SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

ANANDARAM DHEKIAL PHOOKAN COLLEGE

RRB ROAD, HAIBORGAON P.O. HAIBORGAON, NAGAON
782002
adpcollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Anandaram Dhekial Phookan College was established in 1959 in the hallowed memory of Anandaram Dhekial Phookan, the great litterateur of Assam of yesteryears. Anandaram Dhekial Phookan was one of the pioneers of Assamese literature in the **Orunodoi** era who joined in the literary revolution initiated by missionaries. The college was established to cater the needs of the students of Nagaon district but with its delighted academic success, the college has become a learning centre for students of Northeast India.

In 2020-21, the college had 2782 students pursuing several undergraduate and postgraduate honours programmes. The College currently comprises twenty three Departments, offering fifty (50) undergraduate programmes including regular Major courses-B.A., BSc, Self-financing courses-B.Com, BCA and three postgraduate programmes-MA (Assamese), MA (History) and MSC (Herbal Science & Technology), one PG Diploma (PGDCA) and one Diploma programmes (Fashion & Dress Designing). In addition to these, the college also offers add-on courses in Spoken English and Personality Development.

The College was accredited with Grade "A" by NAAC in 2016 with 3.11 CGPA. It was adjudged rank *151* as the best Science College by India Today Survey 2021. The college has also been awarded with financial grant under the illustrious Star College Scheme, an initiative of the Department of Biotechnology (DBT), Govt of India.

The college celebrated its Diamond Jubilee in 2018-19. It has become a prominent seat of higher learning in entire Assam, especially in middle Assam, in spite of maximum number of students coming from economically poor background.

The Herbal Science & Technology Department is flagship department of the College, being the first in Northeast India to have postgraduate programme in this area. The Institutional *Bio-Tech Hub* in the college was adjudged the best in entire North East India. Anandaram Dhekial Phookan College is affiliated to Gauhati University. The college offers special facilities to the Girl students like hostel facility within the campus. The college campus is green, with a lot of trees.

In the year 2020, during Covid-19 pandemic, the college had established a quarantine centre whereas in 2021, the Covid care centre of the college served 1142 women and 132 children.

Vision

The vision of Anandaram dhekial Phookan College is to make it a centre of excellence by imparting quality education in both academic and co-curricular, thereby helping the students to build their character and preparing them how to face challenges in life. Since the college is situated in the middle part of th state, it need to fulfil the educational aspiration of the students who are mainly comes from the rural background. Spread of science education among the upcoming generations with establishment of modern laboratories is another vision of the college. Our vision is also to produce generations of optimistic, resourceful, committed, and passionate

future leaders who will continue transforming the society and the nation.

Mission

Mission: The mission of the college are-

(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 young minds for teaching and research activities.

(iii) To build healthy and congenial atmosphere for teaching and learning activities.

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

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

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The strengths of the college are:

1. 53% of faculties of the college hold PhD.
2. Several job-oriented programmes.
3. Several self-financed programmes
4. The student: teacher ratio is 46:1. (2020-21)
5. Average teaching experience of the faculties is 13.95 years.
6. The faculties of the college-

- Undertake projects funded by UGC, DBT, ASTEC etc.
- Publishes internationally acclaimed research papers and books.
- Engages in faculty exchange programmes with other HEIs.
- Participates in and organises national/international seminars/conferences etc.
- Supervise PhD scholars.

1. Department of Herbal Science & Technology, the only one college having herbal science department under Gauhati University.
2. Herbal Garden of the college with joint collaboration with the Forest Department, Government of Assam.
3. Hostel facilities for Girls student inside the college campus.
4. Modern classrooms with Digital system.

5. Well-established Computer Laboratories.
6. Science Laboratories with modern equipment.
7. The College Library is automated with 24816 Textbooks, 25052 Reference and other books and Digital Library facility with remote access.
8. Wi-Fi facility inside of the college campus.
9. College Research Cell for nurturing research.
10. Personal accident policy for students with an insured amount of Rs 50,000/- per student.
11. Access to emergency medical facility for all students.
12. Remedial courses for the students.
13. Inclusive and gender-sensitive campus.
14. Placement Cell and Entrepreneurship Development Cell (EDC) for internship, entrepreneurial, and placement opportunities to the students.
15. Scholarships to meritorious students and admission fee-concessions to economically weaker students.
16. Online access to classes, internal assessment, fee payment, admission and admit cards.
17. Auditorium with AC facility.
18. Indoor stadium for students.
19. Two Gymnasiums with modern instruments.

Institutional Weakness

Though this college has carved a niche in the arena of higher education, it suffers from some inherent weaknesses, which have thwarted any initiative for a big leap forward.

1. The most important among these constraints is the socio-economic backwardness of the students. Most of the students enrolled in the college come from families living below poverty line.
2. In recent times, the Government of Assam has waived their admission fees. In spite of that such students suffer from problems as they cannot purchase books. The college supplies them textbooks from Book Bank. But it becomes difficult for such students to give full concentration in studies as some of them have to lend hands to parents in family works.
3. Majority of students are weak in English as a few of them have studied in English medium schools.
4. Drop-out issue has been a problem for the college over the years. Some students leave midway for engineering or medical studies after having enrolled in the science stream.
5. Lack of boy's hostel was a weakness till recent times. But many paying guest facility has come up in the vicinity, thereby taking care of outstation students.
6. Recently, the Central Government has selected the college name for establishment of a Hostel to meet the needs of SC students. The construction of the hostel is yet to be started since the plan proposal is still in the hands of the State Government.
7. Lack of play ground is a problem that could not be solved. Dearth of land has created this issue. The college has to hold games in the public grounds like stadium, police playground etc.
8. Non-availability of own land for expansion of academic building is one of the weakness of the college.

Institutional Opportunity

1. The COVID-19 pandemic that devastated the entire humanity had its effect on the Anandaram Dhekial Phookan College fraternity also. Classes were suspended for long duration. But it gave an opportunity by way of online classes. Blogs were created by all departments. Google classrooms were created.

Platforms like Zoom were used to teach the students online. Assignments were given online. So there was no problem for them when the final examinations were eventually held online.

2. Presence of highly qualified faculty members is a great opportunity that can be utilized by the college. All of them have sound knowledge in ICT. There are several faculty members who are members in the board or court of different universities. Several faculty members have received national level awards. Many faculty members attend academic events as resource persons. Moreover several higher education institutions and NGOs have collaborated with the college because of its rich academic atmosphere.

3. The Herbal Science & Technology department has excelled in many spheres with its excellent performances. The course offered by the Department in one of its kind in the entire North East India. They have been producing mushrooms and Vermi-compost for commercial sale. Numerous collaborative activities have taken place. There are more opportunities for the department along with the start-up AGRO-HERB, started by the college. Research work is on to prepare an ointment that can ameliorate joint pain.

4. The DST funded Star College and Bio-tech HUB have been the great opportunity for the faculties to enhance their research works for the greater interest of the students. The grants of the DBT will definitely facilitate inter-disciplinary research works in the coming days.

Institutional Challenge

- Anandaram Dhekial Phookan College faces the greatest challenge of lifting the academic performance of the students. Since most of the students are belongs to economically backward families, the college need to face several difficulties in teaching learning process. It is the sincere effort of the faculty members in different departments that such students are lifted academically during their stay in the college.

- Due to lack of infrastructure and capping in sanctioned strength of faculty, the purpose of CBCS cannot be fulfilled in true spirit despite best efforts. Students are restricted to limited options for discipline and elective papers mentioned in the Gauhati University courses.

- Getting alumni involved in the developmental activities of the college regularly is also a challenge. As said earlier, most of the students come from economically challenged condition. The alumni also happen to be of similar condition in most cases. So it is not possible to generate resources from them for academic works. The college has to work hard to mobilise the alumni in college-related works.

- Another challenge is the appointment of new faculty members in place of superannuated ones. It takes a long time to get permission from the state government to advertise for the vacant posts. So the college is compelled to manage with temporary faculties during the interim period.

- Converting the general classrooms to smart classrooms in all departments is also a requirement befitting of time. The college also needs to set up a GIS laboratory in the Geography department.

- The college needs to revive the UGC sponsored centres of Gandhian studies, Ambedkar studies and Vivekananda studies with own resources as these are very important from the point of view of value education.

- The greatest challenge is to retain the bright students from opting out in favour of medicine or engineering studies. That will reduce the drop out ration too.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The objective of the college fraternity is to make the students capable of self-reliance and good human beings. A holistic approach is maintained in imparting of education. So value added courses on Personality Development and Spoken English were introduced for the students. Skill development is also given importance in the college. Several such courses have been introduced.

Anandaram Dhekial Phookan College is affiliated to Gauhati University. It follows the curriculum designed by the university. The college has selected those subjects which fulfil the needs of the students. Vocational courses have been introduced in recent years in keeping with the present demand. There is flexibility in options of subjects for the students. Several teachers of the college are members of curriculum committees of Gauhati University. Thus the college plays an important role at university level too.

Anandaram Dhekial Phookan College is a co-education institution. Girl students are specially helped. Gender sensitization programmes against sexual harassment are organised in the college to increase awareness. The college encourages faculty members to participate in faculty development programmes like orientation programmes, refresher courses and short term courses. Feedbacks are taken from students both online and offline about the performance of teachers. Thus there is a constant endeavour to improve the quality of teaching. The college has started many vocational and job oriented course that enhanced students' chance for employability and self-employment.

Teaching-learning and Evaluation

The college follows UGC regulation and Government of Assam regulations in teacher selection. At present the college has 38 teachers with Ph.D. degree.

The college has a transparent online admission process. Sufficient publicity is given through different media. The prospectus contains all information required of the candidates. Admission is permitted strictly on merit. Scheduled quota for SC, ST, OBC etc are honoured in admission. Sports persons are encouraged at every step in the college. Differently able students are offered special consideration. Ragging is totally prohibited inside of the college campus.

Different measures are taken to remove the knowledge gap of the enrolled students. Remedial courses are offered to the needy students. Books are issued to them from book bank. At the same time advanced learners are taken care of by offering special personalized care. The college holds examinations in schedule. Seminars are held, assignments are given regularly. There is a Central Library with big stock of textbooks, reference books etc. Departments also have their own libraries.

The college maintains academic calendar, as approved by Gauhati University, which categorically mentions teaching and working days. IT tools are used in teaching. Interdisciplinary approach is maintained by the departments. The IQAC collects feedback from students also. It scrutinizes the achievements of the learning outcomes and takes necessary steps.

Teachers attend faculty development programmes regularly. It is because of their effort that the college registered an average 80.23 % success rate across all programmes in last five years 2016-2021.

Clarifications:
1. We have 61 full time teachers at present against 71 sanctioned post. However another 10 teachers are working in regular basis against non-sanctioned posts.

2. In IIQA, the no. of full time teachers was wrongly mentioned as 60 instead of 61.

Research, Innovations and Extension

In research field, 14 faculty members obtained PhD between 2016 to 2021. 15 major and minor research projects were carried out. 33 research publications were brought out. As many as 35 Seminars, Workshops Conferences etc were held in the college for interaction with scholars. Total 253 number of books, chapters in edited books/volumes as well as papers in proceedings were published by the faculty members.

There were 24 collaborations with Xaviers College for Women, Kerala, EGSB University, Centre for Bio-diversity Study, Shivaji Science College, Maharashtra, Sahitya Akademy regional office, Kolkata, State Bank of India etc. 14 new MoU were signed with institutions like Lylapur Khalsa College, Punjab, Nagaon Forest Division, etc. during this period.

There were as many as 87 social extension works as well as outreach programmes. **Mahariati Tribal village** was adopted by the college. Health check-up camps were held there, and the village road was developed (Blacktopped) by the Government of Assam on the request of the college. Works were also done in nearby Ambedkar Colony by the college fraternity. Electrical equipemnts were supplied there. NCC, NSS, Red Cross, YRC etc were involved in addition to IQAC in these. AIDS awareness, Swach Bharat campaign etc were regularly held. Health check-up camp was held in the Blind School at Barhampur in association with District Administration. Health check-up camp and blood donation camp were held in college premises too.

During the pandemics, college also contributed towards the society by various ways. A number of awareness and outreach programmes have been conducted in order to fight the Covid 19 pandemic. Sanitizer production and distribution, face mask production and distribution, Covid testing were some of the major initiatives taken up by the institution to fight the pandemic. Covid testing in the mentioned adopted village was also conducted to fight the pandemic situation. The initiative has been upgraded to a major step by establishing the Covid Care Centre for female patients and children within the college campus. The centre run from 18th May 2021 to 21st August 2021, where 1142 women including 132 children were treated.

Infrastructure and Learning Resources

The College has total area of 14167.66 sq metre with 6667 sq metre built up area. There are 52 numbers of class rooms and in addition to that there is a Bio-tech Hub for research activity for science departments. The college has been awarded status of DBT Star College in the year 2019 by the DBT, Ministry of Science & Technology, Government of India. Various laboratory Instruments have been purchased with the allocated fund and the college has upgraded laboratory of four science department. The College has a Botanical Garden, a herbal garden and an orchid house. Both the Zoology and Botany departments have museums.

The college has Computer Hub with 18 computers and having ICT facility. Moreover, each department is equipped with their own computers and printers. There are 10 classrooms with digital smart board. In total, there are sixty five computers in the college including six laptops. The office of the College is facilitated with computers networking with Wi-Fi facility
The College has an Indoor Stadium, a Gymnasium Hall equipped with multi-gym facilities, a fully air-conditioned auditorium and a Conference Hall. Every building is facilitated with installation of water purifier. Two girls' Hostels are there within the college campus.

There is a central library in the college which has about 49868 books, Institutional Repository and 24 numbers of yearly subscribed magazine and journals. The library is fully automated with Integrated Library management system with SOUL 2.0. In the library, there is a reading room with seat capacity for one hundred persons. Apart from the structural buildings and its endowed facilities, the college is networked with distribution of solar energy. It has installed solar panels to enabling self-sustained electrical power for the college and exhibiting a small step towards "non-conventional energy".

Student Support and Progression

The college publishes an updated prospectus every year with all relevant information about the courses offered by the college, information on the faculty members, college amenities, enrolment capacity, enrolment fees, infrastructure facilities of the college etc. Online admission process was introduced as per government order in 2020. The scholarship schemes for SC/ST/OBC and economically weaker sections are fully implemented through online mode. Online money transfer is done to the students in scholarship etc. They are given special coaching also to appraise on the available scholarship schemes. Many students qualify in competitive examinations like NET, GATE, SLET etc and carry on with higher studies.

Several career oriented courses are being run in the college. These are web-designing, fashion designing etc. Add on courses like spoken English, personality developments were introduced. Students are encouraged to participate in extra-curricular activities. The college bears full expenses for students who represent the college in state level competitions. Election to College Student's Union is conducted as per recommendation of the Lyngdo Commission report. Two cultural festivals are held every year in the college.

Career Guidance Cell in the college guides the students in career building and organises workshops. Grievance Redressal Cell takes care of grievances of students, redressing them in quick time. Alumni of the college play active roles through their association. The college has NCC and NSS units that help build leadership qualities among students. Large numbers of students of the college go for higher studies in various institutions of Assam and other parts of India. Placement Cell organizes campus interviews by different banks and companies; some students have found employment through these interviews.

Governance, Leadership and Management

There is transparency in governance of the college. Faculty, parents and guardians, non-teaching staff are included in the ground level management of the college. Vital committees of the college like Planning committee, Finance committee, Construction committee, IQAC etc. have representations of teaching and non-teaching staff, Governing Body nominees etc.

The policy statements are formulated according to the stated mission of the college. The Principal encourages all the stakeholders and the public to interact with him, to plan and to help in implementing the plans for achieving excellence, both in academic and non-academic matters. There is an alumni association and its members meet the Principal to discuss college matters. Public, parents, guardians and Students' Union are also encouraged to offer suggestions and feedback about how to improve quality of the college. The Internal Quality Assurance Cell carries out administrative audit to monitor the activities of the administration, whether it is in tune with the government policy and in the interest of academic development.

The Principal promotes research culture among the faculty members through the Research Cell and encourages the staff to take up several programmes as part of community service. He encourages the teaching staff to avail

professional developmental programmes and facilitates training on accounts and office management for the non-teaching staff.

Major sources of institutional funds come from Government transfer of employees' salary, student fee, UGC grant, grant from the DBT etc.

Institutional Values and Best Practices

The Anandaram Dhekial Phookan College has a green environment with an orchid house, two flower gardens and two botanical gardens. The College has also set up an herbal garden at Kathiatoli, Nagaon in a land area allotted by forest Department of Government of Assam.

The college has adopted two best practices, involving the students in social activities through NCC and promoting scientific temperament through creation of awareness of Foldscope- a low cost scientific apparatus.

NCC unit of Anandaram Dhekial Phookan College has brought laurels to the college through its distinctive activities. It has organized many activities of national importance like processions during regional and national events, cleaning drives in and around the college, health check-up camps, yoga camp etc. It has also assisted district administration in different activities by maintaining order and discipline.

The work of promoting scientific temperament through creation of awareness of Foldscope is a special work done under the guidance of Dr Mousmi Saikia, HoD of Herbal Science & Technology Department. This led to the college emerging as a leader in creating science awareness in the district. Many camps and seminars have been organised to create awareness about Foldscope. The involvement of students from the neighbouring schools and colleges has created a positive atmosphere in the entire district. Students from college and university outside Assam also have visited the College under the Foldscope collaboration programme. The students of the College have visited those institutions in turn. This has widened the intellectual horizon of the students. Modern research instruments are also procured to the department laboratory under the project granted by the DBT, Government of India.

The Bio-tech Hub of the college has been a place of research for the faculties of the college. The DBT, Government of India has extended the on-going project for the next three years allocating additional funds of Rs. 3054800 vide order no-BT/NER/143/SP44329/2021.

All the Science Laboratories of the College (Botany, Physics, Chemistry and Zoology) are renovated with new instruments under the DBT Star College scheme.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ANANDARAM DHEKIAL PHOOKAN COLLEGE
Address	RRB Road, Haiborgaon P.O. Haiborgaon, Nagaon
City	Nagaon
State	Assam
Pin	782002
Website	adpcollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Surajit Kr Bhagowati	03672-222235	9435061536	-	principaladp@gmail.com
IQAC / CIQA coordinator	Sanjib Kr Borkakoti	03672-	9435060198	-	drsanjib.borkakoti@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	07-09-1959

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Assam	Gauhati University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	01-01-1968	View Document
12B of UGC	01-01-1968	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
DEB-UGC	View Document	01-10-2014	82	One year vocational diploma in Tea Technology in the Tea Technology and plantation Management department under UGC Community College scheme

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	DBT under Department of Science Technology Government of India
Date of recognition	29-02-2020

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	RRB Road, Haiborgaon P.O. Haiborgaon, Nagaon	Urban	2.8	6667

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Political Science	36	Higher Secondary	English + Assamese	175	175
UG	BA,Political Science	36	Higher Secondary	English + Assamese	80	80
UG	BA,Assamese	36	Higher Secondary	Assamese	394	394
UG	BA,Assamese	36	Higher Secondary	Assamese	95	94
UG	BA,Arabic	36	Higher Secondary	English + Assamese	10	1
UG	BA,Arabic	36	Higher Secondary	English + Assamese	20	9
UG	BA,Hindi	36	Higher Secondary	Hindi	20	18

UG	BA,Bengali	36	Higher Secondary	Bengali	20	8
UG	BA,Bengali	36	Higher Secondary	Bengali	12	12
UG	BA,Sanskrit	36	Higher Secondary	Sanskrit	20	6
UG	BA,Sanskrit	36	Higher Secondary	Sanskrit	10	1
UG	BA,Education	36	Higher Secondary	English + Assamese	70	64
UG	BA,Education	36	Higher Secondary	English + Assamese	203	203
UG	BA,English	36	Higher Secondary	English	71	71
UG	BA,English	36	Higher Secondary	English	128	128
UG	BA,History	36	Higher Secondary	English + Assamese	40	32
UG	BA,History	36	Higher Secondary	English + Assamese	16	16
UG	BA,Philosophy	36	Higher Secondary	English + Assamese	95	95
UG	BA,Philosophy	36	Higher Secondary	English + Assamese	80	75
UG	BSc,Computer Science	36	Higher Secondary	English + Assamese	10	1
UG	BA,Geography	36	Higher Secondary	English + Assamese	40	38
UG	BSc,Geography	36	Higher Secondary	English + Assamese	10	1
UG	BSc,Geography	36	Higher Secondary	English + Assamese	10	3
UG	BA,Geography	36	Higher Secondary	English + Assamese	60	51
UG	BSc,Physics	36	Higher Secondary	English + Assamese	50	43

UG	BSc,Physics	36	Higher Secondary	English + Assamese	50	44
UG	BSc,Botany	36	Higher Secondary	English + Assamese	62	62
UG	BSc,Botany	36	Higher Secondary	English + Assamese	70	68
UG	BSc,Chemistry	36	Higher Secondary	English + Assamese	45	42
UG	BSc,Chemistry	36	Higher Secondary	English + Assamese	60	59
UG	BSc,Statistics	36	Higher Secondary	English + Assamese	20	19
UG	BSc,Statistics	36	Higher Secondary	English + Assamese	20	19
UG	BA,Statistics	36	Higher Secondary	English + Assamese	10	3
UG	BA,Statistics	36	Higher Secondary	English + Assamese	10	1
UG	BA,Mathematics	36	Higher Secondary	English + Assamese	10	1
UG	BSc,Mathematics	36	Higher Secondary	English + Assamese	60	56
UG	BA,Mathematics	36	Higher Secondary	English + Assamese	10	2
UG	BSc,Mathematics	36	Higher Secondary	English + Assamese	45	42
UG	BSc,Zoology	36	Higher Secondary	English + Assamese	71	71
UG	BSc,Zoology	36	Higher Secondary	English + Assamese	70	66
UG	BSc,Economics	36	Higher Secondary	English + Assamese	10	2
UG	BSc,Economics	36	Higher Secondary	English + Assamese	10	1
UG	BA,Economics	36	Higher Secondary	English + Assamese	15	13

UG	BA,Economics	36	Higher Secondary	English + Assamese	40	36
UG	BA,Elective Assamese	36	Higher Secondary	Assamese	10	1
UG	BA,Computer Application	36	Higher Secondary	English + Assamese	10	1
UG	BCA,Computer Application	36	Higher Secondary	English + Assamese	80	73
UG	BA,Elective Hindi	36	Higher Secondary	Hindi	10	1
UG	BCom,Accountancy And Management	36	Higher SEcondary	English + Assamese	150	146
UG	BVoc,Herbal Processing Technology	36	Higher Secondary	English + Assamese	11	11
PG	MA,Assamese	24	Graduate	Assamese	30	30
PG	MA,History	24	Graduate	English	30	12
PG	MSc,Herbal Science And Technology	24	Graduate	English	30	20
PG Diploma recognised by statutory authority including university	PGDCA,Computer Application	12	Graduate	English + Assamese	60	16

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				20				51
Recruited	0	0	0	0	9	11	0	20	25	16	0	41
Yet to Recruit				0				0				10
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				10
Recruited	0	0	0	0	0	0	0	0	5	5	0	10
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				28
Recruited	14	1	0	15
Yet to Recruit				13
Sanctioned by the Management/Society or Other Authorized Bodies				19
Recruited	17	2	0	19
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				1
Recruited	1	0	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	6	9	0	14	8	0	37
M.Phil.	0	0	0	0	0	0	6	4	0	10
PG	0	0	0	3	2	0	5	4	0	14
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	5	4	0	9
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	540	1	0	0	541
	Female	535	1	0	0	536
	Others	0	0	0	0	0
PG	Male	16	1	0	0	17
	Female	45	0	0	0	45
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	3	0	0	0	3
	Female	13	0	0	0	13
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	76	75	71	58
	Female	42	51	39	40
	Others	0	0	0	0
ST	Male	61	70	67	66
	Female	42	53	38	33
	Others	0	0	0	0
OBC	Male	200	189	238	194
	Female	141	143	144	135
	Others	0	0	0	0
General	Male	313	288	274	241
	Female	305	236	239	241
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1180	1105	1110	1008

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
603	603	603	603	613

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
53	53	53	53	52

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2782	2687	2520	2411	2177

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
459	464	444	437	375

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File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
555	509	577	468	334

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
61	56	57	62	63

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
71	71	71	71	71

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 55

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
180.85	145.04	130.39	106.04	75.34

4.3

Number of Computers

Response: 65

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college follows curriculum prepared by Gauhati University since it is affiliated to the university. To ensure effective delivery of curriculum the college focuses on a well-planned student centric routine to cater the interest of 2782 students from 23 departments of the college in three streams as well as skill development programmes. A committee is constituted which prepares routine for different classes through proper contemplation of academic curriculum of university as well as UGC and notified government guidelines. While preparing routine, teacher strength and infrastructure resources of departments of the college are taken into consideration.

Classes start at 8.30 AM and continue till 4.30 P. M. Major and honours classes are usually allotted in the first half of the day. The routine committee ensures that more than three teachers of any particular department are not engaged at a single specified time. To ensure that students get ample relaxation in between the classes, more than three consecutive classes are not allotted in the routine. The routine usually does not specify the tutorials and remedial classes. Individual departments make provision for these classes as per their requirements. With an aim to boost students' spoken English and overall soft skill and personality, the college arranges add-on classes on Spoken English and Personality Development.

Teachers of the college try their level best to complete the syllabus under the curriculum of the students in each academic session. To incorporate additional elements into the curriculum for the students, the college invite resource persons from outside to deliver lectures on supplementary issues to the curriculum.

Academic curriculum and syllabus of different departments have provisions of field study and project works for the students from time to time. Departments of the college organize such field study tours under guidance of teachers and ensure overall engagement and participation of the students in such programmes. The departments also allot project works as per academic syllabus and curriculum to their students under the guidance of specific teachers. Students of some of the departments of the college makes regular visit to recognized institutional laboratories as part of collaborative association of the college with these institutions.

The teachers of the college make noteworthy contribution to the academic curriculum of the Gauhati University as a few teachers of the college served as members of different academic and syllabus committees of the university. Especially, the Herbal Science & Technology department of the college is the one and only department in the North East India offering PG Course in Herbal Science & Technology and the teachers of this department have spearheaded in the formulation of academic curriculum and syllabus of this department in Gauhati University. A number of teachers of the college have also been assigned the duty of question paper setter of end semester examinations of different universities in the past several academic sessions.

Tutorials and Remedial classes are not specified in the main routine. However individual departments have to make provisions for these classes as per their requirements.

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

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Each academic year, the college authority prepares the academic calendar following the guidelines of Gauhati University for undergraduate (UG) courses.

Procedures regarding admission into the undergraduate courses are completed within July and odd semester classes commence from August. In the month of September, induction cum freshmen social program for newly admitted students as well as election of student union body of the college are held. Sessional examinations as per university laid criteria are conducted within the month of October. End semester examinations start usually from second half of November and continue till December.

The even semester classes commence in January when the Annual college youth festival (College Week) is also organized. The sessional examinations are conducted within the month of March and the end semester examinations usually starts in second half of April and are completed within May. During the month of June classes resume for the odd semester students except for the 1st semester. Summer vacation of the college is of one month duration and falls in July every year as per Gauhati University notification. At least 90 days are attributed to both odd and even semester classes separately; excluding the university notified holidays and vacations.

The departments of the institution prepare teaching plan at the start of every semester classes and strictly adhere to it so that the course is completed within stipulated time. The teachers of each department ensure constant monitoring and counselling of their students at individual level through mentoring. The departments of the institution conduct frequent class tests for the students and also organize frequent departmental seminars as well as group discussion among the students. The departments of the college organize regular field study trips for their students and encourage their students to create field based knowledge. Many departments allot their students dissertation projects especially in their last semesters as per their course syllabus.

The departments of the institution with post graduate courses strictly follow curriculum and academic calendar of their parent departments in Gauhati University. The admission procedure for these courses is commenced as per the result and marks of the candidates secured in the common entrance test for PG courses organized by the Gauhati University. The classes and examinations of the post graduate courses in general, run parallel with the UG classes and examinations with parent Gauhati University department laid procedures and schedule.

The college also constantly encourage its students to develop and showcase their extracurricular and co-curricular talents and participate in cultural, literary and sport events at different levels including the inter college youth festival and sports competitions as well as other competitions and events at district, state and national level. Many students of the institution have participated and shined in these competitions in the past academic sessions.

Due to Covid-19 Pandemic situation since March 2020, regular functioning of the college was totally hampered. Since April 2021, the normal functioning of the college was again hampered due to Covid-19 pendemic situation.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

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 last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
4. **Assessment /evaluation process of the affiliating University**

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View Document](#)
Any additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.2 Academic Flexibility

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

Response: 100

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

Response: 53

File Description	Document
Institutional data in prescribed format	[View Document](#)
Link for Additional information	[View Document](#)

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 22

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
4	6	5	3	4

File Description	Document
List of Add on /Certificate programs	[View Document](#)
Brochure or any other document relating to Add on /Certificate programs	[View Document](#)
Any additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 4.3

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
80	269	66	41	94

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

1.3 Curriculum Enrichment

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

Response:

The departments of the college follow the curriculum and syllabus designed and formulated by the Gauhati University. Various departments in their academic curriculum deal with issues relevant to professional ethics, gender, human values, environment and sustainability as part of their course content cum syllabus of different semester papers.

Regarding gender issues, the UG syllabus of the Political Science department contains a paper titled "Women & Politics" while the Philosophy department syllabus contains a paper titled "Social Philosophy: Feminism". Likewise, the department of English deal with a paper titled "Women's Writing" in their UG curriculum.

Issues pertaining to environment and sustainability are incorporated in the syllabus which all students at undergraduate level study as a compulsory paper. The title of the paper at present is "Biodiversity and Conservation, Pollution Impact and Control". Apart from this compulsory paper, syllabus of many departments integrates issues regarding environment and sustainability in the course curriculum. UG (CBCS) syllabus of the Botany department contain a paper titled "Plant Ecology and Phytogeography" while syllabus of the Economics department contain a paper entitled "Introduction to Environmental Economics". Environmental Geography and Disaster Management are the papers included in the UG syllabus of the Geography department while the department of Education syllabus provides the student with knowledge of environmental and population education. UG Syllabus of the Zoology department deal with the issues pertaining to the Principles of Ecology. The course curriculum and syllabus of the PG department of Herbal Science and Technology incorporates a paper titled "Export of Potential Medicinal Plants: Impact on Biodiversity of Producer Countries".

Issues relating to Human Values are incorporated in the UG syllabus of the department of Education where the students come across a paper titled "Value and Peace Education".

Regarding incorporation ethical issues, the syllabus of the department of Philosophy contain a paper titled "Ethics".

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View Document](#)
Any additional information	[View Document](#)

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 3.41

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
22	22	21	19	19

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	[View Document](#)
Any additional information	[View Document](#)

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

Response: 21.39

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 595

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	[View Document](#)
Any additional information	[View Document](#)

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1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: B. Any 3 of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

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Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 94.61

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1155	1180	1105	1110	1008

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1237	1253	1204	1182	1010

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 84.9

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
394	380	387	366	322

File Description	Document
Average percentage of seats filled against seats reserved	[View Document]
Any additional information	[View Document]

2.2 Catering to Student Diversity

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

Response:

In order to assess the learning levels of the students, the institution has the following mechanism:

1. **Unit Tests:** All the departments of the institution conduct unit tests in regular interval to detect the learning levels of the students.
2. **Home Assignment:** Home assignments are given to the students to assess the learning levels of the students. When the students submit their assignments, they are evaluated properly by the faculty members. Students are guided to correct their mistakes accordingly.
3. **Departmental Seminar:** Departmental seminars are being conducted among the students in regular interval to assess their conceptual clarity, speaking ability, power point presentation for the seminar etc.
4. **Mentorship:** Mentoring is done, so that the teacher is in a position to develop rapport with the assigned group and monitor the progress of the students at individual level. The institute feels the importance of mentorship, because some students in spite of having knowledge, skills and abilities, fail in utilizing them for academic enhancement. Such students remain in the level of average learners' category, while they should be in the advanced learners' category. In this situation, the mentors have a vital role to play on helping such students to achieve their goals.
5. **Workshops:** Departments having practical classes conduct workshops to assess their learning levels in practical classes. Other departments also organize workshop to widen the knowledge base of students in topics included in curriculum.
6. **Post-lesson reviews:** On completion of a lesson, a review class is conducted, which focuses on the following issues:

- The common difficulties faced by the students in understanding the lesson.
- The effectiveness of teaching strategies and class activities to help students understand the teaching contents, grasp the main points and apply what they have learned from the lesson.

After assessing the advanced and slow learners some special programmes are conducted:

1. **Remedial Coaching Classes:** The slow learners are given special emphasis to improve their learning ability through remedial coaching classes. In remedial coaching classes, such students are taught separately and their improvement is assessed by taking class tests in regular intervals.
2. **Research Paper Presentation:** Students from various departments, both undergraduate and post-graduate students, are regularly presenting dissertation papers in their areas of study under the guidance and supervision of teaching faculty. The college has adopted this programme as part of its strategy to encourage the advanced learners. The students of Chemistry, Physics etc. are assigned new projects every year, which they complete in due time and present their findings in presence of a group of faculty members.
3. **Field Visit:** Some departments of the institution like Zoology, Botany, History, Economics, Assamese, etc. take the students for field visit. During field visit the students are taken to places

where they get practical knowledge of the subject.

4. **Literature survey:** Students from various departments are given assignments of literature survey. During their survey they visit our central library which is digitally equipped also to get the resources of their need. The programme is adopted as a part of its strategy to encourage the advanced learners.

File Description	Document
Upload any additional information	[View Document](#)
Past link for additional Information	[View Document](#)

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

Response: 46:1

File Description	Document
Any additional information	[View Document](#)

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

Response:

Courses on Experiential learning: Anandaram Dhekial Phookan College always makes endeavours pertaining to skill based teaching learning environment for its students. For the same reason the college has introduced a number of programmes and courses to make learning more experiential and participative. Department of Herbal Science & Technology, Tea Technology, Fashion Designing and programmes like B.Voc in Herbal processing technology etc are initiated in this process.

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 & 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. Some of such personality who came to the college are Kula Saikia (Author & President, Asom Sahitya Sabha), Dhrubajyoti Bora (author), Bipuljyoti Saikia (poet), Birubala Rabha (social activist) etc.
- **Field Trip**: The College has been arranging Environmental Field trip (for all third semester students till 2018, and second semester from 2019 onward under CBCS pattern) every year to

enhance their knowledge about environment. Moreover many of the departments such as Geography, Economics, Botany, Zoology, Assamese and Hindi do arrange departmental field trip to conduct socio-cultural, socio-economic and linguistic study of the various ethnic community of the region. Department of English and Assamese have attended three International Film Festivals organized by various socio-cultural and Govt. agencies, which in turn initiate in enriching and understanding of literature.

- **Laboratory experience**: The science departments of the college have the setup of well 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.
- **Group Discussion, Workshop etc**: Most of the departments of the college organize group discussion and workshop etc among the students to make them active so that they can face the real challenges of the world and develop a problem solving attitude.
- **Assignment, Project, Q&A sessions**: Students are entrusted with class as well as home assignments, projects and various Q&A sessions to make them engaged with learning experience and to solve certain problems.

File Description	Document
Upload any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

- **ICT Infrastructure**: Anandaram Dhekial Phookan College has a rich IT infrastructure to support its students' need as well as college administration. The college possesses 65 computers (including think client), 25 printers, 10 projectors, 04 internet servers, 3 browsing centers, internet connectivity in almost all computers and a WIFI enabled campus.
- **Smart classroom**- Anandaram Dhekial Phookan College has 10 digital classroom equipped with smart board and projectors etc. Visual teaching aids, course related documentary, films, photos, figures, PPTs etc are displayed there for better effectiveness of learning.
- **Computer Hub**: College has a well furnished computer Hub which is open for academic activities for all departments and 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 Anandaram Dhekial Phookan College has a well managed digital library section, where many rare books are available. The library also includes a browsing centre through which students can acquire a lot of information easily.
- **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**: All the departments of the college smoothly operate online classes through platforms like Zoom, Google Meet etc. to have visual interaction with the students. The departments also use Google Classroom to supply study materials and various information to the students. WhatsApp as well as Departmental Email ID is also widely used as a means of

communication. During the hard-time of lockdown, these online classes proved very beneficial for the students.

- **Online Education Portal in College website:** Anandaram Dhekial Phookan College has introduced a dedicated online education portal in the college website (http://adpcollege.ac.in/online/) in 2020 to enable students to reach their teachers and various study materials for a smooth learning experience amidst pandemic situation.
- **Video Conferencing**: The college centrally and many of the departments individually have arranged video conferencing with many renowned personality in previous academic years. During the lockdown, this has become one of the regular strategies to educate and communicate with students. Several **webinars** were held during this period.

File Description	Document
Upload any additional information	[View Document](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View Document](#)

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

Response: 46:1

2.3.3.1 Number of mentors

Response: 61

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 84.23

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	
List of the faculty members authenticated by the Head of HEI	
Any additional information	

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 57.1

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
38	37	33	33	29

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	
Any additional information	

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

Response: 13.95

2.4.3.1 **Total experience of full-time teachers**

Response: 851

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	
Any additional information	

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2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

In the evaluation process of students, internal assessment plays a very important role as it evaluates the progress of students very frequently and in a formative manner. Internal assessment works as a complimentary means to the final examination. Internal assessment gives a clear picture of how students are growing and making gradual progress in their academics. Another advantage is that there is transparency in the evaluation process and the teachers can provide diagnostic teaching as well.

In all departments the faculty members give special importance to internal assessments. They make the students participate actively in the teaching learning process by encouraging them and asking reflective questions frequently. The numerous ways that are used in the department for making formative evaluation of the students are:-

- **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. Other than this unit tests, class tests are also conducted in all the departments of the college very frequently.
- **Assignments: A**ssignments 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. Also sometimes students are asked to present a previously taught topic in the class so that evaluation can be made based on their understanding. Some other forms of assignments like report writing after a field trip, micro teaching sessions are employed by the departments.
- **Seminars:** Departmental seminars are held frequently in the college. Along with resource persons, the students also participate in these seminars. The participating students are provided with a topic for presentation and the rest listen to him/her and at the end of the presentation the listeners ask their doubts. The faculty members are very conscious about maintaining the protocols of a seminar.
- **Question-Answer Sessions:** After completing a topic in the class the teachers are very much aware to ask questions related to the topic. It helps to know that whether the students understood or not. It also works as a feedback to the teacher and he/she can diagnose the problem of the students as well.
- **Practical:** All the Science departments have well equipped laboratories. Besides the theoretical knowledge of the subject the students are evaluated on the grounds of practicals as well. Other than this some departments like Education, History, Philosophy etc. conduct project work under the supervision of teachers.
- **Group Discussions:** In learner centered education system, group discussion in the classroom has a special significance. In the college the students are encouraged to participate in these discussions to clear their doubts and freely express their thoughts.

Besides these some other means of internal assessment like field visit, experiential learning etc. are carried out by the departments to ensure all round continuous development of its students.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

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

Response:

The institute maintains complete transparency to deal with the grievances of examination related matters. In this case, the institute follows the guidelines given by the affiliating university. The various components in the assessment process are informed to the students at the beginning of every semester by the faculty members. The schedules for the internal assessment tests are prepared as per the university guidelines and the same is communicated to the students well in advance.

During examinations, invigilators are assigned in each hall in the ratio 20:1 (student: teacher) to ensure proper conduct of the test. Faculty members of the concerned subjects carry out the evaluation of the answer script within the time frame designed for the same usually 5 days from the date of examination. The HOD of the concerned departments play the role of head examiner by randomly verifying the corrected answer scripts. The corrected answer papers of the students are distributed to them for verification by the students and any grievance is redressed immediately. The details of marks obtained by the students of a particular department in internal assessment tests are displayed on their respective notice boards. Students are also advised to submit their lab records periodically to their respective departments.

Redressal of grievances at institute level:

Department Level:

The performance of the students in theory lectures, assignments, class tests, laboratory experiments and attendance are evaluated by the respective faculty members on a regular basis. The internal assessment marks are awarded to the students based on their performances in the above mentioned categories. If the students have any sort of grievances, they can discuss with any one of the faculty members including HOD.

College Level:

The Institute appoints a group of teachers for smooth conduct of examinations. If students are facing any sort of problems like filling up of their examination forms, downloading their admit cards, getting their final results, then these are solved by the Chief Examination Officer appointed by the institute. If the students have any sort of grievances regarding theory or practical examinations, then they can discuss the matter with the Principal and if necessary the same is forwarded to the university by the Principal.

Helpline Numbers: During this pandemic situation, College Helpline Numbers and Email-id are circulated among students so that they may discuss their grievance relating to the Online Examinations conducted by the university.

Redressal of grievances at University level:

Some queries like corrections in certificates and mark sheets issued by the university is forwarded to the concerned section of the university through the college examination section for necessary corrections. Students are allowed to apply, through the college, for re-evaluation or recounting and get the photocopy of the evaluated answer scripts by paying necessary processing fee to the university if they are not satisfied with the university evaluation.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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.

Response:

The learning effectiveness of any programme and course depends on its Programme Outcomes (PO) and Course Outcomes (CO). Anandaram Dhekial Phookan College has developed the POs and COs taking into consideration the mission and goals of the programmes. For all the undergraduate and postgraduate programmes the POs and COs are drafted under the guideline of its affiliating university, following discussions with all the stakeholders.

The college follows a **well structured syllabus** offered by its affiliating university. The Syllabus Committee constituted by the Gauhati University prepares the syllabus taking into consideration the suggestions put forward by teachers of various colleges. The IQAC in association with the faculty members of Anandaram Dhekial Phookan College have prepared programme outcomes for each programme to be attained by the learners by the completion of each course. 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.

The POs, PSOs and COs for all programmes offered by the college are stated and displayed on **college website** and communicated to teachers and students.

Every year Anandaram Dhekial Phookan College organises **induction programme** for the newly admitted students during which the programme outcomes are explicitly stated and explained. Every Department also organizes **orientation programme** to make presentations about their courses, and students are encouraged to seek clarifications in case they have any query. The college and its departments provide space for students to discuss and raise doubts in their field of interest during the **conduct of seminars, peer teaching, paper presentations** etc. which motivates them to attain the outcomes as specified in the syllabus.

The IQAC collects **feedback** from teachers and students concerning the syllabus, and after consolidating the same, forward them to the College authority for further action.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

Attainment of the Programme Outcomes (POs) and Course Outcomes (COs) can be justified with the help of performance made by the learners in various assessments. Evaluations are done regularly through formal as well as informal mechanisms in form of Internal Assessment and Course Ending Examination. The internal Assessment is done by the college whereas the Course End or Programme end examinations are conducted by the affiliating university for both theory and practical courses. The college follows a policy of continuous and formative assessment that includes various evaluation strategies, such as Sessional Examinations, Unit Tests, Class Tests, Seminar presentations etc. All such assessment methods are designed carefully to evaluate a range of skills, knowledge, understanding, values and attitudes.

The immediate attainment of the POs and COs can be evaluated by the **achievement of marks/grades** of a student. A student's Grade Point (GP) is taken as the benchmark to measure whether the Course Outcome has been achieved or not. A student scoring higher grades/marks is considered to have achieved better outcome of a programme or course while one scoring a low grade seems failed to achieve proper outcome of the same. Anandaram Dhekial Phookan College gladly assesses its attainment of programme outcome with an average of 80.23% **pass percentage** in last five years across all programmes in the college.

The college also tries to evaluate the attainment of POs and COs from the learners' point of view in form of their **Feedback on Curriculum** which is collected and consolidated by IQAC and sent to College Academic Council for approval and for further action. Moreover, evaluation of POs and COs are also made by the college on the basis of its **students' progression** record for higher studies, qualification in **competitive examinations** and their ability to acquire **placement** in various fields.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 80.52

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

2020-21	2019-20	2018-19	2017-18	2016-17
555	509	577	468	334

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

2020-21	2019-20	2018-19	2017-18	2016-17
778	632	641	512	482

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.57

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document
Upload any additional information	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 79.04

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

2020-21	2019-20	2018-19	2017-18	2016-17
0.05	49.85	13.11	0	16.03

File Description	Document
List of endowments / projects with details of grants	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 3.28

3.1.2.1 **Number of teachers recognized as research guides**

Response: 02

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 11.3

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
01	02	03	0	07

3.1.3.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
23	23	23	23	23

File Description	Document
Supporting document from Funding Agency	[View Document](#)
List of research projects and funding details	[View Document](#)
Paste link to funding agency website	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

The college has been maintaining a healthy research and study environment from very beginning. Faculty members are highly qualified and actively involved in all kinks of research activities. In this period, 14 Faculty members have obtained their Ph. D Degrees from 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 a few are ongoing.

More than 30 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 B.Sc. and M.Sc. for Projects and dissertation works.

During this period, 24 new collaborations were established with institutions, industries and universities for expansion of research activities, knowledge transfer and promoting students scientific temper and encouraging them for higher education. Organisations like- ST. Xavier's College for Women, Aluva, Kerala, EGSB University, Shri Shivaji Science College, Amaravati, Maharashtra, State Bank Of India, Nagaon, Sahitya Academi, Regional office, Kolkata, Central University of Kerala, RGSB University, Jammu and Kashmir, KC College, Mumbai, Gujarat Vidyapith are some of the collaborators with whom notable activities have been carried out.

Altogether 14 MoU's were signed with Lyallpur Khalsa College (LKC), Jalandhar, Punjab, Forest Department, Government of Assam, Nowgong Girls' College, North Haiborgaon, Nagaon , Mahatma Gandhi University, Khanapara, Meghalaya, Assam Agricultural University, Jorhat etc. during this period. With cooperation from those organisations, several activities were performed involving students. More over student exchange programme and accommodation of student interns were organised.

File Description	Document
Paste link for additional information	[View Document](#)

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

Response: 11

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	5	3	0	1

File Description	Document
Report of the event	[View Document](#)
List of workshops/seminars during last 5 years	[View Document](#)
Any additional information	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 0

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**
3.3.1.2 **Number of teachers recognized as guides during the last five years**
Response: 02

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)
Any additional information	[View Document](#)
URL to the research page on HEI website	[View Document](#)

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.55

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
14	03	05	10	01

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)
Any additional information	[View Document](#)

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

Response: 4.31

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 last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
41	63	61	48	45

File Description	Document
List books and chapters edited volumes/ books published	[View Document](#)
Any additional information	[View Document](#)

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 last five years.

Response:

Anandaram Dhekial Phookan College participated actively in various extension programmes in the last five years. Social extension works were conducted by different departments as well as IQAC and various cells and centres of the college on regular basis.

A village named **'Mahariati Tribal Village'** was adopted by the college, where works were carried out like awareness programme regarding environment and entrepreneur development, Swachhta Abhiyan, Plantation programme, Interaction programme, Covid-19 vaccination programme etc. Works were done by the college in the nearby Ambedkar Colony also. The college supplied electrical equipments to the community hall in this colony. Health Camp, extension programme were carried out for the residents of the colony. Plantation programme on horticulture trees was carried out in the premises of Blind School of Bahampur, which is 15 km away from the ADP College.

Electoral Awareness programme was also organised for the neighbouring people about how to caste vote in EVM, with the help of District administration, Health Check-up and Blood Donation camp were also done with the District administration in the college campus to uplift the hygiene and sanitisation among the community.

Extension & Outreach programs have been conducted by the Institution through NCC and College Environment Cell (Including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc.) where more than thousand students participated. Through a series of extension and outreach programme, students from different schools and colleges were motivated for taking up scientific studies and higher education. Conservation and awareness programmes on rare, endangered and threatened plant species have been conducted since last three years by department of Herbal Science and Technology in collaboration with college environment cell. Plantation drives in and around the college campus were undertaken by the college environment cell in collaboration with Eco Club and NCC.

A new and innovative workshop on Human- Elephant Conflict Management was organised by Human-Elephant Conflict management cell of Anandaram Dhekial Phookan College involving faculty members, students, Forest Officials, Forest guards and local beneficiaries.

During the pandemic, the college also contributed towards the society by various ways. A number of awareness and outreach programmes have been conducted in order to fight the Covid 19 pandemic. Sanitizer production and distribution, face mask production and distribution, Covid testing were some of the major initiatives taken up by the institution to fight the pandemic. Covid testing in the above-mentioned

adopted village was also conducted to fight the pandemic situation. The initiative has been upgraded to a major step by establishing a Covid Care Centre for female patients and children within the college campus. The centre was run from 18th May 2021 to 21st August 2021 where 1142 women as well as 132 children were treated.

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

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 2

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
02	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	[View Document](#)
e-copy of the award letters	[View Document](#)

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 43

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
08	24	0	04	07

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 26.74

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 last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
769	1944	00	166	584

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 22

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	7	11	3	0

File Description	Document
e-copies of related Document	[View Document](#)
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	[View Document](#)
Any additional information	[View Document](#)

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 14

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	5	7	1	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	[View Document](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	[View Document](#)

Criterion 4 - 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.

Response:

The College has total area of 14167.66 sq metre with a built up area of 6667 sq metre to provide adequate infrastructure and physical facilities for teaching- learning. The institute has 52 classrooms and 16 laboratories to cater to the needs of graduate and post graduate students in a green and spacious environment with 10 smart classrooms having ICT facility. The large classrooms are equipped with microphone and sound system. In addition, portable LCD projectors and screens are available in several departments. The departments of English, Statistics and Geography have smart television for showing films, documentaries and other audio-visual presentations to students. A Conference Room in the administrative building serves as venue for administrative and academic meetings. The central Biotech Hub is equipped with instruments to provide advanced laboratory facilities to the students particularly of science departments. Language Laboratory of the Department of English is equipped with Language software and it offers spoken English course. The Geographic Information system (GIS) laboratory in the department of Geography enables learning of GIS software and geomorphological studies. Museums are there in both the departments of Botany and Zoology.

The college has been recognised as an equity initiative "**Finishing School**" by RUSA, Government of India to guide the outgoing students to build capacity building & skill enhancement abilities.

The Central Library is a hybrid library. It has a manuscript section. OPAC (On-line Public Access Catalogue) facility is available. Library is a member of UGC N-LIST Consortium. There is a reading room and a Reading Lounge in the library. Almost every department of the college has departmental library for lending books to students and faculties. The departments maintain library issue register.

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. The girl's common room was reconstructed with grant from the RUSA in the year 2018. It has adequate sitting space, toilets and sanitary napkin vending machine.

There is a Common Room for Teachers furnished with air conditioner, relaxing chairs, central conference table and separate toilet facilities for ladies and gents.

There are **65 Computers** in the college for students and facultiess. There are two computer laboratories with 26 computers. There are 2 HP servers wih 45 Think Clients. There are 3 browsing centres. An internet connection of more than 30MBPS/ GBPS Bandwidth is available of in the college. LAN connection is available in Computer Hub, Computer Science and Geography Laboratory. 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. There is a Conference hall equipped with a platform and presentation facility along with overhead projector for the benefit of students and faculties. An e-content development facility has been established in the computer hub. Printers and scanners are provided for smooth working of the departments.

The college has an orchid house, a botanical garden and a herbal garden.

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

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

Response:

Sports play a pivotal role in shaping personality and maintaining good health. The college has specially developed a sports environment within the campus. In terms of sports infrastructure, 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 was constructed with a grant from UGC in 2017.

In the Indoor stadium, there is a table tennis facility, where large number of students take part in the events. Facility for various indoor games like Chess, Carrom, Chinese checker etc is available for both girls and boys.

The gymnasium of the college was established in 2013 which 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 has an auditorium with a sitting capacity of 800 persons. It was later renovated in 2018 with sound proofing and air-conditioners. Various cultural programmes such as drama, one-act play, skit, mime, dances, group and solo singing events etc are organised. Various National and state level seminars, conferences, workshops for students, NCC Programmes are held in the auditorium. Functions of different schools and organisations of Nagaon are also allowed to be held in the auditorium during college holidays. 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. It has an average user rate of 12 per semester.

Students perform street plays to create awareness on different events and for entertainment within the college campus. Saraswati Puja is performed in the college every year which attracts large number of students from our college as well as from other schools and colleges of Nagaon. Rongali Bihu celebration, Bhaona, Film festivals etc are organised in the indoor stadium and in open stage constructed temporarily in front of F-Block and C- Block.

College organises Yoga Programme in the auditorium regularly.

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

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 23.64

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 13

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View Document](#)
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 65.46

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
92.87	77.49	77.42	119.62	37.94

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)
Upload audited utilization statements	[View Document](#)
Upload any additional information	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The Central library which is the heart of the college is a well-equipped library. It is centrally located with open access system and provides right impetus for the intellectual growth of the students, teachers, research scholars and others around. 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). The library has some special collection of books on Gandhian studies, Vivekananda studies, Ambedkar studies, Human rights, Women studies, Tribal studies, Sankaradeva studies, Publications of faculty members, College publications, Award winning books etc. Apart from these special collections the library has a good collection of encyclopedias, dictionaries, books on competitive examinations and a good collection of manuscripts and rare books.

The library is fully automated with Integrated Library management system named SOUL 2.0. The SOUL 2.0 is installed for automating in-house activities and services of the library along with barcode facility. 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 uses Dewey Decimal Classification (DDC) system for classification of books.

The library has set up an Institutional Repository (http//: 192.168.0.100) in 2018 by using D-Space digital library software where college publications, question paper of examinations, rare books and reports etc are kept in digitized form. The repository can be accessible over library LAN and library WI-FI. 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 use internet facility in the digital library. All the computer systems are equipped with power back up facility available through online UPS system (5 KVA). 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	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**
6. **Remote access to e-resources**

Response: B. Any 3 of the above

File Description	Document
Upload any additional information	[View Document](#)
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 3.03

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
1.92	3.1	6.28	3.22	0.62

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	[View Document](#)
Audited statements of accounts	[View Document](#)
Any additional information	[View Document](#)

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

Response: 0.46

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

Response: 13

File Description	Document
Details of library usage by teachers and students	[View Document](#)
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college has well established mechanism for upgrading and deploying Information technology infrastructure. The Computer Science department reviews and analyses the condition of the computers in the Institute to facilitate and decide the type of upgradation required. Hardware and software upgradations are in line with the demand of latest syllabus. The Institute purchases new edition of computers as and when required. In the annual budget adequate provision is made for the same. College has a Committee for update and repair. However, for major problems, computer technicians and service providers are hired for the upkeeping and replacement. Institute regularly updates its IT facilities including Wi-Fi at Periodic Intervals. The IT facility of the College has been improved with Bandwidth increased to more than 30 MBPS through a dedicated fibre optics connection from BSNL to enhance Wi-Fi coverage in campus. LAN connection is available in Computer Hub and Computer Science Laboratories and GIS Laboratory. The computers are running all latest software products with necessary licenses. In addition to the system software like Windows and Linux Operating system the computers are running with latest generation application software like Code Block, Visual Studio etc. All the software supports the academic work of the students along with bringing out their extracurricular activities. Practical sessions are allocated within the timetable to ensure optimum utilization of the Computer lab. Students are given the time slots for Practice. Each department is provided with individual system (Laptop or Desktop) with wireless internet facility. Each department is also provided with individual printer. It is one of the few colleges under Gauhati University which has upgraded its classrooms to facilitate teaching through modern tools and techniques like digital classrooms, mounted projectors, projector screens, smart board (touch white board) etc. The aim is to use technology to enhance learning and teaching through the use of digital technology. The college also has a Digital Library. The Campus is Wi-Fi enabled with necessary firewalls which can be accessed by students and staff members in the Administrative block, Library, Classrooms, Canteen Indoor Sports Complex as well as in the open space area of the college. Students can access the internet on their laptops and mobile phones at a speed more than 2 mbps. Users are provided a secure access with a login ID and password for using Wi-Fi facility through their mobiles and laptops. The students and faculty can enjoy the benefit of uninterrupted internet services and they can access various e-books, e-journals and stay in touch with the latest research activities. The Wi-Fi is provided with a high speed BSNL fibre leased line. The college has 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 Wi-Fi facility is provided to all over campus for all stake holders free of cost.

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

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 43:1

File Description	Document
Upload any additional information	[View Document](#)
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	[View Document](#)
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 7.63

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

2020-21	2019-20	2018-19	2017-18	2016-17
5.89	2.99	9.05	8.26	13.64

File Description	Document
Upload any additional information	[View Document](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View Document](#)
Audited statements of accounts	[View Document](#)

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.

Response:

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities which are fully transparent and strictly according to the UGC guidelines and Government rules. 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, which oversees the college administrative structure and takes important decisions for best implementation and enhancement of the institutional academic and physical facilities. It is represented by all stakeholders including teachers, non-teaching staff and Guardian. The highest authority in the administration of the institute is the Principal who plays a crucial role in implementation of decisions and suggestions given by the Governing Body. Responsibilities are also entrusted on the Principal to forward proposals to the Governing Body for maintenance of academic and physical resources in an environment of highest standard. The Principal constitutes various committees for monitoring and maintaining college infrastructure. The college construction committee played a significant role by submitting various proposals to the UGC, State Government and RUSA for grants. Construction and maintenance service are done through e-tendering process. Hostel superintendents are appointed for smooth functioning of the Girls' hostels.

Adequate in-house staff is employed to maintain meticulous on-campus hygiene, cleanliness and infrastructure to provide a comfortable learning environment. Classrooms, staff rooms, seminar rooms, IT labs, etc. are regularly cleaned and maintained by service and housekeeping staff assigned to the departments. A full-time gardener keeps the Green Cover of the campus intact. Head of Department of Computer Science is the System Administrator. IT Lab assistant maintains Institute's computers and devices under the supervision of the system Administrator. Maintenance of computer is done regularly as per requirement. In case of physical damage expert from related agencies are consulted. Power back up is provided to the computer systems to use them optimally. LAN and internet connectivity is regularly tested. LCD projectors, Language Lab software is also upgraded by time to time. The audio-visual system is set up in the Classrooms, Auditorium and Seminar halls. The college conducts admission and examination of the University through online software and training programs and workshops are conducted for staff when needed.

There are different committees to monitor the smooth functioning of the College who regularly report to the Principal. The construction committee looks after the regular maintenance of civil works such as furniture repairs, masonry, carpentry, plumbing and housekeeping. Repair and maintenance requisites of academic departments are submitted by the HODs to the Administrative office and the requirements are collectively processed.

Sufficient laboratory staffs on regular and contractual basis are appointed to assist in maintaining the Science Laboratories. 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. The college received grant of **Star College Scheme** in the year 2019. From this fund laboratory instruments were purchased for modernization of four laboratories.

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. 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. Library is an active member of UGC N-LIST Consortium through which online full text journals can be accessed. A library committee looks after the procurement of books and the annual library audit. Library has an advisory committee to monitor the smooth and effective functioning of all the services provided. It also shoulders various responsibilities like finalizing the annual budget, purchase of the reference books, purchase of the textbooks and some other important books, journals and periodicals, etc.

The college has its own canteen. Canteen Committee regularly reviews hygiene and quality of the food.

Anandaram Dhekial Phookan College Governing Body takes proper decisions and implements them for the betterment of the college. The Institution has a provision of budget allocation for various activities.

Information about the college can be accessed through its website www.adpcollege.ac.in which is updated regularly and maintained by S. S. Technologies, Guwahati.

http://adpcollege.ac.in/tender.php

http://adpcollege.ac.in/hostel.php

http://www.adpcollege.ac.in/bio.php

http://adpcollege.ac.in/gallery.php?id=30

https://www.adpcollege.ac.in/computerhub.php

http://www.adpcollege.ac.in/gymnasim.php

http://www.adpcollege.ac.in/indoor.php

http://www.adpcollege.ac.in/language_lab.php

http://adpcollege.ac.in/online/digitallib.php

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

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 26.37

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
1205	974	501	241	488

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Upload any additional information	[View Document](#)
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

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

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 8.27

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

2020-21	2019-20	2018-19	2017-18	2016-17
20	85	697	163	66

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

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

Response: B. 3 of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 5.75

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
14	38	24	29	28

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 105.41

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 585

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Details of student progression to higher education (Data Template)	[View Document](#)
Any additional information	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 10.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	4	1	7	1

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
33	48	28	27	11

File Description	Document
Upload supporting data for the same	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 41

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) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
4	15	10	10	2

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)
e-copies of award letters and certificates	[View Document](#)
Any additional information	[View Document](#)

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

Response:

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, student aid to 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 career counselling and guidance cell conducted 7 career counseling programmes during 2015-17 for students with invited resource persons aiming to provide them with necessary information regarding various job oriented courses and programmes.

The career counselling and guidance cell conducted a career counselling programme on self- dependence

and self-establishment on 22nd June 2018 for students with invited resource person aiming to provide them necessary information regarding various job oriented courses and programmes. Mr. Amit More was the resource person.

There took place interaction with neighbours of RRB road, Haibargaon, organized jointly by IQAC and ADP college student union on 27th April, 2019.

The students union of ADP College and IQAC organized a free health camp for neighbours on 16th December 2019 in collaboration with Govt. of Assam.

In 2020-2021, the student bodies were engaged along with IQAC for distribution of sanitization materials in adopted village and among neighbouring residents of the college. The student representatives were also engaged in conduction of Covid-19 test among the households of the adopted village.

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 student representatives were included in different sub-commitees of the diamond jublee celebration, 2018. The General Secretary of ADP College student Council is an executive member of the IQAC committee and also member of the Student 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	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response: 0

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Upload any additional information	[View Document](#)
Report of the event	[View Document](#)
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	[View Document](#)

5.4 Alumni Engagement

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

Response:

In 2016-17, regular meetings were organised by the Alumni Association of the college, named ADP College Alumni Association. The IQAC also had interaction with them on the latest developments of the college. In 2017-18, alumni Association had several meetings. Alumni Association was actively engaged in planning the celebration of Diamond Jubilee which was observed in 2018-19. During 2018-2019 the committee functioned under the Presidentship of Abul Hasim Khandakar. The Association takes active part in all round development of the college. The Anandaram Dhekial Phookan 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 the College during 2018-2019. Four (4) meetings of the executive committee were held of the association during 2018 -2019. The Association also has installed a drinking water facility for the students during the year. During 2019-2020 the ADP College Alumni Association functioned under the Presidentship of Kesharam Nath. The Association took active part in all round development of the college. It published a directory of alumni in September 2019, it participated in Diamond Jubilee Closing Ceremony with cultural performances on 8 September 2019, organised art competition at Marigaon on 14 November 2019, organized street play on witch hunting at Marigaon on 7 February 2020. Drinking water facility with cooler and filter was installed in college in February 2020. Due to Covid-19 Pandemic, the alumni association of Anandaram Dhekial Phookan College could not undertake any notable work in the period of 2020-2021.

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

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: A. ? 5 Lakhs

File Description	Document
Upload any additional information	[View Document](#)
Link for any additional information	[View Document](#)

Criterion 6 - 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

Response:

The nature of governance from higher level to ground level is consisted of faculty members, administrative staff, students, alumni and the local well wishers of the institute. All stakeholders of the institute work by keeping students at the center point. It is fully transparent, democratic and all inclusive. Teachers get representation in the key decision-making bodies of the institution. The members of Governing body (GB) of the College are being nominated for every three years. In GB, teachers, non-teaching staff and parents of students are well represented. Similarly, in IQAC also, all the stakeholders get due representation. In consultation with Principal, GB makes the key policy decisions and considers important proposals for the development of the institution. The following vision and mission of the college is uploaded on the website:

Vision:

To make it a centre of excellence by imparting quality education in both academic and co-curricular, thereby helping the students to build their charater and preparing them how to face challenges in 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 young minds for teaching and research activities.
(iii) To build healthy and congenial atmosphere for teaching and learning activities.
(iv) To encourage innovations in planning, teaching and evaluation to achieve higher level of perfection.

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

The perspective plan of the college is prepared after the completion of the second cycle of NAAC by keeping in mind the future needs of the college and displayed on the college website. In order to implement and achieve the perspective plan, Principal designed the action/strategic plan for each academic year. It also put forward in meetings with Governing Body. The Principal prepares agenda of meeting taking matter into consideration. As per the action plan the college administration implements different activities throughout the academic year to fulfill the vision and mission of the college.

The college has been seriously working to achieve the objectives mentioned in the perspective plan and accomplish all the recommendations made by the previous cycle NAAC peer team. Therefore the college has organized various academic activities and raised funds for infrastructural development from UGC,

Govt. of Assam and other stakeholders. The Principal of the college works as the chairman of various committees.

Keeping in mind the vision of the institution, the college has started skill based programmes, which are totally job oriented. Undergraduate students can take admission in these programmes and can make themselves self-skilled for various professions. Here, they are not just learning but also earning a source for their livelihood.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Decentralization: The organogram of the institute shows effective decentralization of management. Governing Body has members from Guardians, academics, teacher's council, non teaching staffs and local bodies along with University VC's nominee. Under the guidance of Principal, HODs, Faculties & non-teaching staff perform their duties.

Participative Management: Presence of Principal, faculties, alumni, present students, professionals in various committees reflects participative management approach of the institute. Committees like, academic, anti-ragging, cultural, placement, hostel, vigilance, disciplinary committee etc. have students, alumni, professionals as active committee members. The institute practices decentralization and participative management at all levels. We present a case study reflecting the same:

Diamond Jubilee Celebration 2019:

The context – The '**Diamond Jubilee Celebration**' was an incredibly a typical example of the decentralization and participative management because not only the official members of the college took part but alumni members, local citizens, artists, intellectuals, educationists, Government officials and Govt. representatives too participated enthusiastically to make it a grand success. On this occasion, it was decided to do something unique or sustainable practice at college, viz. A statue of 16 feet of Great son of Assam Anandaram Dhekial Phookan was installed in College campus with financial assistance from teacher's council. Another milestone was building of a monumental entrance gate by college authority which was inaugurated by Hon'ble Chief Minister of Assam. From top management, entire staffs, alumni association to local public were actively involved in this committee.

The Practice –As it was the Diamond jubilee year, therefore one absolute year was assigned for this celebration. Special logo, mementos and dresses were prepared for this event. Therefore, the college had decided to celebrate this mega-event during entire year by organizing various events of sports competitions, cultural and extension activities for the society. In these subsidiary committees students,

local citizens and alumni were involved with the teaching staff and support staff. The College faced the major challenge of finance for this celebration as it contained year long events. However, with the blessings of the local well-wishers the college overcame the financial burden. In form of the manpower, parents of the students and very old alumni had helped in form of supportive material for the event. The funds were raised through the contribution of the faculties, alumni and all stakeholders.

The Impact: As per the guidelines of the cultural committee, the sub-committees were guided by the Principal for organizing various competitions such as essay, poster, poetry, handicrafts, rangoli, cultural rally and sports etc. Enough liberty was given to take the decision. In this way, there was a very jovial atmosphere in the college throughout the year. Students felt very happy with their study because of the expert lectures, competitions and they understood the education with enjoyment. Various Philanthropy activities, Free Health Check-Up camp and blood donation camp were organized. These subcommittees were given financial and decision making liberty to carry out the planned programme after consultation with the Principal. Participation of all stakeholders in the Committees of Diamond Jubilee Celebration is uploaded.

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

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

After second cycle of NAAC, college management seriously worked upon the recommendations of NAAC and successfully worked on construction of new academic building, introduction of commerce stream, new hostels, skill based programmes etc. Accordingly, long term plan was prepared for the next five years. With the suggestions from all stakeholders, perspective plans of the departments were prepared by The Principal. Then it was divided into year-wise strategic plan and accordingly implemented. The Anandaram Dhekial Phookan College is a student centric multidisciplinary college where strategic planning is done for all round growth of students. The Governing Body of the College consists of experienced academicians and professionals ensuring quality education by effective teaching learning process, adding to innovation and best practices opted by the institute. Students are given practical exposure of industry through live projects, summer internship, winter internships, industry visits etc.

The quality improvement strategy adopted by the institution can be divided into different strategy like curriculum development, examination and evaluation, human resource development, infrastructure, instrumentation and library collaboration. The college has adopted new Choice Based Curriculum System (CBCS) for curriculum development. The College follows the Governmental reservation policy in admission process. Admission procedure of the college is totally transparent and merit based.

A state of the art Computer Hub with audio visual and video live streaming facility was established under

RUSA Grant. It is equipped with a total of 18 computers with ICT facility. A number of seminars, faculty developmental programmes have been organized. A well equipped library with digital facilities and reference section, free WIFI facility, digital classrooms in some departments are installed in the college. For smooth conducting of classes as well as to organize various co-curricular activities, new buildings, indoor stadium with gymnasium were constructed.

The college construction committee played a significant role by preparing various proposals submitted to the UGC and RUSA for grants. The college always takes initiatives for fund-raising by requesting help from different Government bodies and public representatives. 20 acres of land was given on lease by the Department of Forest, Government of Assam for establishing an herbal garden. Since the existing building was inadequate, construction of new academic building was initiated to make it convenient to the new and existing students. NCC camp was organized to clean up the campus. Varieties of trees were planted, Eye-catching landscaping was carried out. The meetings of parents were conducted to inform them about the development of the college. The entire process of construction and campus beautification was very transparent and implemented through the E-tendering process. The outcome of this was very concrete and reflected on the happiness of the students. With the help of ICT facilities and green campus the teaching learning process became very enjoyable. The Governing Body of the college is still in process of fund-raising for making this college more students-friendly.

File Description	Document
Upload any additional information	[View Document](#)
strategic Plan and deployment documents on the website	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

Anandaram Dhekial Phookan College follows a flat organizational structure, which ensures quick and effective decision making and timely execution. The organizational structure of the institute is as follows:

The topmost layer of the organizational structure consists of **G**overnment **Body (GB)** which is constituted as per the rules of the Assam Provincialised College Management rules-2005 framed by the Govt.of Assam. The GB is responsible for apex level decision making. The governing body members of the institute meet 4 times in a year to discuss and deliberate upon the institutional requirements and unanimously take crucial decisions for the betterment of the organization.The academic and administrative set up is controls by the Principal of the college. The Principal is the highest authority in the institute who plays a crucial role of implementation of decisions and suggestions given by the governing body from time to time.   The principal forms various committees for monitoring and facilitating several activities organized in the college. i.e. IQAC, cultural Committee, discipline committee, student council etc. Different cells are also formed for monitoring and maintaining the good environment of the college. Hostel superintendent and Nodal officer (RUSA) help the principal in their respective fields. IQAC guides the faculty members to

enhance quality in all spheres. In order to carry out construction and renovation of various types of buildings the institution has a building construction committee according to the guideline of UGC. According to UGC guidelines Principal of the college forms various cells and centres of the college. Some of these are Grievances redressal cell, Anti ragging cell, NCC, minority cell, ST/SC cell, OBC cell, Incubation centre etc. The institution is associated with different welfare societies for societal activities.

Appointment, Service Rules, Procedures, and Recruitment:

As per the Rules and Regulations of UGC and Department of Higher Education, Govt. of Assam, the authority of the college looks after the appointment procedure of the vacancies/appointment by strictly following the reservation policies of Govt. of India.

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.

Grievance Redressal Mechanism:

The college has formed a Grievance Redressal Cell for faculty, Staff and students to address their complaints and grievances to resolve them. The college has also provided the facility of digital submission of grievances for the students through college website to make it more confidential and hassle free. The Principal is the head of this cell and other mechanism to deal with it as follows- After receiving grievances and complaints, in digital mode, writing or orally, the committee discusses in the meeting and resolves. There is a separate Anti-Sexual Harassment committee, object of which is to prevent cases of harassment and to look into grievances of girl students. Anti-Ragging committee is also formed to work on the cases related to ragging, if any.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
ERP (Enterprise Resource Planning) Document	[View Document](#)
Details of implementation of e-governance in areas of operation, Administration etc	[View Document](#)
Any additional information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

There are several welfare schemes for its *teaching and non- teaching staff.*

1. **Provident Fund:** The teaching staff of the institution is covered under EPF Scheme. It is dependent on the year of the appointment.
2. **Career Advancement Schemes:** The institute allows faculties to go for higher studies and short term courses.
3. **Faculty Improvement Schemes and Faculty Development Programs**: The institute organizes Faculty Development Programs on frequent basis and also allows the faculties to attend such programmes elsewhere.
4. The management felicitates employees and their wards for special achievements in various fields.
5. The college raises fund for employees and students whenever possible.
6. The college gives advances to staff under inevitable circumstances.
7. Financial support is provided for publication of books by staff.
8. Advance payment to staff to meet emergency needs in case there is a delay of salary payment.
9. In a medical emergency, advance is given to the teaching and non-teaching staff.
10. Financial assistance is extended to faculty member attending international conference outside India.
11. The college has Employee's Welfare Thrift and Credit society (Registered under coopertive society) for the financial welfare of Teaching and Non-teaching staffs.

The institution always prefers its retired employees rather than outside consultants/firms in its various needs. The authorities of the institution equally share sweet and sour events of the employees' family lives. Some of the college welfare measures is uploaded in PDF file in the additional information.

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

6.3.2 Average percentage of teachers provided with financial support to attend

conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0.36

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	0	0	0

File Description	Document
Upload any additional information	[View Document](#)
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 3.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	6	8	1	1

File Description	Document
Upload any additional information	[View Document](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 31.35

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

2020-21	2019-20	2018-19	2017-18	2016-17
27	11	30	20	05

File Description	Document
Upload any additional information	[View Document](#)
IQAC report summary	[View Document](#)
Details of teachers attending professional development programmes during the last five years	[View Document](#)

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

Response:

Before the end of each academic year, it is mandatory for the faculty members to fill and submit the PBAS forms to the IQAC. Accountability and Performance Appraisal are the core considerations in compensation plan for promotions and award of increment. The faculties are given a performance appraisal form, which is presented to the committee. The IQAC assesses the potential of the faculty and analyse his/her performance as per the given parameters. Then, IQAC considers and forwards the PBAS and API forms to the Principal for necessary action.

However, the feedback on the faculties is collected every year from the students. The students can submit their feedback form through college website in online mode. The Heads of departments examines the individual self-appraisals and submit to the IQAC Cell.

The college conducts its Academic and Administrative Audits internally. Therefore each task is completed with quality performance and documentation. As per the Audit reports, the college is performing well. Thus the Institution has Performance Appraisal System for teaching and non-teaching staff which aids in improvement of the standards of the teaching and non-teaching.

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

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Anandaram Dhekial Phookan College gets its accounts audited regularly by Chartered Accountant in compliance with government rules. The external Certified Chartered Accountant, Bipin Kr. Sovasaria audits the financial statements and submits to the institution the audited financial statements with audit reports in every financial year regularly.The college has internal, secondary and external (government audit) mechanism. The audit for 2016-17 financial was carried out in 2017. Currently the audit for 2017-18, 2018-19, 2019-20, 2020-21 financial year were carried out by Sovasaria & Company. All the audit reports are uploaded in the college website.

The institute receives funds for various seminars, conferences, minor research projects, major research projects etc. and utilizes its resources in its optimal format. The Chartered Accountant assess the utilizations records of funds given for various seminar, conferences, DBT grants, DST grants, extramural projects, minor and major research projects. The funds received from the UGC are also audited by the local Chartered Accountant firm. The college has successfully submitted all the utilization certificates of UGC schemes and Government of India funds. The administrative office of the college calculates arrears, CAS fixation and the income tax and deposit within stipulated time. The College also contributes its squirrel's share to the appeals made by the government on the national calamities. Every year, the institute conducts academic and administrative audits in which much focus is given on the office administration and successful completion of the financial audit.

Dates of Audit conducted by the college during the last five years;

Financial Year	Date of audit Report
2016-17	14th August 2017
2017-18	28th August 2021
2018-19	28th August 2021
2019-20	28th August 2021
2020-21	28th August 2021

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

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

Response: 8.79

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	8.79	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college was earlier aided by the Govt. of Assam and included under section 2(f) section 12B of the UGC Act, 1956. It is fully eligible to receive the grants under various schemes of UGC with provincialization of the College. The college mobilizes funds for its regular activities from various Govt. agencies. Apart from this, the college mobilizes funds through alumni contribution/donation, individuals, and self-financed courses etc.

Money is a limited resource; the optimum utilization of resource allows an organization to move forward. It is not important how much fund is available but how the fund is used effectively and efficiently so that optimum utilization of the available resources can be done in sound way and better services to the student fraternity and society as a whole can be delivered. The mobility of the fund is therefore essential for organizational growth. 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, local well-wishers, alumni, students and public representatives and self-financed courses etc.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. Each and every single rupee received is utilized through proper channel, such as quotation, e-tendering, discussion with consented committee and paid by cheque or on line payment system. 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, CSR activities etc.The college plans a budget well in advance for expenditure, which is approved by the governing body. The College maintains its infrastructure updated from time to time.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

As soon as the IQAC was established in the college in 18/05/2005, the process of quality enhancement and sustenance began through different strategies. Over time it has been made more intense, as per NAAC guidelines about quality assurance. 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. Such two initiatives are as follows –

Practice 1: Developing Quality Culture among Teachers

Since second cycle of the NAAC reaccreditation, IQAC has been promoting the quality culture in overall activities of the college. It was very clear that if we want the outcome based education the quality of teachers should be upgraded. Therefore, every year, in the initial meetings, IQAC takes review of the status of the teachers' research work and performance such as Ph.D. research publication, MRPs, Research Guidance, Seminar, workshop participation and organization etc. In year 2014-15 there were only 27 teachers who had Ph.D. degree. The positive motivation from Management and quality strategy of IQAC encouraged majority of the teachers to register for the Ph.D. and submit more and more research proposals to the various funding agencies. Now college has 38 Ph.D. teachers. Interestingly, more than 10 teachers have received Minor Research Projects from the UGC and other funding agencies. Nine national level sseminars were organized by the college which was sponsored by the UGC, DBT, SERB, DST, Ministry of Ayush, NAAC, etc.

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. To compete in the corporate world, students need to be effective communicator, thus 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	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives   )

Response:

During the period since last accreditation there has been huge improvement in academic performance of the college. The pass percentage has increased of the degree programmes as well as of PG programmes. Enrolment in the Bachelor programmes has consistently increased over this period.

The approach of 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. Therefore college has identified two examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC.

The first example of teaching learning reform is the home visit by the faculty members to aquaint themselves with the conditions of the students so as to make them confortable in the learning process. Departments of Hindi, History, Arabic, English, Assamese etc have been most active in this regard. This has paid dividend by way of greater involvement of such students in college activities. Some students being economically challenged these visits worked wonders in raising their self-confidence. Faculty members are in contact with the guardians on phone about their wards. Meetings are also held in college premises with the guardians.

The second example of teaching learning reform is the increased number of collaboration with the local colleges, which have brought changes in the teaching pattern as occasional visit by faculty members from other colleges have enthused the students to put themselves in brighter perspectives. Departments of Herbal Science and Technology, Economics, History, Political Science, English etc have taken special steps in this context. Number of collaborations increased manifold during last 5 years.

The college created a computer hub and a digital section was created in the central library in 2018. A new wide entrance gate was constructed in 2019 so that there may be smooth exit in case of emergency. A startup AGROHERB was launched in 2019 for production and sale of vermicompost and mushroom on commercial basis among the institutional members. A Cine Club of Anandaram Dhekial Phookan College was established and it organized regular screening of artistic cinema, documentaries and short films for the students. The college opened PG course in History in 2017. B.Voc. programme was started in Herbal processing technology with financial assistance from UGC, New Delhi. Admissions were made online

from 2019. Online classes were started for all students during lockdown for COVID19. A Human Elephant Conflict Management cell was constituted at the College, Nagaon in association with Forest Department, Govt. of Assam in 2021.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - 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 last five years.

Response:

Anandaram Dhekial Phookan College has been emphasizing on gender equality from the very outset and initiated measures from time to time for protection and promotion of the issue. During the period of last five years several collective measures have been initiated on this aspect.

On 3rd November 2016, a meeting of gender sensitization committee against sexual harassment was held. The members present discussed the activities of the gender sensitization committee against sexual harassment. The convener of the meeting described the activities of the committee. The students also took part in the discussion. They expressed satisfaction that there was no discrimination in Anandaram Dhekial Phookan College on gender ground and also no case of sexual harassment.

On 19th November 2019, a state level seminar on, "Women empowerment and present status in South-east Asia" was organized by IQAC and women study centre of the college, where more than one hundred participants, both the students and teaching faculty took part. Here, the resource person, Dr. Surajit Kumar Bhagowati, the principal of the college delivered his lecture comprehensively highlighting the gender issues, from its historical perspective, covering eleven communities of South-East Asia. The resource person explained and examined the social system in the context of women status in South-East Asia during the pre-colonial, colonial and modern period.

A National Webinar on "Gender studies: Beginnings to Current trends", was organized by the college on 30th July 2020 by the Department of English. Dr. Shyaonti Talwar of Gokhale Education Society was the resource person. Dr. Talwar in her lecture comprehensively highlighted various waves of Feminism including current trends, such as Eco-Feminism, post-colonial Feminism, Queer Feminism etc. More than 300 participants attended the webinar, which was followed by a brief question and answer session.

A Webinar was organized on "IT and Women Empowerment" by the Department of Economics on 29th July 2020. Dr. Wandinecia Tariang of NEHU was the chief speaker of the webinar. She elaborated how Information Technology can be used as a tool for elevating the status of Women in the hinterlands also. There was a very lively interaction between the students and resource person.

An Assamese reading programme on Women and Creativity: ASMITA was conducted on 19th March 2021 and 05 numbers of dignitaries - Anuradha Sarma Pujari, Nilima Thakuria Haque, Rabijita Gogoi, Manika Devee and Maitrayee Patar were invited as chief guests. All the dignitaries delivered their comprehensive lectures highlighting the major issues and challenges faced by the women community from the remote past. They emphasized on adequate empowerment of the women community to successfully cope up with the said issues. They also recited their poems, talked about novels and books composed by themselves. All the students were also present along with the faculty members of the College. The resource persons specially motivated the student community to come up with creative ideas, innovations in writing and further asked them to take reading as an everyday practice.

File Description	Document
Link for annual gender sensitization action plan	View Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: B. 3 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Solid waste management

The college generates minimum waste and tries to reduce the use of plastics. Waste is separated as biodegradable and non-biodegradable. There are requisite dustbins for that. The solid waste is collected by Nagaon district municipality board on weekly basis and then disposed off. Organic method of gardening is

done by making use of cow dung as manure in trees and plants. Vermicomposting is done from wet waste and biodegradable waste and it is used in gardening as well as sold out in kilograms by making packets. The start-up AGRO-HERB deals with the production and sale of Vercompost in the college.

Liquid waste management

Liquid waste disposal is very essential. Improper liquid waste can cause damage on surrounding environment. It can seep into soil, kill plants and destroy natural habitat. Liquid waste in our college is generally sanitary sewage which comes from toilet, bath, wash water etc. Liquid waste is disposed through pipes to drains which are connected to the drainage system of the district municipality board.

Use of pesticides and other harmful chemicals in the garden is replaced by adopting organic methods of gardening wherever possible. In order to dispose the acid fumes, chemistry labs are equipped with exhaust fans. Mild liquid chemicals are used for cleaning and maintaining the campus.

E-waste management

The college has evolved a procedure for e–waste wherein the individual Departments in the college stores the waste and later it is collected and disposed in different ways. Paper waste is sold off to vendors who send it for recycling. The computers which are in working condition, but are obsolete are generally used for teaching-learning purposes in the Computer Science Department. Computer parts and peripherals are reused in other systems. Printer Cartridges are generally refilled and not disposed. UPS batteries are exchanged with the vendor of new batteries. All damaged electronic materials (e-waste) are stored in a store room for further disposal or returned to the manufacturer.

We have no provision for waste recycling. We do not have biomedical, hazardous or radioactive waste.

File Description	Document
Any other relevant information	[View Document]()
Link for Geotagged photographs of the facilities	[View Document]()
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document]()

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: B. 3 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document
Link for any other relevant information	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	[View Document](#)
Certification by the auditing agency	[View Document](#)
Certificates of the awards received	[View Document](#)
Any other relevant information	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for 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**

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Link for any other relevant information	[View Document](#)

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 500 words).

Response:

The institution makes immense effort in providing inclusive environment towards cultural, regional, linguistic and communal diversities.

CULTURAL: The English and Assamese Departments organized ASMITA Literary Forum and Kavisandhi on 18th February, 2019. The 2nd Nagaon International Short and Documentary Film Festival was organized by Cinemalay in collaboration with ADP College from 23rd to 25th August, 2019. Dr Sanjib Kr Borkakoti, Department of Economics, was nominated as an expert member of the "International Committee of Intangible Cultural Heritage" on 5th August, 2020. The college paid its tributes to the two legendary figures of Assam, Mahapurush Srimanta Sankaradeva and Bharat Ratna Dr Bhupen Hazarika with their relief sculptures.
REGIONAL: IQAC in collaboration with the District Transport Office organized Road Safety Awareness camp on 30th August, 2017. The college took the initiative of electrification work for the Ambedkar

Colony as a part of its extension work in 2018. Zoology Department organized an extension programme on "The importance of nutrition among children" in Katimari Grant Muktab School, Chalchali, Nagaon on 27th June 2018.

LINGUISTIC: Sanskrit Department organized a workshop on spoken Sanskrit from 16th to 25th August 2017. National seminar was held on "Arabic Teaching in Assam" by Arabic Department from 12th to 13th August 2017. Sanskrit Department organized an extension programme on "The relation between Karake and Vibhakti" at Haibargaon High School on 19th November 2018. English Department organized an extension programme on "Importance of Learning English" at Borjuri High School on 19th November 2019. Rashtrabhasa Divas was celebrated by Hindi Department on 14th November2019. Assamese Department celebrated Matribhasa Divas on International Mother Language Day 22nd February 2020.

COMMUNAL: Women Study Centre organized a workshop on Skill Development for destitute women at State Home from 15th to 21st May 2016. NCC observed Swachha Bharat Abhiyan on 20th August 2017. NSS organized blood donation camp, cleanliness drive in 2017 and in 2018.

SOCIO-ECONOMIC: The Assamese Department took classes in the Ambedkar Colony from August to November 2015. Faculty members took classes for Class 9 and 10 for students at Haibargaon High School as an extension work in 2018. Seminar on "Civil Services "sponsored by Mahatma Gandhi University was organized by IQAC on 18th March 2019. Electoral awareness programme was organized by IQAC on 18th March 2019. FDP on "Use of ICT for Classroom Teaching "was organized by IQAC and E&ICT on 29th April 2019. Workshop on "Intellectual Property Rights" was organized by IQAC on 28th June 2019. A Seminar on "Preparation for competitive examinations" was organized by Career Counseling Cell and IQAC on 31st August 2019. Workshop on "How to Face Examinations" was organized by the college in association with finishing school, RUSA on 25th September 2019. KVIC sponsored National Level Awareness Programme on Scheme/Activities of Ministry of Micro & Medium Enterprises (MSME) Govt of India was organized by IQAC on 28th February 2020.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The 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. The purpose is to promote the values of democracy, participation, opportunities, fairness and a voice among the students. Electoral Awareness Programme for the people of the neighbouring areas of the college was organised by IQAC on 18th March 2019. The NCC wing of the observed Swachha Bharat Abhiyan on 5th August 2016 and 20th August 2017 to make students aware of their responsibilities towards clean environment. The NSS wing carried out cleanliness drive in the college in September 2016 and also in August 2017. Swachh Bharat Abhiyan in

collaboration with IQAC, NSS, NCC, Student Union, and ASTEC Environment Cell was observed on 14th August 2019. The NSS wing has also organised an extension programme on AIDS awareness on World AIDS Day on 1st December 2015. The "World Environment Day" was organized centrally by District Administration in association with the College on 5th June 2018. A Drugs Awareness programme was organized in collaboration with IQAC, NSS, NCC, Student Union and ASTEC, Environment cell on 14th August 2019. Plantation programme was conducted in Barhampur Blind School which was organised by Environment Cell on 22nd April 2019.

A lecture programme was organized on "Climate Change and its Consequences" to generate awareness on environmental issues on 1st October 2015. An awareness programme about plastic use in collaboration with Eco club, NSS, NCC, ASTEC was organized on 27th September 2019. Promotion of Green Diwali was organised by Student Union on 27th October 2019 also the Rashtriya Ekta Divas was celebrated on 31st October 2019. The Matri Bhasa Divas on International Mother Language day was observed in association with Assamese Department on 22nd February 2020.

A seminar on "Health Right should be Human Right" was organised by Women Study and Welfare Centre in collaboration with the College Students' Union on 3rd February 2018. An extension programme on "Duties of Students" was organised by Philosophy Department in ME School, South Haibargaon on 26th November 2018. A workshop on "Self-Realization of Women & Protection from Domestic Violence" was organised by Women Study Centre and Women Study & Welfare Centre, ADP College in collaboration with Women Power Strengthen Forum, Assam on 14th March 2020.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document
Link for any other relevant information	View Document

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.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: B. 3 of the above

File Description	Document
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 Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The Institution organizes and observes national and international commemorative days, events and festivals**.** On 26th January 2016, the college celebrated the "Republic day". The principal hoisted the national flag at 7.30 AM which was followed by national anthem sung by the college family. As celebrated every year the Independence day was celebrated on 15th August 2016. From 7th September to 9th September 2016, foundation day of the college and fresher's social was celebrated. A state level debate competition was organized on this occasion where several students of different college took part. Wall magazine competition among the different departments was organized by the college authority. On 22nd September a general meeting was convened on the occasion of birth anniversary of Anandaram Dhekial Phookan.

In 2017 Republic day and Independence day were observed with hoisting of national flag and singing of National anthem. Saraswati puja was celebrated on 2nd February 2017 with pomp and show. The college environment was very beautiful and different with colorful dresses worn by students and staff and appetizing food and Prasad.

From 13th to 17th February 2017, the college organized youth festival with a joyful atmosphere. The students participated in different events of their choice and showed good performance where the winners got prizes and certificates of appreciation from the institution. A state level debate competition was organized on the eve of foundation day on 7th September 2017 along with fresher's social. From 7th September to 9th September 2018 the college celebrated the Diamond Jubilee. All the faculty members, students, non-teaching staff and guardians took active part in the ceremony. Several seminars and conferences were organized throughout the Diamond Jubilee year. On 28th August 2018, the faculty members observed the "Sanskrit Divas".

On 25th September 2019, the college organized a workshop on the occasion of the birth Anniversary of Iswar Chandra Vidyasagar. On 22nd February 2019, the Assamese department in conjunction with the college organized "Matri Bhasa Divas".A District level debate competition was organized on the eve of 71st Republic Day celebration 2020. Matribhasa Divas or International mother language day was observed in association with Assamese Department on 22nd February 2020. The 151st Birth Anniversary of Mahatma Gandhi was observed Via Zoom Platform. A talk on "Gandhi-An Epitome of Peace, Tolerance and Harmony" was organized. On 26th January 2021 the college observed the 72nd Republic Day with a flag hoisting programme and singing of the National Anthem. National Science Day was celebrated on

28th February 2021 by organizing invited talk on "Interferometry and its application in Astronomy" and "Introduction on basics of Nanotechnology. International Women's Day was celebrated on 8th March 2021 with a general meeting at Computer Hub. The occasion was graced with a speech by the principal Dr Surajit Kumar Bhagowati on the topic "Diverse situation for a woman: How to overcome?"

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	Document
Link for Geotagged photographs of some of the events	[View Document](#)
Link for Annual report of the celebrations and commemorative events for the last five years	[View Document](#)
Link for any other relevant information	[View Document](#)

7.2 Best Practices

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

Response:

Best Practice -1

1. **Title of the Practice**

Promoting scientific temperament through creation of awareness of Foldscope

2. **Objectives of the Practice**

1. To perform research entitled "Microscopic characterization of Herbal medicines of North east India" using Foldscope
2. To demonstrate foldscope assembly as a teaching tool
3. To develop curiosity and excitement of scientific exploration among students and researchers using foldscope.
4. To exchange ideas and views around the world using foldscope community
5. Collaborative activities among the students.

3. The Context

The Foldscope, a low-cost science tool, is an optical microscope that can be assembled from simple components, including a sheet of paper and a lens. It was developed by Dr. Manu Prakash and designed to cost less than US$1 to build. It is part of the "frugal science" movement which aims to make cheap and

easy tools available for scientific use in the developing world.

The Department of Biotechnology (DBT), Government of India and the Prakash Lab at Stanford University, USA signed an agreement to bring the Foldscope to India to encourage curiosity in science. It is being used as a teaching tool for the students in biology, chemistry, physics and many other streams.

Dr. Mousmi Saikia, Dept. of Herbal Science & Technology, and Project Investigator of the Indo-US Foldscope project, has received a research grant to work on "Microscopic characterization of Herbal medicines of North east India". Moreover the aim of this project is to facilitate the adoption of Foldscope as an educational and research tool by students, teachers, scholars, scientists and the general people.

4. **The Practice**

The main objective of the research project was microscopic characterization of some potential medicinal plants and crude formulations used in the north eastern region of India with the help of Foldscope. Field survey and documentation of the medicinal plants with geo-referencing are done in the Nagaon and Dhemaji District of Assam. In this study, 60 potential medicinal plant species used in treatment of various diseases by the local tribes are collected and selected for morphological and anatomical (i.e., T.S., L.S., of leaf, stem, rhizome, root; structure of stomata, trichome, etc.) studies. The study also includes the intercellular and intracellular contents like structure of starch grain, calcium oxalates crystals, oleoresin compounds. The plant species are preserved in the form of herbarium in the Institution. The powder microscopy is under study.

DNA barcoding of six endangered medicinal plant has been done at NFB, G N Khalsa College, Mumbai (as the facilities are not available in our institution) and submitted to NCBI. The nucleotide sequences are available in the NCBI database.

As a part of the other objectives, we have conducted 18 hands-on-training and outreach programme and 5 workshops on assembly & research perspectives of the foldscope tool in the local schools and colleges addressing local problems.

As per the DBT guidelines we are twinned with 9 other regions of Indian institutions and organized workshops, outreach programs and Student Exchange Programs.

5. **Evidence of Success**

Foldscope has led to the college emerging as a leader in creating science awareness in the district. Many camps and seminars have been organized to create awareness about Foldscope, which is a low cost scientific apparatus. The involvement of students from the neighbouring schools and colleges has created a positive atmosphere in the entire district. Students from college and university outside Assam also have visited ADP College under Foldscope collaboration programme. The students of ADP College have visited those institutions in turn. This has widened the intellectual horizon of the students.

The practice is ongoing with the following outcomes:

1. Students of the locality are now well aware of the foldscope and its usage.
2. Some of the schools purchased foldscope for their regular practical work.
3. 5 M.Sc. thesis were awarded by Gauhati University related to Foldscope project.

4. 12 nucleotide sequences published in NCBI database.
5. 3 papers published
6. 1 book published
7. 3 seminar presentations (1 oral & 2 poster) made
8. 18 extension program, 5 workshops and 1 International e-conference conducted.

6. **Problems Encountered and Resources Required**

The activities done were a part of the project funded by Department of Biotechnology (DBT) Govt. of India. So there was availability of fund and the works were done smoothly but funding from college is required for further progress.

Best Practice -2

1. Title of the Practice

Anandaram Dhekial Phookan College NCC Unit and its cadets bringing laurels to both the Institution and the District

2. Objectives of the Practice

- To train the students of the college to become confident, committed and competent leaders in all walk of life.
- To enhance the awareness level of students being responsible citizens of the country.
- To conduct different activities contributing towards society in terms of social and community development
- To provide an environment in the college and motivate the cadets to join the armed forces as a career.

3. The Context

In 1963 under Dr. Narayan Ch. Barman's guidance (then Vice Principal of ADP College) a company of NCC was formed with 200 students cadets under 8th Assam NCC. As the members increased and there was a need for a separate officer to head the company, the HoD of the Education Department Narendra Nath Saikia was given the same Pre-Commission Training and appointed as a Part-time NCC Officer of the College. Thereafter, the then HOD of the English Department Rabindra Chandra Bora took charge as the NCC officer for some time. After Mr. Bora's retirement the HoD of the Geography Department Mr. Khagendra Chamdra Mahela took Pre-Commission Training and continued as NCC officer of the college from 1981. He was Promoted to Vice-Principal in the year of 2013. In 2013 Ram Babu Rai was recruited as NCC office Assistant to accelerate the Cadets. In 2016 Dr. Ajit Bharali, Assistant Professor of the Assamese Department took over as the NCC Officer and successfully continued upto 2018.

In 2018, November, Principal of ADP College gave the responsibility to Dr. Jalin Prakash chetia, Assistant Professor of the Assamese Department. He took over as the NCC Officer in-Charge and has been successfully continuing as the same till date.

By now, quite a good number of cadets from our college have won laurels to the institution, through their participation in various competitions and camps, and a few have placed themselves at respectable

positions, largely on account of their credentials in the NCC.

4. The Practice

Anandaram Dhekial Phookan College NCC Unit has a glorious history having its cadets bringing laurels to both the Institution and the District. It is an active cadets Unit. The Cadets participate in CATC (Combined Annual Training Camp), ATC (Annual Training Camp), Army Attachment Camp, National Integration Camp (NIC), Sainik Camp, Republic Day Camp (RDC), TSC (Thal Sainik Camp), Rock Climbing Camp, etc quite regularly. During the tenure of Dr. Narayan Chandra Barman as NCC Officer, one NCC Cadet Krishna Sarma successfully participated and completed under the guidance of Tenzing Norgay, the first conquer of the Mount Everest, under the aegis of Jawaharlal Nehru Mountaineering Institute and in 42-Basic Mountaineering Institute the basic training of mountain and snow climbing and had shown special skills in the same.

Cadet Krishna Sarma later joined the Indian Army as Commissioned Officer and went on to become and retired as a Major. There are numerous examples of our NCC Cadets acquiring NCC 'C' Certificate and joining the Army, the Police and other such Institutions.

At present there are 75 NCC Cadets allotted as per 8 Assam Bn NCC (rectified by NER Directorate) in the College. The college introduced 33 percent reservation for the girls Cadets from 2012. Like the boys, the girl cadets too have shown excellence in different fields. Our cadets have been proving their mettle in different events like Annual Training Camp, Basic Leadership Camp, Social Service Camp, Republic Day Camp etc from time to time.

5. Evidence of Success

The following programmes were organized by the College NCC unit every year:

Republic Day Celebration Programme at College Campus, Republic Day Celebration Programme at Nurul Amin Stadium, Sadar, Nagaon, World No Tobacco Day, Tree Plantation Awarness Programme, Awarness Programme on Disaster Management, Swachh Bharat Abhijan, Health Care Programme, Yoga Workshop, NCC Plogginng Day, ADP College NCC Unit Indepence Day Celebration etc.

6. Problems Encountered and Resources Required

The following are the problems encountered and resources required for the NCC unit.

- Lack of parade ground as the college premises is very small and there is no open field.
- The students are from economically challenged backgrounds and hence they cannot afford to procure requisite materials, which are not supplied by the administration. There is hesitation to travel outside.
- There is no fund allocated for NCC by the college.
- The classes and NCC programmes often clash, resulting in hesitation of the cadets to join the programmes.
- Awareness about the role and functioning of NCC is very little as Gauhati University has not yet implemented the suggestion of UGC to make NCC a compulsory course in degree programmes.
- Teaching assignment of the in-charge comes on the way of NCC programmes as we do not have full-time NCC in-charge and we have to manage tight-rope walk.

File Description	Document
Link for Best practices in the Institutional web site	[View Document](#)
Link for any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

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

Response:

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. The students of both the arts and science streams of the college have already shown their academic success in education as well as in establishing themselves as suitable human resource for employment. 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. Presently, the college has 2782 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.

Under science stream, there are six Departments viz. Physics, Chemistry, Zoology, Botany, Geography and Herbal Science & Technology, which are engaged in providing remarkable education to the students. All the Departments have well equipped laboratories and four departments are being funded by the DBT, Government of India (under the STAR COLLEGE Scheme). Modern and sophisticated equipment are installed in the laboratories for performing proper scientific practical classes. The equipments like, Millikan Oil Drop setup, Planck's photocell, Bi-prism setup, Thermocouple setup, CRO, Optical Bench, Water and Soil analysis kit, Digital Conductivity Meter, Distilled water plant, Electronic balance, Flame photometer, Shaking water bath, SDF PAGE Electrophoresis, Double distillation plant, mini centrifuge, Trinocular microscope, Stereo microscope, Dissection microscope, BOD incubator, Rotary Microtome, Camera Lucida, KJELDHAL Digestion and distillation unit, Lux meter, PH meter, computer interface microscope, Stereoscope, Digital Theodolite, GPS, Rotometer, Aneroid Barometer, Dumpylevel, Planetable, Theodolite, HPLC, Laminar air flow, tissue culture room, Lyophilizer, Shaking incubator, Tablet punching machine, UV-Vis Spectrophotometer etc are being installed in the Departmental laboratories by which the students are getting the taste of science education.

As a part of the science education, the college has a BIO-TECH HUB established by the DBT, Government of India in the year 2013 . The equipments like UV-Vis Spectrophotometer, Optical Microscope, Laminar Air flow, Compound microscope, Water Distillation Unit, Incubator etc, are functioning in the HUB and we are in process of procuring more instruments to the HUB for the greater benefit of the students. The University Grants Commission (UGC), New Delhi has sanctioned one B.Voc.

programme in Herbal Processing Technology in the year 2019. A start-up AGROHERB was launched in 2019 for production and sale of vermicompost and mushroom on commercial basis among the institutional members. The college has received adequate funds for the smooth functioning of the programme and for the upliftment of the rural students. The science faculties of the college are the key persons in making science education popular among the students.

Faculties of the Science stream are showing their academic excellence in publishing research papers, articles in different reputed journals and are actively participating in different courses, seminars, workshops etc. Total 35 numbers of research papers are published by the faculties of the science Departments in the last five years and out of which 28 papers are published in Scopus indexed SCI journals. The faculties are undergoing projects funded from Government and non-governmental agencies for their research works. A total number of 07 projects were completed in the last five years. Some are ongoing which marks an important contribution to the science fraternity from our college. The science Departments of the college have been arranging different workshops, seminars, and webinars for the benefits of faculties as well as for the students. 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.

In order to enrich the science education, the college library may be treated as rich library in terms of number of books. The central library of the college has more than 2000 books purchased mainly for the science students and we are in the process of procuring more number of books. In addition, all the science Departments are having sufficient number of books in their Departmental libraries and the students are allowed to access the books from the central library as well as from the Departmental library as per their needs. In order to give a new look in classroom teaching, the science Departments are provided with digital classrooms and 06 numbers of digital classrooms are functioning in the college for these subjects. The Departments are having adequate numbers of computers with printer connected to it.

The students of science Departments are also showing their excellence in final examination of the university as well as in academic results of the Department (Annexure I). The students of the science Departments are showing good progression in their academic and social activities. Participation of students in different academic events, sports and cultural events are praise worthy and are always receiving recognitions. Anandaram Dhekial Phookan College has a herbal garden at Kathiatoli (18 km away from the college). The garden was established with joint coordination of the Forest Department, Government of Assam. Presently, cultivation of herbal/medicinal plants is initiated in the garden with active participation of the students and faculties. The science Departments of the college have also been maintaining coordination with reputed institutes/ educational institutions over the years. Exchange of educational thoughts, ideas by mutual exchange of students and faculties are done under the MOUs. Three MOUs were signed with Assam Agricultural University (04-06-2019), DRDO (04-01-2021) and Nagaon Forest Division, Govt. of Assam (12-12-2018).

File Description	Document
Link for appropriate web in the Institutional website	[View Document](#)
Link for any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

Community work is a speciality of this college since its establishment. Many social extension works have been carried out by different departments as well as IQAC in the last five years. A village named **'Mahariati Tribal Village'** was adopted by the college, where awareness programme, Swachhta Abhiyan, Plantation programme, Interaction programme etc were carried out. Works were done by the college in the nearby Ambedkar Colony, where the scavengers of the town live. The college supplied electrical equipment to the community hall in this colony. Health Camps were held for the colony members and for the Blind School located at Barhampur, 15 km away from the college. Health Check-up and Blood Donation camp was also held in the college campus for the support staff and students in association with the District administration. Electoral Awareness programme was organised for the neighbouring people with help of District administration,

With the surge in the COVID-19 cases in the country, alcohol-based hand sanitizer was prepared by the College. A sanitizer distribution programme was held on 20th April, 2020. Sanitizers were given to people working in emergency sectors like banks, health workers, press media and police personnel. The sanitizers were prepared strictly following the WHO guidelines. The college made sanitizers during the lockdown for the safety of own staff who had to attend college for administrative works despite the suspension of academic activities. As market stock of sanitizers ran out, the college decided to make it on its own. The Herbal Science & Technology department carried out the entire work.

A COVID care centre was established in the college premises on 18th May, 2021 to 21st August 2021 for women and children. As many as 1142 women and 132 children were treated there during this period. The faculty members supplied nutritious foods also to the patients from time to time.

In the 2nd wave of the covid-19 pandemic (2021), the students who were reported as Covid-19 positive, were provided financial aid by the college @ Rs.1000 (rupees one thousand only) from the Student's Aid Fund.

Concluding Remarks :

The functioning of Anandaram Dhekial Phookan College has been very cordial and smooth in nature. Till date there has been neither crisis in the management of the college nor any conflict of the faculty members with the management. This is very rare in the present era. Even when any grievance is received from the students, it is solved very amicably and quickly. There has never been any law and order issue in the college.

A speciality of the college staff is their techno-savvy nature. ITC is used in every step. The office works are fully automated. Library works are fully computerized. Faculty members use smart class rooms. Online classes were held during the lockdown period by all of them. Both the students and teachers submit feedback to IQAC online. All data of the college are uploaded in the website. The college uses social media for communication and has own page.

IQAC of the college works sincerely for overall quality improvement. It collects self-appraisal report from every faculty member and advises them about improvement. Promotion is allowed to any faculty member only

on the fulfilment of requisite qualifications as laid down by UGC. The IQAC also collects feedback from all stakeholders and gives suggestion to the administration based on these. All instructions from NAAC and Department of Education, Government of Assam are implemented with due care.

The college premise is full of greenery and a healthy atmosphere prevails there. Plastic and tobacco are strictly banned inside the campus. Cleanliness is an important feature of the college. The NCC cadets take part in cleaning drive outside the campus also. There have been several plantation programmes outside the college. The college even maintains a Herbal Garden at Kathiatoli near Nagaon on forest land allotted to the college by the forest department. Overall, the college works hard to keep up its academic and social responsibility with equal dedication.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
3.4.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years** 3.4.3.1. **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years** Answer before DVV Verification: _see table below_

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	30	25	8	12

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
08	24	0	04	07

Metric ID	Sub Questions and Answers before and after DVV Verification
3.4.4	**Average percentage of students participating in extension activities at 3.4.3. above during last five years** 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 last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1016	2295	1884	453	909

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
769	1944	00	166	584

Metric ID	Sub Questions and Answers before and after DVV Verification
4.2.3	**Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)** 4.2.3.1. **Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1.92	3.1	8.28	3.22	3.22

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1.92	3.1	6.28	3.22	0.62

Remark : DVV has made the changes as per shared report of purchase of books/e-books and subscription by HEI.

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

4.2.4.1. Number of teachers and students using library per day over last one year
Answer before DVV Verification : 66
Answer after DVV Verification: 13

Remark : DVV has made the changes as per average of teacher and students using library per day on (dates)

4.3.3	**Bandwidth of internet connection in the Institution**

Answer before DVV Verification : B. 30 MBPS – 50 MBPS
Answer After DVV Verification: A. ?50 MBPS
Remark : DVV has made the changes as per shared report (Bill) by HEI.

4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**
Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
83.48	139.78	39.63	32.12	23.15

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5.89	2.99	9.05	8.26	13.64

Remark : DVV has made the changes as per shared audited statement of repairing by HEI.

5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
8	21	18	20	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	15	10	10	2

Remark : DVV has not consider shared certificate of appreciation and days by HEI.

5.3.3	**Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)** 5.3.3.1. **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	5	4	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : Report of sports and cultural events/competitions has not shared by HEI.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
737	692	676	643	613

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
603	603	603	603	613

1.2	**Number of programs offered year-wise for last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
55	55	55	54	52

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
53	53	53	53	52

2.2	**Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
181.85	251.98	296.51	257.48	166.00

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
180.85	145.04	130.39	106.04	75.34

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