes are regularly monitored and progress report from HODs are evaluated on a weekly basis. Proper inspection of stock register has been done at the end of every semester. The Instrumentation Centre of the college provides necessary maintenance support when necessary. College website www.adpcollege.ac.in is updated regularly and maintained by S.S. Technologies, Guwahati.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://adpcollege.ac.in/committees.php |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1282

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

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

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

0

| File Description | Documents |
|--|------------------|
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | No File Uploaded |

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

B. 3 of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | http://adpcollege.ac.in/ |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

12

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

12

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

29

| File Description | Documents |
|--|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

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

5.2.2.1 - Number of outgoing student progression to higher education

110

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

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

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

11

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

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

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

26

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

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

The college offers a number of student support services. The college prospectus mentions clearly about student support services available in the college. In the students' general meetings, the

IQAC apprise the students of various student support programmes. The IQAC requests the authority to put banners, festoons etc in and outside college about the support services offered by the college. There are counseling cell, gymnasium, canteen, CCTV surveillance, scholarship, students' aid fund to help the needy ones and drinking water facilities etc. Free coaching is imparted to students belonging to minorities, SC / ST and OBC to prepare them for various competitive exams under UGC Entry into services scheme. Guide books for different competitive examinations are brought under the scheme and are available for all students in the college library. The students participate in various administrative, co-curricular and extracurricular activities of the college. Their participation and engagement helps the smooth functioning of the various activities of the college, at the same time it helps them to inculcate positive work culture and discipline among the students. The General Secretary of ADP College student Council is an executive member of the IQAC committee and also a member of Grievance cell. The students are also engaged in the Gender Sensitization against Sexual Harassment Committee and Students Grievances Redressal Cell of Anandaram Dhekiyal Phookan College for proper functioning of the committees.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/student_union.php |
| Upload any additional information | View File |

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

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

28

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

5.4 - Alumni Engagement

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

The alumni association of Anandaram Dhekial Phookan College provided drinking water facility with a water purifier in the library. Moreover, the passed out students of the college contribute an amount to the college every year. The passed out students join the alumni association by contributing an amount for the overall developmental works of the college. During 2021-2022, they have contributed Rs. 1,04,200.00 (one lakh four thousand two hundred) to the college fund.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/gallery.php?id=32 |
| Upload any additional information | View File |

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The nature of governance from higher level to ground level is consisted of asministrative staff,,faculty members,students,alumni and community members.All stakeholders of the institute work by keeping students at the center point.College environment is fully democratic and inclusive.In policy making process Governing Body and faculty members are equally involved.GB form with local MLA,university nominee, teachers representative ,non-teaching staff members and parents of students .IQAC plays prominent role in quality enhancement of the faculties.in IQAC, all the stakeholders also get due representation..The perspective plan of the college is prepared by keeping in mind the future needs of the college .

Vision and mission of the college :

Vision: Our vision is to make the institute a centre of excellence by imparting quality education in both academically and socially, so that the students will be able to raise their aspirations and enable them to attaining the goal of life.

Mission: (i) To disseminate education in humanities, science and vocational courses in the context of present day world scenario, thereby to meet the needs and aspirations of the people of Assam in general and of Nagaon and its adjacent districts of Morigaon and Karbi Anglong in particular, irrespective of caste, creed, religion and sex.

(ii) To promote scientific temper and orient minds for teaching and research activities.

(iIII)To encourage innovations in planning, teaching and evaluation to achieve higher scale of perfection.

(Iv) To promote social responsibility of higher education through community participation and sustainable development.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/governing_body.php |
| Upload any additional information | View File |

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

The institute follows the decentralisation process in management. Under the guidance of the Principal, faculty members, non-teaching staff, perform their duties. All stakeholders of the institute work by keeping students as the main focal point. Similarly, in IQAC, all the stakeholders also get due representation. GB evaluates significant recommendations for the future of the institution. The academic matters are concerned with the Academic Body which is comprising of the Head of the departments and Principal. The academic body takes the necessary decisions for smooth execution of various academic exercises.

Decentralization: The institute shows effective decentralization in management. Governing Body form with the members from college teachers' council, non teaching staff, University VC's nominee Local MLA and parents of students. To smooth functioning of various activities different committees are form. The college authority distributed the power of decision making to different committees.

Participative Management: Principal, faculties, students, alumni and various committees reflects participative management approach of the institute. Committees like, academic committee, anti-ragging committee, cultural committee, placement committee, hostel committee, vigilance committee, disciplinary committee NCC and NSS actively participate in various campus as well as community work.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/file/IQAC%20committee%202020=2022.pdf |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Anandaram Dhekial Phookan College is a student centric multidisciplinary college where strategic planning is done for all round growth of students. After third cycle of NAAC visit, the college perspective plan is created, taking into account the institution's future requirements. The college has been working

diligently to carry out all of the recommendations suggested by the NAAC peer team..The institution focuses on the development of its students on an all-around basis. The teaching-learning process become effective with the aid of ICT facilities and green campus.The college has WIFI facility,smart classrooms,For smooth conducting of various academic as well as co-curricular activities builings are constructed and students are supported to perform social as well as cultural activities.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | http://adpcollege.ac.in/gallery.php?id=23 |
| Upload any additional information | View File |

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

Anandaram Dhekial Phookan College follows a flat organizational structure.. The organizational structure of the institute is as follows:The Governing Body (GB), which is constituted in accordance with the Assam Provincialized College Management Rules-2005 framed by the Government of Assam.The Governing Body is responsible for apex level of decision making..The academic and administrative set up is control by the Principal.Principal form various committees for monitoring and facilitating several activities in college.Different cells are also formed for monitoring and maintaining good environment in the college campus.IQAC guides the faculty members to enhance quality in all spheres.

Appointment, Service Rules, Procedures, and Recruitment:

As per the Rules and Regulations of UGC and Department of Higher Education(DHE), Govt. of Assam, the authority of the college looks after the appointment procedure of the vacancies.Government reservation policy has been strictly following in appointment.. The promotional policy of the college is transparent and impartial. For the promotion of the teachers, the PBAS Performa of the UGC are followed. IQAC monitors the API score of the teachers. Under Career Advancement Scheme, the college helps the teachers in obtaining promotion

| File Description | Documents |
|---|---|
| Paste link for additional information | http://adpcollege.ac.in/administrator.php |
| Link to Organogram of the institution webpage | http://adpcollege.ac.in/file/Organogram%20of%20the%20Institution.pdf |
| Upload any additional information | View File |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

For both the teaching personnel and non-teaching staff, there are numerous welfare programmes.

1. Provident Fund: Depending on the year of appointment, both teaching and non-teaching workers at the institution are covered by the EPF Scheme.

2. Career Advancement Schemes: The institution permits teachers' faculties to pursue higher education, FDPs, and short-term courses.

3. The college administration recognizes staff members and their departments for exceptional accomplishments in a variety of fields.

4. The college raises money whenever possible for staff and students.

5. Offers staff members advance payments to cover urgent expenses in case salary payments are delayed.

6 In the event of a medical emergency and unavoidable circumstances, advance payments are made to the teaching and non-teaching staff.

7. For the financial welfare of both teaching and non-teaching personnel, the college maintains an Employee's Welfare Thrift and Credit Society (registered under cooperative society).

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/faculty_publication.php |
| Upload any additional information | View File |

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

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

0

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

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

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

04

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

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

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

20

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

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

Before the end of each academic year, the faculty members must complete and submit the Self-Appraisal forms to the IQAC. A form for performance evaluation is given to faculties The opinion of individual self-appraisals is reviewed by department heads before

submitted to the IQAC .The IQAC assessthe potential of the faculty and analyse his/her performance as per the given parameters. Then, IQAC considers and forwards the Self-Appraisal and API forms to the Principal for necessary action.Every year, students provide their opinions about the faculties. Students are submitted feedback forms on the college website. The college conducts its Academic and Administrative Audits internally. Therefore each task is completed with quality performance and documentation.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/feedback_student.php |
| Upload any additional information | View File |

6.4 - Financial Management and Resource Mobilization

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

In accordance with government regulations, the college routinely done its accounts audited by a chartered accountant. The institution receives the audited financial statements and audit reports at the end of each financial year on a regular basis from the external Certified Chartered Accountant, Bipin Kr. Sovasaria. Internal, secondary, and external (government audit) mechanisms are in place at the college. Sovasaria & Company performed the audit for the fiscal year 2021-2022. The college website has its report posted. The institute receives funding for large-scale research projects. The local firm of Chartered Accountants audits the fund received from UGC and other sources. All of the college's UGC scheme and Government of India funding utilization certificates have been successfully submitted. The College also contributes money to the appeals made by the government on the national disaster . The institute performs academic and administrative audits each year,

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/file/Financial%20Audit%202021-22%20(1).pdf |
| Upload any additional information | View File |

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

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

0.84

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

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

The government of Assam provided assistance to the college and was covered by Sections 2(f) and 12B of the UGC Act, 1956. With the College becoming a provincial institution, it has complete eligibility to receive grants under several UGC programmes. The college obtains funding from numerous governmental sources for its ongoing operations. In addition, the college raises money from people, self-financed courses, alumni contributions, and other sources.

As a finite resource, money is used as effectively as possible for an organization to advance. The main source of revenues for the organization is admission fees collected from the students. The college also generates financial resources through its stakeholders, government agencies, well-wishers in the community, alumni, students, and public representatives, the college also receives funding from self-financed courses,. The received funds are collected and used through the Cheque, PFMS, RTGS or NEFT mode. As per the priority and advices of GB the funds are utilized for infrastructural development and beautification, ICT device purchase and upgradation, student development and necessary equipment for the skill based courses. That funds received are utilized for holistic development is ensured by year round academic events and placement calendar. Besides spending on the holistic development of the student fraternity, the funds are also used for various purposes like payment of salaries to contractual teaching and non-teaching staff, honorarium to guest faculty and

experts, purchase of books, Faculty Development Programs, conferences and seminars, sports and cultural activities

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/file/6.4.3.%20PFMS%20payment.pdf |
| Upload any additional information | View File |

6.5 - Internal Quality Assurance System

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

The IQAC is consistently working to magnify the quality culture in its all spheres of the college activities by channelized efforts towards promoting holistic academic excellence. IQAC prepares perspective plan of development for the college and executes it in a strategic plan of every year. It has been trying to institutionalize number of quality assurance strategies such as digitization of academic and administration facilities, gender equality, strengthening extension activities etc. It has been attempting to institutionalize a range of quality assurance techniques, including gender equality, boosting extension operations, digitizing academic and administrative facilities, etc. The initiatives are as follows:

Practice 1:

IQAC reviews the status of the teachers' research work and performance at the first meetings of each year. This includes things like Ph.D., research publications, MRPs, Seminars, Workshop participation, and organizing.

Practice 2:

Remedial Measures through Mentorship The remedial measure includes conducting remedial courses for slow learners. From the first semester, students are identified and categorized as slow learner, moderate learner and fast learners based on their academic performance and on communication skills. Customized inputs are designed for different learning ability levels. IQAC ensures at the beginning itself the effectiveness of mentoring system to have a close look of student performance. IQAC pays special attention towards developing communication skills of students. At regular

intervals IQAC calls meeting with mentors and guides them to take students to next level.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/igac.php |
| Upload any additional information | View File |

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

IQAC has always been focused on learner-centric teaching learning process and it has designed the policy to assess and evaluate the same from time to time. Accordingly, IQAC complements the teaching, learning activities and modify it after taking the review, suggestions. In order to perceive learning outcomes, the IQAC periodically reviews teaching learning process and suggests gradual and regular expansion, upgradation and addition of the requisite material, equipment, infrastructure etc. has been a significant improvement in the college's academic performance since its last accreditation. Both degree programmes and postgraduate programmes now have higher pass rates. Over this time, enrollment in bachelor's programmes has been steadily rising. The IQAC has always taken a learner-centric approach to teach and learning, and it has created a policy to periodically examine and evaluate the same. As a result, IQAC enhances the teaching and learning activities and modifies them in response to feedback. The IQAC periodically evaluates the teaching-learning process to identify learning objectives and advises progressive and regular expansion, upgrading, and addition of the necessary material, equipment, infrastructure, etc.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/feedback.php |
| Upload any additional information | No File Uploaded |

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

B. Any 3 of the above

**improvements Collaborative quality initiatives with other institution(s)
Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | http://adpcollege.ac.in/file/Annual%20Report%202021-22.pdf |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

An interactive programme was organized an interactive programme in collaboration with Mahapurusha Srimanta Sankardeva Viswavidyalaya, Nagaon on 11th June 2022 at ADP College auditorium hall. The topic of the programme was "Cultivating Positive Emotions". The resource person highlighted about various kinds of emotions and inculcation of positive emotions in life. Above 156 students actively participated in the programme. A health counseling programme had been organized by Women Study Centre, IQAC and Medical Cell for the girl's students of ADP College on 8th January, 2022. The coordinator of Woman Study Centre talked about the importance of health and hygiene to lead a happy life. She also highlighted about important exercises that we each need to imbibe in our day to day life.

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | http://adpcollege.ac.in/file/Annual%20Gender%20Sensitization%20Action%20Plan%202021-22.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | http://adpcollege.ac.in/file/Special%20facilities%20provided%20for%20women%202021-22.pdf |

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

C. Any 2 of the above

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

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

The waste management processes includes collection, transportation, treatment, analysis and disposal of waste.

Solid waste management: The College generates a minimal amount of waste and inculcates the habits of upholding dustbins in to collect the wastes. The waste from the college arena is collected by the Nagaon Municipal board on weekly basis and is eventually disposed off. A vermicomposting unit is set up by the college authorities.

Liquid waste management: Liquid waste management is a method to prevent discharge of pollutants to the water courses, through the collection and proper disposal of hazardous liquid materials. The liquid waste of the college is drained out to the drainage system of the district through drainage pipes.

E-waste management:

The college has developed an initiative for each individual department to store it and collectively dispose off in different ways. One of the essential ways is through recycling. Paper waste is sent for recycling. Those obsolete computers are used for teaching and learning in computer science department. Computer parts and peripherals are reused in other systems. Printer cartridges are refilled and not disposed off. UPS batteries are even exchanged with the vendor of new batteries.

We do not have biomedical, hazardous or radioactive waste.

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
Bore well /Open well recharge Construction
of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways

4. Ban on use of plastic**5. Landscaping**

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | No File Uploaded |

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

| File Description | Documents |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |

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

A. Any 4 or all of the above

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

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

The institution works hand in hand in bolstering inclusive environment towards cultural, regional, linguistic and communal diversities.

Cultural: Culture is relating to a particular society, its ideas customs and art. Anandaram Dhekial Phookan College provides an inter cultural altar for students of different cultural backgrounds.

Regional development:

As the birth place of Madhab Kundali and Mahapurush Srimanta Shankardev, people of Nagaon and the entire college fraternity is highly enlightened by their ideologies and holistic principles. Some of the eminent personalities of Nagaon such as Debakanta Baruah, Birinchi Kr Boruah, Mahim Bora are some names to be mentioned in the regional development of the district.

Linguistic: The college has been established by worlds largest literary organization, Assam Sahitya Sabha which is based in Assam. The great literary, Anandaram Dhekial Phookan, on whose name we recognize our college was pioneer in establishing Assamese language and culture in Assam.

Socio-economic: The college provides opportunities for the students to acquire different skills .We have National and State awardee among teachers and students who have brought laurels forthe society as a whole. To name a few we have, Jiban Narah, Arindam Borkataki who has received awards in Assamese literature.

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

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

Anandaram Dhekial Phookan College has conducted various activities to inculcate the values of responsible citizens as reflected in the Constitution of India. It conducts student's elections for the appointment of students to student representative bodies every year.

Educational institutions play a crucial role in inculcating values among the young generation which helps them to become responsible citizens in future. Keeping in view this major objective, the premier institution has organised a lecture program on "Inculcating values for being responsible citizens as reflected in the Constitution of India" under the initiative of IQAC on 4th March 2021. The main highlight of the event was the guiding values of the Indian constitution and the various ways by which the students have to imbibe to become responsible citizens. The college has conducted a lecture programme in collaboration with ADP College NCC Unit and NSS ON 21-12-2021 to raise awareness regarding drugs and its impact on society. Department of Education, ADP College has organized an interactive programme in collaboration with Mahapurusha Srimanta Sankardeva Viswavidyalaya, Nagaon on 11th June 2022 at ADP College auditorium hall. The topic of the programme was "Cultivating Positive Emotions". Almost 56 students from six major departments participated in the event.

| File Description | Documents |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | http://adpcollege.ac.in/file/Sensitization%20of%20students%20and%20Employees%202021-22.pdf |
| Any other relevant information | http://adpcollege.ac.in/file/Best%20Practices%202021-22.pdf |

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

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

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

A Book Fair at Nagaon, 10th, 11th and 12th January, 2022 Department of English in support of college administration and in collaboration with Book Nook Café was organized at Nagaon Swahid Bhawan. A Workshop on Women Entrepreneurship through Food processing organized by Women Study & Welfare Centre, 8th March, 2022 in celebration of International Women's Day. International Day of Mathematics was observed by the Department of Mathematics, A.D.P. College, Nagaon, Assam Venue: Digital Classroom, Mathematics, ADP College, Nagaon dated 14th of March, 2022. World Environment Day Theme: Only One Earth, 4th and 5th June 2022 was conducted by Anandaram Dhekial Phookan College, Nagaon, Assam in collaboration with IQAC, NSS, Eco Club, College Environment Cell, ZSA Unit, Alumni Association and NCC Unit. Venue: ADP College.

The college has been organizing National and International festivals, observing Independence and Republic days, National Science day, International Yoga day, College foundation day, Youth festival, Workshops and Seminars every year.

| File Description | Documents |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

7.2 - Best Practices

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

Anandaram Dhekial Phookan College NCC Unit and its cadets bring laurels to both the Institution and the District. The objectives of the practice are to train the students of the college to become committed and competent leaders in all walk of life and to enhance the awareness level of students being responsible citizens of the country. The Cadets participate in CATC (Combined Annual Training Camp), Army Attachment Camp, National Integration Camp (NIC), Sainik Camp, Republic Day Camp, Anandaram Dhekial Phookan College, NCC Unit organised NCC Day programme on 28-11- 2021, at College Auditorium. 9 NCC cadets of ADP college got selected in Assam Police Service for the year 2021-22.

The second best practice of the ADP College is its NSS unit. NSS promotes holistic development of student and delivers dedicated services to the community. NSS unit of the College has been serving community development through social voluntary service. Since the inception, the College has organised Workshops, Awareness Camp, and Popular Speech on social stigma and its preventive measures, Blood Donation Camp, Round the Clock availability in arranging Blood to needy people etc. An event on 26-12-2021 regarding Yoga and Mental development amongst visually impaired students was organized by NSS unit.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | http://adpcollege.ac.in/file/Best%20Practices%202021-22.pdf |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

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

Anandaram Dhekial Phookan College was established in the year 1959 with a vision to provide educational opportunity to the rural people of the district Nagaon. The vision of the college which was framed to make the college as a place of excellence and quality education also has been successfully attained over years. In the field of quality education, the science stream of Anandaram Dhekial Phookan College, has been showing remarkable success due to the efforts made by the faculties. All total 60 numbers of seminars and workshops were arranged by the Departments with full hearted participation of both faculties and students of the college. Presently, the college has 2704 students out of which 90 percentage students are from the rural areas of the district as well as from the neighboring rural districts viz. Karbi Anglong, Hojai, Morigaon etc. Total 20 numbers of research papers are published by the faculties of the science/arts/commerce Departments in the year 2021-22 and out of which 14 papers are published in Scopus indexed SCI journals. Three MOUs were signed with AAU(04-06-2019), DRDO (04-01-2021) and Nagaon Forest Division, Govt. of Assam (12-12-2018), Eco Club and Barkhola Higher Secondary School(27- 11-2021), Trinity Fructa Private Limited(12-03-2022), Lumding College(30-05-2022)

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Anandaram Dhekial Phookan College is affiliated to Gauhati University and the entire course curriculum for degree programme is designed by the University. The college prepares its prospectus for the academic year 2021-2022. The college prepares its own Academic Calendar on the basis of Gauhati University Academic Calendar guidelines where important dates related to curriculum and co-curricular programmes and activities are mentioned. The same is displayed at the college website. The College prepares code of conduct for all the stakeholders. The routine committee prepares the central class routines considering the syllabus. The departments prepare the Departmental Class Routines and allot classes by preparing semester wise teaching plans for the courses. Apart from this, the departments conduct Tutorial and Remedial classes. College has an effective mentoring system, where teachers of the departments mentor students on different issues related to both academic and non-academic fields. The Examination Committee plans and conducts the Sessional and End semester examinations of the college. The students have access to the sessional answer scripts. The end semester examination results are declared by the University. College takes and analyses feedback from all the stakeholders. Feedback is taken online and the link of feedback is available at the college website.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | http://adpcollege.ac.in/download.php |

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

The college prepares an Academic Calendar for the college on the basis of the Gauhati university academic calendar. It includes important days and events particular to the college. The Academic Calendar clearly indicates the schedule for

admission, teaching learning exercise, holiday lists, and schedules various college events, Internal Examination and Semester end examination dates, Field Visits etc. The college Academic Calendar is published in the college prospectus as well as in the college website. For a Continuous Internal Evaluation, the departments prepare their schedule for teaching, departmental examination, field study schedule, as well as assignment preparation and submission. Examination Committees issues notices and exam schedules for sessional examination and examinations are held accordingly. Internal Assessment copies are made public The students are taken for field visits on scheduled dates. Teachers guide them in preparing their field study and project reports. End Semester Examinations are conducted as per the schedule prepared by Gauhati University. Examination schedules are published in advance and as per the Academic Calendar. Practical Examinations are held by the college and notices for practical examinations are issued well in advance.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | http://adpcollege.ac.in/academic.php |

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

C. Any 2 of the above

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

| 1.2 - Academic Flexibility | |
|---|---------------------------|
| 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented | |
| 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented | |
| 29 | |
| File Description | Documents |
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |
| 1.2.2 - Number of Add on /Certificate programs offered during the year | |
| 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template) | |
| 3 | |
| File Description | Documents |
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template) | View File |
| 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year | |
| 50 | |
| File Description | Documents |
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |
| 1.3 - Curriculum Enrichment | |

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

Issues like gender, environment, human values, professional ethics etc are integrated in in the syllabus of various subjects like English, Political Science, History, Geography, Zoology, Botany, Education, Philosophy etc. Gender Issues are incorporated in the UG syllabus of subjects English, Education and PoliticalScience. Ethical Issues are incorporated in the syllabus of Education and Philosophy UG syllabus. Issues pertaining to human values are included in the UG syllabus of subjects Education, Political Science and Sanskrit. All UG students are compulsorily attached to Environmental and Sustainability issues in the curriculum of second semester as ability enhancement course. Apart from this, the UG Syllabus of subjects Botany, Zoology, Economics and Geography have paers dealing with environment, ecology and disaster.

Moreover, during the session, the institution have also organized different activiies and programmes for students with a view to enhance and boost morality, ethics, environmental awareness and social obligation among them which are represented in this reoprt in the subsequent chapters.

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

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

14

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Institutional Data in Prescribed Format | View File |

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

408

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

A. All of the above

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | http://adpcollege.ac.in/feedback.php |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

| | |
|---|---|
| 1.4.2 - Feedback process of the Institution may be classified as follows | A. Feedback collected, analyzed and action taken and feedback available on website |
|---|---|

| File Description | Documents |
|-----------------------------------|--|
| Upload any additional information | View File |
| URL for feedback report | http://adpcollege.ac.in/student_survey.ph p |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1158

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

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

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

396

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

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

ADP College identifies the students as slow learners and advanced learners based on the internal test performances,

class participation, assignment, seminar, mentoring system etc. After identifying the strength and weakness of a student, special measures were taken as follows:

Slow Learners:

- Individual counseling is given through Mentor-Mentee system.
- The mentor also connects the weak learners to the subject teachers with whom they are comfortable for extra support.
- Remedial coaching classes are arranged for such students for their academic improvement and are assessed in regular intervals.
- Courses in soft skills are offered to improve reading and writing skills in English through value added course.

Advanced Learners

- ADP College encourages the advanced learners to organize workshops and seminars to improve their leadership skills and knowledge.
- They are given opportunities to be part of Student Council to lead professional activities at college Levels and outside.
- Students are encouraged to do the real time projects for their project work and taken for field trips for first-hand experience as per Syllabus.
- Students are encouraged to present their paper and participate in various conferences to enrich their skills in publishing papers in journals.
- For both slow and advanced Learners the placement training and campus interviews are arranged.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/mentoring2021-2022.php |
| Upload any additional information | View File |

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

| | |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 2704 | 63 |

| | |
|----------------------------|---------------------------|
| File Description | Documents |
| Any additional information | View File |

2.3 - Teaching- Learning Process

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

Courses on Experiential learning: ADP College always makes endeavours pertaining to skill based teaching learning environment for its students. Department of Herbal Science and Technology, Tea Technology, Fashion Designing, Bachelor of Vocational Course etc are initiated to make learning more experiential and participative.

Apart from this, the following initiatives have been taken for enhancing learning experience.

- Hands on Training: some of the departments including Department of Herbal Science and Technology have made their effort to produce some useful products such as mushroom, hand sanitizer, distilled water, vermicompost etc successfully which may be considered as the most effective way of enhancing participative and experiential learning.
- Interaction with Author & Cultural Activist: College has initiated a number of interaction programmes with some renowned poets, authors and cultural activists to encourage the students.
- Laboratory experience: The science departments of the college have the setup of richly equipped laboratories which prove to be widely used tools of experiential learning. The Language Laboratory of Department of English is also utilized for better learning of the English language.
- Assignment, Project, Q&A sessions: Students are entrusted home assignments, projects and various Q&A sessions to make them engaged with learning experience.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | http://adpcollege.ac.in/gallery.php?id=5 |

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

- **ICT Infrastructure:** ADP College has a rich IT infrastructure to support its students' need as well as college administration. The college possesses 80 computers, 25 printers, 10 projectors, 04 internet servers, 3 browsing centers, internet connectivity in almost all computers and a WiFi enabled campus.
- **Smart classroom-** ADP College has 10 digital classroom equipped with smart board.
- **Computer Hub:** College has a well furnished computer Hub which is open for academic activities of the students.
- **Computer Labs:** The college has 02 computer labs in the Department Of Computer Science which cater to the need of the students.
- **Digital Library:** The central library of ADP College has a well managed digital library section, where many rare books are available.
- **Language Laboratory:** Department of English has a Language lab which has been used for the better benefit of the major students in particular.
- **Online Classes:** The departments of the college smoothly operate online classes through Google Classroom, Zoom, Google Meet etc. WhatsApp is also widely used as a means of communication the college. The study materials are uploaded in the online education portal <http://adpcollege.ac.in/online/>.

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

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

| latest completed academic year) | |
|--|---------------------------|
| 2.3.3.1 - Number of mentors | |
| 63 | |
| File Description | Documents |
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |
| 2.4 - Teacher Profile and Quality | |
| 2.4.1 - Number of full time teachers against sanctioned posts during the year | |
| 63 | |
| File Description | Documents |
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |
| 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count) | |
| 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year | |
| 41 | |
| File Description | Documents |
| Any additional information | View File |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | View File |

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

2.4.3.1 - Total experience of full-time teachers

996

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

2.5 - Evaluation Process and Reforms

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

The students of the institute are assessed in quite transparent and healthy way using the following formats:-

- **Sessional Examinations:** Sessional examinations are conducted as per the university guidelines. It is an important means of formative evaluation of the students. The marks scored by the students are sent to the university. These scores are also taken into consideration with the final examination marks for effective evaluation. The answer scripts are shown to the respective students and if any grievance is redressed by the concerned HoDs.
- **Assignments:** Assignments are given to the students to check their progress. Sometimes after explaining a topic in the class, the students are asked to submit a reflective write up as assignment.
- **Departmental Seminars:** Seminars are held frequently in the departments in which the students choose a topic from the syllabus, make a powerpoint presentation and present the same in front of the faculty members as well as the rest of the students of the department.
- **Question-Answer Sessions:** To know the level of understanding, some question-answer sessions are also conducted among the students.
- **Practical:** To enhance the practical knowledge of the students they are assigned laboratory experiments and project works.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | http://adpcollege.ac.in/projectwork.php |

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

The institute maintains complete transparency to deal with the examination related grievances. The institute follows the guidelines given by the affiliating University. The schedules for the internal assessment tests are prepared as per the University guidelines. During examinations, invigilators are assigned in each hall in the ratio 25:1 to proper conduct of the test. The faculty members carry out the evaluation of the answer scripts. The details of marks obtained by the students in internal assessment tests are displayed on departmental notice board.

- Redressal of grievances at Department level: The performance of the students i.e. assignments, class tests, attendance etc. are evaluated by the respective faculty members. If the students have any grievances, they can discuss with the faculty members.
- Redressal of grievances at College level: The institute appoints a group of teachers for smooth conduct of examinations. If the students have any sort of grievances regarding examination related matters, they can discuss with the Chief examination officer or the Principal; and if necessary the same is forwarded to the University by the Principal
- Redressal of grievances at University level: Some queries like corrections of certificates and mark sheets are forwarded to the University through the principal for necessary action.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | http://adpcollege.ac.in/upload/notice/1629100973.pdf |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The learning effectiveness of any programme and course depends on its Programme Outcomes and Course Outcomes. Learning outcomes form an integral part of college vision, mission and objectives. ADP College has developed the POs and COs under the guideline of its affiliating university. The central objective of the POs & COs include in-depth knowledge a learner has to attain in his/her respective field of study as well as the skills associated with it.

Mechanism of Communicating POs and COs:

- The learning outcomes graduate attributes which are integrated into the assessment process in its syllabi that is clearly publicized through its website and other documents.
- The learning objectives are communicated through various means such as college prospectus, Publications, Magazines, Website, Principal's address to students and parents, Alumni meets and dissemination in classroom by concerned staff.
- The syllabus also provides information about scheme of instruction and evaluation.
- Students are made aware of the course specific outcomes through induction programme, classroom discussion, expert lectures and practicals.
- The importance of the learning outcomes are communicated to the teachers in IQAC Meeting and Staff Meeting.
- The college encourages the teachers to participate in various seminars, FDP's, workshops etc., to enrich them and attain the outcomes in the teaching- learning process.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | http://adpcollege.ac.in/file/PROGRAMME%20OUTCOME%202021-2022.pdf |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

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

ADP College regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes.

Evaluation Process:

Evaluation of learning outcome is done through University Examinations, sessional examinations, internal and home assignments, seminars, unit tests, surprise tests, attendance regularity etc. In 2021-22 the college recorded 64.86% success rate for its students in University Exams across all programmes.

POs and COs are also evaluated by external experts for the Practical examinations, appointed by the University through Viva-Voce and practical files.

Students are encouraged to take up internships, projects, fieldwork, etc. This helps them to obtain necessary skills and practical experience in their chosen discipline.

The college collects feedback from students, Alumni, Employers and Parents in online mood which is an important method of measuring attainment with objectives of identifying the attainment level of students in terms of programme, subject, course and syllabus outcomes. It helps to understand the impact of teaching learning process.

The employability of students upon successful completion of their degree programme is also a measurement. The college placement cell takes care of the placements. The placement record of 2021-22 is uploaded in criteria-5.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | http://adpcollege.ac.in/studentplacementrecord.php |

2.6.3 - Pass percentage of Students during the year

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

502

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | http://adpcollege.ac.in/file/Annual%20Report%202021-22.pdf |

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

<http://adpcollege.ac.in/file/STUDENT%20FEEDBACK%20ANALYSIS%202021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

47.3

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| e-copies of the grant award letters for sponsored research projects /endowments | View File |
| List of endowments / projects with details of grants(Data Template) | View File |

3.1.2 - Number of teachers recognized as research guides (latest completed academic

year)

3.1.2.1 - Number of teachers recognized as research guides

01

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

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

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

01

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | View File |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | https://dbtbharat.gov.in/ |

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Anandaram Dhekial Phookan college has been maintaining a healthy research and study environment from very beginning. Faculty members are highly qualified and actively involved in all kinds of Research activities. Most of the Faculty achieved Ph. D and during the year, 02 Faculty members have been pursuing their Ph. D in different reputed universities. A fair number of Major and Minor Research Projects funded by University Grants Commission, Assam Science & Technology Environment Council, and Department of Biotechnology, Govt. of India have been sanctioned and completed during this period and One Project are ongoing.

More than 20 Research Publications in UGC Care listed journals, both International and National have been brought out by the faculty members. A good amount of research based papers and articles have been regularly published in various peer reviewed journals, periodicals and magazines of national and International fame. Faculty members have also actively contributed in publication of books and book chapters in their allied fields. In regional newspapers and magazines, articles and write-ups are regularly contributed by the college faculties.

The college organized Seminar, Workshop, Conference, Faculty Development programme, Outreach Programme, Field Trips, Awareness Programme etc. to interact with the students, scholars, researchers and faculty members. The college as a part of its outreach programmes has undertaken surveys, research works involving students for societal benefits. Faculty members are also directly involved in spreading Knowledge and guiding the students of BA, BSc and MSc for Projects and dissertation works.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | http://adpcollege.ac.in/online/ |

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

15

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

00

| File Description | Documents |
|--|---------------------------|
| URL to the research page on HEI website | NA |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | No File Uploaded |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

15

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

23

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

3.4 - Extension Activities

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

In the year 2021-22, Total Nos of 35 extension programmes were conducted. Some notable activities are-

A Swachhta programme was conducted on 31-10- 2021 by Anandaram Dhekial Phookan College NCC Unit. Participants were 140.

Another activity was conducted by Economics Department, Anandaram Dhekial Phookan College on Socio- Economic Survey Programme in Collaboration with ADP College NCC Unit on 08-01-2022, at College adopted village Mahariati Tribal Village, Bebejia. Participants were 35.

A YOGA CAMP was organised on 22th May 2022 in collaboration with IQAC ADP College and 8 Assam Bn NCC, ADP College Unit where participants were 80.

Anandaram Dhekial Phookan College also organised an activity in collaboration with NCC Unit, NSS, Eco Club, College Environment Cell, ZSA (Zoology society of Assam), Alumni Association of ADP College on WORLD ENVIRONMENT DAY programme (05-06-2022) at college premises. Participants were 100.

Another activity HARGHAR TRIRANGA pertaining to Azadi ki Amrit Mahotsav Programme was organised by The District Administration of Nagaon in Collaboration with NCC, 8 Assam Bn Army Wing and ADP College NCC Unit on 13th August 2022 in Nagaon, Assam.

ADP COLLEGE NCC UNIT, Organised RALLY on The Occasion of 400TH BIRTH ANNIVERSARY OF BIR LACHIT BARPHUDAN on 18 November 2022, at Nagaon.

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

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

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

0

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

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

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

35

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2532

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

05

| File Description | Documents |
|--|---------------------------|
| e-copies of related Document | View File |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

09

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institute has 52 classrooms and 16 laboratories and having spacious environment with 12 smart classrooms having ICT facility. The large classrooms are equipped with microphone and sound system. LCD projectors and screens are available in several departments. The departments of English, Statistics and Geography have smart television for interactive sessions.

The central Biotech Hub is equipped with instruments and laboratory facilities for science departments.

Museums are there in the departments of Botany and Zoology and Assamese. The department of Botany and the Department of Herbal Science & Technology maintain a botanical garden and an orchid house within the college campus.

The Central Library is a hybrid library.

There are 80 Computers in the college including desktop and laptop. There are two computer laboratories in the department of Computer Science consisting 2 HP servers with 45 Thin Clients. There is a computer hub with 18 computers and ICT enabled facility.

There are separate Common Rooms for Boys and Girls with free Wi-Fi access where students can relax during class intervals and discuss about their curricular activities. There is a Common Room for Teachers .

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://adpcollege.ac.in/gallery.php?id=31 |

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

College has an Indoor stadium with a capacity for 200 persons to sit in the gallery. Two sets of Badminton courts are put

there simultaneously. Rubber mats have been fitted in the arena. The Indoor stadium also has a table tennis facility.

The boys' and girls' common room have provision for indoor games like Chess, Carrom, Chinese checker etc.

The gymnasium of the college is well-equipped with instruments and exercise tools including two sets of multigyms. Both students and faculty come regularly for exercise in the gymnasium. The college auditorium with a sitting capacity of 800 persons has sound proofing and is air-conditioned. Various cultural programmes, national and state level seminars, conferences, workshops, NCC Programmes are held in the auditorium. It is also used as venue for various government programmes and other cultural events. The auditorium has facility for projector presentations and screenings. There is a conference hall with a sitting capacity of 120 participants. It is equipped with LCD projector, white board and screen. It is air conditioned and it serves as a venue for seminars, workshops and celebration of other important events. The open field of the campus serves as a venue for outdoor sports, boxing and other events.

College organises Yoga Programme in the auditorium regularly.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://adpcollege.ac.in/fnl_gllry.php |

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

15

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | http://adpcollege.ac.in/gallery.php?id=30 |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

52.99

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

4.2 - Library as a Learning Resource

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

The library is a three storied building with 850 sq. meter built-up area. The library has a collection of 24816 (textbooks) and 25052(Reference and other books) so far. The library has some special collection of books on Gandhian studies, Vivekananda studies, Ambedkar studies etc. The library is fully automated with Integrated Library management system named SOUL 2.0. The Online Public Access catalogue (OPAC) is made available for library users to know the status of availability of books and documents in the library. The library has recently initiated the process of remote access of electronic resources by providing a link of digital library in the college website (<https://adpcollege.ac.in/online/digitallib.php>). The entire library complex is WI-FI enabled. Students can access internet

facility in the digital library. The library is an active member of INFLIBNET Centre and NLIST consortia. The library offers various services to its users like Automated circulation of books, Online Public Access Catalogue (OPAC), Reprography, Library orientation, Book bank facility for poor and differently abled students. C.C. cameras are installed inside the library for strict surveillance. The Central library has its own website (<http://www.libraryadp.weebly.com>) and library blog (<http://adplib.blogspot.com>). These are available in the library panel of college website.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | http://adpcollege.ac.in/library_all.php |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

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

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

1.06

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

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

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

83

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure

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

There are overall 80 Computers in the college including desktop and laptop. Each department has computer facility with printer. There are two computer laboratories in the department of Computer Science consisting 2 HP servers with 45 Thin Clients. The Wi-Fi is provided with a high speed BSNL fibre leased line and the Bandwidth is more than 50 mbps. There is a computer hub with 18 computers and ICT enabled facility where student seminars, LMS classes, national and international interactive workshops and programmes etc are organised. In the department of English there is a language laboratory with 10 computers and necessary software. The entire Campus is Wi-Fi enabled with necessary firewalls which can be accessed by students and staff members in the administrative block, Library, Classrooms, Canteen and Indoor Sports Complex. The college has so many wireless access points on different locations and all the access points and their wirings are suitably mounted on racks. The Routers are located in such a way that they cover most of the area of college campus. The department of computer science looks after and maintains all the systems present in the college.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://adpcollege.ac.in/gallery.php?id=30 |

4.3.2 - Number of Computers

80

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

25.03

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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

The College is being managed by the Governing Body (GB) constituted by the Government of Assam as per provision of Assam provincialized College Management Rules. The G.B. of the college is constituted with Principal of the college as Secretary, two teacher's representative, one office representative and librarian as ex-officio members. Various committees are constituted for monitoring and maintenance of the college with staff as coordinators and members. Hostel superintendents are appointed for the Girls' hostels. The Campus cleaning and maintenance is done by a good housekeeping staff. The Head of Department of Computer Science is the System Administrator. Power back up is provided by solar energy and generator. The college conducts admission and examination of the University through online mode. The Principal is the head of the institute who is assisted by two Vice principals for smooth functioning of the college. The classes are regularly monitored and progress report from HODs are evaluated on a weekly basis. Proper inspection of stock register has been done at the end of every semester. The Instrumentation Centre of the college provides necessary maintenance support when necessary. College website www.adpcollege.ac.in is updated regularly and maintained by S.S. Technologies, Guwahati.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://adpcollege.ac.in/committees.php |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1282

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

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

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

0

| File Description | Documents |
|--|------------------|
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | No File Uploaded |

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

B. 3 of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | http://adpcollege.ac.in/ |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

12

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

12

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

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

A. All of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

29

| File Description | Documents |
|--|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

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

5.2.2.1 - Number of outgoing student progression to higher education

110

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

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

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

11

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

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

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

26

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

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

The college offers a number of student support services. The college prospectus mentions clearly about student support services available in the college. In the students' general meetings, the IQAC apprise the students of various student support programmes. The IQAC requests the authority to put banners, festoons etc in and outside college about the support services offered by the college. There are counseling cell, gymnasium, canteen, CCTV surveillance, scholarship, students' aid fund to help the needy ones and drinking water facilities etc. Free coaching is imparted to students belonging to minorities, SC / ST and OBC to prepare them for various competitive exams under UGC Entry into services scheme. Guide books for different competitive examinations are brought under the scheme and are available for all students in the college library. The students participate in various administrative, co-curricular and extracurricular activities of the college. Their participation and engagement helps the smooth functioning of the various activities of the college, at the same time it helps them to inculcate positive work culture and discipline

among the students. The General Secretary of ADP College student Council is an executive member of the IQAC committee and also a member of Grievance cell. The students are also engaged in the Gender Sensitization against Sexual Harassment Committee and Students Grievances Redressal Cell of Anandaram Dhekial Phookan College for proper functioning of the committees.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/student_union.php |
| Upload any additional information | View File |

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

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

28

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

5.4 - Alumni Engagement

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

The alumni association of Anandaram Dhekial Phookan College provided drinking water facility with a water purifier in the library. Moreover, the passed out students of the college contribute an amount to the college every year. The passed out students join the alumni association by contributing an amount for the overall developmental works of the college. During 2021-2022, they have contributed Rs. 1,04,200.00 (one lakh four

thousand two hundred) to the college fund.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/gallery.php?id=32 |
| Upload any additional information | View File |

5.4.2 - Alumni contribution during the year (INR in Lakhs) D. 1 Lakhs - 3Lakhs

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The nature of governance from higher level to ground level is consisted of asministrative staff,,faculty members,students,alumni and community members.All stakeholders of the institute work by keeping students at the center point.College environment is fully democratic and inclusive.In policy making process Governing Body and faculty members are equally involved.GB form with local MLA,university nominee, teachers representative ,non-teaching staff members and parents of students .IQAC plays prominent role in quality enhancement of the faculties.in IQAC, all the stakeholders also get due representation..The perspective plan of the college is prepared by keeping in mind the future needs of the college .

Vision and mission of the college :

Vision: Our vision is to make the institute a centre of excellence by imparting quality education in both academically and socially, so that the students will be able to raise their aspirations and enable themto attaining the goal of life.

Mission: (i) To disseminate education in humanities, science and vocational courses in the context of present day world scenario, thereby to meet the needs and aspirations of the people of Assam in general and of Nagaon and its adjacent

districts of Morigaon and Karbi Anglong in particular, irrespective of caste, creed, religion and sex.

(ii) To promote scientific temper and orient minds for teaching and research activities.

(iii) To encourage innovations in planning, teaching and evaluation to achieve higher scale of perfection.

(iv) To promote social responsibility of higher education through community participation and sustainable development.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/governing_body.php |
| Upload any additional information | View File |

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

The institute follows the decentralisation process in management. Under the guidance of the Principal, faculty members, non-teaching staff, perform their duties. All stakeholders of the institute work by keeping students as the main focal point. Similarly, in IQAC, all the stakeholders also get due representation. GB evaluates significant recommendations for the future of the institution. The academic matters are concerned with the Academic Body which is comprising of the Head of the departments and Principal. The academic body takes the necessary decisions for smooth execution of various academic exercises.

Decentralization: The institute shows effective decentralization in management. Governing Body form with the members from college teachers' council, non teaching staff, University VC's nominee Local MLA and parents of students. To smooth functioning of various activities different committees are form. The college authority distributed the power of decision making to different committees.

Participative Management: Principal, faculties, students, alumni

and various committees reflects participative management approach of the institute. Committees like, academic committee, anti-ragging committee, cultural committee, placement committee, hostel committee, vigilance committee, disciplinary committee NCC and NSS actively participate in various campus as well as community work.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/file/IQAC%20committee%202020=2022.pdf |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Anandaram Dhekiyal Phookan College is a student centric multidisciplinary college where strategic planning is done for all round growth of students. After third cycle of NAAC visit, the college perspective plan is created, taking into account the institution's future requirements. The college has been working diligently to carry out all of the recommendations suggested by the NAAC peer team. The institution focuses on the development of its students on an all-around basis. The teaching-learning process become effective with the aid of ICT facilities and green campus. The college has WIFI facility, smart classrooms, For smooth conducting of various academic as well as co-curricular activities buildings are constructed and students are supported to perform social as well as cultural activities.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | http://adpcollege.ac.in/gallery.php?id=23 |
| Upload any additional information | View File |

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

Anandaram Dhekial Phookan College follows a flat organizational structure.. The organizational structure of the institute is as follows:The Governing Body (GB), which is constituted in accordance with the Assam Provincialized College Management Rules-2005 framed by the Government of Assam.The Governing Body is responsible for apex level of decision making..The academic and administrative set up is control by the Principal.Principal form various committees for monitoring and facilitating several activities in college.Different cells are also formed for monitoring and maintaining good environment in the college campus.IQAC guides the faculty members to enhance quality in all spheres.

Appointment, Service Rules, Procedures, and Recruitment:

As per the Rules and Regulations of UGC and Department of Higher Education(DHE), Govt. of Assam, the authority of the college looks after the appointment procedure of the vacancies.Government reservation policy has been strictly following in appointment.. The promotional policy of the college is transparent and impartial. For the promotion of the teachers, the PBAS Performa of the UGC are followed. IQAC monitors the API score of the teachers. Under Career Advancement Scheme, the college helps the teachers in obtaining promotion

| File Description | Documents |
|---|---|
| Paste link for additional information | http://adpcollege.ac.in/administrator.php |
| Link to Organogram of the institution webpage | http://adpcollege.ac.in/file/Organogram%20of%20the%20Institution.pdf |
| Upload any additional information | View File |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

For both the teaching personnel and non-teaching staff, there are numerous welfare programmes.

1. Provident Fund: Depending on the year of appointment, both teaching and non-teaching workers at the institution are covered by the EPF Scheme.

2. Career Advancement Schemes: The institution permits teachers' faculties to pursue higher education, FDPs, and short-term courses.

3. The college administration recognizes staff members and their departments for exceptional accomplishments in a variety of fields.

4. The college raises money whenever possible for staff and students.

5. Offers staff members advance payments to cover urgent expenses in case salary payments are delayed.

6 In the event of a medical emergency and unavoidable circumstances, advance payments are made to the teaching and non-teaching staff.

7. For the financial welfare of both teaching and non-teaching personnel, the college maintains an Employee's Welfare Thrift and Credit Society (registered under cooperative society).

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/faculty_publication.php |
| Upload any additional information | View File |

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

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

0

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

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

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

04

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

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

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

20

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

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

Before the end of each academic year, the faculty members must complete and submit the Self-Appraisal forms to the IQAC. A form for performance evaluation is given to faculties The

opinion of individual self-appraisals is reviewed by department heads before submitted to the IQAC .The IQAC assessthe potential of the faculty and analyse his/her performance as per the given parameters. Then, IQAC considers and forwards the Self-Appraisal and API forms to the Principal for necessary action. Every year, students provide their opinions about the faculties. Students are submitted feedback forms on the college website. The college conducts its Academic and Administrative Audits internally. Therefore each task is completed with quality performance and documentation.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/feedback_student.php |
| Upload any additional information | View File |

6.4 - Financial Management and Resource Mobilization

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

In accordance with government regulations, the college routinely done its accounts audited by a chartered accountant. The institution receives the audited financial statements and audit reports at the end of each financial year on a regular basis from the external Certified Chartered Accountant, Bipin Kr. Sovasaria. Internal, secondary, and external (government audit) mechanisms are in place at the college. Sovasaria & Company performed the audit for the fiscal year 2021-2022. The college website has its report posted. The institute receives funding for large-scale research projects. The local firm of Chartered Accountants audits the fund received from UGC and other sources. All of the college's UGC scheme and Government of India funding utilization certificates have been successfully submitted. The College also contributes money to the appeals made by the government on the national disaster . The institute performs academic and administrative audits each year,

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/file/Financial%20Audit%202021-22%20(1).pdf |
| Upload any additional information | View File |

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

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

0.84

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

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

The government of Assam provided assistance to the college and was covered by Sections 2(f) and 12B of the UGC Act, 1956. With the College becoming a provincial institution, it has complete eligibility to receive grants under several UGC programmes. The college obtains funding from numerous governmental sources for its ongoing operations. In addition, the college raises money from people, self-financed courses, alumni contributions, and other sources.

As a finite resource, money is used as effectively as possible for an organization to advance. The main source of revenues for the organization is admission fees collected from the students. The college also generates financial resources through its stakeholders, government agencies, well-wishers in the community, alumni, students, and public representatives, the college also receives funding from self-financed courses. The received funds are collected and used through the Cheque, PFMS, RTGS or NEFT mode. As per the priority and advices of GB the

funds are utilized for infrastructural development and beautification, ICT device purchase and upgradation, student development and necessary equipment for the skill based courses. That funds received are utilized for holistic development is ensured by year round academic events and placement calendar. Besides spending on the holistic development of the student fraternity, the funds are also used for various purposes like payment of salaries to contractual teaching and non-teaching staff, honorarium to guest faculty and experts, purchase of books, Faculty Development Programs, conferences and seminars, sports and cultural activities

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/file/6.4.3.%20PFMS%20payment.pdf |
| Upload any additional information | View File |

6.5 - Internal Quality Assurance System

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

The IQAC is consistently working to magnify the quality culture in its all spheres of the college activities by channelized efforts towards promoting holistic academic excellence. IQAC prepares perspective plan of development for the college and executes it in a strategic plan of every year. It has been trying to institutionalize number of quality assurance strategies such as digitization of academic and administration facilities, gender equality, strengthening extension activities etc. It has been attempting to institutionalize a range of quality assurance techniques, including gender equality, boosting extension operations, digitizing academic and administrative facilities, etc. The initiatives are as follows:

Practice 1:

IQAC reviews the status of the teachers' research work and performance at the first meetings of each year. This includes things like Ph.D., research publications, MRPs, Seminars, Workshop participation, and organizing.

Practice 2:

Remedial Measures through Mentorship The remedial measure includes conducting remedial courses for slow learners. From the first semester, students are identified and categorized as slow learner, moderate learner and fast learners based on their academic performance and on communication skills. Customized inputs are designed for different learning ability levels. IQAC ensures at the beginning itself the effectiveness of mentoring system to have a close look of student performance. IQAC pays special attention towards developing communication skills of students. At regular intervals IQAC calls meeting with mentors and guides them to take students to next level.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/iqac.php |
| Upload any additional information | View File |

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

IQAC has always been focused on learner-centric teaching learning process and it has designed the policy to assess and evaluate the same from time to time. Accordingly, IQAC complements the teaching, learning activities and modify it after taking the review, suggestions. In order to perceive learning outcomes, the IQAC periodically reviews teaching learning process and suggests gradual and regular expansion, upgradation and addition of the requisite material, equipment, infrastructure etc. has been a significant improvement in the college's academic performance since its last accreditation. Both degree programmes and postgraduate programmes now have higher pass rates. Over this time, enrollment in bachelor's programmes has been steadily rising. The IQAC has always taken a learner-centric approach to teach and learning, and it has created a policy to periodically examine and evaluate the same. As a result, IQAC enhances the teaching and learning activities and modifies them in response to feedback. The IQAC periodically evaluates the teaching-learning process to identify learning objectives and advises progressive and regular expansion, upgrading, and addition of the necessary material, equipment, infrastructure, etc.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://adpcollege.ac.in/feedback.php |
| Upload any additional information | No File Uploaded |

| | |
|---|------------------------------|
| 6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) | B. Any 3 of the above |
|---|------------------------------|

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | http://adpcollege.ac.in/file/Annual%20Report%202021-22.pdf |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

An interactive programme was organized an interactive programme in collaboration with Mahapurusha Srimanta Sankardeva Viswavidyalaya, Nagaon on 11th June 2022 at ADP College auditorium hall. The topic of the programme was "Cultivating Positive Emotions". The resource person highlighted about various kinds of emotions and inculcation of positive emotions in life. Above 156 students actively participated in the programme. A health counseling programme had been organized by

Women Study Centre, IQAC and Medical Cell for the girl's students of ADP College on 8th January, 2022. The coordinator of Woman Study Centre talked about the importance of health and hygiene to lead a happy life. She also highlighted about important exercises that we each need to imbibe in our day to day life.

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | http://adpcollege.ac.in/file/Annual%20Gender%20Sensitization%20Action%20Plan%202021-22.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | http://adpcollege.ac.in/file/Special%20facilities%20provided%20for%20women%202021-22.pdf |

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

C. Any 2 of the above

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

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

The waste management processes includes collection, transportation, treatment, analysis and disposal of waste.

Solid waste management: The College generates a minimal amount of waste and inculcates the habits of upholding dustbins in to collect the wastes. The waste from the college arena is collected by the Nagaon Municipal board on weekly basis and is eventually disposed off. A vermicomposting unit is set up by the

college authorities.

Liquid waste management: Liquid waste management is a method to prevent discharge of pollutants to the water courses, through the collection and proper disposal of hazardous liquid materials. The liquid waste of the college is drained out to the drainage system of the district through drainage pipes.

E-waste management:

The college has developed an initiative for each individual department to store it and collectively dispose off in different ways. One of the essential ways is through recycling. Paper waste is sent for recycling. Those obsolete computers are used for teaching and learning in computer science department. Computer parts and peripherals are reused in other systems. Printer cartridges are refilled and not disposed off. UPS batteries are even exchanged with the vendor of new batteries.

We do not have biomedical, hazardous or radioactive waste.

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

| 7.1.5 - Green campus initiatives include | |
|--|-------------------------------------|
| 7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping | B. Any 3 of the above |
| File Description | Documents |
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | No File Uploaded |
| 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution | |
| 7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities | A. Any 4 or all of the above |
| File Description | Documents |
| Reports on environment and energy audits submitted by the auditing agency | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |
| 7.1.7 - The Institution has disabled-friendly, barrier free environment Built | A. Any 4 or all of the above |

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

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

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

The institution works hand in hand in bolstering inclusive environment towards cultural, regional, linguistic and communal diversities.

Cultural: Culture is relating to a particular society, its ideas customs and art. Anandaram Dhekial Phookan College provides an inter cultural altar for students of different cultural backgrounds.

Regional development:

As the birth place of Madhab Kundali and Mahapurush Srimanta Shankardev, people of Nagaon and the entire college fraternity is highly enlightened by their ideologies and holistic principles. Some of the eminent personalities of Nagaon such as Debakanta Baruah, Birinchi Kr Boruah, Mahim Bora are some names to be mentioned in the regional development of the district.

Linguistic: The college has been established by worlds largest literary organization, Assam Sahitya Sabha which is based in Assam. The great literary, Anandaram Dhekial Phookan, on whose name we recognize our college was pioneer in establishing Assamese language and culture in Assam.

Socio-economic: The college provides opportunities for the students to acquire different skills .We have National and State awardee among teachers and students who have brought laurels forthe society as a whole. To name a few we have, Jiban Narah, Arindam Borkataki who has received awards in Assamese literature.

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

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

Anandaram Dhekial Phookan College has conducted various activities to inculcate the values of responsible citizens as reflected in the Constitution of India. It conducts student's elections for the appointment of students to student representative bodies every year.

Educational institutions play a crucial role in inculcating values among the young generation which helps them to become responsible citizens in future. Keeping in view this major objective, the premier institution has organised a lecture program on "Inculcating values for being responsible citizens as reflected in the Constitution of India" under the initiative of IQAC on 4th March 2021.The main highlight of the event was the guiding values of the Indian constitution and the various ways by which the students have to imbibe to become responsible citizens.The college has conducted a lecture programme incollaboration with ADP College NCC Unit and NSS ON 21-12-2021 to raise awareness regarding drugs and its impact on society. Department of Education, ADP College has organized an interactive programme in collaboration with Mahapurusha Srimanta Sankardeva Viswavidyalaya, Nagaon on 11th June 2022 at ADP College auditorium hall. The topic of the programme was

"Cultivating Positive Emotions". Almost 56 students from six major departments participated in the event.

| File Description | Documents |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | http://adpcollege.ac.in/file/Sensitization%20of%20students%20and%20Employees%202021-22.pdf |
| Any other relevant information | http://adpcollege.ac.in/file/Best%20Practices%202021-22.pdf |

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

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

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

A Book Fair at Nagaon, 10th, 11th and 12th January, 2022 Department of English in support of college administration and in collaboration with Book Nook Café was organized at Nagaon Swahid Bhawan. A Workshop on Women Entrepreneurship through

Food processing organized by Women Study & Welfare Centre, 8th March, 2022 in celebration of International Women's Day. International Day of Mathematics was observed by the Department of Mathematics, A.D.P. College, Nagaon, Assam Venue: Digital Classroom, Mathematics, ADP College, Nagaon dated 14th of March, 2022. World Environment Day Theme: Only One Earth, 4th and 5th June 2022 was conducted by Anandaram Dhekial Phookan College, Nagaon, Assam in collaboration with IQAC, NSS, Eco Club, College Environment Cell, ZSA Unit, Alumini Association and NCC Unit. Venue: ADP College.

The college has been organizing National and International festivals, observing Independence and Republic days, National Science day, International Yoga day, College foundation day, Youth festival, Workshops and Seminars every year.

| File Description | Documents |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

7.2 - Best Practices

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

Anandaram Dhekial Phookan College NCC Unit and its cadets bring laurels to both the Institution and the District. The objectives of the practice are to train the students of the college to become committed and competent leaders in all walk of life and to enhance the awareness level of students being responsible citizens of the country. The Cadets participate in CATC (Combined Annual Training Camp), Army Attachment Camp, National Integration Camp (NIC), Sainik Camp, Republic Day Camp, Anandaram Dhekial Phookan College, NCC Unit organised NCC Day programme on 28-11- 2021, at College Auditorium. 9 NCC cadets of ADP college got selected in Assam Police Service for the year 2021-22.

The second best practice of the ADP College is its NSS unit. NSS promotes holistic development of student and delivers dedicated services to the community. NSS unit of the College has been serving community development through social voluntary service. Since the inception, the College has organised Workshops, Awareness Camp, and Popular Speech on social stigma and its preventive measures, Blood Donation Camp, Round the Clock availability in arranging Blood to needy people etc. An event on 26-12-2021 regarding Yoga and Mental development amongst visually impaired students was organized by NSS unit.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | http://adpcollege.ac.in/file/Best%20Practices%202021-22.pdf |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

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

Anandaram Dhekial Phookan College was established in the year 1959 with a vision to provide educational opportunity to the rural people of the district Nagaon. The vision of the college which was framed to make the college as a place of excellence and quality education also has been successfully attained over years. In the field of quality education, the science stream of Anandaram Dhekial Phookan College, has been showing remarkable success due to the efforts made by the faculties. All total 60 numbers of seminars and workshops were arranged by the Departments with full hearted participation of both faculties and students of the college. Presently, the college has 2704 students out of which 90 percentage students are from the rural areas of the district as well as from the neighboring rural districts viz. Karbi Anglong, Hojai, Morigaon etc. Total 20 numbers of research papers are published by the faculties of the science/arts/commerce Departments in the year 2021-22 and out of which 14 papers are published in Scopus indexed SCI journals. Three MOUs were signed with AAU(04-06-2019), DRDO (04-01-2021) and Nagaon Forest Division, Govt. of Assam (12-12-2018), Eco Club and Barkhola Higher Secondary School(27-11-2021), Trinity Fructa Private Limited(12-03-2022), Lumding College(30-05-2022)

| File Description | Documents |
|--|---------------------------|
| Appropriate web in the Institutional website | View File |
| Any other relevant information | View File |

7.3.2 - Plan of action for the next academic year

Plan of Action for the next Academic year(2022-23)

1. To conduct workshops, seminar and FDP on Gender Equity, Human values and Professional ethics, Life skills, Mental Health Counselling, Research methodology, Communication skill development, Gandhian study, Women study, IPR, Product development.
2. To conduct special programme on NEP 2020 in the areas like Course Management, Syllabus Management, Health Management
3. To arrange awareness programme on Legal aspects on social media , facebook, Whatsapp, instagram etc.
4. To expand the enrollment f students inskill course like Tea Technology and plantation Management, Fashion designing, writing skill, spoken english
5. To arrange skill development programme for the non teaching staff members.