



## **YEARLY STATUS REPORT - 2022-2023**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>ANANDARAM DHEKIAL PHOOKAN COLLEGE</b>
• Name of the Head of the institution	<b>DR SADANANDA PAYENG</b>	
• Designation	<b>PRINCIPAL</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>9706698333</b>	
• Mobile no	<b>9435317320</b>	
• Registered e-mail	<b>principaladp@gmail.com</b>	
• Alternate e-mail	<b>sadanandapayeng92@gmail.com</b>	
• Address	<b>RRB Road, Haibargaon</b>	
• City/Town	<b>Nagaon</b>	
• State/UT	<b>Assam</b>	
• Pin Code	<b>782002</b>	
<b>2.Institutional status</b>		
• Affiliated /Constituent	<b>Affiliated</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	
• Financial Status	<b>UGC 2f and 12(B)</b>	

• Name of the Affiliating University		Gauhati University			
• Name of the IQAC Coordinator		Dr. CHITTARANJAN NATH			
• Phone No.		9101138725			
• Alternate phone No.		9435349259			
• Mobile		9101138725			
• IQAC e-mail address		iqacadpcollege@hotmail.com			
• Alternate Email address		crnath78@gmail.com			
3.Website address (Web link of the AQAR (Previous Academic Year)		<a href="https://adpcollege.ac.in/aqar2021-2022.pdf">https://adpcollege.ac.in/aqar2021-2022.pdf</a>			
4.Whether Academic Calendar prepared during the year?		Yes			
• if yes, whether it is uploaded in the Institutional website Web link:		<a href="https://adpcollege.ac.in/upload/a_calendar/1716274002.pdf">https://adpcollege.ac.in/upload/a_calendar/1716274002.pdf</a>			
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	70.5	2004	04/11/2004	03/11/2009
Cycle 2	A	3.11	2016	19/01/2016	18/01/2021
Cycle 3	B++	2.94	2022	26/04/2022	25/04/2027
6.Date of Establishment of IQAC			18/05/2005		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Faculty (Dr. Jayanta Barman & Dr. Afifa Kausar)	NER Programme	DBT	2023; 3 years	3155200	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>5</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
One Faculty Development Programme on Soft Skills is conducted.	
Conducted 12 number of seminar/workshop/webinar in collaboration with other departments as well as outside agencies.	
Teaching plans of each semester, and teacher's Self Appraisals were collected and forwarded to concerned authority.	
Feedback from stakeholders collected, analyzed, and reported to concerned bodies for needful action.	
Timely Submission of data for NIRF and AISHE.	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	

Plan of Action	Achievements/Outcomes
To conduct workshops, seminar etc. on Gender Equity, Human values and Professional ethics, Life skills, Mental Health Counselling, Research methodology, Communication skill development, Gandhian study, Women study, IPR, Product development.	A good number of programmes were conducted on the proposed themes.
To conduct special programme on NEP 2020.	One seminar and two workshop were conducted for faculty enrichment.
To arrange skill development programme for teaching and non teaching staff members.	FDP on Soft Skills and ICT skills were conducted
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<b>Name</b>	<b>Date of meeting(s)</b>
<b>Governing Body</b>	<b>21/03/2024</b>
<b>14. Whether institutional data submitted to AISHE</b>	
<b>Year</b>	<b>Date of Submission</b>
<b>2022-23</b>	<b>14/03/2024</b>
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>Anandaram Dhekial Phookan College consistently embraces a multidisciplinary and interdisciplinary ethos in both its academic and extracurricular pursuits. The institution offers a diverse array of courses spanning BA, BSC, BCA, BVOC, MA, MSc and PG Diploma programs; all operating under the CBCS system, which affords students the freedom to select courses without restrictions. Within this framework, students have the opportunity to opt for multidisciplinary courses like Environment, Gender Studies and Human Rights as part of their curriculum. Notably, Environmental Science</p>	

is designated as a compulsory Ability Enhancement Course [AEC] within the CBCS system. The CBCS system at the college enables students to cross traditional disciplinary boundaries, allowing them to choose subjects from different streams, be it Science, Arts, or Commerce, in accordance with Gauhati University regulations. In addition to its academic pursuits, the college actively promotes a multidisciplinary approach in co-curricular activities. It hosts a variety of events such as workshops, popular talks, webinars/seminars, and training programs centered around multidisciplinary themes. Furthermore, the college emphasizes community engagement by encouraging students to participate in community extension services. This involves collaborating with nearby schools and the adopted village to share knowledge and educate various stakeholders on pertinent issues, including gender equity, women's empowerment, education, health and hygiene, sustainable use of natural resources, Swachha Bharat Abhiyan, as well as the development of ICT and life skills. The institution is committed to fostering a well-rounded educational experience that extends beyond traditional academic boundaries.

#### **16.Academic bank of credits (ABC):**

As an affiliated college, Anandaram Dhekial Phookan College adheres to the rules and regulations set forth by Gauhati University. Currently, the college is not registered in the Academic Bank of Credits (ABC). However, it recognizes the significance of the ABC system and is keen to adopt it in the future, aligning with the guidelines of the National Education Policy (NEP) 2020, whenever the affiliating university implements it in the upcoming sessions.

#### **17.Skill development:**

Skill development has been one of the thrust areas of ADP College. The institution offers a range of courses designed to enhance the skills of its students and other stakeholders. Diverse skill development programs are integrated into the college's curriculum, including BCA, B.Voc in Herbal Processing Technology, Diploma in Dress Designing & Fashion Technology, PG Diploma in Computer Application, Certificate in Tea Technology, and Certificate in Spoken English. Additionally, each department incorporates Skill Enhancement Courses (SEC) within the CBCS syllabus. The college actively promotes the development of language skills, ICT skills, soft skills, and more through various activities for students. It also conducts professional development training programs for both teaching and non-teaching staff. Workshops and hands-on training sessions on diverse subjects such as mushroom cultivation, vermicomposting, weaving, Yoga and Meditation are organized for the

benefit of students and the local community.

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

Anandaram Dhekial Phookan College is dedicated to fostering student's holistic development by integrating the Indian Knowledge system into its programs. The college, in adherence to its affiliating university's guidelines, offers a range of undergraduate courses with subjects like Assamese, Hindi, Sanskrit, and Bengali. Additionally, Assamese is offered at the postgraduate level. The syllabi of various courses, including Assamese, Hindi, Sanskrit, Bengali, Philosophy, Economics, Education, English, and Geography, incorporate topics that delve into Indian culture, tradition, and heritage. The Department of Assamese has established a cultural museum with the aim of providing students with an opportunity to explore Assamese art, culture, and traditions. Philosophy department's curriculum focuses on Indian Philosophy, covering Vedic and Non-Vedic schools, and includes a study of the philosophy of Bhagavad Gita, Upanishads, etc. The teaching learning process is predominantly carried out in a bilingual method, with classes conducted in Assamese and English. Faculty members deliver lectures and evaluate exam scripts in both languages. They also communicate in Hindi and Bengali, in addition to the native Assamese language, for maximum benefit of the students. The college actively promotes Indian Knowledge System through special celebrations like National Mathematics Day (in honour of Legendary Indian Mathematician Ramanujan), National Science Day (in honour of the Raman Effect by the Nobel Laureate C. V. Raman), Teacher's Day (in honouring S. Radhakrishnan), Rashtra Bhasa Divas, Matri Bhasa Divas, Sanskrit Divas, and International Yoga Day. The College Youth Festival features cultural events and rallies showcasing Indian culture, tradition, and knowledge systems, with participation of students. The College Magazine as well as the magazines published by different departments includes articles in Assamese, English, Hindi, Bengali, Sanskrit, etc., reflecting the diverse linguistic and cultural aspects of the college community.

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

Anandaram Dhekial Phookan College puts a strong emphasis on Outcome-Based Education (OBE). It always ensures to well inform its teachers and students about course outcomes and actively works towards achieving them. Students are well oriented at the beginning of the session so that they enrol in a course with a certain goal of gaining knowledge and developing skills, and work towards achieving the same by the end of the course. In a dedicated pursuit of OBE,

the college systematically measures the levels of attainment of programme and course outcomes across all programmes. Based on these assessments, the college takes customized actions to provide support for both slow and advanced learners. Faculty members contribute to this initiative by creating various teaching-learning materials such as PowerPoint presentations, videos, PDF notes, etc., accessible on the college website. This allows students the flexibility to engage with the content at their convenience. The college faculty is experienced in conducting online classes, and a blended teaching-learning approach is effectively employed. The college's infrastructure is well-equipped with ICT tools, optimizing the learning experience. Furthermore, Anandaram Dhekial Phookan College places a strong focus on experiential and experimental learning. Field visits provide students with firsthand experiences and practical knowledge, while hands-on training, practical sessions, workshops, motivational talks, and webinars/seminars on various subjects are regularly organized to achieve the intended learning objectives. This multifaceted approach ensures that students not only acquire theoretical knowledge but also develop practical skills and real-world insights.

## **20.Distance education/online education:**

Anandaram Dhekial Phookan College has a Distance education study center called Institute of Distance & Open Learning under Gauhati University. The center offers a good number of Post Graduate and Under Graduate degree, diploma and certificate courses of various disciplines. Besides these programmes, the center also provides the facility of dual degree course for students of regular mode of the college. Any regular student can select and study a programme of IDOL having requisite qualification simultaneously. Apart from this, the College has taken a wide range of measures for online education. The college has a dedicated online portal (<https://adpcollege.ac.in/online/>) to enable online learning for students. Online classes are also being held with the help of platforms like Google meet, Google Classroom, zoom which were found to be extremely useful tools for both teachers and students in the teaching learning process. Google classroom helped in providing notes and evaluating students' understanding and performance. A significant number of national and international webinars have been organised in this academic session. Different talks and workshops on online mode are arranged students and faculty members to make them aware about different online platforms.

## **Extended Profile**

### **1.Programme**

1.1	582
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	2603
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2	478
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	698
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	74
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	79
Number of sanctioned posts during the year	



File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	55
4.2 Total expenditure excluding salary during the year (INR in lakhs)	6164944
4.3 Total number of computers on campus for academic purposes	80

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The college has been trying to ensure effective curriculum delivery through a well-planned and documented process and to achieve this; certain measures are undertaken by the college. Some of those measures are listed below:

- The college prepares its own Academic calendar each year in accordance with its parent Gauhati University academic calendar where working and teaching days, tentative admission dates, examination dates, field visit dates, holidays and important event days are represented.
- The Routine committee prepares the college class routine and the same is distributed among the departments. On the basis of the centralized routine, the departments prepare their own departmental routines for each semester.
- Departments of the college as well as the College administration organises teacher meetings from time to time to chalk out plan and ensure effective curriculum delivery.
- Teaching plan is prepared by every department which includes the delivery of lectures, tutorials and practical.
- Departments prepare log books to record course progression.
- Sessional Examinations are conducted and its results are

displayed and discussed with the students in the class room. Records of the same are maintained by the departments. Departments organize remedial classes for weak performing students in the sessional examinations.

- Records of seminars, assignments, field studies, project work are maintained by the departments.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://adpcollege.ac.in/criterion1.php">https://adpcollege.ac.in/criterion1.php</a>

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

Academic calendar of the college is a customised version of the academic calendar of the affiliating university where all the important curricular, co-curricular & extra-curricular activities are included. It is incorporated in the college website so that students get an idea of the complete schedule of academic and other activities. Any change in the academic calendar is communicated to the students through notice board.

For Continuous Internal Evaluation of students, the College takes up the following steps:

- \* Regular academic classes are conducted by the teachers as per their teaching plan
- \* Assignments are given to the students by the departments regularly.
- \* Regular Class tests are taken by the departments.
- \* Most of the departments conduct regular seminar, group discussions for the students.
- \* Field study, laboratory visits and outreach programs are carried out by many departments. Moreover, Project work is also assigned to learners of many departments as per curriculum need.
- \* Sessional Tests are held once per semester. The records of the sessional examination marks are kept by the departments as merit registers.

\* Students with poor performances in the internal examinations and tests are provided remedial classes by the departments.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://adpcollege.ac.in/upload/a_calendar/1716274002.pdf">https://adpcollege.ac.in/upload/a_calendar/1716274002.pdf</a>

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

29

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

10

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

110

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

Issues related to professional ethics are incorporated in the syllabus of subjects of Philosophy and Education. In these courses students are acquainted with various code of ethics related to profession.

Gender issues are well reflected in the syllabus of English, Philosophy and Political Science. These courses incorporatesome major approaches of Feminist perspectives. Some literary text of English syllabus seeks to students' attention to 19th & 20th century writing by women living in different geographical and socio-cultural settings.

Human Values are incorporated in the subjects like- Education and Sanskrit Social relevance of values, values of life, liberty,

discrimination, human rights, duties, culture, value-based education are well reflected in the courses.

**Environment and Sustainability:** A compulsory course on "Environmental studies" is offered to all the second semester students at Degree level to develop their awareness on environmental issues.. Moreover, some papers offered by department of Botany, Geography, Economics and Zoology, are also encompass various environmental issues.

During the session, the institution has also organized different activities and programme for students with a view to enhance and boost morality, ethics, environmental awareness and social obligation among them.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

11

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

300

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://adpcollege.ac.in/feedback_student.php">https://adpcollege.ac.in/feedback_student.php</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://adpcollege.ac.in/upload/studentfeedbackreports/1708681168.pdf">http://adpcollege.ac.in/upload/studentfeedbackreports/1708681168.pdf</a>

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of students admitted during the year**

1165

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

427

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

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

In order to assess the learning levels of the students, the institution conducts

1. **Unit tests:** Every department of the institution conduct unit tests of the students.
2. **Home assignments:** Home assignments are given to students in order to assess them, and they are properly examined and addressed as appropriate.
3. **Departmental seminar:** Departmental seminars are being conducted to assess their speaking, power point presentationskills and conceptual clarity.
4. **Mentorship:** The purpose of mentoring is to assist students in the group of average learners and to keep an eye on each student's progress individually.
5. **Workshops:** Departments hold workshops in order to widen the breadth of the curriculum.
6. **Post lesson review:** On completion of a lesson, a review class

is conducted, which focuses on the issues faced by the students in understanding the lesson. This help students to grasp the main point.

7. Remedial Class: In remedial coaching sessions, individuals who are slow learners receive extra attention and are evaluated through frequent class assessments.
8. Field visit: Some departments of the institution like Zoology, Botany take students for field visit related to their curriculum.
9. Training programmes: the institutes organises various skill based training programmes to promote skill education.

File Description	Documents
Paste link for additional information	<a href="https://adpcollege.ac.in/mentoring2022-2023.php">https://adpcollege.ac.in/mentoring2022-2023.php</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2603	74

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

**Courses on experimental learning:** Anandaram Dhekial Phookan College offers various courses to create experimental and participative learning such as fashion designing, Tea technology, B.Voc in Herbal processing.

**Interaction with eminent personalities:** College has initiated interaction sessions with renowned poets, authors and cultural activist to encourage the students. We invited Prof. Ramesh Zimbo Boonratana (International environmentalist), Dr. Anup Kr. Talukdar (Professor), Yese Dorje thongsi (author), Abhimanyu Choudhary (Doctor), Prasanta S. Changmai (IPS), Khanjan Kishor Nath (filmmaker), Shyamalima Sharma (food nutritionist), Dr. Buljeet



Borgohain (motivational speaker), Manoj Kr. Goswami (journalist cum editor), Dr. Aradhana Baruah (psychologist), etc.

**Field trip:** Many of the departments such as Geography, Economics, Botany, Zoology etc. take students for field trip to give them exposure on socio-cultural, socio-economic and practical life based learning.

**Laboratory Experience:** The science departments of the college have laboratories and instruments widely used for experiential learning. The Language Laboratory has also been set up for better learning of the English language

**workshops:** Most of the department of the college conducts workshops to make them active and enhance their real-life problem solving attitude.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708567398.pdf">https://adpcollege.ac.in/upload/dvv/1708567398.pdf</a>

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

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

**Response:** The Institution uses

**1.Power-point presentation:** in the classroom, Faculties and students use power-point presentations frequently for effective and efficient engagement of teaching-learning processes.

**2.Google Classroom:** The institution uses google classroom as an integral part of the teaching learning and evaluation process. Separate classrooms have been created for each class. And classrooms are used as a platform to share study materials and assignments.

**3.E-content:** The Faculties of the institution have developed subject-oriented e-contents in the form of study material or video lectures, texts, etc., and ensure the online delivery of the same to the students via. Various online platforms such as YouTube, Google

classroom, etc.

4. Virtual Platforms: Google meet, Zoom, Cisco Webex, Microsoft team, etc., are used by the faculties for taking online live classes (Section F of supporting Document).

5. Students use PowerPoint presentations for their seminar presentations.

6. Students are Assigned work through the online mode.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

74

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

74

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

41

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

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

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

955

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The faculty members of all the department place a high value on internal evaluations. The departments use many techniques to

evaluate students in a formative manner, including:

1. **Sessional Exams:** In accordance with university regulations, sessional examinations are held as it is a crucial tool for students' formative assessment. The marks scored by the students during the sessional exams are sent to the university. For an effective evaluation, these scores are also taken into account together with the final exam marks. In addition to these unit tests, all the departments conducts class test frequently.

2. **Assignments:** Students are given assignments to help assess their learning. Occasionally, students are given an assignment that requires them to write a reflective essay after a topic has been covered in class.

3. **Seminars:** The institution often hosts departmental seminars. The participating students are given a topic to present on and questions are asked.

4. **Practical:** Every science department at the college has a laboratory. In addition to their theoretical understanding of the subject, students are assessed based on their practical abilities. In addition, certain departments—such as history, philosophy, and education—assign project work to students under the direction of instructors.

In addition to these, departments use additional internal assessment tools like fieldwork, experiential learning, etc. to make sure that their students are developing holistically and continuously.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708567460.pdf">https://adpcollege.ac.in/upload/dvv/1708567460.pdf</a>

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

When it comes to handling grievances about issues related to exams, the institute complies with the directives provided by the affiliated university. The internal assessment exam schedules are created according to university regulations and students are informed well in advance. Invigilators are positioned in each hall in a student-to-teacher ratio of 25:1 to ensure that the test is

administered properly. Within the allotted time frame, faculty members evaluate the response script. Any complaints are promptly addressed, and the students receive their amended answer sheets back for verification. Information about the grades that students have received on internal assessments is posted on the notice boards of that department. Redressal of grievances are as follows- (a) Department Level: Students can discuss any issues with any member of the faculty, including the HOD. (b) College Level: The Examination Committee appointed by the college authority, handles any issues that students may have. Apart from this, a student may also approach the Principal for any exam-related issue. (c) University level: The college examination section forwards certain inquiries, such as corrections in certificates and mark-sheets etc. to the university for any necessary corrections. If students are not happy with the university evaluation, they can file petition for re-evaluation, recounting, and photocopy of the evaluated response script to the university.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708567622.pdf">https://adpcollege.ac.in/upload/dvv/1708567622.pdf</a>

## 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.

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 ADP 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 ADP 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 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	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://syllabus.gauhati.ac.in/ug/courses">https://syllabus.gauhati.ac.in/ug/courses</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The performance of the learners is used to justify the achievement of the Programme Outcomes (POs) and Course Outcomes (COs). Regular assessments are conducted such as course ending examinations and internal assessments. The college administers the internal assessment, whereas the affiliated university administers the course-end exams. The college has assessment policy that incorporates a number of assessment techniques, including sessional examinations, class tests, unit tests, seminars etc.

A student's achievement of marks is used to assess the attainment of POs and COs. A student who receives a higher grade or mark is considered to have performed better in the program or course, whereas a student who with lower grade considered to have not performed as expected. With an average pass rate of across all programs offered in 2022-23, ADP College is proud of its accomplishment of POs. The college additionally assesses the accomplishment of POs and COs through students' Feedback on Curriculum, which is gathered by IQAC and forwarded to the College Academic Council for approval and further action. Additionally, the college evaluates POs and COs based on the track record of students' progression toward higher studies, their performance in competitive exams and their capacity to obtain placement in various disciplines.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708868372.pdf">https://adpcollege.ac.in/upload/dvv/1708868372.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

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

698

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://adpcollege.ac.in/upload/annualreport/1702097426.pdf">https://adpcollege.ac.in/upload/annualreport/1702097426.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<https://adpcollege.ac.in/upload/dvv/1716805594.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

31.552

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

#### 3.1.2.1 - Number of teachers recognized as research guides

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

02

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://dbtindia.gov.in/">https://dbtindia.gov.in/</a>

### 3.2 - Innovation Ecosystem

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

Anandaram Dhekial Phookan College has always maintained a strong focus on research and education. The faculty members are highly



qualified, many holding PhD degrees, and are actively engaged in various research activities. Some of them have received prestigious state and national awards, such as the Sabda Award and the Sahitya Akademi Award. Additionally, more than three faculty members are currently pursuing their PhDs. The college has also undertaken numerous research projects funded by organizations like the UGC, Assam Science, Technology and Environment Council, and the Department of Biotechnology, Government of India.

The faculties have published over 36 research papers in UGC Care listed and peer-reviewed journals, both nationally and internationally, in addition to books and book chapters. They regularly contribute research-based papers and articles to various journals. Moreover, the faculty has authored and edited several books.

The college frequently organizes seminars, workshops, conferences, faculty development programs, outreach programs, field studies, and awareness programs. These events provide opportunities for interaction among students, scholars, researchers, and faculty members. As part of its outreach initiatives, the college conducts surveys and research projects involving students to benefit society. Faculty members also play a vital role in educating and guiding students in BA, BSc, BCom, MA, and MSc programs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://adpcollege.ac.in/2022-2023extension.php">adpcollege.ac.in/2022-2023extension.php</a>

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

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

18

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

1

File Description	Documents
URL to the research page on HEI website	<a href="https://adpcollege.ac.in/research_pub.php">https://adpcollege.ac.in/research_pub.php</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

36

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

23

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

Anandaram Dhekial Phookan College organized various extension programs throughout the year to raise awareness among students and the local community about current issues. These programs aimed to educate and uplift the participants. The college conducted activities in several locations, including its adopted tribal village (Mahariati Kamarchuk Tribal Village, Nagaon), Barhampur Blind School, and Community areas.

One notable initiative was a weavers' awareness program in the adopted village, where villagers were given weaving materials to make traditional "Gamocha." This helped them earn financial benefits by selling their products. Additionally, various departments of the college carried out extension activities in Neighboring schools to raise students' awareness of social issues.

The college also organized several awareness programs on different topics, including: Consumer Tax, Solutions to Plastic Pollution, Plants for a Sustainable Environment, International Day Against Drug and Illicit Trafficking, Biswa Rakta Dan Diwas (World Blood Donation Day), International Millet Day, Puneet Sagar Abhiyan on World Tourism Day, Mission LiFE (Lifestyle for Environment), Food and Health, Career awareness as a Company Secretary (CS), These programs were designed to educate and motivate participants on important social, environmental, and health-related issues.

File Description	Documents
Paste link for additional information	<a href="http://adpcollege.ac.in/2022-2023extension.php">http://adpcollege.ac.in/2022-2023extension.php</a>
Upload any additional information	<a href="#">View File</a>

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

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

02

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

64

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

3461

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

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

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

09

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

09

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

## INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 - Physical Facilities

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

- The institute has 52 classrooms, 12 smart classrooms, and 16 laboratories. The classrooms with intake capacity more than 300 are equipped with microphones, sound systems, and lecture stands.
- The college has 4 museums: the Zoological Museum (Zoology dept.), the Plant museum and Herbaria (Botany dept.), Botanical garden and Orchid house (Botany and Herbal science and technology dept.), and the Folklore museum (Assamese dept).
- The Biotech Hub of the college serves as a central instrumentation facility to provide advanced laboratory facilities for the science departments.
- The Central Library is a member of UGC N-LIST Consortium.
- There are two computer laboratories in the Computer Science department with 2 HP servers and 28 ThinClients.
- The computer hub is equipped with 18 computers, and ICT facilities.
- There are separate Common Rooms for Boys and Girls with adequate space.
- There is a Common Room for Teachers furnished with AC, chairs, central conference table and toilet facilities for ladies and gents.
- There is a Meeting Room for conducting meetings, interviews etc.
- There are two girls hostels with a total intake capacity of 152 students within the College campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://youtu.be/RmEMwoVpzJk?list=TLGGkBRtzn_dtbZMzMDExMjAyMw">https://youtu.be/RmEMwoVpzJk?list=TLGGkBRtzn_dtbZMzMDExMjAyMw</a>

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

- College has an Indoor stadium with a capacity for 200 persons with two sets of Badminton courts and a table tennis facility.
- The boys' and girls' common room have provision for indoor games. The girls' common room has a sanitary napkin vending machine.
- The gymnasium of the college is well-equipped with instruments and exercise tools including two sets of multi-gyms.
- The college auditorium has a sitting capacity of 800 persons. Cultural programmes, conferences, etc. are held there. It is also used as venue for various government programmes.
- There is a conference hall with a sitting capacity of 120 participants. It is equipped with LCD projector and screen.
- The open field of the campus serves as a venue for outdoor sports, boxing and other events.
- There is a Computer Hub in the college which is equipped with IC facilities to organize seminars, meetings, online programs like webinar, video conferencing etc. for both the students and faculties.
- A folklore museum showcasing the rich heritage of Assam aims to provide sufficient elements of cultural fields to acquaint students with the historical glory and heritage of North East India.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://adpcollege.ac.in/index.php">http://adpcollege.ac.in/index.php</a>

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

20

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://adpcollege.ac.in/computerhub.php">https://adpcollege.ac.in/computerhub.php</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

12.76

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

- The library is in a three-story building with 700 sq. mt. floor area.
- The library has a collection of 24017 (textbooks), 25963 (Reference books), and a special collection of books on Gandhian thoughts, Vivekananda studies, Ambedkar studies, Human rights, Women studies, Tribal studies, Sankardeva studies, Publication by faculty members, College publication, award-winning books, etc. Besides, the library has a good collection of encyclopedias, dictionaries, books on competitive examinations, 48 nos. of rare manuscripts, and 55 nos. of rare books, some of which have been digitized and uploaded to the Institutional repository.
- The library is fully automated with Integrated Library management system named SOUL 2.0. The Online Public Access



Catalogue (OPAC) is made available for library users to know the status of the availability of books and documents in the library. The library uses Dewey Decimal Classification (DDC) system for the classification of books.

- The library has set up an Institutional Repository in 2018 by using D-Space digital library software where college publications, question papers of previous years, rare books, and reports are kept in digitized form. The repository can be accessible over library LAN and library wifi.
- The library is an active member of INFLIBNET centre and NLIST consortia.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://adpcollege.ac.in/online/digitallib.php">http://adpcollege.ac.in/online/digitallib.php</a>

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

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**417878**

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

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

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

87

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

- The classrooms are upgraded to facilitate teaching through modern tools and techniques like digital classrooms, mounted projectors, projector screens, smart board (touch whiteboard) etc.
- The college office is equipped with 10 computers with online admission and fees payment system.
- The Campus is Wi-Fi enabled with necessary firewalls which can be accessed by students and staff members in the College Campus.
- The Wi-Fi is provided with a high-speed BSNL fibre leased line and the Bandwidth is more than 50 mbps.
- The Routers are located in such a way that they cover most of the area of college campus.
- The College has three Computer Labs and one of them is a Language Lab. Out of the three Labs two of them are designed with client-server architecture in which all the systems are connected to some particular servers.
- The LAN is designed in star network for high-speed internet facility. All the computers in Labs are provided with the latest updated software and hardware.
- The College has a Computer Hub consists of 18 computers with

individual operating system, for students and teachers. All the systems in the Hub are connected through LAN with internet facility.

- The campus is under video surveillance with CCTV cameras.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://adpcollege.ac.in/viewalbum2.php?a=4b0b583bc9e17ec1e4421ec8350f0ba718d20a06e5a4a7387e13b90088dccb4d877727cdc56787eb0159c40526feed66">https://adpcollege.ac.in/viewalbum2.php?a=4b0b583bc9e17ec1e4421ec8350f0ba718d20a06e5a4a7387e13b90088dccb4d877727cdc56787eb0159c40526feed66</a>

#### 4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

48.89

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

- The college follows UGC guidelines for maintaining physical, academic, and support facilities.
- Management is overseen by the Governing Body (GB) constituted by the Government of Assam.
- The GB includes the college Principal as Secretary, teacher representatives, office representatives, and librarian.
- The finance and construction committees approve finances for construction and maintenance services using e-tendering.
- Hostel superintendents ensure the smooth functioning of girls' hostels, and housekeeping staff and gardener keep the campus clean and organized.
- The Head of the Computer Science Department serves as the System Administrator.
- Power backup is provided for solar energy and generators, and LAN and internet connectivity are regularly tested.
- Repair and maintenance requisites are submitted by HODs to the Administrative office, and sufficient laboratory staff is appointed.
- The Vice Principal (Academic) monitors academic aspects and the Vice Principal (Administration) assists the Principal in the college administration.
- The College's Instrumentation Centre provides maintenance support.
- The library committee oversees book procurement, annual audits, and other responsibilities.
- Information about the college is regularly updated on its website, maintained by S.S. Technologies, Guwahati.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://adpcollege.ac.in/committees.php">http://adpcollege.ac.in/committees.php</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1726

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

19

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://adpcollege.ac.in/upload/dvv/1708867852.pdf">https://adpcollege.ac.in/upload/dvv/1708867852.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**253**

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

**253**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

51

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

190

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

13

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

## 5.3 - Student Participation and Activities

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

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

47

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

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

The college offers a number of student support services. The college prospectus mentions clearly about student support services available in the college. 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.

The students are taken as representatives in different sub-committees constituted from time to time for smooth conduct of various events in the college. The committees like anti-raging, grievances redressal cell, Internal Quality Assurance Cell (IQAC) have representation of students for making policies and their implementation. Besides the college has students' representation in the students' union constituted as per UGC guidelines. Moreover, the students have representation in different departmental sub-committees constituted from time to time by the HODs for conducting students' seminar, presentations and field studies. The students have representations in Eco Club, NCC unit, NSS Unit of the college in which they take part in organizing different events like "World Environment Day, 2023", "Plantation Drive", "Extension Programmes", "NCC Camp", "International Day of Disable person", "Cleanliness Drive" etc.

File Description	Documents
Paste link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708868588.pdf">https://adpcollege.ac.in/upload/dvv/1708868588.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 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

In 2022-2023, 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. Alumni Association was actively engaged in celebration of College Foundation Day, 2023 and were also present in the prize distribution ceremony and General Meeting held during the College Week in the year 2022-2023. The association takes part in all around development of the college. The pass out students contribute Rs 200/- each to college who join the alumni association. During 2022-2023, the ADP College Alumni Association functioned under the Presidentship of Kesharam Nath. On 24th September 2022, the alumni association met the eminent litterateur and renown personality Yeshe Dorje Thongse and felicitated him. On 8th June 2023, the members of alumni association felicitated the principal (I/C), Joy Kr. Singha on his day of retirement. The alumni meet of Education Department was held on 29th April 2023 where they discussed various aspects of the college and decided to contribute for the development of the college. On the occasion of world environmental day, the members of the alumni association undertook a plantation drive in the college premises.

File Description	Documents
Paste link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708868817.pdf">https://adpcollege.ac.in/upload/dvv/1708868817.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The governance of Anandaram Dhekial Phookan College is democratic in nature, involving a diverse range of stakeholders including the parent university, students, guardians, alumni, and the community. The governance structure spans from higher-level authorities to ground-level participants, comprising the Governing Body, administrative staff, faculty members, students, alumni, and community members. All stakeholders work with the students as the focal point.

The Governing Body (GB) is primarily responsible for the management of the college. The GB consists of the President (appointed by the government), the Secretary (Principal of the college), the Vice Principal, two VC nominees from Gauhati University, two teacher representatives from the college, two guardian members, and one non-teaching staff member. The Internal Quality Assurance Cell (IQAC) plays a prominent role in enhancing the quality of the faculty.

The Vice Principal oversees the academic administration of the college. The Academic Council, which includes the Principal, the heads of all academic departments, and the IQAC coordinator, discusses various academic matters such as routine formation, conducting internal examinations, and addressing other academic issues.

The college also hosts several specialized cells, including the Medical Cell, Career Counseling Cell, Gender Sensitization Cell, Anti-Ragging Cell, and Gender Sensitization Cell, to address specific needs and concerns within the college community.

File Description	Documents
Paste link for additional information	<a href="http://adpcollege.ac.in/mission.php">http://adpcollege.ac.in/mission.php</a>
Upload any additional information	No File Uploaded

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

Anandaram Dhekial Phookan College exemplifies effective leadership through its commitment to decentralization and participatory management. The Principal spearheads a decentralized management structure, establishing various committees to oversee the smooth conduct of institutional activities. This approach ensures that responsibilities are distributed among faculty members, non-teaching staff, and other stakeholders, fostering a collaborative environment.

The college's leadership is evident in the formation of committees dedicated to specific functions, including admissions, student union elections, purchases, new constructions, student welfare, library management, and hostel administration. Each committee operates with a clear mandate, contributing to efficient and transparent decision-making processes.

The Governing Body (GB), the apex authority of the college, plays a crucial role in the overall management and strategic planning for the institution's future. The GB's evaluations and recommendations are integral to the college's continuous improvement and advancement.

Academic excellence is managed by the Academic Council, comprising the Heads of Departments and the Principal. This council ensures the effective execution of academic activities, reflecting the college's commitment to high educational standards.

Through the Internal Quality Assurance Cell (IQAC) and the active involvement of all stakeholders, including teachers, students and alumni, ADP College demonstrates a participative management approach. This inclusive strategy not only enhances institutional practices but also promotes a sense of ownership and accountability among all members of the college community.

File Description	Documents
Paste link for additional information	<a href="https://adpcollege.ac.in/governingbody.php">https://adpcollege.ac.in/governingbody.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Anandaram Dhekial Phookan College is a learner-centric, multidisciplinary institution that strategically plans for the all-around growth of its students. The Governing Body and Principal encourage both teaching and non-teaching staff to strive for excellence, providing all necessary facilities to support staff and students.

The college enhances the teaching-learning process with ICT facilities, including Wi-Fi and smart classrooms, set within a green campus. The college buildings, designed for sustainability, facilitate a variety of academic and co-curricular activities. Students are encouraged to engage in social and cultural activities.

Before the start of each session, an academic calendar, routine, and teaching plan are prepared to ensure the smooth completion of courses. Each department is responsible for implementing these academic policies. The college's construction committee and purchase and auction committee prepare proposals for necessary improvements. The academic committee is authorized to plan, implement, and monitor the academic activities of the college.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1714413946.pdf">https://adpcollege.ac.in/upload/dvv/1714413946.pdf</a>
Upload any additional information	No File Uploaded

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

Anandaram Dhekial Phookan College is affiliated with Gauhati

University (GU) and adheres to its rules for all academic purposes. In accordance with Assam Government regulations, the Governing Body (GB) of the college has been formed as the supreme decision-making authority, overseeing all college matters.

The Principal forms various committees, ensuring that academic and administrative tasks run smoothly under their guidance. The Vice Principal is responsible for overseeing the academic aspects of college administration. The Internal Quality Assurance Cell (IQAC) plays a prominent role in enhancing faculty quality and collaborates with various sub-committees. The Office of the Principal includes a head assistant, senior and junior assistants, grade IV employees, and laboratory bearers. The college library is staffed by a librarian, an assistant librarian, and other support staff.

The appointment of teaching staff follows the norms set by the University Grants Commission (UGC) and the state government. For appointment procedures and service rules, the guidelines of the Directorate of Higher Education, Government of Assam, are strictly followed.

File Description	Documents
Paste link for additional information	<a href="http://adpcollege.ac.in/governingbody.php">http://adpcollege.ac.in/governingbody.php</a>
Link to Organogram of the institution webpage	<a href="http://adpcollege.ac.in/instiorganogram.php">http://adpcollege.ac.in/instiorganogram.php</a>
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

For both teaching and non-teaching staff, there are numerous welfare measures in the institution.

1.All the teaching and non-taching staff work together in friendly environment..Adequate office room,teachers' commonroom avilable in the college.

2.In needful situation monetary help provided to staff and student of the college.

3.All departments have own departmental setup with Wi-Fi facillity,computer,smart classroom.

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

5. The institution permits faculties to pursue higher education, FDPs, and short-term courses.

6. The college administration recognizes staff members and their departments for exceptional accomplishments in a variety of fields.The college raises money whenever possible for staff and students.

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

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

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

10

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

18

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

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

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

31



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

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

IQAC works diliigently for quality assessment of the faculty members.IQAC provided self appraisal form to evevry faculty members of the college and all the teaching staff fillup the form. Head of the dpartment varifies it before submitting to IQAC .IQAC collected all the forms within stipulated time and assess very systematically..After analsis IQAC prepare the rcord of strength and weakness of teachers.

UGC norms are follows at the time of promotion.Teachers submitted Performance Based Appraisal System( PBAS) profoma for promotion under Carrier Advancement Scheme (CAS).IQAC coordinator varifiesvery carefully and forwarded to principal.Principal arrange Departmental Promotion Committee( DPC) for the promotion of the teacher..After screening the format ,certified by the principal of the college and send to DHE for further necessary formalities.The iservice book keep all the records of teaching and non-teaching staff.

Online feedback facility provided on college website for students,parents,teachers alumni and employer .Feedbak are analysis time to time and feedback reports are prepare and keep in IQAC.

Academic and Administrative Audits are conducted internally as well as by outside agencies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

In accordance with government regulations, the college done its accounts audited by a chartered accountant. The institution receives the audited financial statements and audit reports at the end of each financial year on a regular basis from the external Certified Chartered The institute receives fund for research projects. The local firm of Chartered Accountants audits the fund received from UGC and other sources. All of the UGC scheme and Government of India funding utilization certificates have been successfully submitted. The external audit is carried out periodically by the department of local audit, Govt of Assam. After receiving the report, it is analysed and forwarded the same to the office of the Director of Higher Education.

File Description	Documents
Paste link for additional information	<a href="https://adpcollege.ac.in/audit_finance.php">https://adpcollege.ac.in/audit_finance.php</a>
Upload any additional information	<a href="#">View File</a>

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

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

**84,800**

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

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

The institution has form different committees to discuss and prepare proposal for upliftment of the infrastructural condition of the college. The Governing Body granted permission to construction of new buildings and monitoring the utilisation of funds. The faculty members prepare various proposal to submit different organisations such as-DBT, ASTEC, RUSA. The college auditorium is used to conduct various activities. As per requirement Government and Non-Govt. organisation conduct their event in the college auditorium and college has collected some amount. On holidays college provided classrooms for conducting outside examinations. The institution has vermi-compost unit, mushroom cultivation, fashion designing department, computer science department which generating fund to the college. Some departmental laboratory utilise by scholars and numerous numbers of students.

File Description	Documents
Paste link for additional information	<a href="http://adpcollege.ac.in/audit_finance.php">http://adpcollege.ac.in/audit_finance.php</a>
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

IQAC plays significant role in maintaining and monitoring quality of the college. IQAC takes initiative in formation of policy and strategy for improvement of the quality of the institution. IQAC routinely called meeting with the different committees giving guidelines for academic as well as different area of the college.

IQAC collaborately organises different programmes for teachers and students.

Feedback of the students collected and analyse and tried to improve the deficiencies.

Uploaded new information, research activities, programmes in college website.

Teachers Self-appraisals collected and analysed.

PBAS proforma of teachers varified.

File Description	Documents
Paste link for additional information	<a href="http://adpcollege.ac.in/igac_dashboard.php">http://adpcollege.ac.in/igac_dashboard.php</a>
Upload any additional information	No File Uploaded

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

The IQAC plays vital role and acts as a bridge between the management and stakeholders.. IQAC has always been focused on learner-centric teaching learning process and it has designed the policy to assess and evaluate 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. Workshops, trainings programmes ,orientation programmes are organized to faculty members.

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File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://adpcollege.ac.in/upload/annualreport/1702097426.pdf">https://adpcollege.ac.in/upload/annualreport/1702097426.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Anandaram Dhekial Phookan College has provided special facilities for women. There are several cells working for the safety and security of girl students. The college has an Anti-Ragging Committee, a Women Study Center, a Student Grievance Redress Cell, and a Gender Sensitization Committee against Sexual Harassment. These committees basically aim at fostering healthy interpersonal relations among students, solving issues related to girls, and providing them with justice and counseling when required. Apart from this, the institution has installed CCTV cameras inside the campus and in all the classrooms to keep an eye on the activities of the students. The students are provided with a large common room where they can gather to interact and indulge in various activities, along with good hygienic sanitization facilities. A sanitary vending machine has been installed in the Girls Common Room, taking care of the safety of the girls at the college. It is a step towards empowerment of girls and more enrolments of girls in the college. There is also a hostel facility for the girls, where they are provided with adequate security and discipline.

The activities done by the college for promotion of gender equity during the academic year 2022-2023 is briefly reported as attachment.

File Description	Documents
Annual gender sensitization action plan	<a href="https://adpcollege.ac.in/upload/dvv/1708273562.pdf">https://adpcollege.ac.in/upload/dvv/1708273562.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://adpcollege.ac.in/upload/dvv/1708273618.pdf">https://adpcollege.ac.in/upload/dvv/1708273618.pdf</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

#### **Solid Waste Management**

The college generates a minimal amount of solid waste, indicating a conscious effort to reduce waste at the source. Dustbins are placed to encourage proper waste disposal habits among students and staff. The Nagaon Municipal Board collects solid waste on a weekly basis, ensuring a systematic removal process. The waste collected is eventually disposed of, emphasizing the importance of proper disposal methods to prevent environmental pollution.

#### **Liquid Waste Management**

The college has a system in place to prevent the discharge of pollutants into water courses. Hazardous liquid materials are collected and disposed of in a manner that prevents environmental harm. Liquid waste is drained into the district's drainage system through designated pipes.

## E-Waste Management

### E-Waste Collection, Disposal

Each department has the initiative to store and collectively dispose of electronic waste. Obsolete computers are repurposed for teaching and learning in the computer science departments. Printer cartridges are refilled instead of being disposed off. UPS batteries are exchanged with the vendor for new batteries, showcasing a responsible approach to battery disposal.

### Biomedical, Hazardous, and Radioactive Waste

The college mentions the absence of biomedical, hazardous, or radioactive waste, indicating a commitment to safety and responsible waste management.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.1.5 - Green campus initiatives include

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

**A. Any 4 or All of the above**

#### 1.Restricted entry of automobiles

- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

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

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

**B. Any 3 of the above**

**5.**



### Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

The institution works hand in hand to bolster an inclusive environment towards cultural, regional, linguistic, and communal diversities. Cultural: Culture is related to a particular society, its ideas, customs, and art. Anandaram Dhekial Phookan College provides an intercultural altar for students of different cultural backgrounds.

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

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

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

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The 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.

The NCC wing in collaboration with NSS wing, ADP College observed Swachha Bharat Abhiyan on 15th August 2022 and 26th January 2023 to make students aware of their responsibilities towards clean environment. A Lecture cum Counselling program on Mental Health and Care was organized on September 10, 2022 by Department of English and ADP College Study Centre. Lecture programme on Society, Literature and Journalism was organized on 04.05.2023 by IQAC & Study Circle. Lecture Programme on Strategies for IPR and Plagiarism Risks was organized on 12.05.2023 by IQAC and Committee for IPR, Legal and Ethical Matters. Prof. Debendra Chandra Baruah, former IQAC Coordinator Tezpur University was the resource person.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://adpcollege.ac.in/upload/dvv/1708587290.pdf">https://adpcollege.ac.in/upload/dvv/1708587290.pdf</a>
Any other relevant information	Nil

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

**ethics programmes for students,  
teachers, administrators and other staff      4.  
Annual awareness programmes on Code of  
Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**The College celebrates national and international commemorative days, events, and festivals.**

The 76th Independence Day was celebrated at the college on August 15, 2022. The Principal hosted the National Flag at 7.30 AM, which was followed by the National Anthem, being presented by all teachers, students, and non-teaching staff members of the college. Foundation Day and Freshman Social were celebrated in the College from 7/09/2022 to 10/09/2022. On 22nd September, 2022 a general meeting was convened on the occasion of the Birth Anniversary of Anandaram Dhekial Phookan. On 26th January 2023, the College celebrated the 'Republic Day'. On this day Saraswati puja was also celebrated. 'World Sparrow Day' was observed on 20th March 2023 with the theme "I Love Sparrow" by the Department of Zoology. From 27/03/23 to 01/04/23, ADP College organized college week with a joyful atmosphere. The students participated in different events of their choice and achieved good performance, where the winners got prizes from the institution. On 31st March 2023, College celebrated the Students Day with a theme 'successful carrier challenges and exit rules'. Dr. Buljit Buragohain addressed the students and interacts with them.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice- 1:

The practice "Holistic Student Development through NCC and NSS for Community Engagement" focuses on training students to become confident, committed leaders who contribute to society. NCC fosters discipline and leadership, preparing students for defense careers, while NSS instills social responsibility and community service. ADP College's NCC unit, established in 1963 and currently led by Dr. Jalin Prakash Chetia, excels in various competitions and camps. The NSS unit, active since 1959, organizes community service activities, collaborating with local authorities and NGOs. Despite challenges like lack of resources and scheduling conflicts, both units significantly impact student development and community engagement by emphasizing order, teamwork, and personal responsibility.

### Best Practice- 2:

The practice "Breast Cancer Awareness among the Locals of Nagaon District" aims to detect and prevent breast cancer through community education via seminars and outreach camps. Addressing societal norms that hinder open discussion on breast health, the initiative targets both men and women. Collaborating with Breast Cancer Hub (BCH), ADP College conducted research to highlight current cancer screening scenarios. Successful activities included workshops and awareness campaigns involving students and locals, promoting breast self-examination and dispelling myths about cancer. Challenges include limited rural awareness and access to diagnostic tools, necessitating public education, healthcare training, and government and NGO support for large-scale impact.

File Description	Documents
Best practices in the Institutional website	<a href="http://adpcollege.ac.in/upload/dvv/1717135534.pdf">http://adpcollege.ac.in/upload/dvv/1717135534.pdf</a>
Any other relevant information	<a href="https://adpcollege.ac.in/ncc.php">https://adpcollege.ac.in/ncc.php</a>

### 7.3 - Institutional Distinctiveness

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

Anandaram Dhekial Phookan College was established in 1959 with a vision to provide educational opportunities to the rural people of the district of Nagaon. The vision of the college, which was framed to make the college a place of excellence and quality education, has also been successfully attained. Presently, the college has 2782 students, out of which 90 percent are from the rural areas of the district as well as from the neighboring rural districts, viz. Karbi Anglong, Hojai, Morigaon, etc. The central library of the college has more than 2000 books, and we are in the process of procuring more. In addition, all the departments have a 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.

The students are showing good progress in their academic and social activities. The participation of students in different academic events, sports events, and cultural events is praiseworthy and always receives recognition. Over the years, the college has maintained coordination with reputed institutes and educational institutions through mutual exchange of students and faculties under MOUs.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The college has been trying to ensure effective curriculum delivery through a well-planned and documented process and to achieve this; certain measures are undertaken by the college. Some of those measures are listed below:

- The college prepares its own Academic calendar each year in accordance with its parent Gauhati University academic calendar where working and teaching days, tentative admission dates, examination dates, field visit dates, holidays and important event days are represented.
- The Routine committee prepares the college class routine and the same is distributed among the departments. On the basis of the centralized routine, the departments prepare their own departmental routines for each semester.
- Departments of the college as well as the College administration organises teacher meetings from time to time to chalk out plan and ensure effective curriculum delivery.
- Teaching plan is prepared by every department which includes the delivery of lectures, tutorials and practical.
- Departments prepare log books to record course progression.
- Sessional Examinations are conducted and its results are displayed and discussed with the students in the class room. Records of the same are maintained by the departments. Departments organize remedial classes for weak performing students in the sessional examinations.
- Records of seminars, assignments, field studies, project work are maintained by the departments.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://adpcollege.ac.in/criterion1.php">https://adpcollege.ac.in/criterion1.php</a>

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

Academic calendar of the college is a customised version of the academic calendar of the affiliating university where all the important curricular, co-curricular & extra-curricular activities are included. It is incorporated in the college website so that students get an idea of the complete schedule of academic and other activities. Any change in the academic calendar is communicated to the students through notice board.

For Continuous Internal Evaluation of students, the College takes up the following steps:

\* Regular academic classes are conducted by the teachers as per their teaching plan

\* Assignments are given to the students by the departments regularly.

\* Regular Class tests are taken by the departments.

\* Most of the departments conduct regular seminar, group discussions for the students.

\* Field study, laboratory visits and outreach programs are carried out by many departments. Moreover, Project work is also assigned to learners of many departments as per curriculum need.

\* Sessional Tests are held once per semester. The records of the sessional examination marks are kept by the departments as merit registers.

\* Students with poor performances in the internal examinations and tests are provided remedial classes by the departments.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://adpcollege.ac.in/upload/a_calendar/1716274002.pdf">https://adpcollege.ac.in/upload/a_calendar/1716274002.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**B. Any 3 of the above**

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

29

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

10

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>



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

110

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

Issues related to professional ethics are incorporated in the syllabus of subjects of Philosophy and Education. In these courses students are acquainted with various code of ethics related to profession.

Gender issues are well reflected in the syllabus of English, Philosophy and Political Science. These courses incorporatesome major approaches of Feminist perspectives. Some literary text of English syllabus seeks to students' attention to 19th & 20th century writing by women living in different geographical and socio-cultural settings.

Human Values are incorporated in the subjects like- Education and Sanskrit Social relevance of values, values of life, liberty, discrimination, human rights, duties, culture, value-based education are well reflected in the courses.

Environment and Sustainability: A compulsory course on "Environmental studies" is offered to all the second semester students at Degree level to develop their awareness on environmental issues.. Moreover,some papers offered by department of Botany, Geography, Economics and Zoology, are also encompassvarious environmental issues.

During the session, the institution has also organized different activities and programme for students with a view to enhance and boost morality, ethics, environmental awareness and social obligation among them.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

11

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

300

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	<a href="https://adpcollege.ac.in/feedback_student.php">https://adpcollege.ac.in/feedback_student.php</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://adpcollege.ac.in/upload/studentfeedbackreports/1708681168.pdf">http://adpcollege.ac.in/upload/studentfeedbackreports/1708681168.pdf</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

**1165**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

427

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

In order to assess the learning levels of the students, the institution conducts

1. Unit tests: Every department of the institution conduct unit tests of the students.
2. Home assignments: Home assignments are given to students in order to assess them, and they are properly examined and addressed as appropriate.
3. Departmental seminar: Departmental seminars are being conducted to assess their speaking, power point presentationskills and conceptual clarity.
4. Mentorship: The purpose of mentoring is to assist students in the group of average learners and to keep an eye on each student's progress individually.
5. Workshops: Departments hold workshops in order to widen the breadth of the curriculum.
6. Post lesson review: On completion of a lesson, a review class is conducted, which focuses on the issues faced by the students in understanding the lesson. This help students to grasp the main point.
7. Remedial Class: In remedial coaching sessions, individuals who are slow learners receive extra attention and are evaluated through frequent class assessments.
8. Field visit: Some departments of the institution like Zoology, Botany take students for field visit related to their curriculum.
9. Training programmes: the institutes organises various skill based training programmes to promote skill education.

File Description	Documents
Paste link for additional information	<a href="https://adpcollege.ac.in/mentoring2022-2023.php">https://adpcollege.ac.in/mentoring2022-2023.php</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2603	74

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

**Courses on experimental learning:** Anandaram Dhekial Phookan College offers various courses to create experimental and participative learning such as fashion designing, Tea technology, B.Voc in Herbal processing.

**Interaction with eminent personalities:** College has initiated interaction sessions with renowned poets, authors and cultural activist to encourage the students. We invited Prof. Ramesh Zimbo Boonratana (International environmentalist), Dr. Anup Kr. Talukdar (Professor), Yese Dorje thongsi (author), Abhimanyu Choudhary (Doctor), Prasanta S. Changmai (IPS), Khanjan Kishor Nath (filmmaker), Shyamalima Sharma (food nutritionist), Dr. Buljeet Borgohain (motivational speaker), Manoj Kr. Goswami (journalist cum editor), Dr. Aradhana Baruah (psychologist), etc.

**Field trip:** Many of the departments such as Geography, Economics, Botany, Zoology etc. take students for field trip to give them exposure on socio-cultural, socio-economic and practical life based learning.

**Laboratory Experience:** The science departments of the college have laboratories and instruments widely used for experiential learning. The Language Laboratory has also been set up for better learning of the English language

workshops: Most of the department of the college conducts workshops to make them active and enhance their real-life problem solving attitude.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708567398.pdf">https://adpcollege.ac.in/upload/dvv/1708567398.pdf</a>

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

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

Response: The Institution uses

1.Power-point presentation: in the classroom, Faculties and students use power-point presentations frequently for effective and efficient engagement of teaching-learning processes.

2.Google Classroom: The institution uses google classroom as an integral part of the teaching learning and evaluation process. Separate classrooms have been created for each class. And classrooms are used as a platform to share study materials and assignments.

3.E-content: The Faculties of the institution have developed subject-oriented e-contents in the form of study material or video lectures, texts, etc., and ensure the online delivery of the same to the students via. Various online platforms such as YouTube, Google classroom, etc.

4. Virtual Platforms: Google meet, Zoom, Cisco Webex, Microsoft team, etc., are used by the faculties for taking online live classes (Section F of supporting Document).

5. Students use PowerPoint presentations for their seminar presentations.

6. Students are Assigned work through the online mode.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

74

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

74

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

41

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

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

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

955

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

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

The faculty members of all the department place a high value on internal evaluations. The departments use many techniques to evaluate students in a formative manner, including:

**1.Sessional Exams:** In accordance with university regulations, sessional examinations are held as it is a crucial tool for students' formative assessment. The marks scored by the students during the sessional exams are sent to the university. For an effective evaluation, these scores are also taken into account together with the final exam marks. In addition to these unit tests, all the departments conducts class test frequently.

**2.Assignments:** Students are given assignments to help assess their learning. Occasionally, students are given an assignment that requires them to write a reflective essay after a topic has been covered in class.



3.Seminars: The institution often hosts departmental seminars. The participating students are given a topic to present on and questions are asked.

4.Practical: Every science department at the college has a laboratory. In addition to their theoretical understanding of the subject, students are assessed based on their practical abilities. In addition, certain departments—such as history, philosophy, and education—assign project work to students under the direction of instructors.

In addition to these, departments use additional internal assessment tools like fieldwork, experiential learning, etc. to make sure that their students are developing holistically and continuously.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708567460.pdf">https://adpcollege.ac.in/upload/dvv/1708567460.pdf</a>

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

When it comes to handling grievances about issues related to exams, the institute complies with the directives provided by the affiliated university. The internal assessment exam schedules are created according to university regulations and students are informed well in advance. Invigilators are positioned in each hall in a student-to-teacher ratio of 25:1 to ensure that the test is administered properly. Within the allotted time frame, faculty members evaluate the response script. Any complaints are promptly addressed, and the students receive their amended answer sheets back for verification. Information about the grades that students have received on internal assessments is posted on the notice boards of that department. Redressal of grievances are as follows- (a) Department Level: Students can discuss any issues with any member of the faculty, including the HOD. (b) College Level: The Examination Committee appointed by the college authority, handles any issues that students may have. Apart from this, a student may also approach the Principal for any exam-related issue. (c) University level: The college examination section forwards certain inquiries, such as corrections in certificates and mark-sheets etc. to the university for any

necessary corrections. If students are not happy with the university evaluation, they can file petition for re-evaluation, recounting, and photocopy of the evaluated response script to the university.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708567622.pdf">https://adpcollege.ac.in/upload/dvv/1708567622.pdf</a>

## 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.

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 ADP 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 ADP 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 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	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://syllabus.gauhati.ac.in/ug/courses">https://syllabus.gauhati.ac.in/ug/courses</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The performance of the learners is used to justify the achievement of the Programme Outcomes (POs) and Course Outcomes (COs). Regular assessments are conducted such as course ending examinations and internal assessments. The college administers the internal assessment, whereas the affiliated university administers the course-end exams. The college has assessment policy that incorporates a number of assessment techniques, including sessional examinations, class tests, unit tests, seminars etc.

A student's achievement of marks is used to assess the attainment of POs and COs. A student who receives a higher grade or mark is considered to have performed better in the program or course, whereas a student who with lower grade considered to have not performed as expected. With an average pass rate of across all programs offered in 2022-23, ADP College is proud of its accomplishment of POs. The college additionally assesses the accomplishment of POs and COs through students' Feedback on Curriculum, which is gathered by IQAC and forwarded to the College Academic Council for approval and further action. Additionally, the college evaluates POs and COs based on the track record of students' progression toward higher studies, their performance in competitive exams and their capacity to obtain placement in various disciplines.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708868372.pdf">https://adpcollege.ac.in/upload/dvv/1708868372.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

**2.6.3.1 - Total number of final year students who passed the university examination during the year****698**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://adpcollege.ac.in/upload/annualreport/1702097426.pdf">https://adpcollege.ac.in/upload/annualreport/1702097426.pdf</a>

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

<https://adpcollege.ac.in/upload/dvv/1716805594.pdf>

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****31.552**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

02

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://dbtindia.gov.in/">https://dbtindia.gov.in/</a>

**3.2 - Innovation Ecosystem****3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**

Anandaram Dhekial Phookan College has always maintained a strong focus on research and education. The faculty members are highly qualified, many holding PhD degrees, and are actively engaged in various research activities. Some of them have received prestigious state and national awards, such as the Sabda Award and the Sahitya Akademi Award. Additionally, more than three faculty members are currently pursuing their PhDs. The college has also undertaken numerous research projects funded by organizations like the UGC, Assam Science, Technology and Environment Council, and the Department of Biotechnology, Government of India.

The faculties have published over 36 research papers in UGC Care listed and peer-reviewed journals, both nationally and

internationally, in addition to books and book chapters. They regularly contribute research-based papers and articles to various journals. Moreover, the faculty has authored and edited several books.

The college frequently organizes seminars, workshops, conferences, faculty development programs, outreach programs, field studies, and awareness programs. These events provide opportunities for interaction among students, scholars, researchers, and faculty members. As part of its outreach initiatives, the college conducts surveys and research projects involving students to benefit society. Faculty members also play a vital role in educating and guiding students in BA, BSc, BCom, MA, and MSc programs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://adpcollege.ac.in/2022-2023extension.php">adpcollege.ac.in/2022-2023extension.php</a>

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

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

18

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

1

File Description	Documents
URL to the research page on HEI website	<a href="https://adpcollege.ac.in/research_pub.php">https://adpcollege.ac.in/research_pub.php</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

36

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

23

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

Anandaram Dhekial Phookan College organized various extension programs throughout the year to raise awareness among students

and the local community about current issues. These programs aimed to educate and uplift the participants. The college conducted activities in several locations, including its adopted tribal village (Mahariati Kamarchuk Tribal Village, Nagaon), Barhampur Blind School, and Community areas.

One notable initiative was a weavers' awareness program in the adopted village, where villagers were given weaving materials to make traditional "Gamocha." This helped them earn financial benefits by selling their products. Additionally, various departments of the college carried out extension activities in Neighboring schools to raise students' awareness of social issues.

The college also organized several awareness programs on different topics, including: Consumer Tax, Solutions to Plastic Pollution, Plants for a Sustainable Environment, International Day Against Drug and Illicit Trafficking, Biswa Rakta Dan Diwas (World Blood Donation Day), International Millet Day, Puneet Sagar Abhiyan on World Tourism Day, Mission LiFE (Lifestyle for Environment), Food and Health, Career awareness as a Company Secretary (CS), These programs were designed to educate and motivate participants on important social, environmental, and health-related issues.

File Description	Documents
Paste link for additional information	<a href="http://adpcollege.ac.in/2022-2023extension.php">http://adpcollege.ac.in/2022-2023extension.php</a>
Upload any additional information	<a href="#">View File</a>

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

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

02



File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

64

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

3461

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration****3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

09

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

09

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

- The institute has 52 classrooms, 12 smart classrooms, and 16 laboratories. The classrooms with intake capacity more than 300 are equipped with microphones, sound systems, and lecture stands.

- The college has 4 museums: the Zoological Museum (Zoology dept.), the Plant museum and Herbaria (Botany dept.), Botanical garden and Orchid house (Botany and Herbal science and technology dept.), and the Folklore museum (Assamese dept.).
- The Biotech Hub of the college serves as a central instrumentation facility to provide advanced laboratory facilities for the science departments.
- The Central Library is a member of UGC N-LIST Consortium.
- There are two computer laboratories in the Computer Science department with 2 HP servers and 28ThinClients.
- The computer hub is equipped with 18 computers, and ICT facilities.
- There are separate Common Rooms for Boys and Girls with adequate space.
- There is a Common Room for Teachers furnished with AC, chairs, central conference table and toilet facilities for ladies and gents.
- There is a Meeting Room for conducting meetings, interviews etc.
- There are two girls hostels with a total intake capacity of 152 students within the College campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://youtu.be/RmEMwoVpzJk?list=TLGGkBRtzndtbZMzMDExMjAyMw">https://youtu.be/RmEMwoVpzJk?list=TLGGkBRtzndtbZMzMDExMjAyMw</a>

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

- College has an Indoor stadium with a capacity for 200 persons with two sets of Badminton courts and a table tennis facility.

- The boys' and girls' common room have provision for indoor games. The girls' common room has a sanitary napkin vending machine.
- The gymnasium of the college is well-equipped with instruments and exercise tools including two sets of multi-gyms.
- The college auditorium has a sitting capacity of 800 persons. Cultural programmes, conferences, etc. are held there. It is also used as venue for various government programmes.
- There is a conference hall with a sitting capacity of 120 participants. It is equipped with LCD projector and screen.
- The open field of the campus serves as a venue for outdoor sports, boxing and other events.
- There is a Computer Hub in the college which is equipped with IC facilities to organize seminars, meetings, online programs like webinar, video conferencing etc. for both the students and faculties.
- A folklore museum showcasing the rich heritage of Assam aims to provide sufficient elements of cultural fields to acquaint students with the historical glory and heritage of North East India.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://adpcollege.ac.in/index.php">http://adpcollege.ac.in/index.php</a>

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

20

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://adpcollege.ac.in/computerhub.php">https://adpcollege.ac.in/computerhub.php</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

12.76

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

- The library is in a three-story building with 700 sq. mt. floor area.
- The library has a collection of 24017 (textbooks), 25963 (Reference books), and a special collection of books on Gandhian thoughts, Vivekananda studies, Ambedkar studies, Human rights, Women studies, Tribal studies, Sankardeva studies, Publication by faculty members, College publication, award-winning books, etc. Besides, the library has a good collection of encyclopedias, dictionaries, books on competitive examinations, 48 nos. of rare manuscripts, and 55 nos. of rare books, some of which have been digitized and uploaded to the Institutional repository.
- The library is fully automated with Integrated Library management system named SOUL 2.0. The Online Public Access

Catalogue (OPAC) is made available for library users to know the status of the availability of books and documents in the library. The library uses Dewey Decimal Classification (DDC) system for the classification of books.

- The library has set up an Institutional Repository in 2018 by using D-Space digital library software where college publications, question papers of previous years, rare books, and reports are kept in digitized form. The repository can be accessible over library LAN and library wifi.
- The library is an active member of INFLIBNET centre and NLIST consortia.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://adpcollege.ac.in/online/digitallib.php">http://adpcollege.ac.in/online/digitallib.php</a>

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

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**417878**

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

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

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

87

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

- The classrooms are upgraded to facilitate teaching through modern tools and techniques like digital classrooms, mounted projectors, projector screens, smart board (touch whiteboard) etc.
- The college office is equipped with 10 computers with online admission and fees payment system.
- The Campus is Wi-Fi enabled with necessary firewalls which can be accessed by students and staff members in the College Campus.
- The Wi-Fi is provided with a high-speed BSNL fibre leased line and the Bandwidth is more than 50 mbps.
- The Routers are located in such a way that they cover most of the area of college campus.
- The College has three Computer Labs and one of them is a Language Lab. Out of the three Labs two of them are designed with client-server architecture in which all the systems are connected to some particular servers.
- The LAN is designed in star network for high-speed internet facility. All the computers in Labs are provided with the latest updated software and hardware.
- The College has a Computer Hub consists of 18 computers

with individual operating system, for students and teachers. All the systems in the Hub are connected through LAN with internet facility.

- The campus is under video surveillance with CCTV cameras.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://adpcollege.ac.in/viewalbum2.php?a=4b0b583bc9e17ec1e4421ec8350f0ba718d20a06e5a4a7387e13b90088dccb4d877727cdc56787eb0159c40526feed66">https://adpcollege.ac.in/viewalbum2.php?a=4b0b583bc9e17ec1e4421ec8350f0ba718d20a06e5a4a7387e13b90088dccb4d877727cdc56787eb0159c40526feed66</a>

#### 4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

48.89



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

- The college follows UGC guidelines for maintaining physical, academic, and support facilities.
- Management is overseen by the Governing Body (GB) constituted by the Government of Assam.
- The GB includes the college Principal as Secretary, teacher representatives, office representatives, and librarian.
- The finance and construction committees approve finances for construction and maintenance services using e-tendering.
- Hostel superintendents ensure the smooth functioning of girls' hostels, and housekeeping staff and gardener keep the campus clean and organized.
- The Head of the Computer Science Department serves as the System Administrator.
- Power backup is provided for solar energy and generators, and LAN and internet connectivity are regularly tested.
- Repair and maintenance requisites are submitted by HODs to the Administrative office, and sufficient laboratory staff is appointed.
- The Vice Principal (Academic) monitors academic aspects and the Vice Principal (Administration) assists the Principal in the college administration.
- The College's Instrumentation Centre provides maintenance support.
- The library committee oversees book procurement, annual audits, and other responsibilities.
- Information about the college is regularly updated on its website, maintained by S.S. Technologies, Guwahati.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://adpcollege.ac.in/committees.php">http://adpcollege.ac.in/committees.php</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1726

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

19

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

<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Link to Institutional website</td><td><a href="https://adpcollege.ac.in/upload/dvv/1708867852.pdf">https://adpcollege.ac.in/upload/dvv/1708867852.pdf</a></td></tr> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>Details of capability building and skills enhancement initiatives (Data Template)</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Link to Institutional website	<a href="https://adpcollege.ac.in/upload/dvv/1708867852.pdf">https://adpcollege.ac.in/upload/dvv/1708867852.pdf</a>	Any additional information	<a href="#">View File</a>	Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>	
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Link to Institutional website	<a href="https://adpcollege.ac.in/upload/dvv/1708867852.pdf">https://adpcollege.ac.in/upload/dvv/1708867852.pdf</a>								
Any additional information	<a href="#">View File</a>								
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>								
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>253</b>									
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>253</b>									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>								
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>A. All of the above</b>								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

51

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

190

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

13

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

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

47

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

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

The college offers a number of student support services. The college prospectus mentions clearly about student support services available in the college. 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.

The students are taken as representatives in different sub-committees constituted from time to time for smooth conduct of various events in the college. The committees like anti-raging, grievances redressal cell, Internal Quality Assurance Cell (IQAC) have representation of students for making policies and their implementation. Besides the college has students' representation in the students' union constituted as per UGC guidelines. Moreover, the students have representation in different departmental sub-committees constituted from time to time by the HODs for conducting students' seminar, presentations and field studies. The students have representations in Eco Club, NCC unit, NSS Unit of the college in which they take part in organizing different events like "World Environment Day, 2023", "Plantation Drive", "Extension Programmes", "NCC Camp", "International Day of Disable person", "Cleanliness Drive" etc.

File Description	Documents
Paste link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708868588.pdf">https://adpcollege.ac.in/upload/dvv/1708868588.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

67

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

#### 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

In 2022-2023, 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. Alumni Association was actively engaged in celebration of College Foundation Day, 2023 and were also present in the prize distribution ceremony and General Meeting held during the College Week in the year 2022-2023. The association takes part in all around development of the college. The pass out students contribute Rs 200/- each to college who join the alumni association. During 2022-2023, the ADP College Alumni Association functioned under the Presidentship of Kesharam Nath. On 24th September 2022, the alumni association met the eminent litterateur and renown personality Yeshe Dorje Thongse and felicitated him. On 8th June 2023, the members of alumni association felicitated the principal (I/C), Joy Kr. Singha on his day of retirement. The alumni meet of Education Department was held on 29th April 2023 where they discussed various aspects of the college and decided to contribute for the development of the college. On the occasion of world environmental day, the members of the alumni association undertook a plantation drive in the college premises.

File Description	Documents
Paste link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1708868817.pdf">https://adpcollege.ac.in/upload/dvv/1708868817.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The governance of Anandaram Dhekial Phookan College is democratic in nature, involving a diverse range of stakeholders including the parent university, students, guardians, alumni, and the community. The governance structure spans from higher-level authorities to ground-level participants, comprising the Governing Body, administrative staff, faculty members, students, alumni, and community members. All stakeholders work with the students as the focal point.

The Governing Body (GB) is primarily responsible for the management of the college. The GB consists of the President (appointed by the government), the Secretary (Principal of the college), the Vice Principal, two VC nominees from Gauhati University, two teacher representatives from the college, two guardian members, and one non-teaching staff member. The Internal Quality Assurance Cell (IQAC) plays a prominent role in enhancing the quality of the faculty.

The Vice Principal oversees the academic administration of the college. The Academic Council, which includes the Principal, the heads of all academic departments, and the IQAC coordinator, discusses various academic matters such as routine formation, conducting internal examinations, and addressing other academic issues.



The college also hosts several specialized cells, including the Medical Cell, Career Counseling Cell, Gender Sensitization Cell, Anti-Ragging Cell, and Gender Sensitization Cell, to address specific needs and concerns within the college community.

File Description	Documents
Paste link for additional information	<a href="http://adpcollege.ac.in/mission.php">http://adpcollege.ac.in/mission.php</a>
Upload any additional information	No File Uploaded

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

Anandaram Dhekial Phookan College exemplifies effective leadership through its commitment to decentralization and participatory management. The Principal spearheads a decentralized management structure, establishing various committees to oversee the smooth conduct of institutional activities. This approach ensures that responsibilities are distributed among faculty members, non-teaching staff, and other stakeholders, fostering a collaborative environment.

The college's leadership is evident in the formation of committees dedicated to specific functions, including admissions, student union elections, purchases, new constructions, student welfare, library management, and hostel administration. Each committee operates with a clear mandate, contributing to efficient and transparent decision-making processes.

The Governing Body (GB), the apex authority of the college, plays a crucial role in the overall management and strategic planning for the institution's future. The GB's evaluations and recommendations are integral to the college's continuous improvement and advancement.

Academic excellence is managed by the Academic Council, comprising the Heads of Departments and the Principal. This council ensures the effective execution of academic activities, reflecting the college's commitment to high educational standards.

Through the Internal Quality Assurance Cell (IQAC) and the active involvement of all stakeholders, including teachers, students and alumni, ADP College demonstrates a participative management

approach. This inclusive strategy not only enhances institutional practices but also promotes a sense of ownership and accountability among all members of the college community.

File Description	Documents
Paste link for additional information	<a href="https://adpcollege.ac.in/governingbody.php">https://adpcollege.ac.in/governingbody.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Anandaram Dhekial Phookan College is a learner-centric, multidisciplinary institution that strategically plans for the all-around growth of its students. The Governing Body and Principal encourage both teaching and non-teaching staff to strive for excellence, providing all necessary facilities to support staff and students.

The college enhances the teaching-learning process with ICT facilities, including Wi-Fi and smart classrooms, set within a green campus. The college buildings, designed for sustainability, facilitate a variety of academic and co-curricular activities. Students are encouraged to engage in social and cultural activities.

Before the start of each session, an academic calendar, routine, and teaching plan are prepared to ensure the smooth completion of courses. Each department is responsible for implementing these academic policies. The college's construction committee and purchase and auction committee prepare proposals for necessary improvements. The academic committee is authorized to plan, implement, and monitor the academic activities of the college.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://adpcollege.ac.in/upload/dvv/1714413946.pdf">https://adpcollege.ac.in/upload/dvv/1714413946.pdf</a>
Upload any additional information	No File Uploaded

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

Anandaram Dhekial Phookan College is affiliated with Gauhati University (GU) and adheres to its rules for all academic purposes. In accordance with Assam Government regulations, the Governing Body (GB) of the college has been formed as the supreme decision-making authority, overseeing all college matters.

The Principal forms various committees, ensuring that academic and administrative tasks run smoothly under their guidance. The Vice Principal is responsible for overseeing the academic aspects of college administration. The Internal Quality Assurance Cell (IQAC) plays a prominent role in enhancing faculty quality and collaborates with various sub-committees. The Office of the Principal includes a head assistant, senior and junior assistants, grade IV employees, and laboratory bearers. The college library is staffed by a librarian, an assistant librarian, and other support staff.

The appointment of teaching staff follows the norms set by the University Grants Commission (UGC) and the state government. For appointment procedures and service rules, the guidelines of the Directorate of Higher Education, Government of Assam, are strictly followed.

File Description	Documents
Paste link for additional information	<a href="http://adpcollege.ac.in/governingbody.php">http://adpcollege.ac.in/governingbody.php</a>
Link to Organogram of the institution webpage	<a href="http://adpcollege.ac.in/instiorganogram.php">http://adpcollege.ac.in/instiorganogram.php</a>
Upload any additional information	No File Uploaded

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

**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

For both teaching and non-teaching staff, there are numerous welfare measures in the institution.

1.All the teaching and non-taching staff work together in friendly environment..Adequate office room,teachers' commonroom available in the college.

2.In needful situation monetary help provided to staff and student of the college.

3.All departments have own departmental setup with Wi-Fi facillity,computer,smart classroom.

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

5. The institution permits faculties to pursue higher education, FDPs, and short-term courses.

6. The college administration recognizes staff members and their departments for exceptional accomplishments in a variety of fields.The college raises money whenever possible for staff and students.

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

7. For the financial welfare of both teaching and non-teaching personnel, the college maintains an Employee's Welfare Thrift and

**Credit Society (registered under cooperative society).**

File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<a href="#">View File</a>

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year****6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year****10**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year****6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year****18**

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

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

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

31

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

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

IQAC works diliigently for quality assessment of the faculty members.IQAC provided self appraisal form to evevry faculty members of the college and all the teaching staff fillup the form. Head of the dpartment varifies it before submitting to IQAC

.IQAC collected all the forms within stipulated time and assess very systematically..After analysis IQAC prepare the record of strength and weakness of teachers.

UGC norms are followed at the time of promotion. Teachers submitted Performance Based Appraisal System( PBAS) proforma for promotion under Career Advancement Scheme (CAS). IQAC coordinator verifies very carefully and forwarded to principal. Principal arrange Departmental Promotion Committee( DPC) for the promotion of the teacher..After screening the format ,certified by the principal of the college and send to DHE for further necessary formalities. The service book keep all the records of teaching and non-teaching staff.

Online feedback facility provided on college website for students, parents, teachers alumni and employer .Feedback are analysis time to time and feedback reports are prepared and kept in IQAC.

Academic and Administrative Audits are conducted internally as well as by outside agencies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

In accordance with government regulations, the college done its accounts audited by a chartered accountant. The institution receives the audited financial statements and audit reports at the end of each financial year on a regular basis from the external Certified Chartered The institute receives fund for research projects. The local firm of Chartered Accountants audits the fund received from UGC and other sources. All of the UGC scheme and Government of India funding utilization certificates have been successfully submitted. The external audit is carried out periodically by the department of local audit, Govt of Assam. After receiving the report, it is analysed and forwarded the same to the office of the Director of Higher Education.

File Description	Documents
Paste link for additional information	<a href="https://adpcollege.ac.in/audit_finance.php">https://adpcollege.ac.in/audit_finance.php</a>
Upload any additional information	<a href="#">View File</a>

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

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

84,800

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

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

The institution has form different committees to discuss and prepare proposal for upliftment of the infrastructural condition of the college. The Governing Body granted permission to construction of new buildings and monitoring the utilisation of funds. The faculty members prepare various proposal to submit different organisations such as-DBT, ASTEC, RUSA. The college auditorium is used to conduct various activities. As per requirement Government and Non-Govt. organisation conduct their event in the college auditorium and college has collected some amount. On holidays college provided classrooms for conducting outside examinations. The institution has vermi-compost unit, mushroom cultivation, fashion designing department, computer science department which generating fund to the college. Some departmental laboratory utilise by scholars and numerous numbers of students.



File Description	Documents
Paste link for additional information	<a href="http://adpcollege.ac.in/audit_finance.php">http://adpcollege.ac.in/audit_finance.php</a>
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

**IQAC plays significant role in maintaining and monitoring quality of the college. IQAC takes initiative in formation of policy and strategy for improvement of the quality of the institution. IQAC routinely called meeting with the different committees giving guidelines for academic as well as different area of the college.**

**IQAC collaborately organises different programmes for teachers and students.**

**Feedback of the students collected and analyse and tried to improve the defficiencies.**

**Uploaded new information, research activities, programmes in college website.**

**Teachers Self-appraisals collected and analysed.**

**PBAS proforma of teachers varified.**

File Description	Documents
Paste link for additional information	<a href="http://adpcollege.ac.in/igac_dashboard.php">http://adpcollege.ac.in/igac_dashboard.php</a>
Upload any additional information	No File Uploaded

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

**The IQAC plays vital role and acts as a bridge between the management and stakeholders.. IQAC has always been focused on learner-centric teaching learning process and it has designed the policy to assess and evaluate 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. Workshops, trainings programmes, orientation programmes are organized to faculty members.

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File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://adpcollege.ac.in/upload/annualreport/1702097426.pdf">https://adpcollege.ac.in/upload/annualreport/1702097426.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

Anandaram Dhekial Phookan College has provided special facilities for women. There are several cells working for the safety and security of girl students. The college has an Anti-Ragging Committee, a Women Study Center, a Student Grievance Redress Cell, and a Gender Sensitization Committee against Sexual Harassment. These committees basically aim at fostering healthy interpersonal relations among students, solving issues related to girls, and providing them with justice and counseling when required. Apart from this, the institution has installed CCTV cameras inside the campus and in all the classrooms to keep an eye on the activities of the students. The students are provided with a large common room where they can gather to interact and indulge in various activities, along with good hygienic sanitization facilities. A sanitary vending machine has been installed in the Girls Common Room, taking care of the safety of the girls at the college. It is a step towards empowerment of girls and more enrolments of girls in the college. There is also a hostel facility for the girls, where they are provided with adequate security and discipline.

The activities done by the college for promotion of gender equity during the academic year 2022-2023 is briefly reported as attachment.

File Description	Documents
Annual gender sensitization action plan	<a href="https://adpcollege.ac.in/upload/dvv/1708273562.pdf">https://adpcollege.ac.in/upload/dvv/1708273562.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://adpcollege.ac.in/upload/dvv/1708273618.pdf">https://adpcollege.ac.in/upload/dvv/1708273618.pdf</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

#### Solid Waste Management

The college generates a minimal amount of solid waste, indicating a conscious effort to reduce waste at the source. Dustbins are placed to encourage proper waste disposal habits among students and staff. The Nagaon Municipal Board collects solid waste on a weekly basis, ensuring a systematic removal process. The waste collected is eventually disposed of, emphasizing the importance of proper disposal methods to prevent environmental pollution.

#### Liquid Waste Management

The college has a system in place to prevent the discharge of pollutants into water courses. Hazardous liquid materials are collected and disposed of in a manner that prevents environmental harm. Liquid waste is drained into the district's drainage system through designated pipes.

#### E-Waste Management

##### E-Waste Collection, Disposal

Each department has the initiative to store and collectively dispose of electronic waste. Obsolete computers are repurposed for teaching and learning in the computer science departments. Printer cartridges are refilled instead of being disposed off. UPS batteries are exchanged with the vendor for new batteries, showcasing a responsible approach to battery disposal.

#### Biomedical, Hazardous, and Radioactive Waste

The college mentions the absence of biomedical, hazardous, or radioactive waste, indicating a commitment to safety and responsible waste management.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>
<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	
<b>B. Any 3 of the above</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>	
<b>1.Restricted entry of automobiles</b> <b>2.Use of bicycles/ Battery-powered vehicles</b> <b>3.Pedestrian-friendly pathways</b> <b>4.Ban on use of plastic</b> <b>5.Landscaping</b>	<b>A. Any 4 or All of the above</b>
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and</b>	<b>A. Any 4 or all of the above</b>

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

**B. Any 3 of the above**

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

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

The institution works hand in hand to bolster an inclusive environment towards cultural, regional, linguistic, and communal diversities. Cultural: Culture is related to a particular society, its ideas, customs, and art. Anandaram Dhekial Phookan College provides an intercultural altar for students of different cultural backgrounds.

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

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

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

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The 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.

The NCC wing in collaboration with NSS wing, ADP College observed Swachha Bharat Abhiyan on 15th August 2022 and 26th January 2023 to make students aware of their responsibilities towards clean environment. A Lecture cum Counselling program on Mental Health and Care was organized on September 10, 2022 by Department of English and ADP College Study Centre. Lecture programme on Society, Literature and Journalism was organized on 04.05.2023 by IQAC & Study Circle. Lecture Programme on Strategies for IPR and Plagiarism Risks was organized on 12.05.2023 by IQAC and Committee for IPR, Legal and Ethical Matters. Prof. Debendra Chandra Baruah, former IQAC Coordinator Tezpur University was the resource person.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://adpcollege.ac.in/upload/dvv/1708587290.pdf">https://adpcollege.ac.in/upload/dvv/1708587290.pdf</a>
Any other relevant information	Nil

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

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>



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

The College celebrates national and international commemorative days, events, and festivals.

The 76th Independence Day was celebrated at the college on August 15, 2022. The Principal hosted the National Flag at 7.30 AM, which was followed by the National Anthem, being presented by all teachers, students, and non-teaching staff members of the college. Foundation Day and Freshman Social were celebrated in the College from 7/09/2022 to 10/09/2022. On 22nd September, 2022 a general meeting was convened on the occasion of the Birth Anniversary of Anandaram Dhekial Phookan. On 26th January 2023, the College celebrated the 'Republic Day'. On this day Saraswati puja was also celebrated. 'World Sparrow Day' was observed on 20th March 2023 with the theme "I Love Sparrow" by the Department of Zoology. From 27/03/23 to 01/04/23, ADP College organized college week with a joyful atmosphere. The students participated in different events of their choice and achieved good performance, where the winners got prizes from the institution. On 31st March 2023, College celebrated the Students Day with a theme 'successful carrier challenges and exit rules'. Dr. Buljit Buragohain addressed the students and interacts with them.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice- 1:

The practice "Holistic Student Development through NCC and NSS for Community Engagement" focuses on training students to become confident, committed leaders who contribute to society. NCC

fosters discipline and leadership, preparing students for defense careers, while NSS instills social responsibility and community service. ADP College's NCC unit, established in 1963 and currently led by Dr. Jalin Prakash Chetia, excels in various competitions and camps. The NSS unit, active since 1959, organizes community service activities, collaborating with local authorities and NGOs. Despite challenges like lack of resources and scheduling conflicts, both units significantly impact student development and community engagement by emphasizing order, teamwork, and personal responsibility.

#### Best Practice- 2:

The practice "Breast Cancer Awareness among the Locals of Nagaon District" aims to detect and prevent breast cancer through community education via seminars and outreach camps. Addressing societal norms that hinder open discussion on breast health, the initiative targets both men and women. Collaborating with Breast Cancer Hub (BCH), ADP College conducted research to highlight current cancer screening scenarios. Successful activities included workshops and awareness campaigns involving students and locals, promoting breast self-examination and dispelling myths about cancer. Challenges include limited rural awareness and access to diagnostic tools, necessitating public education, healthcare training, and government and NGO support for large-scale impact.

File Description	Documents
Best practices in the Institutional website	<a href="http://adpcollege.ac.in/upload/dvv/1717135534.pdf">http://adpcollege.ac.in/upload/dvv/1717135534.pdf</a>
Any other relevant information	<a href="https://adpcollege.ac.in/ncc.php">https://adpcollege.ac.in/ncc.php</a>

### 7.3 - Institutional Distinctiveness

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

Anandaram Dhekial Phookan College was established in 1959 with a vision to provide educational opportunities to the rural people of the district of Nagaon. The vision of the college, which was framed to make the college a place of excellence and quality education, has also been successfully attained. Presently, the college has 2782 students, out of which 90 percent are from the

rural areas of the district as well as from the neighboring rural districts, viz. Karbi Anglong, Hojai, Morigaon, etc. The central library of the college has more than 2000 books, and we are in the process of procuring more. In addition, all the departments have a 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.

The students are showing good progress in their academic and social activities. The participation of students in different academic events, sports events, and cultural events is praiseworthy and always receives recognition. Over the years, the college has maintained coordination with reputed institutes and educational institutions through mutual exchange of students and faculties under MOUs.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

#### Plan of action for the academic year 2023-24

1. To introduce NEP 2020
2. To introduce online footfall of students and teachers at the Central Library
3. To conduct quality audit
4. To conduct professional development programme for teaching and non-teaching staff
5. To disseminate skill education to students
6. To organised seminar/workshop/awareness etc on Gender Equity, Human values, Professional ethics, Life skills, Mental Health, Research methodology, Communication skill, IPR, Legal aspects on social media etc.
7. To apply for additional courses like BA BEd, BSc BEd, MA, etc.

8. To increase the involvement of Alumni.