



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>Madhya Kamrup College</b>
• Name of the Head of the institution	<b>Dr. Gopesh Kumar Sarma</b>	
• Designation	<b>Principal &amp; Secretary</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>03665299962</b>	
• Mobile No:	<b>9435240992</b>	
• Registered e-mail	<b>madhyakamrupcollege@gmail.com</b>	
• Alternate e-mail	<b>iqacmkc@gmail.com</b>	
• Address	<b>Vill: Subha, P.O.: Chenga, P.S.: Tarabari</b>	
• City/Town	<b>Barpeta</b>	
• State/UT	<b>Assam</b>	
• Pin Code	<b>781305</b>	
<b>2.Institutional status</b>		
• Affiliated / Constitution Colleges	<b>Affiliated</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Rural</b>	

• Financial Status	UGC 2f and 12(B)																		
• Name of the Affiliating University	Gauhati University																		
• Name of the IQAC Coordinator	Nikunjit Das																		
• Phone No.	9101288687																		
• Alternate phone No.	7002713348																		
• Mobile	9101288687																		
• IQAC e-mail address	iqacmkc@gmail.com																		
• Alternate e-mail address	madhyakamrupcollege@gmail.com																		
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://mkcollege.ac.in/upload/mk_c_agar/1714200973.pdf">https://mkcollege.ac.in/upload/mk_c_agar/1714200973.pdf</a>																		
<b>4. Whether Academic Calendar prepared during the year?</b>	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://mkcollege.ac.in/upload/academic_calender/1714198935.pdf">https://mkcollege.ac.in/upload/academic_calender/1714198935.pdf</a>																		
<b>5. Accreditation Details</b>																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>C++</td> <td>66.00</td> <td>2004</td> <td>04/11/2004</td> <td>03/11/2011</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.40</td> <td>2016</td> <td>16/09/2016</td> <td>15/09/2021</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	C++	66.00	2004	04/11/2004	03/11/2011	Cycle 2	B	2.40	2016	16/09/2016	15/09/2021
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Cycle 2	B	2.40	2016	16/09/2016	15/09/2021														
<b>6. Date of Establishment of IQAC</b>	15/05/2009																		
<b>7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																			
<table border="1"> <thead> <tr> <th>Institutional/Department /Faculty</th> <th>Scheme</th> <th>Funding Agency</th> <th>Year of award with duration</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Madhya Kamrup College, Subha</td> <td>Pragyan Bharati</td> <td>State Govt.</td> <td>2022-23</td> <td>5940097.00</td> </tr> </tbody> </table>		Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	Madhya Kamrup College, Subha	Pragyan Bharati	State Govt.	2022-23	5940097.00								
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Madhya Kamrup College, Subha	Pragyan Bharati	State Govt.	2022-23	5940097.00															
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	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>4</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>	<a href="#">View File</a>
<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>	
IQAC monitored the smooth functioning of academic activities and time bound completion of syllabus.	
Monitored all the significant observance of all national and international events by the departments entrusted.	
Continuous information gathering regarding the welfare of the students and academic atmosphere of the institution.	
Encouraging the teaching staff to assist the students in progressing towards higher education.	
Constantly working to make the teachers digitally equipped.	
<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 make the teachers capable for use of ICT.	Faculty members have been trained to use computer for the purpose of teaching and learning. More and more faculty members are encouraged to use ICT facilities to teach students.
To reduce dropout of students.	Teachers constantly keep in touch with the students so that no students discontinue the studies.

<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
Governing Body, Madhya Kamrup College	23/11/2023

#### 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023	21/02/2024

#### 15. Multidisciplinary / interdisciplinary

In tune with the effective implementation of NEP 2020 Madhya Kamrup College has the vision for fostering collaboration, and embracing diversity. The institution also aims to emphasize on innovation, interdisciplinary research and education that transcends traditional boundaries. The institution in its vision has also tried to prioritize community engagement, address global challenges and create a nurturing environment that values different perspectives and expertise. As per the guidelines of Gauhati University to which Madhya Kamrup College is affiliated a firm effort has been made to work for interdisciplinary studies. As the institution has only the Arts Stream, it has still included some papers that to some extent connect humanities and sciences in different UG classes. The institution follows the credit based courses and projects designed

by Gauhati University in the areas of community engagement and service, environmental education, and value based towards the attainment of a holistic and multidisciplinary education. Gauhati University FYUGP is directly connected to the ABC (Academic Bank of Credits) as notified by the UGC. UG students of the institution are provided with various papers that are in tune with the environmental education. Different department of the institution has papers on value ethics that aim on instilling proper moral education to students. The institution in line with the guidelines provided by the parent university, follows flexible curriculum that enables multiple entry and exists at the end of 1st, 2nd and 3rd year of undergraduate education. A student can exit after just one year. In this case student concerned will have to complete one extra Vocational/Skill/Internship course of 4 credits and can exit the programme. The student will be provide a certificate. After two years one can exit the programme. In this case student will have to complete one extra Vocational/Skill/Internship course of 4 credits and can exit the programme. The student then will be given a diploma. Student can exit the programme after 3 years too. Students will have to acquire minimum total credit that is 120 and then he/she will be awarded with Bachelor's Degree. The institution emphasizes on innovative learning, collaboration, community participation and academic diversity in order to promote Multidisciplinary or interdisciplinary approach in view of NEP2020.

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

Madhya Kamrup College, following the guidelines provided by Gauhati University, works to fulfill the requirement of Academic Bank of Credits proposed in NEP 2020. GU-FYUGP is directly connected to the ABC as notified by the UGC. The University deposits all credits earned by a student at the end of an examination in GU FYUGP in the ABC. The institution also allows the students for multiple entry and exits as per the guidelines of the parent University. For seamless collaboration and internalization of education the institution has signed MoUs with different institutions and student-teacher exchange programmes are conducted regularly. The faculties of the institution are encouraged to design ways of imparting education to the students. They are allowed to make notes and provide to students, take online classes, give assignments by means of different online platforms. Teachers are also asked to prepare question papers for internal assessments for all the classes. In order to make experiential learning possible teachers are asked to help the students in their field works.

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

Madhya Kamrup College works to train students in various ways. With this view it has signed MoU with IIE, Guwahati where skill training is given to students in various fields. Moreover, the institution has various departments that provide value based education to inculcate positivity among the learner. There are different papers in various departments of the institution that include the development of humanistic, ethical, constitutional and universal human values of truth, righteous conduct, peace, love, non-violence, scientific temper, citizenship values and also life skill. For example, Department of Philosophy has papers on Ethics that deal with human behavior and many other issues.

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

The GU-FYUGP course design which Madhya Kamrup College follows is well designed to impart Indian Knowledge to the students. For example in the syllabus of the UG course students have to study various papers that are enriched with Indian Knowledge. The institution offers local language subjects like Assamese. Since majority of the students in the institution are from vernacular medium, teachers are asked to teach mostly in vernacular language. They are also asked to deliver their lectures in English as per the demand of the situation. The academic committee monitors that teaching is done in both English and vernacular languages. All UG courses are taught in Indian languages except English and Economics which are taught bilingually.

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

The institution has taken initiatives to give education to students based on current challenges so that students can find themselves capable of facing any form of challenges in society. For this the institution has emphasized on the outcome of the curriculum. So it has been working to transform its curriculum towards OBE.

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

The institution has the study centre of KKHSOU, the University of State Government that provides distance education. Through this University Study Centre students can enroll for some vocational courses. Madhya Kamrup College has ICT enabled classrooms through which classes can be held both online and offline mode. Teachers have equipped themselves in teaching the students with modern technology.

**Extended Profile**

<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>11</b>
<b>File Description</b>	<b>Documents</b>
Data Template	No File Uploaded
<b>2.Student</b>	
2.1 Number of students during the year	<b>505</b>
<b>File Description</b>	<b>Documents</b>
Data Template	No File Uploaded
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>367</b>
<b>File Description</b>	<b>Documents</b>
Data Template	No File Uploaded
2.3 Number of outgoing/ final year students during the year	<b>89</b>
<b>File Description</b>	<b>Documents</b>
Data Template	No File Uploaded
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>29</b>
<b>File Description</b>	<b>Documents</b>
Data Template	No File Uploaded
3.2	<b>30</b>

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	23
4.2 Total expenditure excluding salary during the year (INR in lakhs)	4022112.76
4.3 Total number of computers on campus for academic purposes	68
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Madhya Kamrup College, as an affiliated institution of Gauhati University, prides itself on its meticulous approach to curriculum delivery. Every department carefully creates lesson plans at the beginning of every academic year in accordance with the university's established curriculum and academic timetable. This proactive stance ensures a seamless learning experience for students. Recognizing the significance of creating a conducive learning environment, the college spares no effort in fostering a pupil-friendly atmosphere. Regular evaluations of student learning outcomes serve as checkpoints to gauge progress and identify areas for improvement. With the concerted efforts of both the teaching and non-teaching staff, Madhya Kamrup College ensures not only adherence to academic standards but also endeavors to empower students with knowledge and understanding, ultimately enriching their educational experience.</p>	



File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Madhya Kamrup College strictly adheres to the academic calendar set forth by Gauhati University, encompassing every facet of academic operations, including the vital aspect of Continuous Internal Evaluation (CIE). Under the auspices of Gauhati University, the college meticulously follows the prescribed syllabi, examination protocols, and evaluation criteria. The internal assessment framework is meticulously aligned with university regulations. In accordance with university guidelines, a portion of the overall assessment, amounting to 20 marks per paper at the undergraduate level, is dedicated to evaluating students' performance throughout the semester, encompassing various parameters such as attendance, written tests, presentations, assignments, interactions, and oral examinations. By embracing this structured approach to evaluation, Madhya Kamrup College endeavors to ensure a comprehensive and fair assessment of students' academic prowess and development.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

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

**D. Any 1 of the above**

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	No File Uploaded

## 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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

### 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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded

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

0

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

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

Adhering closely to the Gauhati University undergraduate programme syllabus (BA CBCS), Madhya Kamrup College prioritises the inclusion of important crosscutting problems in its curriculum. The faculty members diligently strive to instill awareness and understanding among students concerning topics pivotal to Gender equality, Human Values, Environmental conservation, and Sustainable practices. Through various teaching methodologies and interactive sessions, these vital issues are seamlessly woven into the fabric of the curriculum. Madhya Kamrup College seeks to develop well-rounded individuals who not only excel academically but also have a profound understanding of their ethical responsibilities, gender dynamics, societal values, and the necessity of environmental sustainability by incorporating these crosscutting themes into the educational framework. This holistic approach equips students with the knowledge and mindset necessary to navigate and contribute meaningfully to today's complex world.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

10

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

115

File Description	Documents
Any additional information	No File Uploaded
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**

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>B. Feedback collected, analyzed and action has been taken</b>
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
750	
File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	No File Uploaded
<b>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)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
44	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>
<b>2.2 - Catering to Student Diversity</b>	
<b>2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners</b>	
A variety of techniques, including recurring exams, in-class evaluations, and assignments are used to gauge the learning levels of the pupils. Teachers are keen on identifying both advanced and slow learners as they progress through academic activities. Departments	

take tailored approaches for each group: advanced learners receive additional coursework beyond the standard syllabus, which may involve accessing online resources, utilizing e-libraries, and delving into research fundamentals. Conversely, slow learners benefit from extra support including remedial classes, supplemental assignments, comprehensive notes, and consistent guidance from mentor teachers within their department. This approach makes sure that the various learning capacities of the students are recognised and successfully addressed, creating an environment that supports their academic development.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
505	29

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

Student-centric techniques are deemed vital to the teaching approach of the institution's departments. The university has made a conscious decision to move towards experiential learning, participative involvement, and problem-solving methodologies in order to enhance the educational experience. Teachers assume the role of facilitators, fostering self-directed knowledge management, holistic development, and skill acquisition through various participatory learning activities. These activities encompass a wide array of approaches including illustrative and specialized lectures, field studies, case analyses, project-based learning, experimental techniques, group collaboration, interactive sessions, student-led seminars, ICT-integrated teaching practices, summer internship projects, laboratory-based experiential learning, and extracurricular involvement. The institution hopes to create a

dynamic learning environment where students are empowered to actively participate with their education, develop critical thinking skills, and nurture a deeper comprehension of the subject matter by adopting this wide range of student-centered techniques.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The college has embraced the integration of Information and Communication Technology (ICT) resources alongside traditional teaching techniques in an effort to enhance students' learning experiences. Given that today's students are proficient with technology, educators make efficient use of ICT-enabled resources to improve the learning process. By incorporating audiovisual learning opportunities, students are afforded a deeper understanding of classroom material. Moreover, educators employ ICT tools for various purposes such as assignments, projects, and conducting online classes, leveraging platforms like Google Classroom, WEBEX, and Zoom. This integration facilitates seamless sharing of course materials, enabling students to revisit lessons as needed to solidify their understanding. The use of projectors and other digital tools further amplifies the learning environment, ensuring that students engage with course content in dynamic and interactive ways. Through this holistic approach to teaching and learning, the college aims to equip students with the skills and knowledge needed to thrive in an increasingly technology-driven world.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

**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**

29

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	No File Uploaded
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

29

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

20

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



449

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

Madhya Kamrup College, being affiliated to Gauhati University, adheres to the university's guidelines for examinations, evaluations, and course syllabi. Consequently, the internal assessment procedures align with university regulations. The college administers regular tests, sessional exams, and unit assessments for internal evaluation. Following university directives, sessional exams are conducted each semester at the undergraduate level, with students graded out of 20 marks per paper, including attendance. The college ensures transparency and reliability in internal assessments by forming examination committees to oversee sessional tests and exams. A continuous internal assessment framework operates throughout the academic session to monitor and assess students' progress and development.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The examination committee within the institution is responsible for overseeing each examination and addressing any student grievances related to internal assessments promptly. Any issues that may arise during internal examinations are swiftly handled, ensuring timely solutions for students. Notably, both the committee and faculty members of every department are readily available to assist students with any concerns regarding internal assessments without delay. However, the institution maintains a cautious approach to examination matters, striving to avoid any errors or mistakes in the

process.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

As Madhya Kamrup College is affiliated to Gauhati University, classes for all courses follow the university's curriculum, ensuring timely coverage of required class hours to fulfill credit requirements. The college ensures completion of all courses before the semester examinations, which are evaluated according to university regulations. Final results are declared by the university post-examinations. Faculty members utilize both offline and online communication methods to deliver courses effectively. Students receive instruction through traditional classroom settings as well as modern approaches using ICT tools, enabling audio-visual learning experiences. Assignments and projects are assigned as part of course completion, with teachers providing guidance throughout. Additionally, teachers conduct online classes when necessary, utilizing platforms such as Google Classroom, Google Meet, Zoom, and WEBEX to facilitate remote learning.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Madhya Kamrup College, under Gauhati University's affiliation, follows the university's guidelines for evaluating the attainment of Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs). This involves assessing the effectiveness of educational programs in meeting specific objectives, tailored to the needs of the curriculum and the broader educational goals set by the university. Through this process, the college ensures alignment with

the standards and expectations outlined by Gauhati University for educational quality and accountability.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

### 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

72

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	No File Uploaded
Paste link for the annual report	Nil

### 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://mkcollege.ac.in/upload/mkc\\_sss/1714368880.pdf](https://mkcollege.ac.in/upload/mkc_sss/1714368880.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)

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

## 3.2 - Research Publications and Awards

### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

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

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

15

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

### 3.3 - Extension Activities

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

As a learning institution, the college understands that it must carry out specific social duties to guarantee the equitable advancement of society and all of its members. Keeping with this vision the institution has periodically carried out a number of extension activities from time to time. Within the 2022-23 session itself, around 7 extension activities were led by the institute, which included two flood relief distribution drives conducted by the NSS unit of the college along with the M.K. College Teachers' Unit within the college campus. A Health Checkup Camp was also arranged by the NSS Unit of the college in collaboration with the Medical Unit, Chenga PHE. People from the peripheral areas of the college were provided with free medical check-ups and required medicines. Moreover, for promoting greater awareness on increasing cancer cases in the NE region with the extreme consumption of tobacco among people, a programme titled "Awareness Program on

Harmfulness of Tobacco Use & Common Cancer" was organized in order to fight cancer. The NSS Unit along with FAAMC and Hospital had also organized a Blood Donation Camp to cooperate with the hospitals for proper management of blood banks. Moreover, a Cybersecurity Awareness Workshop was also conducted to increase awareness on the rise of threats against privacy in the virtual world, in this age of Information Technology.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

Nil

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

### 3.3.3 - 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

#### 3.3.3.1 - 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

7

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

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

187

File Description	Documents
Report of the event	No File Uploaded
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>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
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 institution has adequate infrastructure and physical facilities for teaching-learning Viz. Classrooms, laboratories cum museums, Computing equipment etc. In order to fulfil social objectives and for achieving all round development quality education has utmost importance. Curriculum needs to be improved in a methodical manner in order to meet the goal of offering high-quality education and achieve the intended results on schedule. The relevant information can therefore be imparted more effectively by utilising modern developments in teaching and learning technologies. It is important to use physical resources available in the institution in a way that advances the field of knowledge. Madhya Kamrup College has been trying to use all available resources for creation of proper teaching-learning environment. In this process teachers are encouraged for the optimum use of available resources.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

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



college is located in a campus of 7.7 acre of land. The campus has academic block, separate departmental rooms, computerized library, reading rooms, well developed laboratory cum museum in Anthropology department and Education Department, Seminar hall, women's hostel and indoor stadium. It has sufficient classrooms i.e. 23 for teaching-learning purposes, computer laboratory and guest house. The classes have adequate seating arrangements with separate writing table for the students. It has good infrastructure for curricular and co-curricular activities such as LCD, Smart board, Electronic addressing system, indoor stadium, etc. To create proper research environment in the rural setting, the institution has constantly been trying to utilize limited resources for achieving maximum result. Apart from that cultural activities other activities are also undertaken such as annual thematic freshmen social programme, farewell programme, international yoga day celebration and other programmes. This institution also has one gymnasium with state of the art equipments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

6

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
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)****115366**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
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 partially automated. For the Integrated Library management System (ILMS) it uses a software called SOUL 2.0. The library was partially automated in 2016.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

**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	No File Uploaded
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)**

215031

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
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**

27

File Description	Documents
Any additional information	No File Uploaded
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**

As far as budget is concerned there is no specific budget for procurement, up gradation and maintenance of the computers and other IT equipments. However, based on demand college makes the necessary expenditure either from the remaining UGC fund after completion the work or from the surplus fund received from the state government after completing the schemes or from the college development fund and RUSA fund specifically. Along with the traditional teaching methods ICT resources are extensively used by the college. The faculty members use power point presentation to teach the students in classes and seminars. There is a digital classroom where the students are taught by the trained teachers. The college authority has been trying its level best to provide LCD projectors in every classroom so that the teacher can use the up-to-date ICT in the general classroom.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**4.3.2 - Number of Computers**

68

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

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

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

**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)**

851635

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
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.

For maintenance purposes and in order to upkeep the equipments Governing body of the college has formed a construction and purchase committee which undertakes and monitors the continuous improvement of infrastructural and learning resources development. The funds are fully utilised for the development and maintenance of the infrastructural facilities. These facilities have been developed systematically keeping in mind the modern day-to-day requirements of the library as a learning resource and laboratory for education and Anthropology Departments. The computer centre is maintained and handled professionally. The Digital Library and the Digital Classroom are maintained by the trained persons of the college fraternity. As per need technical experts are invited and hired on contract basis. The diesel generator set is maintained by trained office staff members. For the maintenance of the electrical equipments there is a person working on work wage basis.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

## 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

451

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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

0

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

D. 1 of the above

File Description	Documents
Link to institutional website	Nil
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**

12

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

12

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

15

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**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**

12

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
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**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**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.**



0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	No File Uploaded

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 )

Madhya Kamrup College has inclusive approach towards administration, co-curricular and extracurricular activities and so students can participate in different activities of the institution. The institution has students' union body through which students can participate in the administration, co-curricular and extracurricular activities of the institution. The Election to the Students' Union Body is made under the strict rules and regulations laid down by the Lyngdoh commission. The elected members are assigned different roles like looking after the sports and cultural affairs, maintaining discipline among the students in the College as per the guidelines of the college, looking after boys' and girls' common rooms, etc. There are also some academic and administrative bodies such as students' Grievance Redressal Cell and Election Committee that have students' representation. The institution maintains a separate fund for the students' union body.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**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**

118

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

The Alumni cell of Madhya Kamrup College keeps in touch with the passed out students and their valuable feedbacks and suggestions are taken through the feedback mechanism. Often passed out students of our college visit the college and help their respective department or the college as a whole by donating necessary things. Alumni cell collaborates with the departments whenever there is need to implement any suggestion from the alumni of the college for overall development of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

### 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 institute embodies its vision and mission through its motto "VANI VIJAYATAM," signifying the triumph of knowledge. It embraces a holistic view of knowledge, not merely as the accumulation of facts, but as a catalyst for personal growth, fostering innovative thinking, self-analysis, and societal contribution. Committed to excellence in higher education, the institution diligently adapts to the evolving demands of the job market, ensuring students receive relevant training and skills. Situated amidst diverse religious and cultural communities, the institute actively cultivates unity amidst diversity, fostering a harmonious blend of cultures while promoting equality in access to knowledge. It tirelessly strives to create an environment where students can thrive and become valuable members of society, empowered to navigate the complexities of the modern world.

File Description	Documents
Paste link for additional information	Nil
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.

The institution's management processes is effective in implementing policy decisions. At the helm is the Governing Body, comprising representatives from the Affiliating University, students' parents, and the College itself, chosen through a democratic nomination process. This body holds the ultimate authority, entrusting the Principal with administrative responsibilities. Task-specific committees and cells, led by designated heads and overseen by the Principal, are established to tackle various initiatives. These committees and cells engage both teaching and non-teaching staff to execute their respective assignments efficiently.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

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

The institute formulates plans that align with its overarching vision and mission. Madhya Kamrup College has successfully implemented its basic computer training programme offered to the students based on the strategic plan. This training programme is offered to the college students free of cost.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

The college's institutional bodies exemplify a dedicated commitment to governance, academic excellence, and inclusivity through meticulous frameworks and operations. The Governing Body ensures comprehensive oversight and strategic decision-making, bolstering the institution's stability and growth. Simultaneously, the Academic Committee meticulously manages academic policies and curriculum development, aligning them with regulatory standards to promote educational excellence. The Admission Committee plays a crucial role in maintaining integrity and diversity by evaluating applicants thoroughly, ensuring transparent procedures and meritocracy in student selection. The Women's Cell fosters a safe and inclusive environment by addressing gender-related concerns, organizing awareness programs, and upholding gender equality norms. Similarly, the Grievance Redressal Cell provides a fair platform for resolving stakeholder concerns, fostering transparency and harmony.

These organisations demonstrate efficacy and efficiency by having transparent policies, open processes, and frequent reviews that adjust to changing requirements. Maintaining the values of gender parity, academic honesty, and good governance, they play a major role in the success and standing of the college.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
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

The college prioritizes the well-being and professional development of its teaching and non-teaching staff through comprehensive welfare programs:

1. Group Insurance (GPF), Pension Benefit (OPS & NPS), etc, ensures financial security with options like the General Provident Fund (GPF) and pension schemes catering to varied preferences.
2. Teachers' Welfare Fund aids teaching staff with professional development and unforeseen circumstances.
3. Employees Welfare Fund similarly supports non-teaching staff, ensuring their welfare and morale.
4. Benefits like special leave, higher studies leave, CCL, etc, cater to diverse needs, offering leaves for personal reasons,

opportunities for skill advancement, and Child Care Leave (CCL).

5. Encouraging attendance at workshops and conferences promotes continuous learning, networking, and effective contribution within the college community.

These initiatives reflect the college's dedication to fostering a supportive work environment while facilitating the growth and well-being of its employees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

**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**

0

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

### 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

5

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
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

In accordance with the standard protocols outlined by NAAC and UGC, the institute's Internal Quality Assurance Cell (IQAC) has established procedures based on the Academic Performance Indicator (API) within the Performance Based Appraisal System. These procedures are devised to assess the effectiveness of faculty members. The IQAC systematically reviews the faculty API, which is

solicited for assessment. Consequently, this evaluation process enables a comprehensive appraisal of the relevant faculty members, appraising their performance and contributions within the institution. Through this structured approach, the IQAC ensures adherence to established academic standards and guidelines, fostering continuous improvement and accountability among faculty members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 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

Every fiscal year, the institution conducts a comprehensive audit to ensure financial operations are transparent and equitable. The report is given to the Governing Body for consideration after the audit. Any discovered objections to the audit are forwarded to the relevant person for prompt resolution. If the audit reveals instances of overdrafts or anomalies such as excess cash on hand, the Governing Body orders the necessary corrective action. This proactive approach ensures accountability and adherence to financial regulations. By promptly addressing discrepancies, the college maintains fiscal integrity, safeguarding its resources and reputation. Such stringent measures underscore the institution's commitment to responsible financial management, bolstering trust among stakeholders and promoting efficient resource utilization.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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



0

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

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

The institution actively raises money from a variety of sources, such as alumni, in order to maximise resource use for the benefit of society. It cultivates investment and support networks through strategic partnerships and targeted outreach.

This support enhances education and have a good impact on the community through supporting research, community engagement, infrastructure development, and scholarships. Collaborative efforts and prudent resource management enable the institution to create lasting societal benefits, advancing its mission of educational excellence and social responsibility.

File Description	Documents
Paste link for additional information	Nil
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

The Internal Quality Assurance Cell (IQAC) of Madhya Kamrup College maintains regular communication with both teaching and non-teaching staff members, fostering inspiration and motivation among all stakeholders to work with commitment and dedication for the holistic development of the college. Through effective coordination with the IQAC, the college ensures a collaborative approach to quality enhancement initiatives. Additionally, the IQAC facilitates the involvement of experts from the affiliating university and institutes of open and distance learning. These experts are invited to share their expertise and experiences through training sessions,

particularly targeted to faculty members. By leveraging external insights and experiences, the college enhances the professional development of its faculty and staff, ultimately contributing to the overall quality enhancement of academic programs and institutional practices. This proactive engagement with stakeholders and external experts underscores the institution's commitment to continuous improvement and excellence in education.

File Description	Documents
Paste link for additional information	Nil
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

Madhya Kamrup College regularly evaluates its teaching-learning processes, operational structures, methodologies, and learning outcomes through its Internal Quality Assurance Cell (IQAC), adhering to set standards. The IQAC plays a pivotal role in monitoring and assessing educational practices and institutional operations, meticulously recording incremental improvements to ensure continuous enhancement. The institution employs structured mechanisms to evaluate curriculum relevance, pedagogical approaches, assessment methods, and student performance indicators, identifying strengths, weaknesses, and areas for improvement. Additionally, the IQAC facilitates faculty development initiatives, promoting innovative teaching methodologies and technological integration to enrich learning experiences. By prioritizing quality assurance and improvement, Madhya Kamrup College upholds its commitment to academic excellence and student success within Gauhati University's framework.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);**

**B. Any 3 of the above**

**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)**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## **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

The institution has implemented comprehensive safety and security measures for women, including separate and well-equipped bathrooms with amenities such as sanitary napkin disposal machines. Female teachers and students are provided with a monitored girls' common room, ensuring a secure environment. Teachers actively mentor and support female students in both academic and personal matters. Additionally, the institution offers common room facilities for female teachers and daycare services for their children if needed. These initiatives seek to establish an atmosphere that supports women's academic and personal development by making them feel safe and supported.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

**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**

D. Any 1 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

The college campus has instituted a solid waste management system involving the installation of dustbins at strategic locations to collect plastic and other solid items. Once collected, the waste is handed over to local waste management authorities who ensure its environmentally friendly disposal. This approach not only promotes cleanliness within the campus but also emphasizes the importance of responsible waste disposal practices. By engaging with local waste management services, the institution contributes to community involvement in environmental sustainability efforts. This collaborative approach to solid waste management demonstrates a commitment to reducing the environmental impact of the college operations while also fostering a sense of responsibility and awareness among students and staff regarding waste management practices.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

**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**

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<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**

D. Any 1 of the above

**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	No File Uploaded
Certification by the auditing agency	No File Uploaded
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**

A. Any 4 or all 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	No File Uploaded
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).

**Madhya Kamrup College actively champions diversity and inclusivity, fostering an environment where students and staff from diverse socio-**

cultural and economic backgrounds are warmly welcomed. Its student and staff body represent a rich tapestry of religious, linguistic, and ethnic diversity. The student populace is predominantly comprised of two main religious groups, Hindu and Muslim, and three primary linguistic communities: Assamese, Bengali, and Bodo. Throughout the academic year, the institute commemorates a variety of religious, social, and cultural holidays that are deeply established in the institution's calendar. Students and staff alike enthusiastically attend these events, demonstrating a respectful and appreciative atmosphere. In addition to improving the academic experience, these inclusive approaches help the institute's community members feel more united and understanding of one another. By commemorating these events with reverence and courtesy, the institute underscores its commitment to promoting harmony and acceptance, creating an environment where individuals from all backgrounds can thrive and contribute positively to the institution's ethos of diversity and equality.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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

Madhya Kamrup College annually hosts Constitution Day to deepen the understanding of constitutional rights, values, and duties among students and staff. Through interactive sessions and workshops, participants gain insights into their rights as citizens and the principles enshrined in the Indian Constitution. This event fosters a sense of ethical responsibility and civic engagement, emphasizing the importance of upholding democratic values and promoting active citizenship. By dedicating a day to commemorate the Constitution, the institution empowers individuals to contribute positively to society, equipped with the knowledge and values necessary for responsible citizenship. Constitution Day or Samvidhan Divas plays a crucial role in nurturing a generation of ethically aware and socially responsible citizens of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

**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**

D. Any 1 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	No File Uploaded
Any other relevant information	No File Uploaded

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

Madhya Kamrup College enthusiastically celebrates and organizes a diverse array of occasions of both national and international significance. These include World Health Day, Earth Day, International Literacy Day, World Humanitarian Day, Global Hand washing Day, International Day of Peace, and World Food Day, among others. Each event serves as a platform to raise awareness, promote values, and foster community engagement. For instance, World Health Day emphasizes the importance of health education and disease prevention, while Earth Day highlights environmental conservation efforts. International Literacy Day underscores the significance of education in empowering individuals and communities. These events provide opportunities for students and staff to participate in



various activities, workshops, and awareness campaigns, enriching their understanding of global issues and instilling a sense of social responsibility. The institution demonstrates its dedication to comprehensive education and civic involvement by actively celebrating a variety of national and international days and events, empowering people to become knowledgeable, compassionate, and engaged members of society.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 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

**Topic: Green and Clean Campus: An initiative to stop Environmental Degradation**

#### The Context:

Protection of Ecological Balance and awareness towards environment.

**Objectives:** To stop environmental degradation, to protect and conserve ecological balance.

#### The Practice:

The college has plantation drives within and outside the campus. Dustbins have been placed in various parts of the college. The college is declared as "Tobacco Free Zone" and "Plastic Free Zone".

**Evidence of Success:** Environmental awareness among the students has increased. Anti tobacco zone installed. LEDs installed.

#### Problems Encountered

1. Frequent flood

**2. Intermittent power cuts****Resources Required:**

1. More Govt. and corporate funding
2. A permanent caretaker

**Best Practice - 2**

**Title: Village Adoption: An Initiative toward Inclusive Development**

**The Context:**

With the goal of uplifting the impoverished and shaping students with a strong sense of moral and humanitarian principles.

**Objectives:** Improve social performance of the students and the masses.

**The Practice:** The college has adopted the village named Subha for various upliftment programmes.

**Evidence of Success:** The villagers have adopted Swachhata concept and has also have learned about emerging ICT forums.

**Problems Encountered:** Lack of economic and human resources.

**Resources Required:** Government patronization.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

**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

Madhya Kamrup College, as located in the rural area catering to the educational needs of the students hailing mostly from the poor families, works with whole effort and dedication to increase the literacy rate of the region so that societies of the region are not left behind in the 21st century world. The institution gives priority to educate each child enrolled until they achieve their

goal in the institution. Therefore, it is constantly observed that no student becomes dropout. Even if the students are not able to come to the college due to some serious reason, they are provided reading materials and assisted with every possible means to complete the courses.

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

- Enhance the frequency of skill development workshops.
- Adhere to both CBCS and NEP curricula in accordance with mandated guidelines.
- Transform departmental rooms into more spacious accommodations capable of housing all necessary laboratories.
- Expand the range of programs under the National Service Scheme (NSS) to encourage greater community involvement.
- Increase the scope of online academic activities to facilitate the dissemination of quality education.
- Conduct well-structured webinars to enhance research knowledge among both faculty and students.
- Ensure continuous provision of online education by faculty members to students unable to attend offline classes, thereby maintaining motivation levels stopping students from dropouts.