Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**CHAIDUAR COLLEGE**
Name of the head of the Institution	**Dr. Anjan Kr.Ozah**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03715243158**
Mobile no.	**7002308838**
Registered Email	**chaiduarcollege@gmail.com**
Alternate Email	**cdciqac@gmail.com**
Address	**Chaiduar College Post Office: Gohpur, District: Biswanath**
City/Town	**Gohpur**
State/UT	**Assam**
Pincode	**784168**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Arindam Sarma**
Phone no/Alternate Phone no.	**03715243158**
Mobile no.	**8761025306**
Registered Email	**cdciqac@gmail.com**
Alternate Email	**dr.arindam.sarma@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.chaiduarcollege.org/IQAC/AQAR%202018-19.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.chaiduarcollege.org/IQAC/AcademicCalendar/Academic-calendar-UG-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	**C++**	**70**	**2004**	**16-Sep-2004**	**15-Sep-2009**
2	**B**	**2.64**	**2011**	**08-Jan-2011**	**07-Jan-2016**
3	**B++**	**2.82**	**2017**	**27-Nov-2017**	**26-Nov-2022**

6. Date of Establishment of IQAC	**17-Oct-2005**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
National Webinar on Politics of Translation: The Case of the Novel Makam. IQAC and the Dept. of English, Resource person: Dr. Sanjib Sahoo, Tezpur University	15-Jul-2020 1	80
National webinar on the Relevance of Gandhian Ideas in Contemporary Times, IQAC and Dept. of History, Resource Person: Prof. S. N. Singh, RGU University	14-Dec-2020 1	92
National Webinar on the Historical and Social Role of Literature, IQAC and Dept. of Assamese	16-Aug-2020 1	78
International webinar on Biophysics and Medicine, Resource Person, Dr. Paramananda Saikia, Senior Scientist, Boston, USA	18-Aug-2020 1	82
International Webinar on Bioscience Research and Its Future Prospects, Dept. of Botany and IQAC, Resource Person: Prof. Bharat Baruah, Kennesaw State University, Georgia, USA	05-Aug-2020 1	120
Seminar on New Syllabus of UPSC/APSC and Strategies for Success in Competitive Examinations. Resource Person: Praveen Kumar Singh, Senior Faculty of Khan Study Group, New Delhi and UnAcademy	28-Dec-2020 1	175
Awareness Program on prevailing superstitions in the society	28-Dec-2020 1	165
Webinar on Use of Online Resources organized by IQAC, Central Library in Association with ICT Cell of Assam College Library Association	12-Jun-2020 1	87

Coaching and career counseling program. Resource Persons: Mr. Omendra Pal Singh, Faculty of Samkalp IAS Academy, New Delhi, and Mr. Rajib Prakash Baruah, Director of Bibekanand IAS Coaching Centre, New Delhi	20-Feb-2020 1	110
Two-Day Workshop on ICT in Management of Education organized by IQAC in Association with Teaching Learning Centre, Tezpur University	03-Sep-2019 2	80
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Chaiduar College	Infrastructure Grant	RUSA	2019 365	9000000
Chaiduar College	B.Voc	UGC	2019 365	1190490
Chaiduar College	Biotech Hub	UGC	2019 365	182872
Chaiduar College	Excursion	DHE	2019 365	100000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

IQAC has organized a Two Day Workshop on ICT in Management of Education in Association with Teaching Learning Centre, Tezpur University

IQAC has organized two career counselling programs

It has worked consistently with all the cells and bodies of the college and initiated social service to provide help to the needy during the Covid-19 pandemic. It has organized outreach programs in rural schools and teachers have taught in those schools; it has also initiated a number of cleanliness drives, tree plantation programs, one awareness program on superstition with local community.

IQAC has made arrangements for bringing a renowned scholar from abroad, Prof. Jason S. Polley, Dept. of English, Hong Kong Baptist University as a visiting professor for one week to the department of English

IQAC has organized a number of national and international webinars in association with some departments of the college

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

Plan of Action	Achivements/Outcomes
To organize outreach and extension activity	It has worked consistently with all the cells and bodies of the college and initiated social service to provide help to the needy during the Covid-19 pandemic. It has organized outreach programs in rural schools and teachers have taught in those schools; it has also initiated a number of cleanliness drives, tree plantation programs, one awareness program on superstition with local community.
To organize seminars and webinars, workshops	A number of Webinars were organized IQAC has organized a TwoDay Workshop on ICT in Management of Education in Association with Teaching Learning Centre, Tezpur University
To maintain good results and regularity of classes	Done
To work closely with RUSA	Monitored the developmental projects under RUSA schemes
To bring at least one renowned foreign scholar to the campus	IQAC has made arrangements for bringing a renowned scholar from abroad, Prof. Jason S. Polley, Dept. of English, Hong

Kong Baptist University as a visiting professor for one week to the department of English

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Chaiduar College Governing Body	**06-Aug-2021**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**No**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Chaiduar College uses a a Management Information System (MIS) that is designed and supported by Adroit Digisoft with its headquarter in Guwahati, Assam. This system is an effective tool of managing various financial and academic areas in higher educational institutions. The system designed by Adroit Digisoft is very userfriendly and the company provides timely and quick support and assistance whenever needed. They have made tailormade specifications as required by the college. Some of the modules that are currently operational are: (1) The entire financial side of the institution is managed through this MIS, (2) The entire admission process of the college is done through this system. The students seeking admission can receive and upload forms through the system and once the merit list is prepared and uploaded by the college, the students can take admission online. The entire financial aspect of the college is cashless. The college collects fees and other dues through SBI Collect, Swipe and Billdesk systems.**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college strives to pursue the objectives set forth in the Mission and Vision statements to offer quality education, to produce human resources for the future. As an affiliated college of Gauhati University, the college do not have much freedom in designing of the curricula and courses, and it follows the curricula designed and approved by the parent university. However, the college maintains and assures planned curriculum delivery and documentation through a number of ways and initiatives. Staff from the college participates in different syllabus revision meetings and seminars at the university. A central time table for different streams is designed each semester by a committee and the classes are conducted strictly according to the routine. Every now and then, individual departments may bring some changes to the routine by adding some extra classes of their own. While preparing the routine, the committee takes into account the need for extra tutorials and practical classes. The time table is sent to each and every department and it is also posted in the college notice board for all the students to see. Progress Reports are acquired from each department and the authority monitors the progress of the courses. The departments and the faculty members ensure effective and timely delivery of the curriculum. The departments hold regular departmental meetings to discuss classes, course delivery, academic problems faced by the students etc. The teachers use ICT facilities in their classes for effective and fruitful teaching-learning experience. Students are encouraged and asked to present seminars from time to time. In the science subjects, emphasis is given on hands-on/practical trainings and students are given project works by the teachers. Field trips, industrial visits, internships are conducted to supplement their learning and skills. Various seminars, workshops, invited lectures by scholars and academicians are organized by the college, IQAC, and the departments from time to time. The records of the course-syllabi, progress reports, feedbacks, results etc are kept in the office.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Assamese, English, Bodo, Nepali, History, Political Science, Education, Economics	01/06/2019

BSc	Physics, Chemistry, Botany, Zoology, Mathematics	01/06/2019
BCom	Commerce	01/06/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	Nill
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	History, Economics, Political Science, Education, English	170
BSc	Chemistry, Zoology, Botany, Physics	84
BVoc	MLT, Mass Media	35
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nill
Employers	Nill
Alumni	Nill
Parents	Nill

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

Feedback Obtained
Student feedback is of utmost importance in understanding the students' level of achievement and areas of concerns and grievances while studying in the institution. The feedback received by the students provides critical markers which help the management and the departments to improve further, bring new changes and initiatives, and to address the concerns and grievances of the students. The IQAC collects feedback from the outgoing students every year at the end of the academic session. The feedback is collected in the form of a questionnaire which contains twenty points on various aspects related to the curricular, co-curricular, extra-curricular, and infrastructure, facilities, management and other relevant issues related to the teaching-learning process in the college. The students give grades to each area. This feedback system collected by the IQAC has proved very effective in gauging the satisfaction level of the students as well as providing the departments and the management

crucial insights in to these areas. The feedback collected through the questionnaires is analyzed by a few faculty members deputed by the principal. They read these questionnaires returned by the students and they make an overall statement on them. The overall statement is submitted to the academic council for discussion and necessary follow-up action. The management tries to tackle the issues raised by the students and as evident from the Feedback-statements along with inputs from the staff. Apart from these feedbacks, each department also collects feedback from their students regarding the curricula, progress of courses, their problems and requirements for remedial actions. Every effort has been made to make the feedback process objective and transparent. For this IQAC has made provisions in the system for anonymous sharing of response in case of student-feedback, time-bound and on-the spot collection of the questionnaires, comprehensive design of the format to enable objective responses on all aspects of academic and non-academic fields, etc.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BVoc	Professional	100	138	46
BCom	Honours	80	127	80
BSc	Honours and General	99	134	105
BA	Honours and General	618	847	618
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2479	Nill	46	Nill	Nill

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
46	46	14	15	2	14
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

The practice of mentoring students and their progress along with the difficulties and problems aims to get the students to interact, deliberate and discuss with the teachers as Mentors regarding their study habits, career

options, difficulties faced in the classroom/laboratories and or at home. This interaction bridges the gap between the teachers and the active learners, i.e. the Mentor/Mentee, thereby creating a healthy bond between the two most important stakeholders. Special classes are arranged for low achievers in the form of tutorials/remedial coaching. Through Placement and Career guidance Cell, the students are guided to identify their competence level in deciding their future career options. Economically weaker students are provided with subsidized fees and their progress is constantly monitored by the faculty. All differently-able students are given extra care by providing Wheelchair and provision for Ramps access to the classroom/library. Peer mentoring, mainly through the Class Representatives is an initiative that is welcomed by the students, especially on issues related to discipline for learning. At the start of the academic year, all newly admitted students are offered a specific Orientation Program, which serves as Induction Counselling, making them aware of the areas required to help them grow by effective time management, relating to self and others, as well as some of the challenges they will face. The parents/guardians too are involved in these programs, to make them active partners in the mentoring process. In a special way the Principal, the Heads of Departments and the Staff are always available to the students. The Mentoring process is chiefly aimed at nurturing a healthy Tutor-Ward relationship and plays a significant role in harnessing the overall growth of a student which is part of the vision and mission statement of the College. As the students spend a considerable amount of time in the College, it is imperative that they are given the right kind of attention by the teachers, not only inside the classroom, but also outside it. So, the importance of this Mentoring Process can never be over estimated. The success of the process, obviously, depends upon the willingness of the mentee to open up in front of a mentor who is not really a stranger of any sort. The teacher/mentor is well equipped to elicit honest responses from the student/mentee as they are confident that the former is the repository of answers to their problems, personal or otherwise.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2479	46	1:54

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
47	46	1	3	23

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	final semester	28/10/2020	05/12/2020
BSc	UG	Final semester	10/10/2020	03/11/2020
BCom	UG	Final Semester	14/10/2020	30/11/2020

BVoc	UG	Final Semester	27/10/2020	24/12/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The details of Internal Examination are communicated to the students at the beginning of the session through the academic calendar. The students are encouraged to approach the members of the faculty with regards to their doubts, confusion etc., regarding the course material, pattern of exam and evaluation. Internal test and assignments are conducted with immediate feedback of the results with the students. The students are given the evaluated answer script and their grievances, if any, are heard and promptly taken care of. For low achievers, remedial coaching and tutorials are arranged for well before the student appears in the final/end semester examination conducted by the University. The college maintains and monitors the attendance record of each student centrally as well as in their respective departments. The progress made or lack of attendance is communicated to the students and their parents through Parent-Teacher Meetings and during the mentoring process. In keeping with the nature in which young learners acquire knowledge and skills, the Departments assess the student's attainment levels through various means like: Open Book examinations, Online Multiple-Choice-Questions, Presentations using different tools and techniques, etc. Most importantly, the Faculty offers the students ample opportunities to improve their performance, so as to compete with themselves in order to draw out the best in themselves and their capabilities.

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

adhering to the academic calendar of the affiliating university (Gauhati University). This academic calendar is published in the college prospectus and is uploaded in college website for the students, faculty members and office staff. This calendar contains the yearly schedule of the college ranging from the list of holidays (National level holidays, State holidays, Local holidays and Institutional holidays), tentative schedule of the college examinations and other forms of evaluation. Tentative dates for Freshmen Social. Annual College Week, Sessional Examinations, Test Examinations, Saraswati Puja etc. are also provided in the academic calendar. All Examination related notices are also displayed on the college notice board, the departmental notice boards and the college website. Since the students of each department are always in contact with their teachers, they are informed about the examination directly also. The college strictly adheres to the academic calendar, except in unavoidable conditions.

2.6 – Student Performance and Learning Outcomes

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

https://www.chaiduarcollege.org/IQAC/Documents/Program%20outcomes%20program%20specific%20outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BVoc	MLT	20	10	50

UG	BVoc	Mass Media	11	6	54.54
UG	BCom	Commerce, Major and general	38	13	34.21
UG	BSc	BSc	15	7	46.66
UG	BSc	Honours: Botany, Chemistry, Mathematics, Physics, Zoology	75	30	40
UG	BA	General	228	136	59.64
UG	BA	Honours: Assamese &Other Indian languages, English, Education, Economics, History, Political Science	178	140	78.65
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2.7 – Student Satisfaction Survey

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

 https://www.chaiduarcollege.org/IQAC/Documents/Student%20Satisfaction%20Survey%202019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Interdisciplinary Projects	365	UGC	182872	182872
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Departmental Seminar on Privatization and Contemporary Society	Department of Economics	21/12/2019
Business Start-Ups: Prospects and Indian Economic Legal Provisions. Departmental	Department of Commerce	11/02/2020

seminar		
Banking Digital Awareness Camp	Chaiduar College	13/11/2019
Importance of online education during COVID-19 pandemic	Department of Zoology	09/07/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	NIL	NIL	NIL	NIL	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	History	1	0
National	Political Science	1	0
National	English	2	0
National	Education	1	0
National	Assamese	4	0

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

Department	Number of Publication
History	4
Bodo	1
Assamese	3
English	2
Education	4

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	2	1	Nill
Presented papers	1	3	Nill	Nill
Resource persons	1	3	1	1
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Relief Measures to poor jobless people in and around the town of Gohpur during the 1st Lockdown of the Covid-19 pandemic	NSS, IQAC and teachers Unit	27	24
Outreachb Program at Rural School	IQAC and the department of Economics and English	5	Nill
Banking Digital Awareness Camp	Chaiduar College, State Bank of India, Biswanath District Administration	25	130
Cleanliness Drive in Town Market Area	NCC	6	50

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nill

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Awareness Camp on World AIDS Day	IQAC, NSS	Aida Awareness Program	15	146
Assistance to the needy people during Covid-19 pandemic	IQAC, NSS and Teachers Unit	Relief measures during Covid-19 Pandemic	35	50
Awareness Program on Gender Sensitivity	Department of Education and Womens Cell of the College	Awareness Program on Gender Sensitivity	21	86
Cleanliness Drive in the town of Gohpur and the college campus	IQAC andthe NCC and NSS Unit of the College	Cleanliness Drive	12	167
Tree plantation derive	IQAC and NSS Unit of the College	Tree Plantation Drive	18	54
Swachh Bharat	NCC	Cleanliness Drive in Town Market Area	6	50

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab	Duration From	Duration To	Participant

	with contact details			
No Data Entered/Not Applicable !!!				
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6609900	**410218**

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	**Newly Added**
Classrooms with Wi-Fi OR LAN	**Existing**
Laboratories	**Newly Added**
Class rooms	**Newly Added**
Campus Area	**Existing**
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	**Fully**	**02**	**2019**

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	18363	1298560	500	81139	18863	1379699
Reference Books	10000	1000000	110	20000	10110	1020000
Journals	33	63000	3	3000	36	66000
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional

(Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Swapna Kakaty, Department of History	Harappan culture -seals, script and writings	YouTube	01/07/2020
Swapna Kakaty, Department of History	History class -Harappan culture - social differences and craft	YouTube	01/07/2020
Swapna Kakaty, Department of History	History class -Mohenjodaro--a planned urban center	YouTube	01/07/2020
Swapna Kakaty, Department of History	History class -Harappan culture -an introduction	YouTube	01/07/2020
Swapna Kakaty, Department of History	History class -Agricultural technologies in Harappan period	YouTube	02/07/2020
Swapna Kakaty, Department of History	History class -- Early States of ancient India	YouTube	08/07/2020
Dr. Arindam Sarma, Indrajit Kalita, Hridaya Hazarika, Mukunda Hazarika (Dept. of English)	Assignment for English Major Students	Institutional Website	15/05/2020
Rantu Borah, Dept. of Political Science	END OF BIPOLARITY IN WORLD POLITICS	YouTube	20/05/2020
Mr. Manoranjan Barman, Dept. of MLT (B.Voc)	COVID 19 Diagnosis || Diagnosis of Coronavirus infection (Part 1) || Pathogenesis	YouTube	10/05/2020
Shinjit Kamal Borah, Dept. of Computer Science	Study materials of Computer Science for 4th Sem Physics, 6th Sem Physics, 6th sem Mathematics, and for 6th sem Commerce	Google Slides	08/05/2020
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others

	mputers	Lab		centers	Centers		nts	Bandwidth (MBPS/ GBPS)	
Existing	103	2	70	2	1	1	14	2	0
Added	20	0	10	0	0	0	0	0	0
Total	123	2	80	2	1	1	14	2	0

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Chaiduar College Central Computer Lab	https://www.chaiduarcollege.org/smaterials.html

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
18442033	7640705	7020118	410218

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

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. Laboratory: Procedures and policies for Maintenance: The College utilizes grants received from RUSA/UGC and other sources for maintaining laboratory facilities in the college. Respective departments maintain Laboratory equipments and facilities. The departments intimate the authority about any requirements for new equipments and lab materials, and after approval by the academic council and finance committee, funds are released for procuring new equipments. Procedures and policies for utilizing facilities: Laboratories facilities are utilized by students for practical courses. Teachers can access and use the lab facilities any time they need to. Library: Procedures and policies for Maintenance: New library books, journals etc. are bought from grants from RUDSA and college funds. Library facilities such as reading tables, chairs, scanners, printers etc. are also procured from time to time as per need. Old books and are weeded annually and damaged books are either salvaged by re-binding them or discarded if beyond repair. Books that are damaged or lost by borrowers have to be replaced at the borrowers own cost. Procedures and policies for utilizing facilities: Teachers ,staff and students are provided library cards against which books are issued. The library subscribes to journals and newspapers which are made available in the library reading rooms. Internet and photocopying, wifi facilities are available on payment of a nominal amount at the library counters. Sports complex: The college has an Indoor Stadium and a multi-purpose Gym as well as other sporting facilities. Grants from RUSA/UGC/ State govt/College funds are utilized for procuring sporting equipments and facilities. Procedures and policies for Maintenance: The building committee and sports committee maintain the sports complex and

looks into repair and upgradation as and where required. Procedures and Policies for Utilization : The sporting facilities of the college are open for use to the students and staff of the college. The sports complex is used for holding sporting competitions during annual college week as well as for other sporting events organized by the college. Computers: Procedures and policies for Maintenance: New computers and other ICT facilities and materials are procured from time to time with funds from RUSA/UGC and various college funds. They are regularly maintained and repaired as per need. Procedures and Policies for Utilization : Its use is restricted to the college teachers, staff and students for all academic and examination related works. Classrooms: Procedures and policies for Maintenance: Grants from RUSA/State govt. and college development fund and general fund are used for construction of new classrooms, and maintenance and repairing of old classrooms. Many of the old classrooms have been upgraded tp smart classrooms and new virtual classrooms have been built. Classrooms are checked the members of the building committee and wherever repair and restoration work is required for electrical equipment and furniture are carried out. Procedures and policies for utilizing facilities: classrooms are allotted for the use of students and teachers as per the college routine.

https://www.chaiduarcollege.org/IQAC/Documents/Procedures%20and%20policies%20for%20maintaining%20and%20utilizing%20physical,%20academic%20and%20support%20facilities.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	1. Rewati Mohan Hazarika Merit-cumMeans Scholarship, 2. Meena Hazarika Memorial Award, 3. Kosheswar Baruah Memorial Award, 4. Sarat Sarma Memorial Award	6	12000
Financial Support from Other Sources			
a) National	1. IShan Uday, 2. AKADEMICS Scholarship	7	334000
b)International	Nill	Nill	Nill
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
10 Days Soft Skill Development Program	05/12/2019	25	Department of English
Spoken English Course	15/11/2019	46	Department of English

Diploma in Computer Application	21/01/2020	12	Department of Computer Science
PGDCA	21/01/2020	23	Department of Computer Science
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Counselling and Guidance on Interview Skills, 15/09/2019	50	50	Nill	Nill
2020	Coaching and career counseling program, 20/02/2020	62	62	Nill	Nill
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	122	BA, BSC, BCOM	Assamese, English, Education, History, Political	Gauhati University, Dibrugarh University, Assam	MA, MSC. MCOM

| | | | Science,
Physics,
Chemistry,
Botany,
Zoology,
Commerce,
Mathematics,
Commerce | University,
Rajiv Gandhi
University,
Tezpur
University,
Cotton
University | |

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

Items	Number of students selected/ qualifying
GATE	1

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

Activity	Level	Number of Participants
Inter-Departmental Badminton Competition, 14/12/2019	Institutional	40
Republic Day, 26/01/2020	Institutional	131
Cultural Program on the Occasion of Bhupen Hazarikas Death Anniversary, 5/11/2019	Institutional	280
International Mother Tongue Day, 21/02/2020	Institutional	160
World AIDS Day, 01/12/2019	Institutional	147
Freshmen Social	Institutional	400

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

The college has a student union named Chaiduar College Students Union (CCSU) and the union functions as per the constitution of the CCSU. The members for various portfolios of the Union are elected for one academic year by the bonafide students of the college in a general election held every year. The student union as a representative body of the student community of the college participates in different spheres of the college activities. The major

activities/participation of the Students Union during the academic year 2018-19 are Student Body participation in college activities: 1. Freshman Social 2. College Magazine 3. Represents the College in various university/state/national level events like the youth festival and other competitions. 4. Celebration of Saraswati Puja 5. Celebration of National Science Day 6. Organisation of Annual College Week 7. Celebration of Mother Tongue Day Representations in Academic and Administrative Committees of the Institution: 1. General Secretary and the President of CCSU are the members of RUSA Committee. 2. GS of the Union is on IQAC Committee 3. Hostel Committee 4. Anti Ragging Committee 5. Campus development 6. Celebration Committee 7. Play ground development committee

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Chaiduar College Alumni Association was established in 2003. The office of the association is in the campus of the college. The chief objectives of the association are: 1. to interact and keep in touch with the ex-students of the college. 2. to engage the former students in various academic and non-academic programs and events of the college, 3. To generate fund through alumnus contributions. The association contributed generously to the college on the occasion of its Golden Jubilee Celebration in 2018 and a flower garden was set up with the money collected from the ex-students. The association also played a very energetic, enthusiastic and effective role in the successful celebration of the Golden Jubilee.

5.4.2 – No. of enrolled Alumni:

318

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college promotes the culture of participatory management and practices decentralized system of management as far as possible. The apex body of management, i.e. the Governing Body is comprised of representatives from the faculty, parents, library and office staff as eminent persons from the locality. This body discusses important management, administrative and development related matter for final approval of the same. The IQAC of the college also comprises of teachers, library and staff, student representatives and members of the society. Different committees are constituted for the management of different institutional activities : 1. Examination Committee (it ensures the smooth conduct of the internal assessment and university examinations) 2. Admission committees (for effectively conducting the admission process)3. Building Committee (oversees the developmental projects and requirements etc.) 4. University Examination Zone 5. Career Counseling Cell 6. Grievance redressal Cell 7. Students' Union Society 8. Students' Aid Fund 9. Disciplinary Committee 10. Anti ragging cell 11. Alumni Association 12. Co-curricular activities (NCC, NSS unit, yoga, sports) etc. The two practices of decentralization and participative management during the last year are as

follows: 1. A Two-Day Workshop onICT in Management of Education was held September 3 and 6, 2019 by the IQAC in association with the Teaching Learning Centre, Tezpur University. Committees and sub-committees were formed for the successful and smooth conduct of the workshop. All these Committees and sub-committees for both these events worked in close collaboration with the management and administrative bodies of the college. 2. Participatory approach in decision making and involvement of the faculty in the annual budget preparation and annual calendar of the College.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Field work, class seminars, interactive learning through group discussions, quiz, etc. are practiced. Individual departments organize lectures talks by visiting scholars. The Principal regularly collects students' feedback for improvement of teaching and learning
Teaching and Learning	All departments maintain academic diary. Teachers use ICT tools in the classrooms along with with traditional chalk and talk method. Smart classrooms and one virtual classroom are in place. Students are regularly given assignments by the teachers. Student Mentoring within and outside the class is highly encouraged and practiced.
Examination and Evaluation	A foreign scholar Prof. Jason S. Polley, Department of English, Hong Kong Baptist University was invited by the IQAC and the Department of English to deliver a series of lectures to the students of the literature departments. During the lockdown period of theCovid-19 Pandemic, almost all the faculty members resorted to the online mode and continued teaching and mentoring the students through various portals such as Zoom, Google Meet, Webex etc. Online teaching and testing and evaluations were carried out during this period. Apart from the examinations conducted by the parent university, additional class tests, retests, practical test, vivavoce, home assignment, seminar presentation are also organized for constant evaluation of the students. Remedial discussions are held with the students on their performance on these tests.

Research and Development	IQAC regularly provides information to the faculty members regarding publication outlets, call for papers in journals, new publication avenues, seminar-conference details etc. The college has a Research Cell that works in close association with the IQAC in fostering a healthy research culture. The College has a Bio-Tech Hub where research scholars are conducting research for their PhDs. Majority of the faculty members are actively engaged in various research works and publish papers in both national and international level. Teachers are encouraged to participate in national and international seminars, conference, workshops, Orientation and Refresher and Faculty development programs. They are given leave by the college authority to participate in such programs. Department of English utilizes and maintains the Language Laboratory to give spoken English skills to the desirous students.
Library, ICT and Physical Infrastructure / Instrumentation	The Central Library has added a large number of new books and journals to its collection this year. It has reproduction facilities and internet access where both the students and teachers can make use of the resources. The library subscribes to national and state-level news papers and periodicals. It is fully automated. The library is complemented by the department libraries. ICT: A large number of computers with internet and wi-fi connectivity, one computer center and other ICT tools are available. Physical Infrastructure: One girls hostel, one canteen, one indoor stadium and gymnasium, one playground, laboratories in all the departments of the science stream, one language lab, one animal house, one Bio-tech Hub, car and bike parking facilities, two ponds, one animal house are there. The labs are maintained by the individual departments, the computer lab is maintained by the instructor, the Gym and the indoor stadium are maintained by the physical instructor and the Stadium Committee. Requirements for new equipment, materials and need for repairing are notified to the authority. Construction and Purchase Committee periodically reviews and analyses the requirements for

	maintenance of the infrastructure facilities.
Human Resource Management	The College authority encourages and facilitates the faculty members to participate in Refresher, Orientation and Short Term Courses, seminars, conferences and workshops. 2. Self appraisal of the teachers through maintenance of academic diary. The faculties are provided with good, functional office spaces, common rooms, departmental rooms, library reading room. Students have separate Boys and Girls common rooms, Student Union has its own office.
Industry Interaction / Collaboration	The department of MLT and Mass Media have a number of MoUs with super-specialty hospitals such as GNRC, Sanjibanee, and media houses such as News Live and DY365. Students have done internship in these institutions as well as in national level research organizations such as DRL, NERIST etc.
Admission of Students	The ntire admission process is carried out through online mode. This has facilitate in the creation of a digital data base that is required for the Students Satisfaction Survey. Rules and regulation governed by the state government and college authorities are strictly followed in the admission process.

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

E-governace area	Details
Finance and Accounts	Chaiduar College uses a a Management Information System (MIS) that is designed and supported by Adroit Digisoft with its headquarter in Guwahati, Assam. The entire financial side of the institution is managed through this MIS. The entire financial aspect of the college is cashless. The college collects fees and other dues through SBI Collect, Swipe and Billdesk systems.
Student Admission and Support	Chaiduar College uses a a Management Information System (MIS) that is designed and supported by Adroit Digisoft with its headquarter in Guwahati, Assam. The entire admission process of the college is done through this system. The students seeking admission can receive and upload forms through the system and once the merit list is prepared and uploaded by the

	college, the students can take admission online. All scholarship related information, library information, and other relevant matters for students are posted in the college website, WhatsApp groups and the college Facebook page
Examination	All examination related notices are posted on the college website and in the relevant WhatsApp, Telegram groups and in the Facebook page. Examination forms are filled up in GU portal. Admit cards and students roll sheets are downloaded online.
Planning and Development	The entire admission process is done on online in the college portal. Notices for new infrastructure development projects and tenders for the same are posted on the website and e-tenders are invited.
Administration	All the Administrative orders and notices are served to the departments through e-mail and departmental WhatsApp groups. Apartment from departmental WhatsApp groups for major students, Telegram group and Facebook page are created to interact with students and to disseminate important information to them.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Two-Day Workshop on ICT in Management of Education	NIL	03/09/2019	04/09/2019	80	Nill

| 2020 | NIL | One Day Workshop of Effective Office Management | 04/02/2020 | 04/02/2020 | | Nill | 18 |

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course in Teacher Education	1	01/01/2020	14/01/2020	14

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	NIL	Students Aid Fund

6.4 – Financial Management and Resource Mobilization

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

The external audit of the College is conducted every financial year by the Department of Finance, Government of Assam.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0

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6.4.3 – Total corpus fund generated

100000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	IQAC, Chiaduar College
Administrative	Nill	Nill	Nill	Nill

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

The college does not have a Parent Teacher Association. • All the departments hold PTM every now and then • Parents are encouraged to come and visit the college and discuss various aspects related to the academic and other cocurricular matters related to his/her wards • The teachers and the management takes serious note of any suggestions and grievances by the parents • Parents are invited to the college on the day of freshers' social and on the prize distribution day of College Week

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

1. One Day Workshop on Effective Office Management has been organized on 04/02/2022

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

1. New classrooms and toilet blocks are constructed 2. Upgradation of the Boys hostel 3. New lab equipment have been procured and the science labs have been upgraded 4. Alternate energy through installation of solar panels have been acquired 5. Construction of the boundary wall is going on 6. A workshop on the use of ICT in the Management of Higher Education in collaboration with the Teaching Learning Centre of Tezpur University is organized . 7. IQAC in collaboration with the departments have organized a series of webinars. 8. Awareness program engaging the local community and the academia and ta few career counselling programs have been organized 9. The central computer center is provided with more computers

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nill
c)ISO certification	Nill
d)NBA or any other quality audit	Nill

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Coaching and career counseling program. Resource Persons: Mr. Omendra Pal Singh, Faculty of	20/02/2020	20/02/2020	20/02/2020	110

		Samkalp IAS Academy, New Delhi, and Mr. Rajib Prakash Baruah, Director of Bibekanand IAS Coaching Centre, New Delhi				
2019	Two-Day Workshop on ICT in Management of Education organized by IQAC in Association with Teaching Learning Centre, Tezpur University	03/09/2019	03/09/2019	04/09/2019	80
2020	National Webinar on Politics of Translation: The Case of the Novel Makam. IQAC and the Dept. of English, Resource person: Dr. Sanjib Sahoo, Tezpur University	15/07/2020	15/07/2020	15/07/2020	80
2020	International Webinar on Bioscience Research and Its Future Prospects, Dept. of Botany and IQAC, Resource Person: Prof. Bharat Baruah, Kennesaw State	05/08/2020	05/08/2020	05/08/2020	120

		University, Georgia, USA				
	2020	Awareness Program on prevailing superstitions in the society	28/12/2020	28/12/2020	28/12/2020	165
	2020	Seminar on New Syllabus of UPSC/APSC and Strategies for Success in Competitive Examinations. Resource Person: Praveen Kumar Singh, Senior Faculty of Khan Study Group, New Delhi and UnAcademy	28/12/2020	28/12/2020	28/12/2020	175
	2020	International webinar on Biophysics and Medicine, Resource Person, Dr. Paramananda Saikia, Senior Scientist, Boston, USA	18/08/2020	18/08/2020	18/08/2020	82
	2019	Invited Prof. Jason S. Polley, Associate Professor at Hong Kong Baptist University as a visiting professor for one week to deliver a series of lectures to the students	21/10/2019	21/10/2019	28/10/2019	75

	of the Department of English and Department of Language and Literature				
2020	Webinar on Use of Online Resources organized by IQAC, Central Library in Association with ICT Cell of Assam College Library Association	12/06/2020	12/06/2020	12/06/2020	87
2019	Outreach Program in Rural School	18/12/2019	18/12/2019	18/12/2019	45

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Womens day	08/03/2020	08/03/2020	75	40
Awareness Program on Women and Mental Health	08/11/2019	08/11/2019	60	15

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

Percentage of power requirement of the University met by the renewable energy sources
1. Solar panels have been installed which now provides clean electricity to the office and two other buildongs 2. Tree plantation drive was conducted within the College campus. 3. Green Audit is conducted. 4. Effective waste disposal system has been put in place 5. An animal House is maintained in the campus 6. The entire campus is made No-Horn, No-Smoking, No-Horn Zone

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2

Provision for lift	No	Nill	
Ramp/Rails	Yes	Nill	
Braille Software/facilities	No	Nill	
Rest Rooms	Yes	Nill	
Scribes for examination	Yes	Nill	
Special skill development for differently abled students	No	Nill	
Any other similar facility	No	Nill	

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	21/02/2020	1	International Mother Language Day	Importance of using and strengthening and preserving Vernacular Languages	75
2020	1	1	28/02/2020	Nill	Celebration of National Science Day-2020	Spreading Science awareness and promoting scientific temperament and rationality	80
2020	1	1	10/03/2020	1	Outreach Programs In Rural Schools	Engaging the faculty members of the college with the teaching learning process of rural	8

							schools and thereby aiding the academic effrots of the rural schools	
2020	1	1	28/12/2020	1	Awareness Program on prevailing superstitions in the society	Aareness program on the prevailing superstitions in society and the causes and roots of them, and the ways on how to fight them and adopt a more rational attitude towards life and community living	165	
2019	1	1	20/08/2019	1	Cleanliness Drive in the town of Gohpur and the college campus	Cleanliness drive in the campus and nearby areas	179	
2019	1	1	08/11/2019	1	Awareness Program on Women and Mental Health	Sbeensitizing the female students and the women from local community about the issues of mental health	75	

						and how to deal with them for a tter,, healthier and more productive life	
2020	1	1	05/05/2020	1	Distribution of mask and senitizers and providing assistance to the local jobless, poor and needy people during Covid pandemic	Aiding the needy from the local community affected by the Covid-19 pandemic	85
2019	1	1	20/08/2019	1	Tree plantation programme	Environmental awareness	72
2019	1	1	01/12/2019	1	Awareness Camp on the Occasion of World Aids Day	Spreading AIDS awareness among the students and local people	215
				No file uploaded.			

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

Title	Date of publication	Follow up(max 100 words)
College Prospectus-2019-20	24/06/2020	The college prospectus which is published every year at the beginning of each new session clarifies the institution's mission, values and principles. All the stakeholders get all relevant information and guiding principles of the institution through it and the newsletter. The college prospectus contains all information related to the courses offered, facilities

		available, departments, faculty profiles, academic calendar, code of conduct, mission and vision of the college, different committees, cells, information regarding financial assistance, its achievements, goals etc. The calendar contains all information related to the schedule of classes, dates of holidays, and tentative dates for sessional and end-term examination.
Annual Newsletter	20/08/2019	The Annual Newsletter of the college is published annually. All the activities, milestones, student and faculty achievements, research output of faculty members, amenities and infrastructure development of the college of the year get reflected in the annual Newsletter.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of Gandhi Jayanti	02/10/2019	02/10/2019	160
Celebration of Constitution Day	26/11/2019	26/11/2019	135
National Voters' Da	25/01/2020	25/01/2020	230
Celebration of Republic Day	26/01/2020	26/01/2020	170
Celebration of Teachers' Day	05/09/2019	05/09/2019	370
National Unity Day	31/10/2019	31/10/2019	280
International Yoga Day	21/06/2020	21/06/2020	158
International Women's Day	08/03/2020	08/03/2020	115
International Mother Language Day	21/02/2020	21/02/2020	75
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)
1. The entire college cagous is made a No-Horn, Tobacco-Free zone 2. Solar panels are installed which now provides low-cost, clean energy to a some buildings. Low-power consuming LED light bulbs are used in all the rooms 3. Effective waste-management and disposal mechanism is in place 3. Tortoise conservation is done in the college pond 4. An animal house is maintained within the college campus 5. Tree plantation drive is undertaken by students, faculty and the NSS team to maintain and enhance the green cover

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1: Title: Dissemination of Information through IT-enabled Platforms Chaiduar College has made consistent efforts to utilize the power and reach of Information Technology in the service of academic and administrative needs and functions. As a part of this objective and mission, the college has taken some significant steps to create e-content for disseminating information regarding the college and other academic-related matters to the students and the general public. The IQAC in collaboration with the Department of Mass Media has produced a short documentary on the college which provides, in a lively and entertaining manner, the history of the college, a broad overview on its courses, administrative, academic and other aspects, its facilities and amenities, faculty members, its achievements and goals. This video content proved to be very popular among the students and it was shown at the beginning of a number of events in the college where general public could see it and learn more about Chaiduar College. Apart from this documentary, the department of Mass Media and the IQAC also created a number of short videos of the Principal where he talks about important and urgent issues regarding upcoming examinations, form fill-up, course requirements, career opportunities, and directives from the parent university etc. The principal also gives advice and motivational lectures meant for the students in some of these short videos from time to time. All these videos are posted in the college website and also in the Facebook page maintained by the college. The College has a very dynamic Facebook page meant for distribution of information to the students and to reach out to them quickly and effectively. All the departments maintain WhatsApp groups comprised of their respective streams of students. These groups are used for sharing study-materials, discuss student queries and for other academic purposes. Best Practice 2: Title: Annual Book Fair The college holds an annual book fair in an attempt to nurture a book culture and cultivate reading habits of the students. Availability of books, both academic and non-academic, is a constraint that the students often encounter. The book fair makes books from diverse fields available for the students, and it helps in widening their intellectual horizons by motivating them to read books from outside their limited curricula. This annual event has generated tremendous interests among the students as well as among the faculty members and everyone in the campus. The success can be measured by the fact that over the last few years, the numbers of books purchased by the students have been going up significantly, and the fund for purchase of books by the departments and library has been increased.

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

https://www.chaiduarcollege.org/IQAC/Documents/Best%20Practice%202019-20.pdf

7.3 – Institutional Distinctiveness

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

Institutional Distinctiveness: Chaiduar College was conceived initially to cater to the need of higher education to the people of the large geographical area known as Chaiduar. A few visionaries and socially committed persons and Freedom Fighters took the noble initiative of establishing the college. As a result of this vision, the college was established in 1967 with Arts stream and it was affiliated with Gauhati University. Form its inception, Chaiduar College has remained committed to its goal of disseminating quality education and inculcating the sense of human values and responsibility towards fellow beings. The college was subsequently placed under the Deficit Grants-in Aid system by the Govt. of Assam in 1967. In its next phase, Chaiduar College opened Science Stream in 1987 to meet the evergrowing need of science education in the society. The stream was brought under Deficit Grants in Aid system by the Govt. of Assam in 1998. Since its humble beginning in the mid-60s, the college has been consistently taking up effective steps and measures for its all-round development and has already come a long way in its search of excellence and creation of quality human resource for the new millennium. In the new millennium, the college has faced three assessments by NAAC. First, the college was accredited by the highest body in 2004 and awarded C grade. The College achieved 'B' grade with 2.64 CGPA in the next rating of NAAC's re-accreditation in the year 2011 and B in its third cycle of re-accreditation in 2017. The college is situated at the foothills of the lesser Himalaya region bordering the hilly state of Arunachal Pradesh. It's a distinctive region where two states meet and a large number of communities and tribes have been interacting and co-inhabiting in a spirit of brotherhood and unity since time immemorial. Chaiduar College has the distinctive feature of being a highly cosmopolitan institution of higher education. Since Gohpur and its surrounding areas are inhabited by diverse people, communities and tribes, the student population of Chaiduar College has the unique character of being quite cosmopolitan and colourful. The students belonging to different tribes and communities bring with them their own diverse cultural richness in their spirits, while at the same time remaining united with a strong sense of unity and brotherhood. To cater to this diversity of people and the large number of students, the college pursues the distinctive objective of providing quality higher education in an affordable and effective manner. The college always keeps in view the fact that a large number of these people cannot afford to go far or spend much for the good education. Therefore, the college makes intensive efforts to create a healthy, vibrant academic atmosphere, build adequate academic and administrative infrastructure, and provide all possible means of co-curricular activities like sports, gymnasium, and culture inside its campus and to maintain a culture of selfless and dedicated service towards all stakeholders

Provide the weblink of the institution
https://www.chaiduarcollege.org/IQAC/Documents/Institutional%20Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

1. IQAC and the departments will hold national/international seminars/webinars/workshops, invited talk etc 2. To hold training programs for office staff 3. To organize and hold cleanliness drive, voters and election awareness drives, gender sensitization programs etc. 4. To install more solar panels, build new classroom buildings, and continue with the construction work of the new seminar hall and virtual classroom 5. To construct new parking lot and parking sheds 6. To add new learning resources to the central library 7. To start integrated B.Ed program under NCTE 8. Faculty members will make ore online study modules to be uploaded in the college website 9. More lab equipment, sporting and gym equipment are to be procured 10. Campus beautification measures to be undertaken 11. To organize extension activities and awareness programs involving

the students, teachers of the college and the local community and schools