



Yearly Status Report - 2018-2019

Part A

Data of the Institution

| | | |
|---|--|-----------------------------------|
| 1. Name of the Institution | | ANANDARAM DHEKIAL PHOOKAN COLLEGE |
| Name of the head of the Institution | | DR SURAJIT KR BHAGOWATI |
| Designation | | Principal |
| Does the Institution function from own campus | | Yes |
| Phone no/Alternate Phone no. | | 03672222235 |
| Mobile no. | | 9435061536 |
| Registered Email | | principaladp@gmail.com |
| Alternate Email | | adpcollege1959@gmail.com |
| Address | | R.R.B. ROAD, HAIBORGAON |
| City/Town | | NAGAON |
| State/UT | | Assam |
| Pincode | | 782002 |
| 2. Institutional Status | | |

| | |
|--|------------------------------|
| Affiliated / Constituent | Affiliated |
| Type of Institution | Co-education |
| Location | Urban |
| Financial Status | state |
| Name of the IQAC co-ordinator/Director | DR SANJIB KR BORKAKOTI |
| Phone no/Alternate Phone no. | 03672222235 |
| Mobile no. | 9435060198 |
| Registered Email | DRSANJIB.BORKAKOTI@GMAIL.COM |
| Alternate Email | iqacadpcollege@hotmail.com |

3. Website Address

| | |
|---|---|
| Web-link of the AQAR: (Previous Academic Year) | http://adpcollege.ac.in/file/2017-18.pdf |
| 4. Whether Academic Calendar prepared during the year | Yes |
| if yes, whether it is uploaded in the institutional website: Weblink : | http://adpcollege.ac.in/file/Academic%20callendar%202018%202019.pdf |

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity | |
|-------|-------|------|-----------------------|-------------|-------------|
| | | | | Period From | Period To |
| 2 | A | 3.11 | 2016 | 19-Jan-2016 | 18-Jan-2021 |
| 1 | B | 70.5 | 2004 | 04-Nov-2004 | 03-Nov-2009 |

| | |
|---|-------------|
| 6. Date of Establishment of IQAC | 18-May-2005 |
|---|-------------|

7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|-----------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| Workshop on Use of ICT | 29-Apr-2019 | 41 |

| | | |
|--|------------------|-----|
| for Classroom Teaching, Organised in association with E&ICT | 6 | |
| Workshop on Pedagogy for faculty By Dr Anupama Harshal | 29-Oct-2018 1 | 30 |
| Lecture on opportunities and research perspectives in herbal technology By Dr Binoy Bordoloi | 03-Feb-2019 1 | 25 |
| Regional seminar on New Method of Assessment & Accreditation by NAAC | 28-Nov-2018 1 | 54 |
| Workshop on Leadership Development, organized in association with Department of Economics | 15-Feb-2019 1 | 123 |
| National seminar on New Quality Paradigm in NAAC Accreditation, Sponsored by NAAC | 01-Mar-2019 2 | 58 |
| Workshop on office software | 24-Apr-2019 1 | 13 |

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|--------------------------------|------------|----------------|-----------------------------|--------|
| IQAC | SEMINAR | NAAC | 2019 2 | 75000 |
| Physics Department | Conference | DAE-BRNS | 2018 2 | 70000 |
| Zoology Department | Seminar | DST | 2018 2 | 100000 |

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|--|---------------------------|
| 9. Whether composition of IQAC as per latest NAAC guidelines: | Yes |
| Upload latest notification of formation of IQAC | View File |
| 10. Number of IQAC meetings held during the year : | 4 |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | Yes |

| | |
|--|---------------------------|
| Upload the minutes of meeting and action taken report | View File |
| 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? | Yes |
| If yes, mention the amount | 75000 |
| Year | 2019 |

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

National seminar on New Quality Paradigm in NAAC Accreditation, 12 March, 2019

Workshop on Leadership Development, organized in association with Department of Economics, on 15th February, 2019

Regional seminar on New Method of Assessment & Accreditation by NAAC, 28th November, 2018

Health camp in Srimanta Sankar Mission Blind School, Barhampur, 5th November, 2018

Faculty Development Programme on Use of ICT for Classroom Teaching, Organised by IQAC and E&ICT, 29thApril -4thMay, 2019

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

| Plan of Action | Achievements/Outcomes |
|---|--|
| 7. The college is planning to start consultancy of soil testing, by using the expertise and technical apparatus available in the college, in order to generate resources. | 7. The college could not start the consultancy of soil testing this year due to preoccupation with celebration of diamond jubilee as well as requirement of large investment to the tune of Rs 10 lakh. The process has however been started and budget estimate prepared. |
| 8. The college is planning to organise seminars and workshops on quality of education, intellectual property rights, sports, medieval craft etc. | 8. The college organised seminars and workshops on quality of education, intellectual property rights, sports, medieval craft etc. A national seminar was held sponsored by NAAC. |
| 9. The college administration will be requested to renovate the urinal for male students. | 9. The college administration renovated the urinal for male students. |

| | |
|---|---|
| 10. The college is planning to organise health camps specially for adolescent & girls, educational awareness camps and women empowerment camps as parts of extension programmes, in the adopted village, adopted colony and other backward places identified by the IQAC. | 10. The college organised health camps specially for adolescent & girls, educational awareness camps and women empowerment camps as parts of extension programmes, in the adopted colony and a blind school. |
| 11. There will be celebration of Diamond Jubilee of the college in 2018-19, where thrust will be on holistic development of the students by organising skill-based workshops and seminars with renowned experts as resource persons. There will also be several publications on important issues. | 11. There was celebration of Diamond Jubilee of the college in 2018-19, where thrust was on holistic development of the students by organizing exhibitions and seminars with renowned experts as resource persons. There was also publications on important issues. |
| 12. The college administration will be requested to equip the new academic building with fittings. | 12. The college administration equipped the new academic building with fittings. The computer hub was situated in this building. |
| 13. The college administration will be requested to acquire more drinking water facility since the number of students has increased with opening of new courses. | 13. The college administration acquired three more drinking water facility since the number of students has increased with opening of new courses. All the existing water supplying machines were repaired. |
| 14. The college administration will be requested to acquire land for plantation of medicinal herbs and plants in order to enrich the Herbal Science & Technology department. | 14. The college administration acquired land for plantation of medicinal herbs and plants in order to enrich the Herbal Science & Technology department. The Forest department allotted land for this purpose. |
| 1. The college is planning to start a vocational course as well as production facility in the Herbal Science Technology as a startup project. | 1. The college started a B.Voc. course as well as production facility in the Herbal Science Technology as a startup project name AGROHERB. |
| 2. The college is planning to start a production facility in Tea Science as a start-up project. | 2. The college has chalked out detail plan for launching the production facility in Tea Science. It is intended mainly as a tea packaging unit with tea procured from nearby gardens. The start-up project is expected to take off next year. |
| 3. The college is planning to have collaboration with industries dealing in Herbal products as well as with academic institutions having Herbal Science departments. | 3. The college began collaboration with forest department to grow Herbal products in a nearby place. |
| 4. The college is planning to renovate the class rooms in L.N. Bezbarooa Hall with grant sanctioned by RUSA. | 4. The college renovated the class rooms in L.N. Bezbarooa Hall with grant sanctioned by RUSA. |
| 5. The college is planning to create a computer hub. | 5. The college has created a computer hub. Seminars and workshops are held there regularly. |

| | |
|--|---|
| 6. The college is planning to add a digital section in the central library with grant from RUSA. | 6. The college added a digital section in the central library with grant from RUSA. |
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| | |
|--|-----|
| 14. Whether AQAR was placed before statutory body ? | Yes |
|--|-----|

| Name of Statutory Body | Meeting Date |
|------------------------|--------------|
| Governing Body | 09-Aug-2019 |

| | |
|--|-----|
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | Yes |
|--|-----|

| | |
|---------------|-------------|
| Date of Visit | 19-Nov-2015 |
|---------------|-------------|

| | |
|---|-----|
| 16. Whether institutional data submitted to AISHE: | Yes |
|---|-----|

| | |
|--------------------|------|
| Year of Submission | 2019 |
|--------------------|------|

| | |
|--------------------|-------------|
| Date of Submission | 12-Mar-2019 |
|--------------------|-------------|

| | |
|--|-----|
| 17. Does the Institution have Management Information System ? | Yes |
|--|-----|

| | |
|--|---|
| If yes, give a brief description and a list of modules currently operational (maximum 500 words) | The college has a systematic Management Information System. The office is equipped with several computers, which have necessary software for office automation. In 2009, the software 'College Automation 2009 Professional' was installed in the computers of college office. The version used is 9.0 Professional Edition. It has been used for admission works since then. In 2019, it was decided that an office software would be installed in the office computers. This software will carry out the works like online distribution of forms, selection of students and payment of fees etc. All the office staffs were therefore trained in the use of this wouldbe new software on 24th April, 2019, in a workshop organized by IQAC. The computers of IQAC and Principal are also equipped with Windows. These computers store information about the faculty members. The individual departments also have their own |
|--|---|

computers, equipped with Windows software. They maintain all department related information in the respective computers like merit records and progression records of the students as well as passed out alumni.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college carries out the curriculum prepared by Gauhati University as it is affiliated to Gauhati University. Effort is made to complete the syllabus under this curriculum to the best of capability of the faculty members. Dr Sunaram Nath, Dr Ajit Bharali, Dr Mousmi Saikia and Dr Boby Bhuyan are in the curriculum committee of Gauhati University. Thus the college makes some contribution to the curriculum of Gauhati University. The Herbal Science & Technology Department also has made significant contribution to the formation of curriculum of Gauhati University. Dr Mousmi Saikia of this department has spearheaded the development of the department. Apart from following the curriculum prepared by Gauhati University, the college also incorporates some additional elements. It is done by adding inputs from outside by way of inviting resource persons to deliver lectures on supplementary issues related to the curriculum. The field works and projects for the students also have similar flexibility.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|------------------------------------|-----------------|-----------------------|----------|--|-------------------|
| No Data Entered/Not Applicable !!! | | | | | |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|-------------------|------------------------------|-----------------------|
| BVoc | Herbal Processing Technology | 06/08/2018 |
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--|---|
| BA | Assamese, Arabic, Hindi, Bengali, Sanskrit, Edn, Eng, Economics, History, Pol Sc, Phil | 20/06/2019 |
| BCom | Accountancy, Management | 20/06/2019 |
| BSc | Economics, Comp Sc, Geography, Physics, Bot, | 20/06/2019 |

Chem, Stats, Herbal Sc,
Math, Zoology

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 0 | 0 |

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---|----------------------|-----------------------------|
| No Data Entered/Not Applicable !!! | | |
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1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|-------------------------|--|---|
| BSc | Drinking water quality assessment in Akashiganga village by Geography Deptt on 9 March, 2019 | 18 |
| BA | Environmental study in Kaziranga area by Economics Dept on 24 March, 2019 | 27 |
| BVoc | Study of medicinal plant grower at Kaliabor Nursery by Herbal Science Deptt on 14 May, 2019 | 5 |
| BSc | Study of Orchids by Botany Deptt on 19 March, 2019 | 26 |
| BSc | Soil characteristics & mapping in Hatimura Dyke by Geography Deptt on 9 March, 2019 | 48 |
| MA | Environmental history in Meghalaya by History Deptt on 5-6 March, 2019 | 21 |
| No file uploaded. | | |

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | |
| Alumni | Yes |
| Parents | |

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The feedback used to be collected manually earlier, but these were collected online from the session 201819. Feedback were received from the stakeholders – students, teachers, alumni, as these were the most active stakeholders. These were downloaded from website and then analysed. We found that the majority suggestions belonged to curricular areas. Students wanted more remedial classes, which was done. So the faculty members were informed about these things. In infrastructural aspect, the paucity of urinal etc were pointed out by both students and alumni. The college administration took care of that and renovated the urinals. There were suggestions for increasing the number of books issued to students in the library, but that could not be accommodated considering the large number of students. However the number of books for Herbal Science Technology were specially increased due to the requirements of the PG students. Scarcity of laboratory materials and equipment were also pointed out in Chemistry and Herbal Science Technology Departments, which were duly taken care of. The PG students wanted separate uniform for them, which however could not be accepted. Some alumni suggested us to ensure more hostel facility for both girls as well as boys. This was addressed to as fund was applied for construction of new hostel and we got it for construction of new girls' hostel. However boys' hostel could not be constructed due to lack of space. The alumni suggestion for making seating arrangement in canteen for all could not be accommodated as it was planned as a canteen where students ate standing, so that large number could partake of food at the same time. The faculty members wanted more guidance in teaching, more meetings with stakeholders, both being taken care of. Thus we took active interest in feedback and acted upon them.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--|---------------------------|--------------------------------|-------------------|
| BA | Assamese, Arabic, Hindi, Bengali, Sanskrit, Education, English, Economics, History, Pol Sc, Philosophy | 500 | 1306 | 523 |
| BSc | Economics, Comp Sc, Geography, Physics, Bot, Chem, Stats, Herbal Sc, Math, Zoology | 300 | 585 | 283 |
| BCom | Accountancy, Management | 100 | 413 | 115 |
| BVoc | Herbal Science | 50 | 10 | 3 |
| BCA | Computer applications | 80 | 83 | 70 |
| MSc | Herbal Science | 30 | 34 | 33 |

| | | | | |
|-------------------|-----------------------|----|-----|----|
| MA | Assamese, History | 80 | 159 | 58 |
| PGDCA | Computer applications | 60 | 60 | 58 |
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2018 | 2367 | 153 | 57 | 5 | 62 |

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 62 | 39 | 10 | 10 | 10 | 10 |

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Every department organizes regular remedial classes for the weak students, sometimes also after the regular session is over. The weak students are guided about their confusions and inadequacies. Even the brighter students are allowed to attend such classes if they want. For them it is mostly revision of the courses as well as working out problems. The departments maintain separate registers for remedial classes. Every faculty member is expected to deliver lectures in such remedial classes. So these are allotted to them by the respective heads of departments. The weak students are specially mentored, while even the better ones mentored so that they can do further well in both examinations and future career. Every department forward the names of such mentored students to the Career Counselling and Guidance Cell for inclusion in programmes organized by them. They are also invited to the campus interviews organized by the Placement Cell of ADP College. In 2018 2019, eight students got placement in ICICI Bank in this method. In nutshell every teacher out of 62 faculty members is a mentor and every student is mentored.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 2367 | 62 | 0.026 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 71 | 57 | 15 | 0 | 33 |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---------------|---|-------------|--|
| | | | |

| | | | |
|-------------------|---------------------------|-------------------------|---|
| 2019 | Dr Sanjib Kumar Borkakoti | IQAC / CIQA coordinator | PhD Thesis Examiner of Gauhati University |
| 2018 | Dr Jahirul Islam | Assistant Professor | MPhil Dissertation Examiner of JNU |
| No file uploaded. | | | |

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---------------------------|----------------|----------------|--|---|
| BA | UA291 | 6/2018 | 18/05/2018 | 05/07/2018 |
| BSc | US291 | 6/2018 | 18/05/2018 | 05/07/2018 |
| BA | UA291 | 5/2018 | 05/01/2019 | 08/04/2018 |
| BSc | US291 | 5/2018 | 05/01/2019 | 08/04/2018 |
| MA | PA291 | 4/2018 | 31/12/2018 | 13/10/2018 |
| MSc | PS291 | 4/2018 | 07/01/2019 | 18/01/2019 |
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

We follow the system formulated by Gauhati University, to which we are affiliated. We cannot change anything. We implement the decisions of the university.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

We have to follow the calendar prepared by Gauhati University as we are an affiliated college under it. However we have incorporated the regular events like Anandaram Dhekial Phookan award, College Foundation Day etc in this calendar and uploaded the final modified version in the college website. Details of examination times are also mentioned in it.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://adpcollege.ac.in/file/PROGRAMME%20SPECIFIC%20OUTCOME%202018-19.pdf>

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|---|---|---|-----------------|
| UA291 | BA | Assamese, Arabic, Hindi, Bengali, Sanskrit, | 302 | 262 | 86.75 |

| | | | | | |
|-------------------|-------|--|-----|-----|--------|
| | | Education, English, Economics, History, Pol Sc, Philosophy | | | |
| US291 | BSc | Economics, Comp Sc, Geography, Physics, Bot, Chem, Stats, Herbal Sc, Math, Zoology | 176 | 154 | 87.50 |
| PA291 | MA | Assamese, History | 29 | 28 | 96.55 |
| PS291 | MSc | Herbal Science | 27 | 26 | 96.30 |
| MS291 | PGDCA | Computer applications | 58 | 58 | 100.00 |
| UT291 | BCA | Computer applications | 49 | 49 | 100.00 |
| No file uploaded. | | | | | |

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://adpcollege.ac.in/file/Student%20Satisfaction%20Survey,%202018-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---------------------------|----------|----------------------------|------------------------|---------------------------------|
| Major Projects | 1 | DBT | 8 | 6 |
| Major Projects | 2 | ASTEC | 1.62 | 1.3 |
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|------------------------------|-------------------|------------|
| Intellectual Property Rights | Economics | 28/05/2019 |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|------------------------------------|-----------------|-----------------|---------------|----------|
| No Data Entered/Not Applicable !!! | | | | |
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|------|--------------|----------------------|--------------------|----------------------|
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 0 | 0 | 0 |

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| 0 | 0 |

3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---------------|------------|-----------------------|--------------------------------|
| International | Physics | 2 | 0.87 |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|---------------------------|-----------------------|
| Herbal Science Technology | 6 |
| Bengali | 3 |
| Zoology | 2 |
| Arabic | 2 |
| Hindi | 1 |
| Geography | 1 |
| English | 1 |

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--|---------------------|--|---------------------|----------------|--|---|
| Natural Dyes and their Effect on Efficiency of TiO ₂ based DSSCs: a Comparative Study | Dr Lakshmi K. Singh | ELSEVIER, Materials Today: Proceedings | 2018 | 0.87 | Dr. Lakshmi K. Singh Department of Physics ADP College | 5 |

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---|---------------------|--|---------------------|---------|---|--|
| Natural Dyes and their Effect on Efficiency of TiO ₂ based DSSCs: a Comparative Study | Dr Lakshmi K. Singh | ELSEVIER, Materials Today: Proceedings | 2018 | 18 | 5 | Dr. Lakshmi K. Singh Department of Physics ADP College |
| Nonionic fluorinated amphiphilic block copolymer via RAFT polymerization and their application as surfactant in emulsion polymerization | Dr Lakshmi K. Singh | ELSEVIER, Materials Today: Proceedings | 2018 | 18 | 0 | Dr. Lakshmi K. Singh Department of Physics ADP College |

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 1 | 62 | 62 | 62 |
| Presented papers | 1 | 5 | 1 | 0 |
| Resource persons | 1 | 1 | 1 | 0 |

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|---|--|--|
| Foldscope and its research perspectives | KishinchandChellaram College, Mumbai, Maharashtra/.IndoUS Foldscope Project | 2 | 23 |

| | | | |
|---|---|----|----|
| Foldscope and its research perspectives | KishinchandChellaram College, Mumbai, Maharashtra/.IndoUS Foldscope Project | 2 | 40 |
| Foldscope and its research perspectives | KishinchandChellaram College, Mumbai, Maharashtra/.IndoUS Foldscope Project | 2 | 63 |
| Foldscope and its research perspectives | Herbal Science Technology Dept/IndoUS Foldscope Project | 1 | 60 |
| Foldscope and its research perspectives | Herbal Science Technology Dept/IndoUS Foldscope Project | 1 | 41 |
| Foldscope and its research perspectives | Herbal Science Technology Dept/IndoUS Foldscope Project | 3 | 60 |
| Characterization of medicinal plants using Foldscope | Dept of Biotechnology, Gauhati University/IndoUS Foldscope Project | 1 | 17 |
| National workshop on Foldscope twining program for outreach and research activity | Dept of Biotechnology, Gauhati University/IndoUS Foldscope Project | 15 | 55 |
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|----------------------|-------------------|-----------------|------------------------------|
| NIL | NIL | NIL | 0 |
| No file uploaded. | | | |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|-----------------------------|---|----------------------------|--|--|
| Health Camp in blind school | IQAC | Health Camp on 5.11.18 | 8 | 30 |
| Health Camp in State Home | IQAC | Health Camp on 12.6.18 | 5 | 63 |
| Swachh Bharat | IQAC, NCC, NSS | Cleaning campus, 19 Sep'18 | 44 | 11 |
| Educational | Women Study | Cleaning | 9 | 138 |

| | | | | |
|--------------------------------|---|---|----|----|
| awareness 5. Gender Issue | Centre | campus, 19 Sep'18 | | |
| Election awareness | IQAC and District Administration, Nagaon | IQAC and District Administration, Nagaon | 11 | 11 |
| Drugs awareness | IQAC and NIRMAAN | Drugs awareness on 25/4/19 | 18 | 25 |
| Interaction with neighbours | IQAC | Interaction with neighbours, 27/4/19 | 15 | 43 |
| Free health check up camp | IQAC and Health Directorate, Govt of Assam | Free health check up camp, 28/6/18 | 34 | 85 |
| No file uploaded. | | | | |

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity | Participant | Source of financial support | Duration |
|--|--|-------------------------------|----------|
| Student Exchange Programme organized by Botany Dept, ShriShivaji Science College, Maharashtra | ADP College | Dept of Biotechnology, GoI | 2 |
| Student Exchange Programme organized by ADP College | Shri Shivaji Science College, Maharashtra Abasaheb Garware College, Pune Central University of Kerala ICAR, Meghalaya Forest Dept, Govt of Assam | Dept of Biotechnology, GoI | 2 |
| Student Exchange Programme organized by ADP College | Lyallpur Khalsa College BGSB University St Xaviers' college for women Gujrat Vidyapith | Dept of Biotechnology, GoI | 1 |
| No file uploaded. | | | |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|-------------------|----------------------|---|---------------|-------------|-------------|
| Outreach and | Foldscope | Lyallpur | 25/02/2019 | 25/02/2019 | 70 |

| | | | | | |
|-----------------------------|---|---|------------|------------|----|
| Research | twining program for outreach and research | Khalsa College, Jalandhar, Punjab, Phone no 8558885524 BGSB University, Rajouri, Jammu Kashmir, Phone no 9419170597 St Xaviers' college for women, Aluva, Kerala, Phone no 8547576067 GujratVidyapeeth, Gandhinagar, Gujrat, Phone no 942740 | | | |
| Outreach and Research | Foldscope twining program for outreach and research | Shri Shivaji Science College, Amravati, Maharashtra, Phone no 9423622287 | 09/10/2018 | 10/10/2018 | 20 |
| Outreach and Research | Foldscope twining program for outreach and research | Shri Shivaji Science College, Amravati, Maharashtra, Phone no 9423622287 | 27/11/2018 | 28/11/2018 | 20 |
| Faculty Development Program | Use of ICT tools for classroom teaching | EICT Academy, IIT, Guwahati, Phone no 7086502139 | 29/04/2019 | 04/05/2019 | 41 |
| Research work | Major research project under DBT twining | Tezpur University, MBBT, Phone no 9365072427 | 01/07/2018 | 31/12/2019 | 3 |
| Project work | Training on Mushroom cultivation | Mushroom Development Foundation, Sonapur, Guwahati | 29/12/2018 | 29/12/2018 | 13 |

| | | | | | |
|--------------|---|---|------------|------------|---|
| | | Phone no 9854003003 | | | |
| Project work | Documentation of ethnomicinal plants of Nagaon district | Forest Dept, Govt of Assam, Phone no 9435732116 | 12/12/2018 | 31/12/2019 | 6 |

[View File](#)

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|--|--------------------|--------------------------------------|---|
| Lyallpur Khalsa College | 21/01/2019 | Promotion of Science | 75 |
| Mahatma Gandhi University | 19/03/2019 | Exchange of facilities and knowledge | 126 |
| Forest department, Govt of Assam | 12/12/2018 | medicinal crop | 57 |
| DBTAAU Centre, Assam Agricultural University | 04/06/2019 | Research, FDP, Student training | 155 |

[View File](#)

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 71.13 | 71.13 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|--|-------------------------|
| Class rooms | Newly Added |
| Seminar Halls | Newly Added |
| Seminar halls with ICT facilities | Newly Added |
| Number of important equipments purchased (Greater than 1-0 lakh) during the current year | Newly Added |

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---------------------------|--|---------|--------------------|
| SOUL | Fully | 2.0 | 2010 |

4.2.2 – Library Services

| Library | Existing | Newly Added | Total |
|---------|----------|-------------|-------|
|---------|----------|-------------|-------|

| | | | | | | |
|---------------------------|-------|---------|------|--------|-------|---------|
| Service Type | | | | | | |
| Text Books | 21411 | 2506854 | 1058 | 401891 | 22469 | 2908745 |
| Reference Books | 24952 | 2499581 | 780 | 406034 | 25732 | 2905615 |
| Journals | 23 | 238052 | 0 | 0 | 23 | 238052 |
| CD & Video | 210 | 0 | 0 | 0 | 210 | 0 |
| Others (specify) | 418 | 0 | 50 | 0 | 468 | 0 |
| View File | | | | | | |

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------------|---|---|-----------------------------|
| Prashanta Kr Gogoi | Make a change | https://adpgeography1959.wixsite.com/geography | 31/03/2018 |
| Dr Sanjib Kumar Borkakoti | Defining the Parameters of Administrative Audit for HEI | https://www.researchgate.net/publication/332230038_Defining_the_Parameters_of_Administrative_Audit_for_HEI | 05/04/2019 |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MGBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|-----------------------------|--------|
| Existing | 74 | 2 | 74 | 2 | | 9 | 23 | 86 | 40 |
| Added | 23 | | | 1 | | 3 | 2 | | |
| Total | 97 | 2 | 74 | 3 | 0 | 12 | 25 | 86 | 40 |

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

| |
|---------------|
| 86 MBPS/ GBPS |
|---------------|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|---|
| Computer Hub with LCD Projector | https://www.youtube.com/watch?v=i_-FsIBs8xE&feature=youtu.be |

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| | | | |

27.04

27.04

12.59

12.59

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Library is located in a separate building with 850 sq. meter floor area having around 44325 collections of books and other documents. The Central Library with its modern collection of knowledge resources and innovative information services fills an essential role for students, faculty, and the surrounding community in their intellectual pursuits. It is a hybrid library with the stateoftheart technological applications. The Library holds knowledge resources predominantly related to Science, Humanities and Social Sciences other allied subjects. OPAC (Online Public Access Catalogue) facility is available at the ground Floor of the Library. However OPAC can also be accessed through any terminal on the Library. The Library offers a range of information services to support the learning process set to the highest professional standards. Library is an active member of UGC NLIST Consortium through which online full text journals can be accessed. Information about library is given at <http://adpcollege.ac.in/file/adplibrary.pdf>. Gymnasium of the ADP College was constructed with financial assistance of the UGC and was opened for students' use in 2013. Since then, ADP College gymnasium club was formed. Students and teachers who intend to do physical exercise in the gymnasium must become a member of the gymnasium club by paying a nominal admission fee. Not only boys but also girls can also become a gymnasium member and do physical exercise. The gymnasium of the college possess state of the art instruments and exercise tools including two sets of multigyms and is arguably one of the most decorated and fascinated centre of its type in the region. General timing of the gymnasium of the college is 6AM7 AM in the morning and 4 PM 7 PM in the evening. A trainer is also appointed in the gymnasium. Information about gymnasium is given at <http://adpcollege.ac.in/gymnasim.php>. There is an Indoor Stadium in ADP College. It has capacity for 200 persons to sit in the gallery. Badminton and Gymnasium facilities are there. Two sets of Badminton courts can be put there simultaneously. Gymnasium facilities have been put permanently in one room. Drinking water facility as well as toilets are there in the stadium. Rubber mat has been fitted on the arena. The Indoor Stadium was constructed with a grant from UGC in 2017. The Indoor Stadium has several rooms, which are used for purposes like players' dressing room, Retired Teachers Common Room, ADP College Teachers Council. There is plan for using two rooms as guest house so that invitees to the college can be lodged in the college premises itself. In addition to all the above, the Indoor Stadium also houses the History and Commerce departments, whose classes are also held in its rooms. Information about it is given at <http://adpcollege.ac.in/indoor.php>

<http://adpcollege.ac.in/main.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|--------------------------|--------------------|------------------|
| Financial Support from institution | 0 | 0 | 0 |
| Financial Support from Other Sources | | | |
| a) National | 0 | 0 | 0 |
| b) International | 0 | 0 | 0 |

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|--|------------------------|-----------------------------|---|
| International Yoga Day | 21/06/2019 | 60 | NCC, IQAC |
| Motivational Talk by Farhaj Afrin, Tezpur University | 20/02/2019 | 27 | Education Department, A.D.P College UGC Sponsored Women Study Centre, A.D.P College |
| Education for Soft Skills Development and Holistic approach in Education | 14/03/2019 | 56 | Education Department, A.D.P College |
| Skill Development Programme for Women Entrepreneurs | 15/03/2019 | 40 | Women Study and Welfare Centre, A.D.P College |
| Remedial Classes | 22/04/2019 | 413 | Education Department, Zoology Department, History Department, Economics Department, Botany Department, Geography Department, Mathematics Department, Assamese Department, Chemistry Department, Herbal Science Department, English Department, Hindi Dept |

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|--|--|--|--|---------------------------|
| 2019 | Career Counselling programme by Mahatma Gandhi | 107 | 107 | 1 | 1 |

| | | | | | |
|---------------------------|--|-----|-----|---|---|
| | University on 18th March | | | | |
| 2019 | Workshop by Placement Cell on Preparation for interviews on 20th April | 57 | 57 | 0 | 0 |
| 2019 | Career Counselling programme by NERIM on 26th April | 41 | 41 | 0 | 0 |
| 2019 | Guidance for Bank Examinations on 23rd - 24th May, 2019 | 184 | 184 | 8 | 4 |
| 2019 | Coaching for TET examinations | 98 | 98 | 0 | 0 |
| View File | | | | | |

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 4 | 4 | 6 |

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|-------------------------------|---------------------------------|---------------------------|--|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| ICICI Bank | 90 | 8 | Indian Council of Medical Research ICMRNIRTH | 2 | 2 |
| View File | | | | | |

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2019 | 133 | BA 186 BSc 111 MSc 28 | All departments | Gauhati University | MA 63 MSc 29 MCA 14 MSW 2 |

BCA 49

Tezpur
University
NERIM,
Cotton ADAMS
University[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items | Number of students selected/ qualifying |
|-------|---|
| GATE | 1 |

[View File](#)

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity | Level | Number of Participants |
|--|---------------|------------------------|
| Freshers' Social on 7th September, 2018 | College level | 350 |
| Diamond Jubilee Opening ceremony, 7th-10th September, 2018 | College level | 2150 |
| Annual Sports Week, 15 February, 2019 | College level | 230 |
| Bohag Bihu on 13th April, 2019 | College level | 150 |

[View File](#)

5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ International | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------|-------------------------|-------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| 2018 | 1st prize in quiz | National | 0 | 1 | 12180465 | Gorakha Pandit |
| 2018 | 1st prize in quiz | National | 0 | 1 | 12180325 | Achyut Borah |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Interaction with the neighbours, RRB Road, Haiborgaon, Organised jointly by IQAC and ADP College Student Union, 27th April, 2019. Associated with IQAC as the General Secretary of ADP College Student Council is an executive member of the IQAC committee. General Secretary of ADP College Student Council is a member of the Student Grievance Cell also.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

There is an active Alumni Association in the college functioning actively. It is named ADP College Alumni Association. During 2018-2019 the committee functioned under the Presidentship of Abul Hasim Khandakar, Advocate. The

Association takes active part in all round development of the college.

5.4.2 – No. of enrolled Alumni:

2206

5.4.3 – Alumni contribution during the year (in Rupees) :

761800

5.4.4 – Meetings/activities organized by Alumni Association :

The ADP College Alumni Association organized a cultural programme of the alumni on 9th September, 2018. The Association contributed financially to the celebration of Diamond Jubilee of ADP College during 2018 2019. 4 meetings of the executive committee were held of the association during 2018 2019. The Association also installed a drinking water facility for the students during the year.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college believes in decentralization and participative management. The following two practices are noteworthy. (i) The Governing Body of ADP College has two representatives from the teachers, who are part of the decision making. The Academic Committee comprising of the HoD of all departments take decision about academic affairs, class routine, examination routine etc. The Principal of ADP College never decides anything by himself. (ii) The IQAC of ADP College has a high number of teachers and they plan extension works, academic works, collaboration, outreach etc. The IQAC organized several seminars and workshops in 2018 2019, where there was no interference by the administration of ADP College. IQAC also carried out extension works in the RRB Road area extensively.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type | Details |
|--------------------------------------|--|
| Industry Interaction / Collaboration | ADP College has been very active in establishing contact and sustained relationship with the industries/institutions to further the academic activities. Industries have sponsored our events. We have had collaboration with several institutions, specially in herbal science. |
| Admission of Students | We have given emphasis on merit in the admission process, which is totally transparent. We also spread the word in the hinterland and encourage poor students to enroll for higher education. They get the facility of free admission as per government |

| | |
|--|---|
| | policy. |
| Library, ICT and Physical Infrastructure / Instrumentation | Modernisation and use of digital technology have been our guiding principle. We try to give the technological facilities to students. Free WiFi, digital facility in the library, computer hub etc are some distinctive features. |
| Human Resource Management | IQAC has goaded the faculty members to enhance quality in all spheres. |
| Examination and Evaluation | Regular sessional examinations are held in the the college to test the students. Even weekly tests are held in some departments. |
| Curriculum Development | The college has opted the new Choice Based Curriculum System. |

6.2.2 – Implementation of e-governance in areas of operations:

| E-governance area | Details |
|-------------------------------|---|
| Student Admission and Support | Admission process has been made fully online at postgraduate level. All students are asked to give feedback online. They are also taught how to use internet. |
| Finance and Accounts | All accounts are entered on computer and kept records therein. |
| Planning and Development | IQAC uses ICT for contact with faculty members, for planning activities. The faculty members also do the same. |
| Administration | The office is automated. Principal also uses einstrument for administration. |
| Examination | The examination schedules are prepared and maintained with ICT tools. Some departments use ICT for departmental tests. |

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|-------------------|-----------------|--|--|-------------------|
| 2019 | NIL | NIL | NIL | 0 |
| No file uploaded. | | | | |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme | Title of the administrative training programme | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|------|---|--|-----------|---------|---|---|
|------|---|--|-----------|---------|---|---|

| | | | | | | |
|-------------------|---|----------------------------------|------------|------------|----|---|
| | organised for teaching staff | organised for non-teaching staff | | | | |
| 2019 | Use of ICT tools for classroom teaching | | 29/04/2019 | 04/05/2019 | 41 | 0 |
| No file uploaded. | | | | | | |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|------------|------------|----------|
| FDP on use of ICT tools for classroom teaching | 41 | 29/04/2019 | 04/05/2019 | 6 |
| View File | | | | |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 0 | 0 | 0 | 0 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|--|--|----------|
| Anandaram Dhekial Phookan College Employees Thrift and Credit Coop.Society LTD | Anandaram Dhekial Phookan College Employees Thrift and Credit Coop.Society LTD | No |

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

| |
|---|
| Anandaram Dhekial Phookan College gets its accounts audited regularly by CA as it is compulsory to get such audit done as per government requirement. The last such audit was done by CA, Mr Bipin Kr Sovosoria in 2018 upto the accounts of 201617. The auditor found no discrepancy in the account.No separate internal audit is therefore necessary. The audit statement is uploaded in college website too. The accounts of 201718 and 201819 are being audited at present. |
|---|

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---|
| Rajen Gohain, Pijush Hazarika, State Bank of India | 450000 | Celebration of Diamond Jubilee of ADP College in 201819 |
| View File | | |

6.4.3 – Total corpus fund generated

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|-----------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | | Yes | IQAC |
| Administrative | No | | Yes | IQAC |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. In order to maintain a healthy academic environment of the department, it is always important to know the aspiration of the parents and at the same time their feedback for improving the department. Regular meeting with the parents are therefore held from time to time. An interaction takes place at the beginning of the session in order to apprise them of the rules and expectations. It is followed up later during the session. 2. Some departments organize meetings with parents of the students having Major in the concerned subject. 3. The departments of History and Hindi have made it a regular practice to visit the parents of the major students in their home and apprise them about the progress of the students. 4. A representative of the parents was included in the IQAC committee so that we could have feedback as well as help in formulating work program. 5. Education deptt. has maintained interaction with the parents of the major students through telephonic communication and sometimes interacting with them physically. They also come to the deptt if they have some queries and also to know the update of their wards regarding study. They are thinking of organizing periodic interaction in the deptt in near future for better improvement of the students as well as for the department.

6.5.3 – Development programmes for support staff (at least three)

1. A health camp was organized in the college premises on 28th June, 2019 for the benefit of all the support staff as well as their families. 2. The support staff were trained in the new VVPAT and EVM voting techniques alongwith the residents of RRB Road during an extension programme on 18th March, 2019. 3. Education Awareness Programme was held for support staff as well as their families alongwith the residents of Ambedkar Colony, RRB Road, Nagaon, on 24th December, 2018.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. The college opened PG course in History in 2017. 2. The college created a computer hub and a digital section was created in the central library in 2018. 3. A new wide entrance gate was constructed in 2019 so that there may be smooth exit in case of emergency. 4. A startup AGROHERB was launched in 2019 for production and sale of vermicompost and mushroom on commercial basis.

6.5.5 – Internal Quality Assurance System Details

| | |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b) Participation in NIRF | No |
| c) ISO certification | No |
| d) NBA or any other quality audit | No |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|------------------------------------|-------------------------|---------------|-------------|------------------------|
|------|------------------------------------|-------------------------|---------------|-------------|------------------------|

| | | | | | |
|------|--|------------|------------|------------|----|
| 2018 | Workshop on Pedagogy for faculty By Dr Anupama Harshal | 29/10/2018 | 29/10/2018 | 29/10/2018 | 30 |
| 2018 | Regional seminar on new method of assessment and accreditation by NAAC | 28/11/2018 | 28/11/2018 | 28/11/2018 | 54 |
| 2019 | Lecture on opportunities and research perspectives in herbal technology By Dr Binoy Bordoloi | 03/02/2019 | 03/02/2019 | 03/02/2019 | 25 |
| 2019 | Lecture on new paradigm of teaching and learning By Prof J. Kalita | 21/01/2019 | 21/01/2019 | 21/01/2019 | 45 |
| 2019 | National seminar on new paradigm of quality assessment by NAAC | 01/03/2019 | 01/03/2019 | 02/03/2019 | 58 |

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme | Period from | Period To | Number of Participants | |
|---|-------------|------------|------------------------|------|
| | | | Female | Male |
| Lecture on Women Rights and Awareness of Sexual Harassment by Mrs Bibha Phukan, Organised by ACTA Women Cell, ADP College Women Study Welfare Centre, ADP | 08/03/2019 | 08/03/2019 | 153 | 28 |

| | | | |
|--|--|--|--|
| College GSCASH, International Women's Day, | | | |
|--|--|--|--|

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. A national seminar was held on Bioresources of North Eastern India on 24th Jan, 2019, sponsored by SERB, DST, Govt of India in order to create awareness about environmental Bioresources of North Eastern India. 2. Plantation was done in Blind School, Barhampur by Environment Cell on 11th May, 2019. 3. Saplings of the Barhamthuri plant was planted in Dikhowmukh area by the Herbal Science Department on 5th June, 2019 on the world environment day. 4. Popular talk on climate change, Organised by Department of Zoology, Catalyzed and Supported by ASTEC, 7th February, 2019 5. National Seminar on BioResources of North East India : advanced approaches in research and conservation strategies for sustainable development, Organised by Department of Zoology, Partially funded by DST (SERB), 78 February, 2019

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|----------------------------|--------|-------------------------|
| Physical facilities | Yes | 5 |
| Ramp/Rails | Yes | 5 |
| Rest Rooms | Yes | 5 |
| Any other similar facility | Yes | 5 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|------|--|--|------------|----------|--------------------|------------------------------------|--|
| 2019 | 1 | 1 | 18/03/2019 | 1 | Election awareness | Awareness about Election and VVPAT | 22 |

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|------------------------------|---------------------|---|
| Code of conduct for teachers | 01/06/2019 | Teachers have become better than before |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|--|---------------|-------------|------------------------|
| Lecture held on Women Rights and Awareness of Sexual Harassment by Mrs Bibha Phukan, Organised by ACTA Women Cell, ADP | 08/03/2019 | 08/03/2019 | 181 |

College Women Study Welfare Centre, ADP College GSCASH, on International Women's Day,

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plastic has been banned. 2. Solar energy is harnessed by solar plates. 3. Vermicompost is used in plants. 4. Trees and flowers have been planted in the campus. 5. Use of airconditioner has been limited to only the Auditorium, Computer Hub and Principal's Chamber.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. We have prepared a code of conduct for the faculty members as per NAAC guideline. It has been uploaded in the college website for wide circulation. The link is <http://adpcollege.ac.in/file/ADP20College20code20of20conduct.pdf> 2. We have introduced the mode of online feedback for faculty members, students, parents and alumni from the session 201819. These are downloaded by IQAC coordinator and processed for necessary action by the college. The link for online feedback is <http://adpcollege.ac.in/feedback.php>

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://adpcollege.ac.in/file/ADP%20College%20code%20of%20conduct.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The Faculty Members of ADP College are very active socially and intellectually. Academic excellence has always been the first priority of this college and the Faculty Members are encouraged to achieve greater heights in academic as well as extracurricular areas. Several Faculty Members have excelled in literary and cultural arena. They attend many academic events as Resource Persons in different parts of the country. Several faculty members have attended even International Programmes, Workshops Seminars as Resource person. The list of National or State level Programmes, Workshops Seminars attended by them as Resource Persons are quite long. A comprehensive list has been prepared of the Faculty Members who have acted as Resource Persons and uploaded in the college website.

Provide the weblink of the institution

<http://adpcollege.ac.in/file/iqacfc.pdf>

8.Future Plans of Actions for Next Academic Year

1. The college will start the B.Ed course from the next session, subject to permission from AICTE. 2. The tea packaging unit with tea procured from nearby gardens is expected to take off next year. 3. Workshops and seminars will be held on gender issues, intellectual property rights, health related issues, especially on lifestyle diseases, with renowned experts as resource persons in order to improve quality of life. 4. Exchange of faculty members with other institutions will be initiated. 5. Cleanliness drive, health awareness and environmental awareness will be given special emphasis. 6. A new girls' hostel will be constructed inside the college premises. 7. There will be greater weightage to women in the selection of awardee for conferring the Anandaram Dhekial Phookan Award this year. 8. Cultural maestros will be invited to the college in order to

create better cultural aptitude. 9. The closing ceremony of the Diamond Jubilee will be celebrated properly with active involvement of alumni. 10. Banks will be invited for holding campus interviews for placement in managerial level posts. Alumni also will be given opportunity to participate in these in addition to current students. 11. Seminars will be held on preparation for competitive examinations. Alumni and current students both will benefit from these. 12. Research journal will be published by the college. 13. Birthday of great Indians will be observed in the college to imbibe the values preached by them. 14. Outreach programs will be undertaken to popularize science and technology. 15. Value added courses will be designed so that these can be introduced in 2020 2021 session as per UGC instruction. 16. Skill development courses will be designed so that these can be introduced in 2020 2021 session for CBCS as per UGC instruction. 17. The classrooms will be repaired whenever required. 18. An award of the best library user will be started for the students to inculcate reading habit in them. 19. The library building will be expanded and an Archive Center will be built. 20. WiFi system inside the campus will be improved compared to earlier. 21. Awareness program will be undertaken to stop using single use plastic.