



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

HATSINGIMARI COLLEGE, HATSINGIMARI

**P,O- HATSINGIMARI, DISTRICT- SOUTH SALMARA MANKACHAR
783136**

www.hatsingimaricollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

It is the quest for knowledge which has brought the human beings from their aborigine stage to the stage of internet, wi-fi, in the 21st century of digital world. The aim of education is the knowledge not only of facts but also of values. It ignites human soul with the rays of wisdom thereby serving the mankind to live a fruitful life. It creates the empire of the mind. Education survives when it is learned and even when it is forgotten we, the teaching community of Hatsingimari College have been imparting higher education to thousands of knowledge-thirsty students since its inception, 1987. The college has been transmitting knowledge by creating human resources who support not only themselves but to the mankind as a whole exercising their self-reliance, leadership, positive outlook perseverance, patience, honesty, responsibility and morality. Our imparted knowledge makes the students community bold enough in facing the challenges in their lives. We imbibe the spirit of enquiry in the minds of the young students to make them familiar with new arena of knowledge. Merely acquiring theoretical knowledge is not enough for the students. With a view to make them practical, we inspire the students to exercise their inherent genius cultured by education in their present crisis and the crisis to come. We inspire them to think and to do positive. Our best effort is to make them responsible citizen of the world. Hatsingimari college possesses 42 bighas of land with playground having infrastructure to hold national level sports activity and a fishery in its own campus and infrastructure to accommodate around 2000 students in undergraduate level in Arts and Science Stream. Hatsingimari College is affiliated to Gauhati University with 12 numbers of departments viz- Assamese, Arabic, Botany, Chemistry, Economics, Education, English, History, Mathematics, Physics, Political Science and Zoology. The College has been included under sections 2(f) and 12(b) in the month of January, 2014 as per the UGC Act, 1956. Hatsingimari College has been successfully uploading the data of All India Survey on Higher Education (AISHE) right from 2017-2018 bearing AISHE reference No. C-17192.

Vision

Aim of the College

1. To impart Higher Education to the aspiring students.
2. To provide higher education to the women section of the society.
3. To facilitate higher education to the students of char, riverine and hilly areas.
4. To uplift the weaker section of the society through education.

Vision

The vision of this college is to extend the arena of education by imbibing the spirit of curiosity by cultivating knowledge beyond the limits of sky.

Mission**Mission**

Our mission is to uplift the neglected section of women community, poverty-striven and river eroded people living in char areas besides imbining the young generation to be innovative self reliant and responsible not only to their individual needs but also to the needs of the society at large . Our utmost effort will be to bring their dream into reality. Over all, to impart quality higher education for all is our mission.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**Institutional Strength**

- Hatsingimari College is located in a region in the district of South Salmara Mankachar of extreme south west part of Assam bordered by Assam-Meghalaya inter-state border to cater the need of the aspiring students of the state of Assam and Meghalaya as well.
- To attain the vision and mission of the college it has a visionary management committee.
- The college has sufficient area of land (26 Acre) and population for its future expansion and development up to university level.
- The local community with huge numbers of feeder schools of the vast surrounding area and other institutions and organizations have good link and coordination with the college and the college is able to serve at the satisfaction of all.
- Hatsingimari College is the largest higher educational institution of the district and has been initiating digitalized functions in its all strata.

Institutional Weakness

- The college is located in geographically marginalized area bounded by Indo-Bangla international border in one side and Assam Meghalaya inter-state border in two sides and barricaded by the mighty Brahmaputra in the other side.
- Every year the college is affected by flood havoc causing damages of resources and time of the college.
- The area under the jurisdiction of the college is agro-based rural and riverine area with economically backward and poverty ridden masses.
- The college has very limited sources of income for its self maintenance.
- The college has arts and science stream and the students aspiring for higher studies in commerce have no option other than going to other district.
- Limited Staff in sanctioned post is another weakness of the College.
- Insufficient infrastructural setup is another drawback of the college to meet the rising demand for higher education.
- Most of the students are from weak financial background which affects their learning environment.
- The road communication of the surrounding area to the college is very deplorable.

Institutional Opportunity

- Hatsingimari College is the largest higher educational institution of the district situated in the head quarter having opportunity to be autonomous college and up gradation up to the university level.
- Huge opportunity for research lies in the field of recent changes of cropping pattern in agriculture sector of the area.
- Pisciculture is another field of opportunity to work by the college
- The college has the opportunity for research work in the field of Environmental degradation as it is experiencing in day to day life by the people of the locality.
- Being co-existed with the mighty river Brahmaputra and its tributaries, the socio-economic and cultural life of the people of the locality has potential for research activities by the college.
- College has the opportunity for foreign collaboration in the field of research and development related to international trade and commerce as it is the corridor of Indo-Bangla international trade.
- Battle nut and cashew nut factories are two other feasible field of study.
- The college has the opportunity to introduce certificate courses and diploma courses for skill development and entrepreneurship for better future of the students.
- College has the opportunity to work more for expanding e-learning.
- College has the opportunity to introduce different skill development courses along with commerce, teachers training programs and Legal studies in upcoming days.
- The college has the opportunity to work in the field of developing small scale and cottage industries on the basis of local resources in an innovative and scientific way.

Institutional Challenge

- Hatsingimari College is located in a area badly affected by flood caused by the Brahmaputra which not only hamper the academic environment but also damage infrastructures of the college every year.
- As the feeder surrounding area of the college is economically and culturally backward. Therefore, maintaining a good academic environment is a big challenge for the college.
- Lack of sufficient fund is another challenge of the college which contradicts holistic development of the college.
- Limited clerical staff in sanctioned post is another big challenge of the college which immensely affect official work and documentation of the college.
- Non availability of research infrastructure is also a challenge of the college which forbid the college to cope up with the pace of research and development.
- The problem of student's dropout is another major challenge of the college. This Problem occurs every year because most of the students of the college are from poor socio-economic background.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular Aspects

Hatsingimari College follows the Under Graduate Level Curriculum of Arts and Science Streams prepared by its affiliating University of Gauhati. An annual Academic Calendar is prepared by the Academic Committee of the College before the beginning of every academic session based on the Calendar of the Gauhati University. The Calendar so prepared is circulated in the College Prospectus and also published through the College website and Notice Board of the College. The college class routine committee prepares a Master Routine and approves by Academic Committee. Every department prepares their own departmental routine based on the master routine of the college and accordingly all Heads of the Departments distribute the courses amongst the faculty members of their respective departments. Student attendance register is maintained to record Class attendance of the students in every theory, practical and remedial classes. In each semester sessional Examination is conducted as per Academic Calendar. Home assignment is also prescribed and collected in each semester. In the final semester of certain courses, investigatory projects are also assigned to the student and dissertations are collected and evaluated as per the university rules and regulations. The affiliating university conduct end semester final examination and the college examination committee arrange the examination for and on behalf of the authority. Internal and practical marks are awarded to the students as per the rule framed by the university based on the attendance, marks secured for home assignment and performance in the sessional examination and other evaluation parameters. Every department has their own register to record the marks obtained in the continuous process of evaluation. Results of the Final Examinations are recorded centrally in the office of the college and every respective department. Departmental Wall Magazines, College Magazine are prepared and field visit, survey works are organized For participatory learning. The Project works and Field works provide the students the opportunities of experiential learning. Faculty members of the College participate in assessment and evaluation process for UG programe of the affiliating Gauhati University.

Teaching-learning and Evaluation

Hatsingimari College follows the guidelines and directions of the Government of India for enrollment of students against the reserved categories. Students are evaluated by the process of continuous evaluation taking class tests, group discussion, quiz, extempore speech etc. for effective engagement and motivate them in the teaching-learning process and evaluate them accordingly. To improve the slow and backward learner, the college adopts different strategies and methodologies like remedial classes, special classes on difficult topics and to encourage advanced and creative learner quiz, debate, seminar, workshop, lecture programs etc. on specific topics. The college adopts different problem solving methods like field trips, excursion, project report preparation, participation in Extension Activities, experiential learning and participatory learning etc. to develop basic knowledge on different issues related to the field of study. The College practices student centric activities innovative and effective methods of teaching learning technique to enhance the quality of education. To build personality adjustment and self confidence among the students, the mentors always keep keen interest and contact with the mentees to solve the doubts and problems of their mentees in respect to the teaching learning issues and other socio-economic aspect also.

Hatsingimari College has 34 full time qualified faculties at present and most of them have long experience of teaching and professional activities. They are full dedicated to their profession and all-round development of the student community and well expert in class room transaction and more than 60 percent of the faculties are well acquainted with the use of ICT for effective teaching. The internal evaluation marks are awarded on the basis of the learner attendance in classes and other related activities, home assignment assessment and the internal sessional examinations conducted by the respective department. The sessional examination is conducted by the college centrally as per the schedule prescribed in the academic calendar of the college. The

ratio of the mark of each activity is calculated as per guide line of the university and the qualifying percentage in internal examination is 80 percent and above.

Research, Innovations and Extension

Hatsingimari College is an undergraduate educational institution having some limited scope to undertake research activities for the student. The teaching faculty has published their research paper on different issues of the locality in national and international journal. Research papers are also presented in national and international seminar and workshop. M.Phil and Ph.D work have been under taken by the faculty members.

The College has adopted five neighboring schools for the holistic development of the adopted schools through visiting classes and different types of extension activities in the last five years. These kinds of activities are also extended to other nearby schools as well. During the pandemic period faculty and student of the college were engaged by the district authority. The students of the college organize some extension program on nature and bio diversity conservation, traditional knowledge, Environment, gender related issues and other focal areas of the extension activities to involve with. The college have its NSS, NCC and extension cells those have undertaken different extension program on issues like that of self defense for girls and children, legal awareness, corruption and its evil, importance of Yoga and heal, hygiene & cleanliness, swachcha bharat abhiyaan etc. The NSS unit of the College has been organizing programs related with cleanliness, gender issues, yoga etc. in the nearby areas and short term skill training sessions on soft skills, self-defense, and yoga. To improve the health, hygiene and cleanliness of the nearby society, the College has been organizing health camps and awareness programe. The NCC unit of the college organizes different sports activities in the college for the student of the college and other institution.

Infrastructure and Learning Resources

Hatsingimari college was established on 15th March,1987 when there was only one degree college in the entire South Salmara Mankachar sub-division which was 25 K.M away from the headquarter with an enrollment of 13 numbers of students in the college with minimum infrastructure facilities and it reached to nearly 2000 in both Science and Arts stream at present. The college spreads over 26 acres of land with a built-up area of 4728 sq. meters. The college have 12 numbers of department to run 20 bachelor degree programs including 7 numbers of Honours Program. Every department has their own room with sufficient furniture and departmental library. There are 17 numbers of regular class rooms, 05 numbers of laboratory rooms. The college has central library with computer and internet facilities with more than 22 thousand stock of books, journals and periodicals. An indoor stadium measuring 455 sq. meters. Facilitate physical improvement of a student and an auditorium hall having sufficient space provide required facilities in the college. College Week, fresher social, farewell, quiz, Yoga practice, essay writing competition and other cultural activities are organized in the college. The college governing body frames the internal rules and guide lines for any policy making in regard to the developmental activities of the college. For the construction of any structure in the college there is construction committee and purchase committee to implement them. There is a provision of internal audit of the college account by local auditors and chartered accountant.

Student Support and Progression

Hatsingimari College is proactive in student centric policy to provide support for all-round development of the student's right from the date joining and keep them in touch throughout their whole life if anybody so wishes. The college has arts and science stream and the environment of the college is always student friendly. The mentor-mentee relation is all above the thinking of student teachers traditional relationship, as a result every stakeholder feels relaxed in the college campus. There is all facilities of scholarship for the students in the college like minority scholarship, merit scholarship, Maoulana Azad National scholarship, ISHAN UDAYA, M.L.A fund scholarship, Assam higher Education Scholarship for girls etc.

Government of Assam has been providing free admission to the BPL categories students and most of the students of the college are availing fee waiver scheme of the government. Financial assistant for purchase of text book also availed by the students of the college from government of Assam. State government has been giving Scotty to the meritorious girl students as a support and incentive to lower expenditure of transportation from the shoulder of the guardian and to encourage women empowerment through higher education.

The college has NCC, NSS to provide physical education to the students and every year many a student has been getting enrollment in different program of the unit. The college has physical instructor to render physical education class, sports facilities and different physical exercise and yoga programs. The college has career counseling committee to give proper suggestion and direction to aspirant to the student and alumni as well. Computer education centre, spoken English course are also available in the college. Grievance redressal forum, Anti-ragging committee, Sexual Harassment committee, green college committee are some of the internal forum to redress the issues arise in the college. The college is under the surveillance of CCTV and a strong student union body looks after the issues of the students and negotiates the college authority to resolve them.

Governance, Leadership and Management

Hatsingimari College works for all round development of the student to make them human resources sensitive to environment and society. The students of the college are provided with activities leading to the governance, leadership and management. There is a free and fair election among the students of the college to elect their leaders for one year as Students Union Body as per the guidelines and rules framed for the purpose. The students are given freeness to arrange the departmental tour every year under the observation of faculty member of the department. The students are getting hands on training on the governance, leadership quality and management system so that they can face the world in their future life.

The College has Staff Unit, All Assam College Teachers Association Unit, Teaching Staff Unit, Non-teaching Staff Unit to govern and to be governed in proper way, develop leadership quality and transparent management. The Heads of the department are the ex-officio-member of the Admission Committee, Question Paper Setting Committee for the internal Examinations and other committees. The institution follows all the rules and guidelines of affiliating university, UGC and State Government for employment, admission, utilization of funds, maintaining discipline and overall management. The college has welfare measures for the staff betterment of the staff. The faculties are encouraged in undertaking research works, faculty development program, refresher course, short term courses, seminar, workshop, research paper presentation and publication, induction program, training program, government assigned duty, election duty and any other duties from the district and college authority.

The Governing Body of the college is formed as per guideline of the Higher Education Department of the Government of Assam act as the immediate authority of the college in which members are taken from all strata of the stakeholder like nominee from the government, University, Guardian, Library, teaching and non-teaching staff of the college.

Institutional Values and Best Practices

Hatsingimari College has an emphasis on the value based education in respect to the natural and social environment of the students. The college has undertaken initiatives to make familiar with the concept of gender equity among the students and facilitates equal opportunity for all and encourage both male and female students to take part in various programs of the college including Students' Union Election as well. The college has initiated green audit, measures for eco-friendly campus, tobacco free zone, specially-able friendly class room and wash room, college uniform for the students and grade-IV employees. The co-curricular activities, NSS and NCC programs, sports competitions, cleanliness drive, March-paste etc. provides the student an environment of tolerance, social and cultural harmony, national integrity and international understanding. The college organizes workshop to make aware of professional ethics, model code of conduct, duties and responsibilities towards the college, the society and the nation maintaining rules and guidelines of the college and above all to follow the principles underlying in the constitution of India.

The college has adopted villages of adjacent area to make the people aware on the rights and opportunities lies to them as a citizen of India specially the benefits guaranteed to them by the government through popular schemes, legal awareness, literacy camp, child marriage, social superstitions etc. Green Audit, Environmental Audit and Gender Audit also practiced in the college. Sanitary napkins are distributed to the female students, sports yearly reports, NCC and NSS reports, rain water harvesting and departmental tour reports are some of the activities practices in the college and the outcome of the best practices are very much encouraging.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	HATSINGIMARI COLLEGE, HATSINGIMARI
Address	P,O- Hatsingimari, District- South Salmara Mankachar
City	Hatsingimari
State	Assam
Pin	783136
Website	www.hatsingimari.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Johirul Islam	03662-286307	9954243396	-	hatsingimari.college@gmail.com
IQAC / CIQA coordinator	Md. Moniruzzaman Sheikh	-	7896298960	-	monieco71@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

State	University name	Document
Assam	Gauhati University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	01-01-2014	View Document
12B of UGC	01-01-2014	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	P,O- Hatsingimari, District-South Salmara Mankachar	Rural	26	4728.67

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese	36	Twelve Passed	Assamese	40	38
UG	BA,Assamese	12	Twelve Passed	Assamese	630	633
UG	BA,Assamese	36	Twelve Passed	Assamese	80	77
UG	BA,Arabic	36	Twelve Passed	English,Assamese	10	5
UG	BA,Arabic	36	Twelve Passed	English,Assamese	20	5
UG	BSc,Botany	36	Twelve Passed	English,Assamese	200	200
UG	BSc,Chemistry	36	Twelve Passed	English,Assamese	200	219
UG	BA,Economics	36	Twelve Passed	English,Assamese	100	100
UG	BA,Economics	36	Twelve Passed	English,Assamese	40	20
UG	BA,Education	36	Twelve Passed	English,Assamese	200	208
UG	BA,English	12	Twelve Passed	English,Assamese	630	633
UG	BA,English	36	Twelve Passed	English	40	35
UG	BA,History	36	Twelve Passed	English,Assamese	100	100
UG	BA,History	36	Twelve Passed	English,Assamese	40	15
UG	BSc,Mathematics	36	Twelve Passed	English,Assamese	100	103
UG	BSc,Mathematics	36	Twelve Passed	English,Assamese	40	12

UG	BA,Political Science	36	Twelve Passed	English,Assamese	200	200
UG	BA,Political Science	36	Twelve Passed	English,Assamese	40	40
UG	BSc,Physics	36	Twelve Passed	English,Assamese	50	48
UG	BSc,Zoology	36	Twelve Passed	English,Assamese	200	200

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				34			
Recruited	0	0	0	0	0	0	0	0	33	1	0	34
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				3			
Recruited	0	0	0	0	0	0	0	0	2	1	0	3
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				16
Recruited	15	1	0	16
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	6	0	0	6
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	10	0	0	10
M.Phil.	0	0	0	0	0	0	13	0	0	13
PG	0	0	0	0	0	0	13	1	0	14
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	976	32	0	0	1008
	Female	782	11	0	0	793
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	9	6	7	10
	Female	5	5	7	7
	Others	0	0	0	0
ST	Male	4	6	7	5
	Female	3	3	3	5
	Others	0	0	0	0
OBC	Male	10	7	7	12
	Female	5	5	5	4
	Others	0	0	0	0
General	Male	985	791	788	913
	Female	780	732	703	791
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1801	1555	1527	1747

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>Hatsingimari College is affiliated to Gauhati University and strictly follows the curriculum prescribed by the university. Environmental study is taught as a compulsory subject to all the students of both science and Arts stream as per the syllabus prescribed by the university. Value based education, environmental awareness, human rights and responsibilities, ethics values and model code of conduct are included in the teaching-learning process. The college introduces add-on programs on Spoken English, Pond water quality management for Pisciculture, Vermicompost, Gardening, Ornamental fish and fisheries etc. The college is prepared to adore the change in education system due to New</p>
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	Education Policy, 2020. Importance will be given to the quality education, value based education and environmental education through skill based learning. Priority is given on project work, Field work and experimental learning.
2. Academic bank of credits (ABC):	The college has not registered under ABC but has planned to do so. For the implantation of New Education Policy, 2020 the college is initiating various measures in tune with the philosophy underlying it. Four Years Degree Course is no doubt a challenge but to overcome the burden of infrastructure, academic and related aspects, the college is taking appropriate measures to lessen them. The college has a plan to collaborate with other institution of the state and othe state.
3. Skill development:	The college has introduced skill enhancement course (SEC) in the department of Assamese, Education, Political Science, History, Arabic, Physics, Chemistry, Mathematics, Zoology and Botany and has plan to introduce in all subjects. More skill and job oriented courses are to be introduced and made skill subjects compulsory for the students who are free to select skill courses of any department. Moreover, the college has sprit of advising its students to undergo different online courses conducted under MOOC, edX, Coursera etc
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The medium of instruction of college is Assamese and English. The curriculum is designed integrating Indian knowledge, local language and culture. The college organize cultural programme on the rich Goalporia song and dance, Jikir and Jari (folk song), Lathi Khel, Nao-khel etc. Students are submitting reports on their practical work on different social-cultural practices of the masses of the locality as a compulsory field work for undergraduate courses. The college is provides orientation to the faculties for effective teaching in both the languages. The college has planning to work more on the folk culture of the area and introduce online course
5. Focus on Outcome based education (OBE):	The IQAC of the college provides orientation to the faculties and the students to prepare themselves in course outcome, program outcome and course specific outcome and accordingly academic calendar of the college is prepared. The teaching learning process is designed with emphasis on course outcome

	<p>and program outcome. Attendance in the class room transaction and outside instruction and activities, home assignment, internal examinations and other continuous evaluations, proper assessment of the last year outcome and appropriate measures are taken thereafter. Projects, home assignments and field based student centric methods are maintained keeping eye on the outcome based learning. To implement the NEP, college is ready to add on interdisciplinary program and inter departmental program focusing on Outcome Based Education.</p>
6. Distance education/online education:	<p>Being an affiliated college, Hatsingimari college is not empowered to introduce open and distance education program of its own. The college has study Centre of GUIDOL (Institute of Distance and Open Learning) of Gauhati University and Krishna Kanta Handiqui State Open University (KKHSOU). In the Lockdown period online classes, online notes delivery, voice recording, video recording etc. were provided. The college has planned to add various technological tools like computers, Learning Management System, Google Workspace, LCD Projector, Interactive Display Panel, Wi-fi etc.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1801	1555	1527	1747	1659

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 37

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
37	37	37	36	36

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
58.65	43.748	23.0022	47.03497	88.49075

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Following the choice based credit system (CBCS) introduced by Gauhati University (Affiliating University) in 2019, Hatsingimari college has implemented it . with a view to make the students self reliant , socially commented, innovative, enthusiastic, curious and research oriented. The college has well planned outcome based education (OBE) process of the fruitful implementation and transmission of the curriculum . The college has taken initiative in introducing new generation programmes besides familiarizing the students with various education platforms.

Curriculum Delivery and planning process:

- IQAC, Hatsingimari College generally sits at the beginning of every academic year to verify the syllabus of subjects taught in the college.
- Based on the academic calendar of the university and departmental academic plans, Academic calendar of the college is prepared by the academic committee every year. The same is published in the college prospectus and displayed in the college website. Also the departments concerned display departmental academic plans on their respective notice boards.
- At the beginning of every academic year, IQAC conducts a meeting to verify the syllabus of each subject conforming to the university.
- The prospectus committee design the prospectus including the programme and courses taught in the college. The information concerning programme outcome, Programme specific outcomes, Course outcomes, syllabi, weightage of internal and external examinations are made available in the college website thereby communicating with searchers. To facilitate the learner, the faculty members prepare of E-resources concerned with prescribed topics , model question papers besides supplying them previous question papers in the college website.
- The college prepare the college time-table and makes it available in the college website.
- In teaching learning activities, ICT, E-Learning resource ,PPT, Audio clips, Subjects related video etc. are used.

Curriculum implementation process:

Introducing new programme, the teachers prepare programme outcomes and course outcomes as the direction of HoD.s followed by the approval of the departmental advisory committee . Lesson plan is prepared by the faculty members keeping in touch with the successful attainment of course outcome.

- To cop up with the new syllabi
- Learning management system is used by the faculty members facilitating the students with the power point slides and visited classroom facility in college website.

Programmes like Industry visits, Group discussions seminars, workshops, quizzes, career Counselling, Meet with Academic Expert, meet with Industrial expert etc. organized with a view to make the learning Student centric.

- Centralized internal assessment is conducted.
- Department level and Parent level meetings are Organized to discuss the progress of the learners. Slow learners in the classes are identified and remedial classes are arranged for them.
- Each department of the college submit a course completion report for each semester to IQAC having completed the course
- The feedback of the curriculum is collected from the students, teachers, parents , and alumni and the same is communicated to the university.
- Faculty development programme are organized frequently for the newly introduced courses
- Based on curriculum feedback review from the students , learners and stake holder , IQAC makes the required modification in curriculum delivery.

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

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 44

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 24.89

1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
522	0	501	625	415

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

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

Response:

Hatsingimari College follows the syllabus of Gauhati University. The Syllabus cover gender equity, environment and sustainability, human value and professional ethics. Being located in the rural area and catering rural in asses, efforts are made to integrate the cross cutting issues through curriculum and supporting activities. There are about 20 courses that redeemed the issues.

Besides these courses, the college has introduced Add on Courses, namely value education, Human rights, horticulture leadership etc. to assist the students. The college also conducts other activities/programs relevant to these cross cutting issues.

Environment and Sustainability

- Promoting environmental awareness through tree plantation, campus and neighborhood chilliness drive, plastic free drives etc. Where students activity participated.
- Celebration of importance days like world environment day, International Women Day, with various activities like students speech program, essay writing, competition etc. to aware then about the importance and necessity of conservation of environment.
- Organization of field trips, talks on various environmental issues by our Assistant Professors to promote awareness.

Gender Sensitivity:

- The college organizes events and competition like poster making, Art, Debate, Drama on issues related to gender sensitivity to aware the students.
- Organize expert lecture program on laws of sexual harassment, health and hygiene.

Human Values and Professional ethics:

Celebration of national youth day, Martyr's day etc. to promote the values like national integration, patriotism, equality, peace, brotherhood etc.

- Active participation of students in activities like cancer awareness programme etc. Includes the values in them.
- Extension and outreach activities are organized for creating a sense of empathy and social responsibility.
 - The Science Stream of Hatsingimari College is the higher educational institution affiliated

to Guwahati University and integrates crosscutting issues relevant to health and hygiene, basic life skills and needs, environment and sustainability into the curriculum.

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

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

Response: 73.4

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 1322

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 100

2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1801	1555	1527	1774	1659

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1801	1555	1527	1774	1659

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 6.68

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

2021-22	2020-21	2019-20	2018-19	2017-18
26	09	14	18	23

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

2021-22	2020-21	2019-20	2018-19	2017-18
350	227	240	297	234

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio (Data for the latest completed academic year)

Response: 48.68

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 using ICT tools

Response:

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

Response:

Our institution aims to make the teaching learning a two way process by encouraging the students to enjoy the teaching learning programmes. Our learning methods are aimed to provide a student centric atmosphere in the campus.

Experimental Learning:

- The infrastructure of the college is equipped with Smart Classrooms, ICT Enabled classrooms to provide the benefit of modern technological innovations.
- The Conventional use of laboratories by the Department of Food Processing and Education are aimed to increase the participation of the students.
- Our college provides the facility to the students to participate on the job training with other professional organizations working in the field of Tourism.
- Industrial visits and demonstrations of experiments are organized to implement the activity centered learning atmosphere to the pupils.
- Projects and field trips and plantation drives are intended to aware students about the burning issue of climate change.
- Visits to museums, historical sites and sites with cultural heritage are organized to sensitize the

pupils about the cultural heritage of the region.

- Subject related videos are downloaded and provided to the students. Charts and models are used.
- Audio visual aids, virtual learning platform, mobile learning platform are used.

Participative Learning:

- Our college is equipped with Conference hall so that students can learn from experts of different fields in different subjects. To boost the academic pursuit of the pupils, subject experts from other institutes too are invited.
- MIE (Meet with Industry Expert), MAE (Meet with Academic Expert), Seminar, webinar, group discussions are conducted.
- The field trips organized by different departments are aimed at familiarizing the students to confront the issues of the external world beyond the academic environment of the college.
- Workshops and Certificate Course on folk instruments and stage performance organized by the Department of Assamese is intended to encourage participative learning among the students.
- Presentations by students are a part of the learning process.
- The Project Reports prepared in the departments deal with real world issues.
- The teachers use real world situations and case study method during disseminating the contents.
- Modern technical means like Google workspace, E-mails, Google Classrooms are used to meet the urgent needs of students during the pandemic time.

Problem Based:

- Online tests, MCQ type, Debating competitions and Quizzes are organized to enhance the learning experiences of the students.
- There is a special initiative to motivate students towards creative writing and literary works through the annual magazine and wall magazines of various Departments.
- Street plays and possessions with specific themes are organized to create a participative learning environment in the institute.
- Students are motivated to participate in the institutional and inter- institutional competitions to boost the extra-curricular activities of the students.

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

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years**Response:** 100**2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
37	37	37	36	36

File Description	Document
Upload supporting document	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**Response:** 32.24**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
14	12	12	11	10

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.5 Evaluation Process and Reforms**2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient****Response:**

Our college conduct the Sessional Examination centrally for RC papers while the Honors Papers are left to the concerned departments, Accordingly, the examinations are conducted on time followed by evaluation and submission of marks to the controller of examinations, to Gauhati University, Home Assignments are allotted to the students on specific topics and are evaluated by the teachers. Our college has specific

committees for conducting Sessional examination and semester examinations. The scripts of the conducted examination having evaluated are preserved for submission to the university on demand. Invigilators are appointed to assist the external examinations for conducting the examination related with practical papers. The internal examination committee monitors the transparency and effectiveness of the departmental examination. Our college has one separate examination wing to run examination related works .

Orientation at Department Level: The new students having got themselves admitted into the college are given orientation on the CIE by the concerned faculty members, The sample of previous years question papers and answer sheet are shown to the students to make them familiar with the GU examination pattern concerned with questioning and answering

Examination: The Answer Scripts of the internal examination are evaluated by the teachers of the concerned department. The weakness of the students is identified and appropriate remedial measures are taken.

Mechanism for conducting Retest: The students who face unavoidable circumstances and cannot appear in the internal examination on the scheduled dates must explain and establish the reasons of their absences. The IQAC, The examination committee having made discussion with the principal, prepare a tentative dates for conducting the internal examination which

Grievance Redressing cell is very much active in our College. The manageable grievances are redressed by the grievance redressing cell consulting with the Principal. The upper level grievances are sent to Gauhati University forwarded by the Principal. Details of the two levels may be described as follows:-

Level-I: Departmental Level

- The examinees are free to raise question as how they have secured marks in a particular subject.
- The HOD of each department is to look into the matter of redressing grievance to the satisfaction of the learner.
- In order to maintain transparency and reliability in the internal examination, the evaluated papers are distributed among the students in the presence of other teachers so that they can scrutinized their own papers and get rectified from repeating them again in the examination.
- If any other discrepancy is found, the answer scripts are re-evaluated instantly and necessary corrections are made and are recorded in the progress report register.

Level-II: Institutional level

The department concerned takes responsibility in redressing grievance if unable to solve the same, it is redressed by the examination committee of the College by obeying the following procedure:

- The dissatisfied student is to submit a written application.
- The student being dissatisfied at departmental level may approach the principal.
- The student concerned must state in his application that he has addressed to the departmental head in this regards

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

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

The institute has stated Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for all academic programmes. For each programme, the institute has specified 10 POs which are aligned to the learning objectives of the students. The POs of Hatsingimari College possesses following attributes,

- Outcome of Attitude
- Outcome of Values
- Outcome of Skill
- Outcome of Ethics,
- Outcome of Knowledge
- Generic competencies

To ensure complete and comprehensive learning about the programme and courses, POs and PSOs are planned as these are key features for successful career of the students in future. It is sure that POs will help the graduates of the institute to communicate effectively, think critically, and facilitate them to be an empathetic, ethical and conscious citizen of the country. COs are designed by identifying which series of courses, portions of courses fulfil each PO. For preparing COs the cognitive domain, affective domain and psychomotor skills were considered. Moreover, the minimum achievement required for success in the course is identified by COs. The COs are supported through teaching and learning activity and understood within the context of the discipline.

As per the guidelines of NAAC and according to the Vision and Mission of the college, IQAC designed the PO of each programme. The draft version of COs was prepared by the Head of the departments with the help of faculty members. The IQAC finally approved the COs.

Mechanism of communication:

POs and COs are displayed for all stakeholders at following locations:

- College prospectus
- Institute's website
- Through orientation class

The institute conducts orientation programme for newly admitted students at the beginning of academic year. In this orientation programme, the Principal makes students aware about the POs along with their classroom attendance, goals and objectives, code of conduct, examination and evaluation system and the facilities available in the institute. Moreover, the IQAC also organises orientation programme on POs and COs. At the commencement of each semester, all the faculty members discuss on the CO with students. Thus, the students get a better understanding of the scope and possibilities of the programme. and approach it with a clear objective for higher studies and research.

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

2.6.2 Pass percentage of Students during last five years

Response: 84.19

2.6.2.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
311	424	311	336	343

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

2021-22	2020-21	2019-20	2018-19	2017-18
415	536	332	386	380

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

3.2 Innovation Ecosystem

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

Response:

The college has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

The college has created an ecosystem for innovation and takes initiatives for the creation and transfer of knowledge in various phases.

Hatsingimari College Innovation Council

The Innovation Council of Hatsingimari College inspires, encourages, and nurtures young students by supporting them to work with new ideas and transform them into prototypes in their formative years. Innovation and Start up Policy has been framed by the institute. Various programmes on Start-up, IPR, entrepreneurship development in Higher Education Institute, idea competitions, industry visit etc. are organised to inculcate entrepreneurship culture among students. The students participated all these programmes actively.

Research and Publication Cell

with the aim to inculcate research culture and attitude amongst students and the teachers, the college has established **Research and Publication cell**. The cell organizes seminars, workshops, lectures and webinars on various issues, both in-house and by inviting speakers. Moreover, the cell organizes Faculty Seminar to discuss the research works of the faculties with the peers. The cell framed the *Code of Ethics to check malpractices and plagiarism in Research* for the institute for the college.

The outcomes of these cells are as follows.

Presently 10 faculty members have been awarded Ph. D. degree.

College plans to organise National Level seminars sponsored by UGC, SERB, ICPR and ICHR.

Students are always influenced to participate and submit abstracts in the research programme, for which students are time to time trained to write abstract or dissertation with scientific attitude.

Career Counselling and Placement Cell

Career Counselling and Placement Cell in collaboration with various Government and Private organisation organises various activities, lectures on Softskill and Personality, entrepreneurship development, Career opportunities and workshop on Public speaking skill coaching in competitive examinations etc. The Cell not only guide the students of this college but also to students from other institution.

Skill Based Add on Courses

The institute has initiated various skill-based Add-on courses like Spoken English, Domestic Circuit Design, Pond Water Quality Management, Small Scale Vermi Composting, Gardening Tips, Ornamental Fish and Fisheries, Integrated Fish farming, Agro Preneurship, Chemistry in Pisciculture, Assam History for Competitive Examinations etc. to provide

them with a first-hand experience in those areas.

Students clubs

Establishment of various Students clubs, like Music, Debate, Drama, Sports, Dance, Quiz, Creative writing, Literary, , Art & Drawing, Mathematics, Electronics and Photography facilitates students to develop their interests in various fields.

The NSS and NCC Cell of the College often club the students and make them involved in various

activities.

Students of different clubs often engaged in social activities like swachh bharat aviyan, food relief, donation to the needy etc.

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

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

Response: 32

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

2021-22	2020-21	2019-20	2018-19	2017-18
9	2	10	6	5

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.49

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
2	3	2	5	6

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response: 0.27

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	1	2	5

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.4 Extension Activities

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

Response:

3.4 Extension Activities:

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

Response:

Our college inspires and motivates the students for different extension activities initiated by different department and cells. Different plans are made with a view to develop a campus community partnership by involving the students with practical realities of the society. The institute highly encourages to sensitize the students to social issues hence various activities and awareness programmers are conducted to develop a mindset of the students suitable to the present social set-up.

College local community partnership

- Awareness on road safety
- Local awareness camp
- General health check up camp
- Competition on drawing, essay writing etc
- Sports meet
- Awareness on book reading
- Promotion national integration
- Covid-19 care
- Important site visit

Helping the marginalized: The institute has initiated following programmes to help the marginalized section of the society for their awareness towards the rights and duties ensured by the present government as well as responsibilities derived out of it. Being the lone institute of higher education in the vast locality it is the duty of the college to sensitize the people around it.

- Free Medical camp
- Helping the affected people during covid-19 lockdown.
- Flood relief activities.
- The institute gives shelter to the flood people in the college campus.
- Free health check-up campus.
- Distribution of free Medicine.
- Conservation of environment: The following programmes are initiated for conservation of environment in the locality by our institute.
- Eco Museum
- Celebration of world environment Day
- Plantation of sapling outside the campus
- Seminar on environment

Women empowerment

The college is situated in the rural area having limited scope for personality development of the densely populated area particularly the women section of the society are not aware enough to their rights and responsibilities and hatsingimari college is shouldering the responsibility for all-round empowerment of the women

- Gender Champion programme
- Cash donation for loom.

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

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Hatsingimari College has won several awards and recognitions. To the pride of the Hatsingimari College, the Principal Mr Johirul Islam has been presented with Certificate of Excellence for March Past Drill on 73rd Independence Day 2019 by Deputy Commissioner, South Salmara Mankachar Assam on August 15, 2019 for her consistent and constructive effort in the March Past Drill. It's a proud moment that Principal Mr Johirul Islam also has been bestowed with the honour, 'Best Teacher Award-2016' for his effortless dedication in the field Education towards society as well as the approach towards the progress of the College, providing the best up-skilling opportunities to the faculty members and bringing progressive transformation in the learning ecosystem. The college also achieved another pride that credited to Mr. Sk Sadi Mollah, HOD & Assistant Professor, Department of Political Science, Hatsingimari College, Hatsingimari. Mr. Sk Sadi Mollah has been also conferred the honour, 'Best Teacher Award-2021' for his graceful devotion in the field Education towards society as well as the approach towards the progress of the College. The college felt too happy and congratulated both of them on account of their great recognition. Here is one more matter of pride that shining in our college is most prestigious award in research contribution viz. "S S Bhatnagar Young Scientist Award" conferred to Dr Mohammed Ali, Assistant Professor, Department of Chemistry, Hatsingimari College. This award was honoured to him on "161st Birth Anniversary Celebration of Acharya P.C. Ray & International Seminar on Recent advances in Chemistry and Materials Sciences (RCAMS-2022)" at Jadavpur University, Kolkata. West Bengal on July 30 and 31, 2022 which was organized by Indian Chemical Society, Kolkata in association with the Bangladesh Chemical Society, Bangladesh and Department of Chemistry, Jadavpur University, Kolkata. The esteemed S S Bhatnagar award was selected in Young Scientists Conclave and Research Scholars' Competition held in the International Seminar. The college welcomed Dr Mohammed Ali for his excellency in this achievement and thanked him for carrying this admired triumph. Dr Mizanur Rahman, Assistant Professor, Department of Chemistry, Hatsingimari College has presented "Certificate of Participation" on "Short Term Training on Analytical Instruments and their Applications (GCMS & HPLC), 2017" at IIT Biotech Park, Guwahati. Also "Letter of Appreciation" on "National Children's Science Congress (NCSC)" has presented to Dr Mizanur Rahman, Assistant Professor, Department of Chemistry, Hatsingimari College under which the two children scientists were selected from the South Salmara Mankachar district to state level NCSC for their outstanding scientific projects. The college would also want add that the Hatsingimari College has got recognition as "Certificate of Excellence" in March Past Drill on 73rd Independence Day 2019 which was conferred by Deputy Commissioner, South Salmara Mankachar, Assam 2019. Besides, the college has also received Humanitarian Cause and Exemplary Work at the frontline of Covid Pandemic organized by ISTD Guwahati on 2021.

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

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness,

Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years

Response: 58

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

2021-22	2020-21	2019-20	2018-19	2017-18
16	10	13	12	7

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 22

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

The institute is established in 1987 comprising of 26 acres of land in the heart of headquarter of newly formed south salmara mankachar district which is a beautiful and peaceful rural area , this institute has adequate classroom, laboratories and digital classrooms with moto to provide value based education with our institute has entrusted a planning committee to plane, execute and evaluate the infrastructure needs.

Classroom Facilities

- There are 18 No.s of classrooms out of which one is smart classroom and others are ICT enabled classroom with projectors
- All the classroom and the whole campus of the institute are under C.C T.V camera surveillance
- To facilitate modern and value bas based teaching learning experience, all the classrooms are equipped with Wi-Fi connection.
- Each and every department has separate rooms for the faculty members.

Laboratory facilities

There are 4 laboratories for science stream i.e physics Lab, Chemistry Lab Zoology Lab and Botany Lab with well equipped practical apparatus and one psychology laboratory in the department of education .

Other facilities

- A special room is allotted to IQAC
- Separate room is provided for NSS
- ramps are available For the differently abled individual
- A separate room is allotted for the works of the examinations of KKHSOU study centre
- There is room for student union body
- A separate room is allotted for computer centre
- There is a canteen well equipped furniture for the staff and students
- Available filters for providing pure drinking water
- There is agirls hostels with well equipped Facilitate
- One 30 KV D.G for uninterrupted power supply within the whole campus
- To preserve the traditions , heritage of the locality, one museum is set up
- A garden of medicinal plants to preserve and use the herbal medicine of the locality.

Our college encourages and provides well equipped sports facilitates for better physical fitness of the under the supervision of a professor in-charge for creating a sound sports environment in the campus, Every year annual sports are organized, where various cultural and sports competitions are held.

- Our institute has an adequate playground for football, ,cricket and other outdoor stadium for providing facilities of the indoor games like-Table Tennis board, chess, carom , ludo etc.
- There is badminton-court with equipment's
- Sports items, sportswear and kits for players are also available in the college.

Gymnasium Hub

The institute has a gymnasium for the physical, exercise of the students having modern equipment's like weight lifting, dumbbell etc., physical training and self defense.

The college has appointed a physical education teacher to provide better physical training and physical education to the students, moreover, our institute pays attention to the safety and securing of female students in general physical and self defense training classes are conducted occasionally.

Our college organizes awareness programme on safety and securing of the female students.

Facilities for the cultural activities:-

The institute maintains the following musical instruments and facilities.

- Musical instruments are used for the various songs.
- Auditorium is used for dance and musical programs
- Trainings are provided by professional trainers from outside.

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

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 22.95

4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
12.25	8.36	14.84	11.79	12.65

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

Response:

The library is comprised of 23374 nos. of books and seating capacity of 50 nos. of students and 10 nos of teachers.during the latest completed academic year approximately 11% students attended the library and attained satisfactory benefits.

Library Management System:

The library is the knowledge resource centre of the institute. **The central**

library of the Hatsingimari college is equipped with the following ICT facilities,

Name of ILMS software: SOUL (Software for University Libraries)

Version: 3.0 (Latest)

Nature of automation (fully or partially): Partially

Year of Automation: 2023

D Space (Digital Library Software)

The LMS have modules namely, library stock verification, library membership, self management, membership login, issue item, return item, etc. This software will also provide facility to create, view and print records of accession register, transaction report, membership reports, subscription list etc. The OPAC (Online Public Access Catalogue) facility will also be available in the ILMS for the status of a book such as available/issue, shelf number, accession number and the bibliographic information of the book. This facility will help the reader to track the books easily. Records of books will be generated as Subject wise, accession number wise, author wise, publisher wise as well as ISBN wise.

Digital wing:

A separate Digital section will be available for accessing digital resources/institutional repository through

D Space. The college will also have a soft copy Corner where various CDs and DVDs will be available for the library users. Access to online resources (remote access) such as N-LIST, DELNET, World E book Library will also be available in the library. The library will also purchase some E-books from Arts & Science Academic Publications (ASAP).

WEB OPAC:

One will be able to search books, thesis and periodicals by keyword of title, author, ISBN/ISSN No., publisher, Subject and Accession number etc. at anywhere of the world through internet connection and get the information about searched collection like status of books (available or issued), no. of copies and location of the document in the library and other bibliographical details.

Library Web page:

The Library web page is going to be created soon to provide all the information of the library like the instructions,

rules, facilities, services of the central library.

The web page will also provide latest updates and display the remote access facility of some database subscribe by the library. The web page will also display some open access site for promoting the online reading habits among the students. The web page will be maintained by a firm namely S.S. Technologies Pvt. Ltd. under a MoU.

Library Sections:

- Periodical section
- Book Collection- Subject wise
- Reprography section- print, photocopy and scan.
- Reading hall for students and staff separately..

Library Services:

- Computerized issue/ Return, Renewal
- various journals
- Reference service
- The library has open access system
- Orientation programmes for new members
- Previous year question papers.
- Reprographic Facility
- Remote access to the various digitized materials.
- CCTV surveillance for security reinforcement.

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

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

Response:

IT infrastructure is spread over all departments, IQAC room, library, as well as administrative sections of the institute. These facilities are continuously upgraded to meet the demands generated due to introduction of new curriculum, office management software, library and others. The institute has update its IT facilities by increasing the number of computers, printers, UPS, scanners, LCD projectors, Xerox machines, online admission process, dynamic website etc.

The teaching-learning process is enhanced by incorporating ICT tools and e-resources. Hatsingimari College online learning portal is an initiative where teachers can take classes even on holiday or vacation from home. CD's, Video lectures are made available to the learners to enhance learning capabilities. The college subscribes Antivirus packages for Protection of Software. Office automation will be initiated very soon for which all formalities have been completed.

This automation system will create more facilities to handle students' data, exam data, accounting operations and university requirements. It will help the administrative as well as academic section to generate the required output which will in turn, help the digitization at all levels.

The central library of the college will use 'SOUL' (Version-3.0) software which will provide a highly versatile and user-friendly Online Public Access Catalogue (OPAC) for simple and advanced search.

The College has an active website. The website is handed over to a professional agency for maintenance. Moreover, biometric attendance system for employees and CCTV surveillance are available in the college.

Our institute is aiming to complete automation of the regular activities of the campus. Admission, administrative and academic process with IT to make the process convenient and transparent. The College has a deal with S.S. Technologies, Ghy to look after the IT facilities & updation.

The College has tie-up with Global & Techno World, Hatsingimari for maintenance and regular update of IT facilities. The IT infrastructure of the institute comprises 16 computers linked with Wi-Fi LAN. The Institute provides open Wi-Fi facilities for pupils and teachers.

The Institute has a Dynamic Website and active social media platforms like Facebook, twitter and Instagram to convey and communicate with students and outside world.

Attendance of teaching and non-teaching staffs are recorded through Finger Biometric as well as attendance register.

The college campus has been covered by CCTV surveillance in 24 x 7.

The college has two Photo-Copier machines which are dedicatedly used for the teachers, employees and the students.

The institution uses Google Meet, Zoom Cloud etc. for classes, webinars and online conferences.

As an affiliated college under Gauhati University, the college uses online form fill up portal extensively for the benefit of the students.

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

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

Response: 112.56

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 16

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 11.25**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
12.9696	0.4769	3.1721	5.8569	6.86578

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 91.69

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1800	1550	1500	1400	1350

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

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

Response: B. 3 of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 3.63

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

2021-22	2020-21	2019-20	2018-19	2017-18
110	0	90	101	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

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

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 22.5

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
54	59	49	123	176

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
415	536	332	386	380

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 71.93

5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
16	4	17	0	4

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

2021-22	2020-21	2019-20	2018-19	2017-18
31	3	18	0	5

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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 last five years

Response: 0

5.3.1.1 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 wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

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

Response: 4.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
9	2	6	3	2

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

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

Response:

Hatsingimari college Alumni Association has been actively working as important stakeholder of the institution established in the year 2019. The institution has dynamic Alumni and has been working in various parts of the state. The Alumni Association has been playing the key role in maintaining the nexus among them.

The Alumni Association regularly organise sesting and meetings within the campus.

The Alumni Association help the institution providing mental , physical and financial help to the students

and the institution as well.

The Association donates books, Printing materials and teaching learning materials to the existing students.

They actively participate in the cultural activities organised in the campus.

They provide continuous evaluation and upgradation of the physical facilities of the institution

The Association have contributed in the renovation of college canteen

Donation of furniture and other need of the college

The association have initiated book donation camp in the college campus

Alumni participate in the IQAC core committee meeting

They have contributed by plantation drive in the college campus

They exchange the views and supports in the orientation programmes to the new comers of the institution every year

They participate in the career counselling and guidance meeting within the campus to motivate the students and enriched it with the recent updates

The Alumni Association of the college organise health and hygiene program among the students of the college

During the period of COVID-19 pandemic, the alumni association of the college initiated several sensitization programs both online and offline

Alumni association of the college submit their feedback on the curriculum, co-curricular activities and best practices followed by the institution

They help the administration with suitable suggestions and hands on training including professional ethics and moral code of conduct.

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

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

The college was established in 1987 in a very beautiful rural area with the vision to provide moral cum value based education to the poor students in special & the rich students in general for transforming the lives of the rural masses. Our vision and mission is to transform the campus into a centre of Excellency.

The college believes in fulfilling everyone's academic requirement irrespective of caste creed & religion, It encourages in enhancing collaboration among schools, organizations and other leading institutions of the locality with motto to offer opportunities to the students of higher studies . to motivate and encourage the students of the lower classes of the nearby schools, our teachers conducted classes voluntarily.

- Our institute is encouraging in developing commitment of faculty and staff for all round development of the students. Our college beautiful green campus.
- Tobacco of alcohol strictly prohibited in the campus.
- Vehicles are strictly restricted in the campus.
- The whole campus is totally pollution free
- Our college has introduced various certificate courses recently.
- The institute endeavors to provide value based education
- The college always attempts to assist the youth to prosper as responsible, mature and competent individual infused with higher standards

Governance mechanism

- The governing body of the college is the supreme authority in making required policies.
- The present of the governing body is generally nominated from a renewed education by the director of higher education
- The Principal is the ex-office secretary of the governing body.
- The governing body of the forms with various stake holders like social activists, retired teachers, Principal, office assistant and the current teachers of the college.
- The principal is directed by the governing body to execute the required plans as per the vision and mission of the institute.
- The governing body holds its meetings regularly and when and while the situation demands to finalize and sanction required plans for infrastructural development and for the better quality of the teaching learning process of the college.
- All the decisions are adopted through democratic way for better development of collective responsibility and team spirit.

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

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

The IQAC in consultation with the Governing Body of the college developed a strategic plan for the period 2017-2022. With a view to modify the college campus with infrastructural development, the institution proposed a special strategic plan. As the Govt. of Assam has sanctioned funds for the construction of a digital classroom, the college has developed a strategy construct a smart classroom.

- The college has developed its infrastructure, constructed digital library and improved ICT facilities with the funds provided by UGC and Assam Government.
- We have introduced Vocational and Certificate courses with a view to improve employability.
- Various extension activities are promoted for to sensitize the neighbouring community regarding health, hygiene and other important issues.
- Museum and Medicinal plant garden are set up for preservation of local heritage.
- Collaboration with various students are done for outreach programmes.
- Classes are taken by the faculty members in nearby schools to motivate the school students.
- Women Empowerment through Professional training, Self Defense Training etc.
- Green Campus and Tobacco Free Zone

Case Study: Construction of Digital Smart Class room

- Construction of Classroom: The College has constructed a spacious room in the second floor of the Academic Building, with seating capacity of 70 participants to provide the latest teaching learning experience.
- LCD Projector: The College has installed High Quality LCD Projectors to enable the students getting proper learning experience with ICT.
- Visualizer: The College has equipped the proposed Smart Classroom with a Visualizer.
- Digital Audio System: The Smart Classroom has been equipped with a Digital Audio System with accessories like amplifier and cordless microphone elements.
- Acoustic Panel: The College has installed Acoustic Panel in the Smart Classroom so that the sound quality in the room gets qualified. It resists all kinds of echo and other disturbing elements.
- Podium: The room has a high quality podium for delivering lecture.
- Internet Connectivity: The classroom has been connected with a high speed internet facility and Wi-Fi access has been provided to the teachers and students. The teaching learning environment has been enriched with this accommodation.
- Computer: There is a Computer in the classroom loaded with required and updated soft wares.

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

6.2.2 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Response

- The institute has adopted some welfare scheme job satisfactory and benefit of the employee.
- In the campus, there is free Wi-Fi facility in campus and domain institutional e-Mail address to all the employee and students.
- There is canteen loving well adequate equipments for staff which is monitored by canteen committee. The quality of its food stuff is strictly monitored.
- Parking facility is available inside the campus for both students and staff.
- Fare well party is arranged in respect of the services of the retired employees.
- Gymnasium Facility is available for staff of the college to maintain their physical fitness.
- Free health Check up camp is available in the campus
- Covid-19 Quarantine camp in the campus.
- For perusing PhD , leaves are granted to the researcher
- Child care leaves are granted to the women employee of the college
- Important and serious discussions related to the staff are held in the seminar hall of the college.

Other welfare scheme:

Maternity leave

Female staff members are granted maternity leave for 180 days immediately before and after the child birth one that has a tubectomy or miscarriage gets leave benefits.

Paternity leave

The male employee is granted paternity leave for 10 days to take care of the new born baby and mother.

Teachers are encouraged to apply for promotion in due time as per the guidelines of UGC for their career advancement.

NPS (National pension scheme) is available in the campus the employees can contribute in their pension account during their service tenure

Welfare fund

The college have an active welfare fund to finance the needy staff in crisis without charging any interest and easy and accessible method of optional repayment system.

Teacher Performance Record: The teachers are asked to record their everyday engagements at the beginning of every academic year. Each and every details related to lesson plan, test, assignments, mentoring, tutoring, remedial classes, leave taken are recorded. The Principal and Head of the Departments regularly monitor such issues. During the annual academic audit, the management also evaluates these. Teachers are directed to submit teaching plans every semester to ensure time bound implementation of the academic plan proposed with the start of the academic year. The faculty members are entitled with various responsibilities related to extracurricular and extension activities and are also evaluated on such performances.

Evaluation by Management: The College has an Academic Committee which evaluates the performance of teachers. The teachers are provided a Proforma and at the end of every academic year it is submitted to the academic committee. The committee members occasionally visit each department to evaluate the performance of the teachers. They also suggest corrective measures sometimes collectively and sometimes in person.

Staff Evaluation by HOD: Each Department is evaluated by the respective Heads also and they prepare a confidential report in prescribed format after evaluation of the academic performance of the faculties highlighting both the strengths and weaknesses.

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

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and

towards membership fee of professional bodies during the last five years**Response:** 0**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**Response:** 16.94**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
7	8	7	7	2

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Financial Management and Resource Mobilization

Institution conducts internal and external financial audits regularly Response:

The College have a provision to conducts internal and external financial audits regularly. There is a two tier financial audit system in the college which involves

1. Internal Audit by local chartered is selected by the governing body of the college.
2. External government Audit.

The internal Audit is carried out by CA and it is a continuous process, The auditors chartered and verified all bills, vouchers and stock registered and also prepared an audit report which is placed in the safe custody of the governing Body.

For grants received from UGC and other agencies, utilization certificates are prepared and checked duly as per norms and guidelines which is submitted to the concerned authority just after signed by C.A

As per in external government audit which is carried out by the development rule is followed for the assessment of income expenditure and receipt payment.

The College maintains several Accounts and Statutory Audit of all the accounts are done by a Chartered Accountant every year. Each and every financial transaction and account of the college

It has been applied different types of strategies for mobilization of the concerned agency which is generally a three steps strategy.

1. Identification of project by IQAC/Department
2. Preparation of project proposal and submission.
3. Implementation of the projects as per guide his of the granting authority.

As per the strategy college mentioned above, various projects are either implemented or being implemented by the college during the last five years

The college takes in such way so that all seats are filled-up keeping in mind that the major source of revenue of the college is students admission fees various kinds of faculties are being provided which covers add on courses, Gymnasium, library video conferencing IET classes, canteen and also free health camp in the stole intention to impart quality education by providing adequate facilities to the students so

that the college remains the best choice among all aspiring students of the vast locality.

Sources of funds may be summarized as:

- 1.Fee from students
- 2.Gants received from govt. of Assam far salary and non-salary.
- 3.Gants for projects implemented by govt. department /agencies infrastructure development workshop/ seminar etc.
- 4.Funds for idol from Gauhati university
- 5.Grants from UHC under GDA
- 6.Donation from alumni
- 7.Interest accrued from FD.

Fund utilization: Adequate budget is being prepared every year for the utilization of funds which is given for argumentation providing importance on physical and academic infrastructure. It facilities in teaching learning process, extra-curriculum/co-curriculum activities, library facilities, aid to poor students staff and development of facilities etc. All the necessary noon updating committee etc. The process continued till the submission of utilization fund is per formal with the help of various bodies such as governing body . construction committee, project monitoring committee etc. the process continued till the submission of utilization certificates of all grants as per guidelines of funding authority.

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

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC the most responsible role in maintaining quality the institutional academic matters handling the following sincere effort.

- Quality based technique are framed
- Regular surveillance is kept upon the extensive and after outreach programmes undertaken by the different departments by the college.
- Inspires in organizing seminars, Webinars, NSS programmes ,NCC programmes, sports related activities and workshop.

- Introduction by innovative activities.
- Institutional best practices are encouraged
- Curricular and co-curricular activities are introduced followed by assessment.
- Quantity approach is taken in the field of accreditation, collaboration, feedback analysis, career advancement improvement programme, career counseling programme, awareness programme, career guidance, and improvement in research related activities.
- Programmes are organized to equip the students with professional skill.
- Practices institutionalized by IQAC, Hatsingimari college

Certificate courses.

- The IQAC, Hatsingimari College has taken steps in introducing some certificate course for the students parallelly with their mandatory study in the college. The main purpose of this initiative is to make them skilled by unearthing their in born qualities thereby seeing them self employed contributing to the community life and facing their for line life with positive source of income.
- Nearly every department of the college has introduced some Add on programmes / Certificate courses having their similarities with the university syllabus prescribed by them.
- So far, the college has introduced 42 courses till date which includes spoken English, personality development, value education, career counseling public speaking, ornamental fish etc.

1. The quality of teaching learning environment in classroom teaching has been enriched.

The following measures have been adopted to make the teaching learning environment impressive.

- Internet connectivity is available in all the classroom through Wi-Fi.
- To boost the internet speed, measures have been taken.
- Computer, Audio system has been installed in the smart class room.
- For online teaching, the IQAC has created an environment among the teachers and students by working platforms like Google classroom, Goggle meet, and Zoom cloud etc.
- The institution reviews its teaching learning process, students and methodologies of operations and learning outcomes at periodic intervals through IQAC, Set up as per norms and recorded the incremental improvement in various activities (For first cycle incremental improvements made for the proceeding five years with regard to quality for second and subsequent cycles incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)
- Response

IQAC teaching learning review system

The IQAC monitors the techniques of teaching emphasizing on the development of the students such as pupil-centric, personality development competitive mind set up and character development.

IQAC makes sure to the submission of academic plans from every department, at the beginning of the year and monitors whether the plans are implemented throughout the session.

IQAC presents its orientation class to make the newly admitted students familiar with the college environment policies concerning with the remedial teaching, extension activities, mentoring and outcome based education which are made known to all the department.

IQAC monitors the internal marking of every department securitizing the criteria basing which the make is given.

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

6.5.2 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
- 2.Collaborative quality initiatives with other institution(s)/ membership of international networks
- 3.Participation in NIRF
- 4.any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc

Response: C. Any 2 of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

Our college is a co-educational institute where near about 50% female students study. There is pleasant education environment in the campus. The campus is fully safe and secured [place related to academic environment, Zero tolerance policy is maintained against ragging, sexual harassment, racial issues gender discrimination.

Safety and Security

- CCTV surveillance: Our institute hasnos. of CCTV cameras which are operational round the check
- Id card: The College issued ID cards to the students at the time of admission which are mandatory for the students to wear
- Internal complaints committee (ICC): With a view to make a harassment free campus, the college has an internal complaints committee(ICC). The prime duty of the committee is to take pro-active measures when and while such case arises in the complex available complain boxes are place around the campus and follow up action are taken by grievance redress cell.
- Women cell, grievance redress cell, legal cell.
- Our institute has various cells to meet the different grievance of the students and to ensure discipline in the college campus. The institute ensures full security to the women folk with the help of these cells time to time

Redressal cell:

Anti ragging committee: The Anti ragging committee of the college includes faculty members, guardian members, office staff which show zero tolerance in case of ragging.

Counseling centre: There is a counseling centre the college which is taken care of the grievance redress cell, The centre offers necessary help to the students to get rid of their personal stresses and strains.

Counseling by staff: Both teaching and non-teaching staff are always ready to offer required counseling to the students as and when situation demands so, students are supported by the non-teaching staff in official matters like online admission, errors in certificate and other documents etc.

Common rooms: our institute has accommodated common rooms separately for male and female students facilities of separate toilets are available for male and female students our college has provided sanitize napkins, urinal in the right common room. Besides our college has provided first AID box and dressing room which are mutually used by the lady teachers as well as girls students.

Day care centre:

In order to facilitated the lady teachers and students with children, our college has provided a well equipped day care centre. The centre has been accommodated in the women's Hostel complete

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

7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	View Document

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Our college is performing a significance role to provide on inclusive environment in the campus, versions activities and programs are organized to enhance the cultural assimilation , acceptance of linguistic diversity accustomed with regional, variation, increase the communal harmony and social cohesiveness to create one Indian identity.

Cultural diversity

The student , teacher and other staff members of our college are from various cultural diversities. The Death anniversary of Srimanta Sankardeva is celebrated every year and all the student , teaching and non-Teaching staff members participate in the programme.

The Birth anniversary of Bishnu Rabha is celebrated every year in our college, There is an open session where emphasis is given on the life and philosophy of Bishnu Rabha.

Regional Diversity

Rastriya Ekta saaptah is celebrated in our college to give the message that we are living in one nation.

EK Bharat Shreshtha Bharat is celebrated in our college where artists from different regions of the country perform representing their own cultures.

Socio-Economic Cohesiveness

In order to help the poor economically unsound students and their family our college has a separate wing. The wing offers financial help to the poor students and their family at the time of need and crisis as a result a sense of community service and helping the needy ones is generated among the students, teachers as well as employee of the college

Sanitization of the students and employees of the institution to the contribution obligations: Values, rights, duties and responsibilities of citizen.

The institution celebrates the contribution day on 28 November which is an important step to boost the sensitivities to protect the fundamental goals entwined in the contribution.

Celebration of vigilance awareness week:

As per Government order or direction the institution celebrates vigilance awareness week.

Street play performance:

The students of our college performed a street play filled with savadhan, Vigilance Ahis Ase (Beware vigilance in coming) Which gives the management we should be free from corruption and if we do not , Vigilance is not going to spare us.

Voters awareness program

As per the direction of the district education officer, South Salmara Mankachar, an awareness meeting was organized on 27/Nov/2021 in the auditorium Hall of our college

Celebration of national Day:

Our college celebrates national Days like Republic Day, Independence Day, National Unity Day, Gandhi Jayanti to infuse respect to the nation, National Anthem, National Flag, Constitution, freedom fighters, and their sacrifices. In the celebration Day, all the stakeholders are urged to be patriot and devoted towards the nation.

Rastriya Ekta Saptah: Our College celebrates the Rastriya Ekta Saptah and awareness programs are organized to focus the sense of unity among students, teachers and employees of the college.

Inclusion in Curriculum;

Our College has included topics like rights, duties values and responsibility of the citizens in the curriculum. Apart from these, certificate courses like spoken English personality development and value education are introduced in the college to promote knowledge on career development & future employment.

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

7.2 Best Practices

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

Response:

7.2 Best Practice : I

1. Title of the Practice: Green Campus Initiative

2. Objectives of the Practice:

An Eco-Friendly environment is one of the most important demands of the situation/time at present. Especially for higher educational institutions (HEI), All the stake holders should well aware about environmental issues and its consequences.

- The objective of the practice is to make citizen with a concept and mindset that plants and

greeneries are soul of the earth for our survival.

- A campus with full of shadows and scenic beauty is every ones expectations which will also create a positive vibes in all the stake holders and visitors towards plantations.

3. The Context:

The college is situated in a newly formed district and therefore surrounding area of the college is full of environmental issues like air pollution due to huge number of undergoing construction, erosion, deforestation etc.

4. The Practice:

- `One Seminar and one webinar was organized by the college on the topics related to environtal issues like environmental degradation, ozone layer depletion and its consequences, Greenhouse gases: their sources and consequences.
- The college undertook many plantation drives time to time from its inception and many external agencies has also their plantation programs in the college campus but unfortunately very few trees of them are surviving due to different reasons like – flood, lack of boundary wall,
- Few years back, earth feeling in some particular area of the college has been done for survival of further plantation which is up to some extent visible in the campus.
- A minor project from Assam Science Technology and Environmental Council (ASTEC) Govt. of Assam was sanctioned through College Environment and Climate Cell for plantation and maintenance of them under which 44 trees were survived but next flood destroyed half of them, about 25 trees of that are surviving.
- Many other plantation drives has been undertaken to make this practice a successful one which are visible in the campus.
- Flower gardens are nurtured in the campus from college internal fund which enhanced the scenic beauty of the campus up to many extent.
- We had a Memorandum of Understanding with Department of Agriculture and forest

Constraints:

Due to lack of fund from the government, it is not possible to undertake a pilot project to make the plantation survival.

5. Evidence of Success:

- About 50 trees of 3 / 4 years of age are surviving within the college campus
- Four flower gardens namely Pobitora, Snigdha, Kaveri and one more are enhancing beauty of the college
- Area of grass land also increased in last few years
- Students started inculcating the habit of plantation in their home as well

6. Problems Encountered and Resources Required:

The main problems encountered in maintaining trees and greeneries within the campus are as follows

- It is a rural college and do not have a boundary wall and as a result the campus is easily accessible for the trespassers (Both animal and man).
- Flood from overflow of mighty Brahmaputra immerse the campus every year
- Peoples of the surrounding area are not at all aware about the environmental issues and importance of plants and greeneries.

1. Title of the Practice: Women Empowerment: An initiative for better tomorrow

1.Objectives of the Practice:

- Development and progress of all the genders: male, female as well as third gender, which is of utmost importance for inclusiveness and the overall development of the institute as well as the society.
- Women Empowerment is the manifestation of women's autonomy in decision making.
- Also to facilitate equal access and opportunity to all the stakeholders irrespective of their gender .

2.The Context:

- Females are lagging behind in education in the region. The female literacy rate of the district is very low (35.7%) in comparison with the national (70.3%) and state rate (66.27%) (Census 2011). The higher education institutions in the region face impediments to increase Female Enrollment in the

region.

- In the context of the prevailing feeling of insecurity and discrimination in the society and the workplaces by genders, especially the Females and Transgender, the college endeavors to set examples by its positive actions and gestures in the campus rather than to show repentance and condemnation only for any such social biasness and injustice.

3.The Practice:

- Hatsingimari College is open for all genders
- The college has a Gender Sensitization Action Plan to guide in implementing the gender equity practice in every stratum in the campus.
- Constitution and active working of social units of the college namely, Women Forum, Women Cell of HSMCTA for taking up “Gender Equity” and “Right to Life with Dignity and Equal Opportunity.
- Constitution and active working of Anti Sexual Harassment Committee, Anti Ragging Committee, and Grievance Redressal Cell to ensure the campus environment is free from violence and discrimination.

Constraints:

- The college being a Government institution, it is bound to follow the government rules and regulations in the process of admission and appointments, where preference to a particular gender is not applicable.

4.Evidence of Success:

- Female student enrolment data of last five years show gradual increase in female enrolment as below

Academic session	•	•	
1.	1.	1.	
1.	1.	1.	

- Staff position (Teaching staff), last five years show gradual increase in female appointment.

Academic session	•	•	
1.	1.	1.	
1.	1.	1.	

- The female student enrolment increased from the session 2017-2018 to session 2021-2022 in the college NCC Platoon. Similar trend of achievement is observed in NSS enrolment, where number of female enrolment is gradually increased as below:-

Academic session	•	•	
1.	1.	1.	
1.	1.	1.	

- Our students are highly conscious and take initiatives to aware their peers in Anti-Sexual Harassment and Anti-ragging activities by wall paintings

5.Problems Encountered and Resources Required:

- Female staff position cannot be increased
- Admission process of the college is strictly on merit
- shortage of Resources

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

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

Response:

Response:

Program to Induce the Local Poor Students towards Higher Education by Reducing Dropout in School Education

Introduction:

Hatsingimari College was established in 1987 to enlighten the doors of higher education in the periphery of Indo- Bangla Border beside the Head Quarter of the than South Salmara Mankachar Sub-division, an area lived by most backward people, characteristic flood affected, river eroded and the people below poverty line lived here. Lack of education lessened their status of living in every sphere of their lives.

Vision & Mission of the College:- Achieving academic excellence irrespective of caste, creed, religion have and have notes able and disable was the main motto of the college creating the best human resources

committed to the well-being of world nation is the mission of the college being characterized by integrity, spiritual, socio-economic, ethnic harmony, socio-cultural and the achievement of scientific knowledge, the quest of which are the mission of the college

. Core Values of the College:- Exercising social responsibility is the fore most core-values of the college. In doing so, a continuous drive for excellence in integrity of character and personality is always maintained

Programmes undertaken to inspire the local students towards higher education by stopping drop-out in the school level:

The area is lived by flood affected and river eroded people covering 90% of the local people deprived of knowledge resulting in the cultivation of superstition, tradition and poverty. Hatsingimari College is the only higher educational institution fulfilling the desires of the students reading in 10 members of feeder senior secondary schools. The local people have seriously thought that their generations were to stop learning just after passing Higher Secondary examination due to poverty and lack of positive outlook in life. They would rather work at home or go for manual works in the different parts of the country to afford their family. Their dream to be highly educated was nipped in the bud. Hence, the establishment of a college was the most important academic decision of some socially conscious people. It is because of being unconscious, the initial period of college establishment witnesses a small number of students but with the passing of time, people's outlook was changed because of motivational classes undertaken by the educated people in the feeder schools there by inspiring the students to acquire higher education, since the vision of the college was to educate massive number of people so occasional meeting was conducted among the parents to create an educational mind set up to make their family committed to education with this end in view, some teachers visited the surrounding schools and institutions. Among the dedicated teachers of the college in motivating the people were Dr. B. Khilzi, Jahirul Islam, Nasir Uddin, Aminul Islam and so on. All of them invited the people to the path of higher education's a part of their social responsibility OUTCOME OF THIS PRACTICE:- Hatsingimari college being an institution of most backward erstwhile Dhubri District could have exercised its social responsibilities by changing the mind set up of the people towards the light of education thereby reducing the drop out learners from the school level. The steps taken by the college teachers in increasing the number of students in the higher educational level impacting their socio-economic and academic lives. The transformed personality traits can be found in their modified behavior displayed by them in their socially, healthy, communication, curiosity in learning, inspiring their kids for education and so on. The counseling programmers outcome could be

Education:

Conclusion

Additional information

Hatsingimari College is located at a pollution free comparatively disease free and relatively crimeless area adjacent to Meghalaya Assam border having scenic beauty of hills of Garo Pahar.

The college discharge in its Social commitment by inspiring the-upcoming Generation through motivational classes done by the college teacher at the feeder schools to stop the fig me of drop out

students thereby creating a healthy educational atmosphere in the surrounding area.

Our students are equally experts in agricultural activity apart from their educational achievement.

During the covid-19 pandemic the employs of the college had held the people of this locality with food and other staff.

Our faculty members along with students helped the flood effected victim every year.

Our alumni have been working as advocate, teachers and businessmen covering both public and private sector.

The college has MOU with south Salmara College and Global education and techno world

Concluding Remarks:

Hatsingimari college is a Double stream college (Both arts and science) Where the students are offered course as per CBCS system and emphasis given on outcome base education. The college has policies to maintain regular internal and external evaluation besides cultivating gender issues, professional ethics, value education holistic development environment and sustainability into curriculum. Special attention is given to the student's centric teaching by conducting bridge course and remedial classes.

The college carries extension activities in the neighborhood community every now and then. It has all the requisite laboratory facility and sports, games, gymnasium items for the students used there by giving them all round development.

Library automation is in initial stage and it has sufficient numbers of book, news papers, journal, Magazine and reading room satisfying curiosities of the students as well as faculty members.

The alumni Association of the college has been participating in all the developmental activities

The governance of the institution works in confirmative with fulfillment of vision and mission taken earlier. It is decentralized among the employee of the college applicable in implementing the policies, the planning and other activities.

Audit and financial transaction concerned with the college regularly done,

The IQAC of the college is always attentive to develop academy as well as other affairs of the college so as to maintain quality everywhere grievances concerned with gender, ragging, humiliation; teaching, sexual harassment etc. are deal with almost commitment. The college campus is plastic and tobacco free zone.

File Description	Document
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Any other relevant information	View Document

5. CONCLUSION

Additional Information :

The college collects Feedback on various aspects of the institution like curriculum, teaching-learning, infrastructure etc. different stake holders viz- students, teachers, parents and alumni along with from employers of outgoing students. Feedback reports are analyzed and submitted to the authority for necessary follow-up action.

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