



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE

**6.3.1. Institution Performance Appraisal
System, Effective Welfare Measures for
Teaching and Non- Teaching Staff and
Avenues for Career
Development/Progression**

Session: 2019-20 to 2023-24



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE

GARGAON COLLEGE



ESTD: 1959, Reaccredited by NAAC with B Grade

Simaluguri - 785686, Sivasagar, Assam
E-mail: gargaoncollege@rediffmail.com

Tel: 03772-296164

www.gargaoncollege.ac.in

Date: 2.09.2024

DECLARATION

This is to declare that the information, numerical data, reports etc. furnished in this file as supporting documents are verified by the IQAC and found correct. Also, all the essential supporting documents are published on the college website and are accessible for scrutiny and verification by NAAC.

Coordinator
IQAC, Gargaon College



















Principal
Gargaon College
Simaluguri

The Institution Performance Appraisal System

IQAC, Gargaon College evaluates and keeps records of faculty performance year-wise. IQAC evaluates the faculty performance as regards to teaching-learning and evaluation-related activities including lectures, seminars, tutorials, practicals, ICT classes, mentorship program, reading materials, use of participatory and innovative teaching-learning methodologies and examination duties, co-curricular, extension and professional development-related activities as well as research publications, research projects and participation in training programs and Seminar/Conferences, etc. The College authority encourages teaching staff for their skill enhancement through various academic programs so that they can utilize their time scale promotion benefits as per Assam Government rules. Individual API scores of the concerned teachers are calculated per the norms formed by the UGC under the API scheme at the time of their promotion. It is thoroughly verified and certified by the IQAC and concerned Heads of the Departments of the College. The IQAC of the college strictly maintains the quality culture, taking feedback from the students and parents that help improve the performance of the college.

Institution Appraisal System for Teaching Staff

Sl. No.	Department	Self Appraisal Link
1	Assamese	
2	Botany	
3	Chemistry	
4	Commerce	
5	Economics	
6	Education	
7	English	
8	Geography	
9	Geology	
10	History	
11	Mathematics	
12	Physics	
13	Political Science	
14	Sociology	
15	Statistics	
16	Zoology	

Institution Appraisal System for Non-Teaching Staff

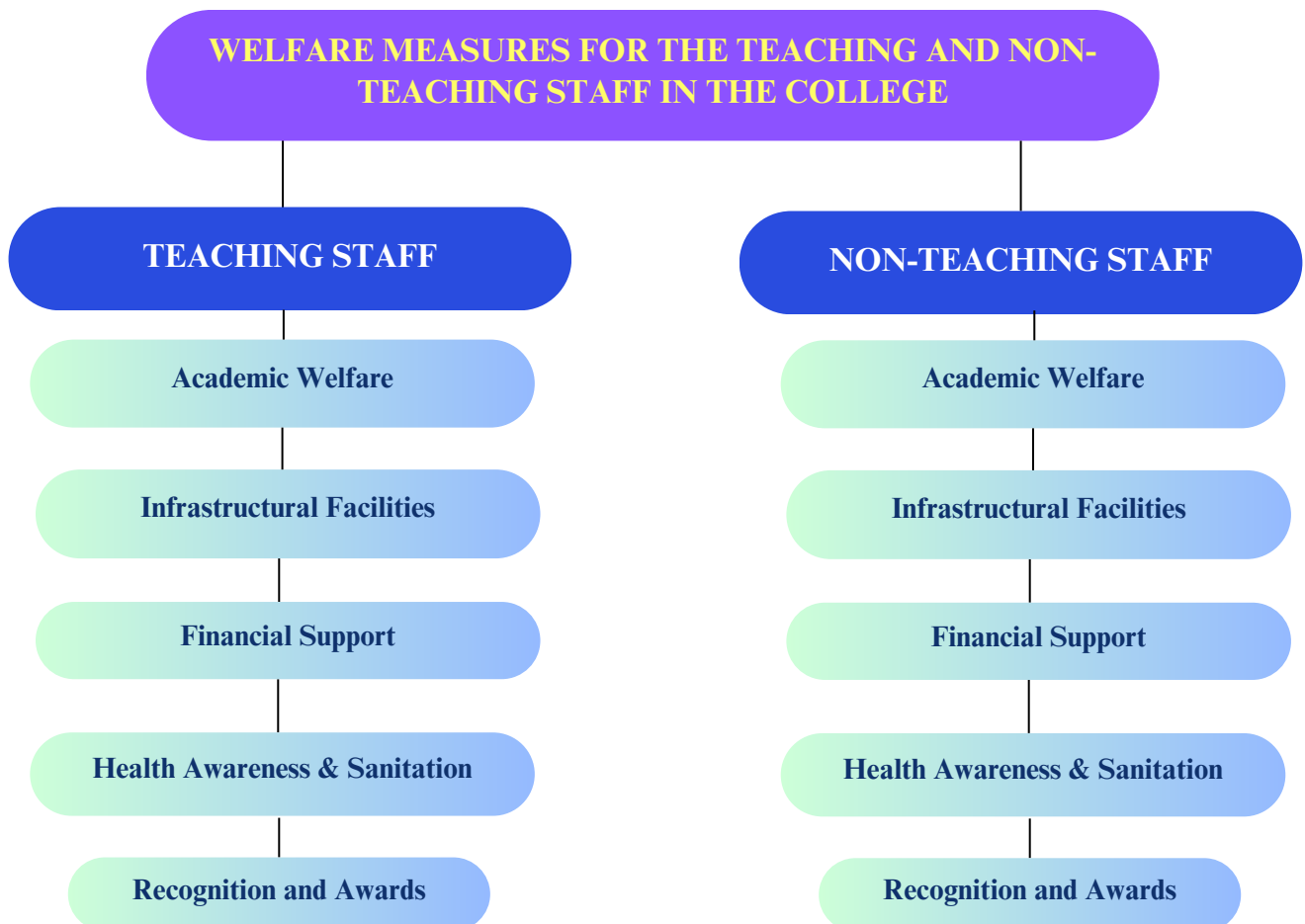


Selvi
Principal
Gargaon College
Simaluguri



Effective Welfare Measures for teaching and non-teaching staff and avenues for career development/progression

The welfare measures for the teaching and non-teaching staff are successfully implemented in the College. The following welfare measures implemented by the college for its teaching and non-teaching staff:



Overview

The College makes arrangements for availing the government schemes such as Pension, Earned Leave encashment, Maternity Leave, etc. for teaching and non-teaching staff. The following is the list of existing welfare measures for the teaching and non-teaching staff:

- **ACADEMIC WELFARE:** The College conducts FDPs, Workshops, Laboratory training programmes etc. as well as makes arrangements for availing permission to attend different career development programmes for its teaching and non-teaching staff.
- **INFRASTRUCTURAL FACILITIES:** The college has ICT enabled classrooms, seminar and conference rooms, a library, Laboratories, Gymnasium, Indoor Stadium etc.
- **FINANCIAL SUPPORT:** Sanchay Aru Rindan Somobai Samiti (SARSS) extends financial support to its members by providing loans at reasonable rates of interest. The institution is a government-aided college. Its employees get the benefit of pensions like the Employees Provident Fund (EPF) and the New Pension System. Other financial supports are also provided by the college for welfare of its teaching and non-teaching staff.
- **HEALTH AWARENESS & SANITATION:** Health camps, awareness programmes etc. are conducted by the College. It has its Yoga Centre that conducts various workshops for the health and well-being of the college fraternity as well as the neighbouring community.
- **RECOGNITION AND AWARDS:** The college felicitates the Teaching and Non-Teaching Staff for their outstanding contributions in different fields.



ACADEMIC WELFARE

- The College always motivates the Teaching Staff to go for higher studies like Ph.D and the Non-Teaching Staff to pursue higher studies to enrich themselves and advance their careers.
- The college has a Research Cell which motivates and supports the college fraternity to carry out research in areas of importance and motivates the teaching staff to apply for various research projects under different sponsoring agencies.
- The College has a Publication Cell established to promote creativity and original writing among the faculty members.
- The college has well - equipped library with a collection of more than 32000 books. In addition to this, there are more than 10000 books available in different Departmental Libraries of the college. A good number of national and international magazines, periodicals, journals, and newspapers are also subscribed by the library. The Library webpage is also linked with a good number of open access e-journals and e-books, e.g.-DOAJ, OTAD, Springer open access e-journal, e-books, Intech open access books, etc. The library is subscribed to the UGC N-List consortia. It provides 6293 (+) e-journals (full text) and 195,000 (+) e-books. The library is digitalized and it gives access to various e-resources.




- The college makes arrangements for availing permission to attend Orientation programmes, Refresher courses, short-term courses etc. for its teaching and non-teaching staff.
- The college provides child care leave and maternity leave for women employees during their children's examinations, sickness, etc.
- The College conducts Faculty Development Programmes, Workshops and training programmes for its teaching and non-teaching staff.
- Laboratory training programmes are conducted for the non-teaching staff imparting training on maintenance of laboratory equipment and stock keeping of chemicals and materials etc.
- Adequate representation in the Governing Body for both teaching and non-teaching staff.





The College always motivates the Teaching Staff to go for higher studies like Ph.D. and the Non-Teaching Staff to pursue higher studies to enrich themselves and advance their careers.

Sample Documents


GARGAON COLLEGE
ESTD: 1959 Reaccredited by NAAC with B Grade
Simaluguri - 785686, Sivasagar, Assam Tel: 03772-296164
E-mail: gargaoncollege@rediffmail.com www.gargaoncollege.ac.in

Ref. No: GC/Misc/50/2023 58 Date: 24-01-2023

NO OBJECTION CERTIFICATE

As empowered by the Governing Body of Gargaon College vide Resolution No. 2 adopted in its meeting held on 19-07-2019, the undersigned would like to certify that the Gargaon College authority has no objection to pursue Ph. D research in the Kaziranga University, Jorhat by Mr. Gautom Hazarika, Assistant Professor of the Department of Commerce of Gargaon College.

This certification is, however, subject to the condition that the academic transactions in Gargaon College will not be affected due to his pursuance of research work.

Further, in the event of requirement of leave from the College for the purpose of the above mentioned research work, Mr. Gautom Hazarika must have to apply separately to the College authority as per existing Govt. rules and the College authority would reserve the right to consider or not consider such application on the basis of appropriate reason.

24/01/2023
(Dr. Sabyasachi Mahanta)
Principal & Secretary
Gargaon College
Principal
Gargaon College
Simaluguri, Sivasagar (Assam)

*Rising
Gautom Hazarika*



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www.gargaoncollege.ac.in

Ref. No: GC/Misc/50/2023/ 41

Date: 11-01-2023

NO OBJECTION CERTIFICATE

As empowered by the Governing Body of Gargaon College vide Resolution No. 2 adopted in its meeting held on 19-07-2019, the undersigned would like to certify that the Gargaon College authority has no objection to pursue Ph.D research in the Arunachal University, Arunachal Pradesh by Sri Mohananda Tamuli, Assistant Professor of the Department of Sociology of Gargaon College.

This certification is, however, subject to the condition that the academic transactions in Gargaon College will not be affected due to his pursuance of research work.

Further, in the event of requirement of leave from the College for the purpose of the above mentioned research work, Sri Mohananda Tamuli must have to apply separately to the College authority as per existing Govt. rules and the College authority would reserve the right to consider or not consider such application on the basis of appropriate reason.

S. S. C.
11/01/2023
(Dr. Sabyasachi Mahanta)
Principal & Secretary
Gargaon College
Principal
Gargaon College
Simaluguri, Sivasagar (Assam)

*Receive
Mohananda Tamuli
- 11.1.2023*



The college makes arrangements for availing permission to attend Orientation programmes, Refresher courses, Short-term Courses etc. for its teaching and non-teaching staff

Sample Documents

Office of the Principal
GARGAON COLLEGE
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Tel & Fax: 03772-252251
Fax: 03772-252251

Ref. No. GC/SM/60/2019/1477 Date. 16-11-2019

From:
The Principal
Gargaon College
Simaluguri
Sivasagar (Assam)

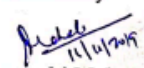
To
Miss. Bornali Dutta
Assistant Professor
Dept. of Statistics
Gargaon College

Sub: Release letter

D/Miss. Dutta,
With reference to your application, you are hereby released from duty w.e.f. 16th to 17th December, 2019 (including journey) to participate in the Workshop on "Mathematics for Statistics" organized by the Department of Statistics, Dibrugarh University, Dibrugarh from 16th to 17th December, 2019.

You are directed to join the College on 18th December, 2019.

It is also mentioned that the Gargaon College, Simaluguri, Sivasagar is affiliated to the Dibrugarh University, Dibrugarh since 01-06-1966 and recognized under Section 2(f) & included under Section 12(B) of UGC Act. 1956.

Yours faithfully

(Dr. Sabyasachi Mahanta)
Principal
Gargaon College, Simaluguri
Sivasagar, Assam
Principal
Gargaon College
Simaluguri, Sivasagar (Assam)



Recommendation from the Principal/Head of the Department

I recommend

Dr./Mr./Ms/Mrs..... GUNA KANTA SONOWAL

(Designation)..... Assistant Professor

(Institution)..... Gargaon College, Dimasuguri

for joining the On-Line Subject Refresher Course in..... 438 - Environment
..... Studies

He/she will be relieved and treated on duty during the duration of the above course at UGC Human Resource Development Centre, AMU, Aligarh, if selected. Certified that this College is affiliated to Dibrugarh University for the last five years.

Date..... 1/08/2022

Signature of the Principal/Head

With official Seal

Principal
Gargaon College
Sr at Juri, Sivnagar (Assam)



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GARGAON COLLEGE

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Tel: 03772-296164
www.gargaoncollege.ac.in

Ref. No : GC/SM/60/2023/115

Date: 17/03/2023

NO OBJECTION CERTIFICATE

As empowered by the Governing Body of Gargaon College vide Resolution No.2 adopted in its meeting held on 19-07-2019, the undersigned would like to certify that the Gargaon College authority has no objection to apply for the international symposium on 6th International Eco Summit Congress 2023 to be held in Gold Coast, Australia from 13th to 17th June, 2023 by Dr. Anurag Protim Das, Assistant Professor of the Department of Zoology of Gargaon College.

He has been serving in the permanent post of Assistant Professor in the Department of Zoology since 26/09/2022.

*Dr. Anurag Protim Das
18.03.2023*

17/03/2023
(Dr. Sabyasachi Mahanta)
Principal
Gargaon College
Principal
Gargaon College
Simaluguri, Sivasagar (Assam)

17/03/2023



The college provides child care leave and maternity leave for women employees during their children's examinations, sickness, etc.

Sample Documents

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Ref. No. GC/GB/28/2024/ 20/5/24 Date: 20/05/2024

Agenda No. 7 : Earned Leave applications :


1. Dr. Ratna Das, Assistant Professor, Dept. of Education -
w.e.f. 13th to 19th March, 2024 = 07 days.
2. Mr. Jayanta Sonowal, Assistant Professor, Dept. of Physics -
w.e.f. 1st to 7th March, 2024 = 07 days
3. Mr. Yuvaraj Gogoi, Assistant Professor, Dept. of Pol. Science -
w.e.f. 24th January to 7th February, 2024 = 15 days
4. Dr. Dilip Kr. Deka, Associate Professor, Dept. of Geography -
w.e.f. 5th February to 16th February, 2024 = 12 days.


Agenda No. 8 : Child Care Leave applications :

1. Ms. Madhu Rajkhowa, Library Assistant
w.e.f. 29th January to 17th February, 2024 = 20 days
2. Dr. Kabita Phukon, Assistant Professor, Dept. of Mathematics
w.e.f. 13th May to 22nd May, 2024 = 10 days

Agenda No. 9: Any other matter: Maternity Leave application

1. Dr. Priyanka Tamuli, Assistant Professor
w.e.f. 13th November, 2023 to 13th May, 2024 = 06 months




Principal
Gargaon College
Simaluguri

Principal & Secretary
Governing Body
Gargaon College



Sample Documents

Page 3 of 3

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Fax: 03772-252251

Ref. No. GC/GB/28/2023/ Date: 16/06/2023

Agenda No. 8 : Earned Leave applications :

1. Mr. Bidyut Bikash Hazarika, Assistant Professor, Dept. of Physics-
w.e.f. 23rd February to 04th March, 2023 = 10 days
2. Dr. Manjmoni Gogoi Dhar, Associate Professor, Dept. of History-
w.e.f. 06th - 11th March, 2023 = 06 days.
3. Dr. Anna Gogoi, Assistant Professor, Dept. of Chemistry -
w.e.f. 13th - 18th March, 2023 = 06 days
4. Dr. Nitali B. Konwar, Assistant Professor, Dept. of Education -
w.e.f. 08th - 12th April, and 8th May to 8th June, 2023 = 36 days
5. Dr. Mrinal Ghosh, Assistant Professor, Dept. of Commerce -
w.e.f. 08th - 12th April, 2023 = 05 days
6. Dr. Ratna Das, Assistant Professor, Dept. of Education -
w.e.f. 2nd - 10th May and 16th - 23rd May, 2023 = 17 days.
7. Ms. Sujata Gowala, Assistant Professor, Dept. of Mathematics-
w.e.f. 30th May to 03rd June, 2023 = 05 days
8. Dr. Meghali Bora, Associate Professor, Dept. of Commerce -
w.e.f. 19th June to 28th June, 2023 = 10 days

Child Care Leave Applications:

1. Dr. Ratna Das, Assistant Professor, Dept. of Education -
w.e.f. 13th February to 12th April, 2023 = 59 days.
2. Dr. Rimjim Borah, Assistant Professor, Dept. of Economics -
w.e.f. 20th February to 18th March, 2023 = 27 days
3. Ms. Madhu Rajkhowa, Library Assistant -
w.e.f. 29th May to 17th June, 2023 = 20 days

Maternity Leave Applications:


1. Dr. Rashmi Dutta, Assistant Professor, Dept. of Zoology -
w.e.f. 24th January to 23rd July, 2023 = 6 months

Jelle
14/08/2023
Principal & Secretary
Governing Body
Gargaon College

Principal & Secretary
Gargaon College
Simaluguri, Sivasagar

Sample Documents

1.4

GARGAON  **COLLEGE**

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Fax: 03772-252251

Ref. No. GC/GB/28/2022/ 315 Date: 31/03/2022

To,

1. Mr. Biman Chandra Baruah, President, Governing Body
2. Dr. Sabyasachi Mahanta, Principal & Secretary
3. Mr. Jogen Mohan, MLA
4. Dr. Rina Handique, VP, Ex-officio Member
5. Mr. Surendra Nath Dutta, University Representative Member
6. Mr. Dinesh Hensuwa^{HanChowa}, University Representative Member
7. Dr. Pobon Kr. Gogoi, Teachers' Representative Member
8. Mrs. Nilakhi Chetia, Teachers' Representative Member
9. Mr. Monuj Chetia, Guardian Member
10. Mr. Dharma Phukon, Guardian Member
11. Mrs. Bimala Chetia Changmai, Guardian Member
12. Dr. Pankaj Kr. Nath, Librarian, Ex-officio Member
13. Mr. Lohit Gogoi, Non-Teaching Staff Member

Dear Sir,

I would like to inform you that a meeting of the Governing Body of the College is convened 04/04/2022 at 10:30 AM at Golden Jubilee Hall of the College to discuss on the following agenda. I would like to request you kindly to attend the meeting on date and time as scheduled.

AGENDA

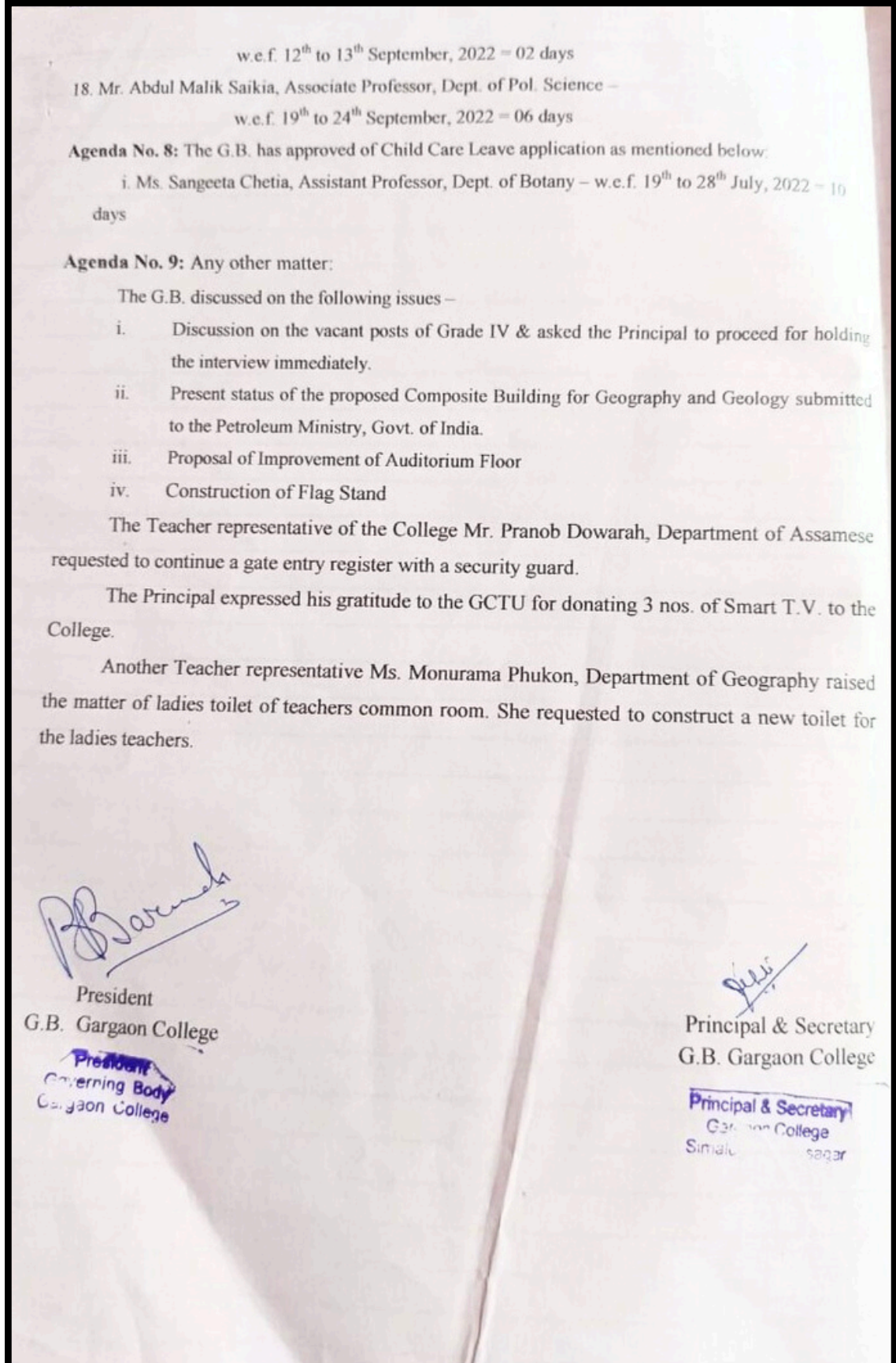
1. President in the chair
2. Confirmation of the last Proceeding of the meeting held on 08-02-2022
3. Approval of selected candidates of Sanctioned Post of Assistant Professors in the Department Botany, Chemistry, Geology, Physics, Zoology, Sociology and Commerce.
4. Approval of Earned Leave application:
 - i. Dr. Raktim Patar, Assistant Professor, Dept. of History
w.e.f. 26-02-2022 to 01-03-2022, Total = 04 days
5. Approval of Child Care Leave application:
 - i. Mrs. Monurama Phukon, Assistant Professor, Dept. of Geography
w.e.f. 08-03-2022 to 31-03-2022, Total = 24 days
6. Any other matter.

Handwritten signature
31/03/2022

Principal & Secretary
Governing Body
Gargaon College
Principal & Secretary
Gargaon College
Simaluguri, Sivasagar



Sample Documents





The average number of professional development /administrative training programs organized by the institution for teaching and non- teaching staff during 2019-20 to 2023-24













2023-2024	2022-2023	2021-2022	2020-2021	2019-2020
04	21	07	08	07
















[Signature]
Principal
Gargaon College
Simaluguri

















Faculty Development Programmes, Workshops, and Training Programmes organized by the College for its Teaching and Non-Teaching Staff

Sl. No	Title	Date	Link
1	National Conference on “Sankardev: Creation and Philosophy”	05.04.2024	
2	One Week FDP on Data Analysis Using R	23/12/2023 to 27/12/ 2023	
3	One-day workshop on Investor Awareness "Art of planning your Financial Life?"	14/12/2023	
4	National Conference on “Spirituality: Theoretical and Applied Significance”	07.10.2023	
5	One Day National Workshop on Use of Statistical Software in Reaserach	29/06/2023	
6	Workshop on Samarth E-Gov Suite	27/06/2023	
7	One Week Faculty Development Programme On Research Methodology (Online)	25/06/2023 to 29/06/2023	
8	Botany Lecture Series	18/06/2023 to 26/06/2023	
9	One-Day Workshop on Four-Year Undergraduate Programme Under NEP 2020	15/06/2023	
10	Two Days Online International Workshop on “Career planning: Exploring the Recent Trends in the Ocean of Science”	8/06/2023 & 9/06/2023	
11	International Conference on Advances in Science [Hybrid Mode]	5/05/2023 to 6/05/2023	
12	One Day Orientation Programme on The Use of ICT Tools	24/04/2023	

Faculty Development Programmes, Workshops, and Training Programmes organized by the College for its Teaching and Non-Teaching Staff




Sl. No.	Title	Date	Link
13	National Seminar on 'Social Movements and its Impacts on Democracy'	20/04/2023	
14	Two Days Workshop on Research Methodology	4/04/2023 to 5/04/2023	
15	National Seminar On Atmanirbhar Bharat: Opportunities and Challenges with Special Focus on North-East India (Hybrid Mode)	1/04/2023	
16	Workshop on "NAAC Preparedness and NEP 2020 Implementation"	19/03/2023	
17	One-Day National Workshop On Finance and Accounts of Higher Education Institutions of Assam	11/03/2023	
18	ICSSR Sponsored Two-Day National Seminar on Writings from North East India: Trends and Issues	24/02/2023 & 25/02/2023	
19	One Day Workshop on Union Budget-2023-24	16/02/2023	
20	Workshop on Art form of Bhaona	11/02/2023	
21	Workshop on Production Oriented Theatre	30/12/2022-to 29/01/2023	
22	Cyber Security Awareness Programme	19/10/2022	
23	Workshop on Entrepreneurial Ecosystem: Challenges and Opportunities	19/09/2022	
24	One Day Workshop on Stress: Its awareness and Management	28/06/2022	
25	Week- long Online International Workshop On Intellectual Property Rights for the Promotion and Protection of Innovations	16/05/2022 to 21/05/2022	

Faculty Development Programmes, Workshops, and Training Programmes organized by the College for its Teaching and Non-Teaching Staff






Sl. No.	Title	Date	Link
26	Training Program on Intellectual Property Rights (IPR) in collaboration with National Intellectual Property Awareness Mission (NIPAM)	8/04/2022	
27	National Webinar on “Russia-Ukraine Crisis 2022: An Indian Perspective”	17/03/2022	
28	One Week Online Faculty Development Programme Cum Workshop On Academic Reading and Writing Common Denominators: Reading and Writing across Disciplines	23/03/2022 to 28/03/2022	
29	NAAC Workshop -I	23/02/2022	
30	One Day Workshop on How to evaluate answer Script in Google Classroom	8/08/2021	
31	National Webinar on Research Methodology on “International Relations: Line on Amity: An eye to India-China Boundary Resolution”	27/06/2021	
32	National Level Five Days Online Training on C Programming Language	24/06/2021 to 29/06/2021	
33	MS Office Workshop on Microsoft Word, Excel and Power point	15/06/2021 to 16/06/2021	
34	One Day Workshop on Yoga for Physical and Mental Health	12/06/2021	
35	NAAC Sponsored Online National Seminar on Vocational Courses in Higher Educational Institution and New Education Policy: Issues, Policy And Way Forward	08/05/2021	
36	Online Workshop on Use of ICT Tools for Effective Teaching	03/05/2021 to 07/05/2021	
37	International Workshop on Machine Learning for Data Analytics	13/03/2021 to 22/03/2021	
38	Special Lecture Series on Health, Economy, Education and Career	20/06/2020 to 23/06/2020	
39	One Week Workshop on Data Analysis in Social Science Research	20/07/2020 to 26/07/2020	



Faculty Development Programmes, Workshops, and Training Programmes organized by the College for its Teaching and Non-Teaching Staff

Sl.No.	Title	Date	Link
40	One Day Workshop on E-Repository Development	10/03/2020	
41	Seven Day FDP on Use of ICT Tools in the Classroom Teaching(In association with ICT Academy, IIT Guwahati)	23/09/2019 to 28/09/2019	
42	ICSSR Sponsored National Seminar on Sustainable Agriculture in North East India: Issues, Policies and Way Forward	24/06/2019	

Workshop, Laboratory Training Programmes are conducted for the Non-Teaching Staff

Sl No.	Title	Date	Report Link
43	One-Day Training Program for Laboratory Assistants on How to maintain Laboratory	26/06/2023	
44	One-Day National Workshop On Finance and Accounts of Higher Education Institutions of Assam	11/03/2023	
45	MS Office Workshop on Word, Excel and Power point	15/06/ 2021 to 16/06/2021	
46	Laboratory Equipment Training to the Bearers of Science Department	04/05/2020	
47	One Week Laboratory Equipment Management Training to the Laboratory Bearer	07/11/2019 to 14/11/2019	



Books published by the Gargaon College Publication Cell

Sl. No.	Book Title	Author/Editor	ISBN Number
1	Issues And Trends Of Northeast Indian Literature	Dr. Rashmi Rekha Saikia Dr. Shyamolima Saikia	978-81-954347-9-4
2	PURBARANGA	Ms. Devajani Bakalial Dr. Ankur Dutta Dr. Shyamolima Saikia	978-81-954347-8-7
3	Bismrita Boibhav	Pranab Dowarah Priyama Dehingia	978-81-954347-2-5
4	Pratyarpan	Nilakhi Chetia, Runjun Hazarika	978-81-954347-1-8
5	Anubodhan Avalokan Samikshyan	Devajani Bakalial Dr. Ankur Dutta	978-81-954347-0-1
6	Contemporary Issues in Geography: Challenges and Opportunities	Dr. Dilip Kumar Deka Mrs. Manurama Phukan Dr. Rituraj Neog	978-81-954347-7-0
7	Shiksha Grantha Aru Anyanya	Dr. Sabyasachi Mahanta	978-81-954347-6-3
8	Nimbus	Dr. Anjan Konwar Dr. Arandao Narzary Dr. Mintu Gogoi	978-81-954347-5-6
9	Bhasha Sahitya Sangbikshan	Nilakhi Chetia Devajani Bakalial	978-81-954347-4-9
10	Bhinna Prasanga	Dr. Sabyasachi Mahanta	978-81-945305-7-2
11	Women's Well-Being: Inclusive and Sustainable Growth	Dr. Pakiza Begum Ms. Pimily Langthasa Dr. Priyanka Tamuli	978-81-945305-1-0
12	Writings From North East India: Trends And Issues	Dr. Rashmi Rekha Saikia	978-81-945305-0-3
13	Contemporary issues in Business and Management	Dr. Mintu Gogoi	9789390919529
14	Contemporary issues of Indian Economy	Dr. Surajit Saikia and Nilutpal Chutia	978-93-90919-68-0
15	Learners' Research	Nomami Dutta Farmuda Begum	-
16	Yuba Unmesh	Shyamolima Saikia	978 93-87494 37-4



Books published by the Gargaon College Science Forum (2019-24)

Sl No	Title of the book/chapters published	ISBN	Year
1	Open Science - A compilation of Science Articles	978-81-937874-6-5	2019
2	Open Science (Supplementary Volume)- A Book of Abstract of International Conference on Advances in Science	978-81-945305-2-7	2023
3	Open Science - A compilation of Science articles	978-81-954347-3-2	2023



[Signature]
Principal
Gargaon College
Simaluguri



INFRASTRUCTURAL FACILITIES

- The college has well-furnished classrooms, auditorium, seminar and conference rooms, common room etc. to facilitate enhanced teaching-learning.
- There are projector-enabled classrooms with Wi-Fi facilities. The departments are also equipped with computers, desktops, printers, etc.
- The college also has its own GIS Lab, Language Lab, Computer Lab, etc.
- The college also has a Class/Lecture Recording Studio with Interactive Panel, a dedicated recording space to record lectures.
- Staff quarters with basic amenities are available for both Teaching and Non-Teaching Staff at affordable cost.
- The college has a well-resourced gymnasium. It has most of the modern amenities and equipment essential for an effective workout.
- The College has a modernized and spacious indoor stadium for the students and staff. It houses three badminton courts, a yoga centre, and a gymnasium.
- Adequate parking space is available within the college campus.
- In-campus canteen facility for staff and students.
- As part of its health care facility, the college has a medical room / first aid centre for the staff and students.
- For the purpose of campus security, CCTV cameras are installed at important places and security guards are deployed for day and night surveillance.



Apart from the above facilities, under the initiative of the Directorate of Higher Education (DHE) of Assam, a motorcycle is available to be used by the Non-Teaching Staff for various college related activities.

Notification of the Motorcycle provided by the Directorate of Higher Education (DHE) of Assam

Sl. No.	Name of Colleges	Number Motor Cycle (Bike) allotted	District	Name of LAC	Dealer allotted
110	Swami Vivekananda College	1	Karimganj	Paitharkandi	D.R Brijmohan & Sons Pvt Ltd, Guwahati
111	North Lakhimpur College	1	Lakhimpur	Lakhimpur	Viking Motors, Tezpur
112	Lakhimpur Girls' College	1	Lakhimpur	Lakhimpur	Viking Motors, Tezpur
113	Lakhimpur Kendriya Mahavidyalaya	1	Lakhimpur	Lakhimpur	Viking Motors, Tezpur
114	Bihpuria College	1	Lakhimpur	Bihpuria	Viking Motors, Tezpur
115	Sankardev College	1	Lakhimpur	Bihpurin	Viking Motors, Tezpur
116	Dhakuakhana College	1	Lakhimpur	Dhakuakhana	Viking Motors, Tezpur
117	Laluk College	1	Lakhimpur	Nowbalcha	Viking Motors, Tezpur
118	Brahmaputra Degree College	1	Lakhimpur	Dhakuakhana	Viking Motors, Tezpur
119	Harhi College	1	Lakhimpur	Dhemaji	Viking Motors, Tezpur
120	Majuli College	1	Majuli	Majuli	Bhuyan Automobiles, Sivasagar
121	Jengraimukh College	1	Majuli	Majuli	Bhuyan Automobiles, Sivasagar
122	Morigaon College	1	Morigaon	Morigaon	Viking Motors, Tezpur
123	Jagiroad College	1	Morigaon	Jagiroad	Viking Motors, Tezpur
124	Moirabari College	1	Morigaon	Dhing	Viking Motors, Tezpur
125	Bhuragaon College	1	Morigaon	Lahorighat	Viking Motors, Tezpur
126	Nowgaon College	1	Nagaon	Nagaon	Viking Motors, Tezpur
127	Nowgaon Girls' College	1	Nagaon	Nagaon	Viking Motors, Tezpur
128	Raha College	1	Nagaon	Raha	Viking Motors, Tezpur
129	Kampur College	1	Nagaon	Barhampur	Viking Motors, Tezpur
130	Dhing College	1	Nagaon	Dhing	Viking Motors, Tezpur
131	Rupahi College	1	Nagaon	Rupahi	Viking Motors, Tezpur
132	Kaliabor College	1	Nagaon	Kaliabor	Viking Motors, Tezpur
133	Bataidrawa Sri Sri Sankardev College	1	Nagaon	Bataidrawa	Viking Motors, Tezpur
134	Samaguri College	1	Nagaon	Samaguri	Viking Motors, Tezpur
135	Nonoi College	1	Nagaon	Brahampur	Viking Motors, Tezpur
136	Jamunamukh College	1	Nagaon	Jamunamukh	Viking Motors, Tezpur
137	Udali College	1	Nagaon	Lumding	Viking Motors, Tezpur
138	Barbhag College	1	Nalbari	Barkhetri	Dishant Motors Nalbari
139	M N C Balika Mahavidyalaya	1	Nalbari	Nalbari	Dishant Motors Nalbari
140	Tihu College	1	Nalbari	Barama	Dishant Motors Nalbari
141	Kamrup College	1	Nalbari	Dharmapur	Dishant Motors Nalbari
142	Sivasagar Girls College	1	Sivasagar	Sivasagar	Bhuyan Automobiles, Sivasagar
143	Demow College	1	Sivasagar	Thora	Bhuyan Automobiles, Sivasagar
144	Dikhowmukh College	1	Sivasagar	Amguri	Bhuyan Automobiles, Sivasagar
145	Nazira College	1	Sivasagar	Nazira	Bhuyan Automobiles, Sivasagar
146	Gargaon College	1	Sivasagar	Mahmora	Bhuyan Automobiles, Sivasagar
147	S P P College	1	Sivasagar	Amguri	Bhuyan Automobiles, Sivasagar
148	Moran Mahila Mahavidyalaya	1	Sivasagar	Moran	Bhuyan Automobiles, Sivasagar
149	Darrang College	1	Soniapur	Tezpur	Viking Motors, Tezpur
150	T H B College	1	Soniapur	Soota	Viking Motors, Tezpur
151	L.O.K.D College	1	Soniapur	Dhekiajuli	Viking Motors, Tezpur
152	Chaiduar College	1	Soniapur	Gohpur	Viking Motors, Tezpur
153	LGB Girls' College	1	Soniapur	Tezpur	Viking Motors, Tezpur
154	Rangpara College	1	Soniapur	Rangpara	Viking Motors, Tezpur
155	South Salmara College	1	South Salmara	South Salmara	Poo Motors, Bongaigaon
156	Hatsingimari College	1	South Salmara	Mancechar	Poo Motors, Bongaigaon
157	Tinsukia College	1	Tinsukia	Tinsukia	Bhuyan Automobiles, Sivasagar
158	Tinsukia Commerce College	1	Tinsukia	Tinsukia	Bhuyan Automobiles, Sivasagar
159	Digboi College	1	Tinsukia	Digboi	Bhuyan Automobiles, Sivasagar
160	Margherita College	1	Tinsukia	Margherita	Bhuyan Automobiles, Sivasagar
161	Bir Raghob Moran Govt. Model College, Kakopsthar	1	Tinsukia	Doomdooma	Bhuyan Automobiles, Sivasagar
162	Padmanath Gohain Baruah Govt. Model College	1	Tinsukia	Sadya	Bhuyan Automobiles, Sivasagar
163	Kokrajhar Govt. College	1	Kokrajhar	East Kokrajhar	Poo Motors, Bongaigaon



Jelli
Principal
Gargaon College
Simaluguri



Receipt copy of the Motorcycle provided by the Directorate of Higher Education (DHE) of Assam

BHUYAN AUTOMOBILES
WEST JAMUNA ROAD
SIVASAGAR SIVASAGAR ASSAM 785640 Contact# 9954962428
Authorized Dealer:Hero MotoCorp Ltd.

Trade Certificate # AS-04-T/C-23
Form No. 21
See Rule 47(a) & 47(d)
SALE CERTIFICATE

Hero

Date 29/03/2022

Sale Certificate # 11297BC22S1774
To SIVASAGAR

To be issued by manufacturer/Dealer/Officer of the defence department in case of military auctioned vehicle for presentation along with the application for registration of a motor vehicle.

Certified that one GLAMOUR (GLAMOUR BS6 FI DSS CAST RED BLACK) has been delivered by us on date 29/03/2022 with invoice # 11297BC22S1774 to

Name of the Buyer Director Higher Education
Contact # 9999999999 /
Address Education Department, Kahilipara, Guwahati -19, Assam

GUWAHATI
KAMRUP METROPOLITAN,
ASSAM
781019

The Vehicle is under agreement of lease/ hire purchase/ hypothecation with Nil

The details of the vehicle are given below

Class of Vehicle	MOTORCYCLE WITH GEAR
Maker's Name	Hero MotoCorp Ltd.
Chassis Number	MBLJAW163M9A01929
Engine Number	JA07ADM9A01883
Cubic Capacity(cc)	125
Horse Power	8 KW @ 7500 RPM
Fuel used	Petrol
Number of Cylinders	ONE
Month - Year of Mfg.	1-2021
Seating Capacity	TWO (INCLUDING DRIVER)
Unladen Weight(kg)	123.000
Colour	RBK
Gross Vehicle Weight(kg)	253.000
Type of Body	SOLO WITH PILLION
Wheel Base(mm)	1273

For BHUYAN AUTOMOBILES

[Signature]
Authorized Signatory

Snapshots of the Infrastructural Facilities



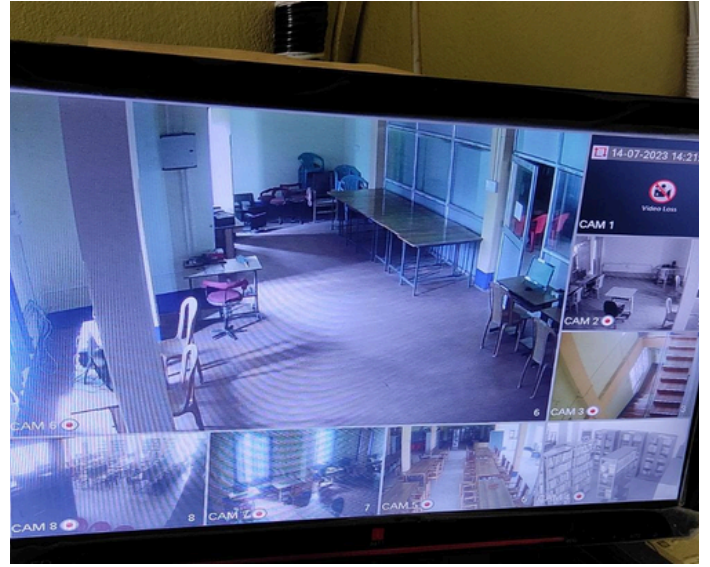


গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE





গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE





গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE





Drinking Water Facility



Arts Block



Science Block



Siddhi
Principal
Gargaon College
Simaluguri



FINANCIAL SUPPORT

- To cater to the financial needs of the staff the Sanchay Aru Rindan Somobai Samiti (SARSS) is managed by the staff with the approval of the management. Members of the teaching and non teaching staff of the college can become members of SARSS, a credit cooperative society of the college which is registered under Assam Cooperative Society Act, 2007. The society extends financial support to its members by providing loans to its members at reasonable rates of interest. The monthly contributions of the members are deducted from the monthly salary and deposited in the college SARSS account.
- The institution being a government-aided college; its employees get the benefit of a pension. Under the old pension scheme, the Employees Provident Fund (EPF) is a Retirement benefit Scheme provided by the government for the benefit of its employees. Employees under the New Pension System, the employees get the benefit of National Pension Scheme.
- The Gargaon College Teachers' Unit tries to provide financial aid to the staff in times of emergency or need such as illness etc.
- The Gargaon College Employees Unit also provide need-based financial support to the members of the Non-Teaching Staff.



The Gargaon College also provides Travel Allowances (TA) to the Teaching and Non-Teaching Staff to join programmes for Career Development/Progression

MAINTENANCE ACCOUNT CASH BOOK (A/C NO. 0028050010329)

W.E.F. 01/04/2019 TO 31/03/2020



**GARGAON COLLEGE
SIMALUGURI**

Gargaon College
Multi Column Cash/Bank Book : 1-Aug-2019 to 31-Aug-2019 Page 3

Date	Particulars	Voucher Type	Number	Maintanance A/C Dr	Cash in Hand Man Dr	Date	Particulars	Voucher Type	Number	Maintanance A/C Cr	Cash in Hand Man Cr
						26-Aug-2019	By Advertise in Dainik Janambhumi Paid to the Dainik Janambhumi against advertisement published in the paper 9 nons Asstt. Prof. Vide ch no 520739 including nefet charge Rs. 6/-	Pymt	193	13,346.00	
						26-Aug-2019	By Printing & Stationary Man Paid to Binayak offset, Sivasagar supplied student attendance register, teacher Diary and teachers attendance register to the college. vide ch no 520740	Pymt	194	26,420.00	
						26-Aug-2019	By TA Man Paid T.A. to Rituraj Tahu as he participated UGC sponsored indecation training programme at UGC NERU. Vide Ch no 520741	Pymt	195	3,500.00	
27-Aug-2019	To Certificate Fee MAN Received certificate fee	Rcpt	175	150.00							
28-Aug-2019	To Interview Man Received demand draft 2500x2nos	Rcpt	179	5,000.00		28-Aug-2019	By Electrical Items Man Paid to Ganpati Traders, Sivasagar supplied electrical items to the college. vide ch no 520742	Pymt	198	40,670.00	
28-Aug-2019	To Certificate Fee MAN Received certificate fee	Rcpt	180	150.00		28-Aug-2019	By Foundation Day Man Paid to Rajib gopoi, Organising Secy 60th foundation day to meet the expenditure of the occasion. Vide Ch no 520743	Pymt	199	20,000.00	

continued ...



Gargaon College
Multi Column Cash/Bank Book : 1-Sep-2019 to 30-Sep-2019

Page 3

Date	Particulars	Voucher Type	Number	Maintanance A/C Dr	Cash in Hand Man Dr	Date	Particulars	Voucher Type	Number	Maintanance A/C Cr	Cash in Hand Man Cr
13-Sep-2019	By TA Man Paid to Paikai travels, Sivasagar for provided journey with return flight ticket to Sri Sourav Hazanka, Jr. Asstt. Gargaon College attend the training Programme at New Delhi. Vide ch no 520763	Pymt	233							18,660.00	
13-Sep-2019	By Postal Man Paid to Sri Debashish Gogoi, Jr. Asstt. for Postal Expenses. vide ch no 520764	Pymt	234							2,000.00	
13-Sep-2019	By Bank Charge MAN Darault Commission deducted by Bank	Pymt	235							288.00	
17-Sep-2019	By Telephone Man Paid to HNET, Nazira against broadband fee for Aug 2019. vide ch no 520765	Pymt	239							4,000.00	
17-Sep-2019	By Telephone Man Paid HNET against broadband fee for the month of July/2019 vide ch. no 520766	Pymt	240							4,000.00	
17-Sep-2019	By Printing & Stationary Man Paid to Kalyan Jyoti Gogoi against supply of files vide ch no 520767	Pymt	241							3,430.00	
17-Sep-2019	By Computer Man Paid to Techno Zone, Sivasagar against supply of Toner & Printer ink vide ch. no 520768	Pymt	242							6,900.00	

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Gargaon College
Multi Column Cash/Bank Book : 1-Apr-2021 to 30-Apr-2021

Page 2

Date	Particulars	Voucher Type	Number	Cash in Hand Man Dr	Maintanance A/C Dr	Date	Particulars	Voucher Type	Number	Cash in Hand Man Cr	Maintanance A/C Cr	
8-Apr-2021	By Annual Maintenance Man Paid to M/S Rohman Enterprise, Simaluguri for supplied wooden primer, white paint, brush, thinner etc vide no. 760454	Pymt	9								9,460.00	
8-Apr-2021	By Annual Repair Man Paid to M/S Phukon Enterprise, Simaluguri for supplied 1 nos Aluminium door vide ch. no. 760455	Pymt	10								5,000.00	
8-Apr-2021	By TA Man Paid to T.A. to Dr. surajit Saikia, Asstt. Prof. Dept. of Economics as journey made by him against his T.A. bill vide. ch. 760456	Pymt	11								8,000.00	
8-Apr-2021	By Webinar Paid to Dr. Kabita Phukon, HOD Dept of Math against reimbursement of National webinar held on 14/09 /2021 vide ch. no. 760457	Pymt	12								1,000.00	
9-Apr-2021	To Certificate Fee MAN Received certificate fee	Rcpt	4		150.00							
10-Apr-2021	By Bank Charge MAN SMS charge deducted by Bank	Pymt	23								29.50	
12-Apr-2021	To Transfer From General A/C Received from General A/C vide ch. no. 231683	Rcpt	9		42,31,100.00	12-Apr-2021	By Telephone Man Paid to A/O Cash, BSNL, Jorhat for the month of March/2021 vide ch. no. 896168	Pymt	26			2,487.00
12-Apr-2021	To Certificate Fee MAN Received certificate fee from 2 nos student x 150= 300	Rcpt	14		300.00							



(Signature)
Principal & Secretary
Gargaon College
Simaluguri

continued ...



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Date	Particulars	Voucher Type	Number	Cash in Hand Man Dr	Maintenance A/C Dr	Date	Particulars	Voucher Type	Number	Cash in Hand Man Cr	Maintenance A/C Cr
						22-Jun-2022	By Electrical Items Man Paid to Surya Electrical Sivasagar for supply of electrical goods to the college vide ch. no. 375626	Pymt	141		15,420.00
						22-Jun-2022	By Bank Charge MAN Draft commission deducted by Bank.	Pymt	142		354.00
1-Jun-2022	To Certificate Fee MAN Received certificate fee 150x2	Rcpt	100		300.00	23-Jun-2022	By TA Man Paid to Mr. Biju Phukon for TA go to DC Office, Sonari vide ch. no. 375627	Pymt	144		1,000.00
						23-Jun-2022	By Annual Repair Man Paid to Sarmah Glass Corner, Simaluguri supplied Glass, wooden bit, handle, oil paint, brush, thinner, table tap etc. to the college vide ch. no. 375628	Pymt	145		14,500.00
4-Jun-2022	To Certificate Fee MAN Received from 3 x 150	Rcpt	101		450.00						
7-Jun-2022	To Certificate Fee MAN Received from 6x150	Rcpt	102		900.00	27-Jun-2022	By Refund Man Refunded excess application fee to Gaurav Hazanka through neft	Pymt	150		1,000.00
						28-Jun-2022	By TA Man Paid to Dr. Poban Kr. Gogoi to attend the interface meeting UGC NERO at Guwahati on 30/06/2022 vide ch. no. 375629	Pymt	151		8,000.00
9-Jun-2022	To Certificate Fee MAN Received from 2x150	Rcpt	104		300.00						
							By Closing Balance				32,20,866.15 65,45,290.12 97,66,156.27

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[Signature]
Principal
Gargaon College
Simaluguri



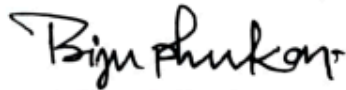
The Gargaon College Employees Unit also provided need-based financial support to the members of the Non-Teaching Staff

Gargaon College Employees Unit

Date: 09/05/2024

The Gargaon College Employees Unit provided need-based financial support to the following members of the Non-Teaching Staff during the period 2019-2024:

Sl No.	Name	Year	Amount (in Rupees)
1	Brojen Barman	2019	5000
2	Thanu Ram Borgohain	2019	5000
3	Archana Konwar	2022	5000
4	Lohit Gogoi	2023	10000
5	Khogen Bezboruah	2024	10000
Total			35000



(Biju Phukon)

President

Gargaon College Employees Unit

President
Employees Unit
Gargaon College



(Saurav Hazarika)

Secretary

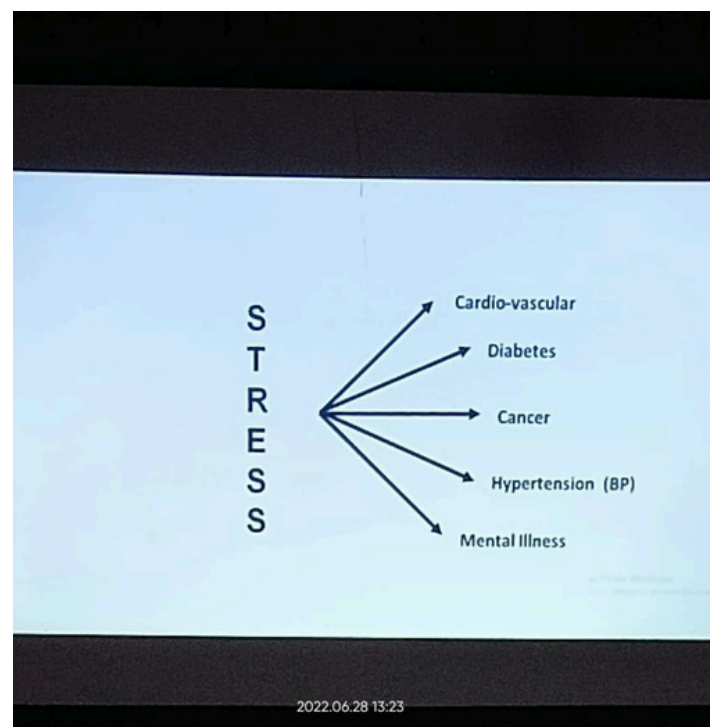
Gargaon College Employees Unit

Secretary
Gargaon College
Employees' Unit



HEALTH AWARENESS & SANITATION

- Health awareness programmes are conducted by the College from time to time for well-being of the Teaching and Non-Teaching Staff.
- The Yoga Centre, NCC and NSS has been conducting various workshops related to yoga for the health and well-being of the college fraternity as well as the neighbouring community.





RECOGNITION AND REWARDS

- The college recognizes and felicitates the Teaching and Non-Teaching Staff for their outstanding contribution in research, administrative work, sports and other achievements in different fields every year on foundation day.



Felicitations of Dr. Dimbeswar Das, Assistant Professor of Botany on receiving PhD.



Felicitations of Pinku Borgohain, a non-teaching staff of the college for his contribution to the field of sports at the state level



Felicitations of Dr. Shyamolima Saikia, Assistant Professor of English on receiving PhD



Felicitations of Dr. Saheen Shehnaz Begum, Assistant Professor of Chemistry on receiving PhD



Felicitations of Dr. Rimjim Borah, Assistant Professor of Economics on receiving PhD



Felicitations of Dr. Nilutpal Chutia, Assistant Professor of Economics on receiving PhD



Felicitations of Dr. Bornali Dutta, Assistant Professor of Statistics on receiving PhD



Felicitations of Dr. Pimily Langthasa, Assistant Professor of Zoology on receiving PhD



Selvi
Principal
Gargaon College
Simalugun

