SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

GARGAON COLLEGE

SIMALUGURI-785686, SIVASAGAR, ASSAM
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www.gargaoncollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

October 2024

07-04-2025 12:34:24

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Gargaon College is one of the prestigious and eminent institutions of higher learning in Upper Assam with a commitment to academic excellence, community engagement and the nurturing of well-rounded pupils. Following years of tireless perseverance and visionary zeal of several philanthropists to provide accessible and affordable higher education for rural youths, Gargaon College was founded on 7th September 1959 with Shri Harendra Nath Phukan as the Founder Principal. The institution came under the deficit-grants-in-aid system of the Government of Assam in 1966 and was included under sections 12 (B) and 2 (f) of the UGC Act 1956 under the affiliation of Dibrugarh University. Subsequently, the College was provincialized in 1966 under the visionary leadership of Shri Tanu Konger, the first permanent Principal of the institution. Situated in Gargaon, fourteen kilometres to the east of Sivasagar town, the College is well connected by road and rail. Significantly, Gargaon, meaning a city of ramparts, was the capital of the Ahom Kingdom and has, therefore, a revered and resplendent heritage. Situated within the precincts of Gargaon is the Kareng Ghar, the seven-storeyed Royal Palace that still evokes the splendour of the Ahom Kingdom.

Since its inception, Gargaon College has been trying to rise to the challenges and rigours of education and meet the established quality standards. The college was assessed and accredited by the *National Assessment and Accreditation Council (NAAC)* for the first time in 2004, for the second time in 2010 and re-accredited with 'B-Grade' in 2019. The College currently provides Three-Year Bachelor's Degree (Honours and Regular) courses in CBCS as well as the Four Year Undergraduate Programmes (FYUGP) in Choice Based Credit System under Dibrugarh University. It has three faculties - Arts, Science and Commerce spread over sixteen departments out of which 6 departments offer postgraduate programmes. Besides, the College provides vocational courses which include a one year Post Graduate Diploma in Computer Applications (*PGDCA*) and 23 number of Add-On-Courses approved by Dibrugarh University. Gargaon College is also the Study Centre of Krishna Kanta Handiqui State Open University and Directorate of Open and Distance Learning Dibrugarh University for various UG and PG courses.

Vision

Education is the fulcrum to actualize human potential in this rapidly changing world landscape. In this direction, Gargaon College is committed towards accomplishing the following visions:

- Imparting highest quality education to its students and bringing them on par with the world
- Providing quality teaching and guidance to the diverse student community and enabling them to realize and utilize their potentials and creativity to the fullest
- Providing best possible classroom environment, strong student-teacher relationship and an enhanced campus life
- Providing strong support services to the students towards successful completion of degrees as well as successful career advancement and employment opportunities

- Promoting continuous educational innovations, creative expressions and artistic productivity by fostering a vibrant knowledge-based atmosphere
- Generating research and extension activities for the development of the society

Mission

The motto of Gargaon College is "*to provide quality education by infusing a new spirit among the learners.*" Keeping with the motto, the college aims at the following endeavours:

- Imparting quality education of national standards
- Expanding the knowledge base and mindset of the students by emphasizing upon both traditional as well as modern value-based education
- Inculcating positive thinking, honesty, integrity and a sense of moral and social belongingness among the learners so as to empower them to shape the future of our society
- Emphasizing on extracurricular activities in various fields to nurture the talents and skills of the learners

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Presence of dedicated and highly qualified faculty members
2. The College has a satisfactory student enrolment
3. Presence of an effective experiential/participative learning system
4. Presence of a strong mentorship programme
5. Consistent record of the college students from various disciplines becoming position holders under Dibrugarh University
6. Regular conduct of programmes like Global Alumni Talk by erudite scholars and eminent alumni based worldwide
7. Regular Conduct of skill-based programmes related to multidisciplinary studies, Indian Knowledge System etc.
8. The College has several MoUs and collaborations with reputable institutions and organizations.
9. The College currently runs 23 Add-On-courses approved by Dibrugarh University
10. The College has its own official YouTube channel and an e-learning platform named E-Shiksha.
11. The College has a biodiversity park rich in flora and fauna.
12. With more than 38 ICT-enabled classes, the College has created a technology-based teaching and learning ambience.
13. Use of alternative sources of energy such as solar energy to run projectors, streetlights among others
14. Presence of Sports Ground, Indoor Stadium and Gargaon College Sports Academy for developing the sporting talents of college students and youths of the neighbourhood
15. Publication Cell of the College regularly publishes academic books, magazines etc.
16. The Science Forum of the College has popularized science and published research-based books.
17. Underprivileged students have been rendered necessary academic support through Project

'**Gyanyatra'**.

18. The Career Counselling and Guidance Cell guides students on competitive exams, higher education opportunities in India and abroad etc.
19. The College has a Book Bank facility for economically weak students.
20. The College supports the needy students through freeships, scholarships, book bank facility, provision of student aid or welfare fund, institutional scholarship etc.
21. The institution has students from diverse culture, ethnicity and community.
22. Regular community service is rendered in the adopted village.
23. Co-curricular activities for students through NSS, NCC and student clubs
24. Presence of effective decentralization of work and speedy e-governance system
25. Eco-friendly campus with sustainable practices
26. Distinguished alumni serving in various fields

Institutional Weakness

1. As an affiliated College of Dibrugarh University, there is a requirement for Professional Courses related to Business Management, IT, Computer Application etc. to augment the institution's performance in placement and in organization of campus interviews.
2. The strength of full-time teaching faculty is not sufficient enough to maintain good student/teacher ratio and poses difficulties in mentoring students in large scale as per the standard requirements.
3. The ratio of computer-student is not adequate.
4. There is a need to increase sufficient laboratory facilities to carry out laboratory classes shift wise on a regular basis.
5. There is a need for good professional coaches to churn out good sportsmen.
6. Since many students belong to remote areas and face connectivity problems, the attendance of students is hampered leading to irregularity.
7. Release of Fund pertaining to government freeship is not speedy which hampers students' progress in education
8. The seat capacity of hostel is not sufficient enough making it difficult to meet the ever increasing demands for seats by students from far flung areas.
9. There is a requirement for funds to sponsor research activities for the faculty members.
10. As Universities or institutes of higher learning are located far away from the region, most students of the region face problems in pursuing higher education.
11. Due to restrictions imposed as per the Ancient Monuments and Archaeological Sites and Remains Act, 1958, there is a limitation of carrying out construction of multi-storey buildings in and around the College.

Institutional Opportunity

1. There is scope for introducing PG courses in the Science Stream.
2. There is scope for introducing diploma/professional courses.
3. Considering the historically significant and ecologically rich location of the college, there is opportunity for offering hospitality and tourism courses.
4. There is scope for research in the area of Life Sciences considering the rich presence of diverse flora and fauna present in and around the institution.
5. The College has sufficient land area to develop a model for agricultural and allied activities.

6. There is scope for historical research considering the site of the College which is steeped-in-history and archaeologically significant.
7. People of different communities and ethnicities such as Manipuris, Konyak Nagas, Sonowal Kacharis, Nocte etc. reside in the vicinity of the college providing ample scope for socio-economic research for faculty members and students alike.
8. Considering the good student strength, the college has the potential to grow into an autonomous institution.
9. The College has scope for constructing a state-of-the-art sports complex.
10. The presence of ONGC, Coal Fields, tea gardens in the nearby region provide ample scope to impart internship training, conduct industry visits and provide hands-on- experience to students. There is scope for collaboration with the said industries and organizations for mutual interest.

Institutional Challenge

1. Ever increasing running cost of the institution and paucity of institutional funds to meet the same.
2. Underutilization of land for construction purposes due to lack of funds and presence of low land area.
3. The college being situated in rural setting and a consequent lack of interest from prospective employers to come to the region, there is a dearth of placement opportunities which are otherwise found in notable towns and cities.
4. Dearth of coaching facilities for competitive exams otherwise found in cities and important towns of the region
5. There is requirement for additional Teaching and Non Teaching Staff to develop the student-teacher ratio and ease official work
6. Laboratory infrastructure needs to be developed further.
7. Presence of old buildings and paucity of funds for renovation
8. Presence of lowland areas in and around the college which needs funding in order to be filled up
9. Institutional scholarship can be given to only limited students.
10. Delay in filling up posts of Teaching and Non Teaching Staff due to complex and time-consuming official processes
11. Insufficient Research Infrastructure to meet the demands of NEP curriculum creating problems in bringing innovation

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

In tune with its mission of imparting quality education, Gargaon College adheres to a structured approach of curriculum planning, implementation and enrichment. The institution follows the CBCS and FYUGP curriculum of Dibrugarh University for its undergraduate and postgraduate programmes. The Induction Programme at the commencement of the academic session orients students on the institutional regulations and the course curriculum. Academic calendars and timetables are prepared and course distribution is allotted to the teachers. Faculty members chalk out teaching plans with suitable pedagogies, maintain their individual teachers' diaries and on due completion of courses are handed their course completion certificates. The Academic Development Committee incorporating the Principal, Heads of Departments and Faculty members

regularly reviews diverse aspects of curriculum planning and implementation. Through frequent assessments in departmental meetings, department heads ensure the effective execution of the academic plan and curriculum delivery. Students' evaluation is undertaken through innovative teaching pedagogies, In-Semester examinations, seminars, group discussions, assignments. With the objective of facilitating academic flexibility, imparting skill development to students, utilize resources of the locality, generate self employment avenues and enhance placement opportunities in specific sectors, Add-On courses have been offered by the College. 23 of these Add-On-courses have been approved by Dibrugarh University. There are fifty-four courses addressing cross-cutting issues relevant to Professional Ethics, Gender etc. across all programmes in the curriculum. Under the aegis of IQAC, National Cadet Corps (NCC), National Service Scheme (NSS) etc., seminars, invited lectures, workshops, extension activities are organized integrating these cross-cutting issues into the curriculum. Projects, field studies etc. are undertaken to provide experiential learning opportunities to students. Feedback on curriculum and its delivery from the stakeholders is collected, analyzed and actions are taken for academic improvement.

Teaching-learning and Evaluation

Gargaon College has adopted a systematic teaching-learning and evaluation mechanism leading to academic enrichment. The institution follows government reservation norms for enrollment. The enrolment percentage for the last five years is 88.26 % while the student-teacher ratio is 1:26. The institution conducts Special Lectures, University Faculty Programmes, mentorship programmes, career counselling sessions, students' seminars, workshops, popular talks, remedial classes to meet the needs of various learners. Field studies, surveys, industry visits, volunteer teaching, projects, extension activities, capacity building and skill enhancement programmes are carried out to provide scope to students in the area of community participation and experiential learning. The faculty members are well qualified with 71 numbers of faculty members having NET, SLET and Ph.D. The qualified and experienced faculty provide guidance and counseling to students to prepare for competitive examinations and research. Teachers adopt ICT-based techniques and innovative pedagogies including blended learning etc. as part of their teaching methods. Students' performances are evaluated by continuous internal assessment comprising of sessional exam, group discussion, assignments etc. Students' grievances are addressed through a transparent grievance redressal mechanism. A Special Committee under IQAC is present to continuously evaluate Programme Outcome and Course Outcome and students are made aware of these through induction and mentorship programmes. The result analysis has shown satisfactory outcome with consistent number of rank holders over the years. A sufficient number of students of the college go for higher studies. Student Satisfactory Survey is assessed regularly and action taken with due consent of Principal of the college.

Research, Innovations and Extension

Gargaon College has created Research Motivation Committee to inspire faculty members and students to contribute towards research activities by providing information related to various conferences/seminars, to write proposals for research grants etc. Through the project-based curriculum, students are encouraged to carry out research projects dealing with challenges faced at local level. Several collaborations are forged with industries, research institutions for purposes of research and providing hands-on training to students.

The faculty members are encouraged to engage in interdisciplinary and interdepartmental research activities. A

few faculty members are recognized as supervisors by other universities while several others have participated as resource persons and delegates. The college has 47 Ph.D qualified faculty members.

All the departments have good infrastructure congenial for research activity albeit with some limitations. Faculty members are engaged in research projects funded by the ICSSR as well as other agencies. The college has been organizing National and State level conferences/workshops on discipline specific, interdisciplinary areas and Industry-Academia interface. The college has been organizing Invited lectures in which resource persons from Harvard, Cornell University, University of Melbourne, IIT, BSIP (Lucknow), BSI have participated. Faculty members regularly publish academic books, research papers, book chapters etc.

The college emphasizes upon community services often integrated with curricula to sensitize students towards social issues and help students to serve, help, reflect and learn. NCC and NSS students' wings of the college have carried out several extension activities such as No tobacco campaign, Blood Donation drive, Awareness on HIV/AIDS, health check-up for senior citizens, etc.

Infrastructure and Learning Resources

Situated on 26 acres of verdant land, Gargaon College is endowed The College has 56 classrooms out of which 38 are ICT enabled, 20 laboratories, one language lab with up-to-date software, one Interactive Flat Panel-based smart classroom, one well-equipped museum, eight computer laboratories, one Biotech Hub, faculty rooms, staff quarters and a Boys' hostel and a Girls' Hostel with a total seat capacity of 150 and 170 respectively. two spacious Auditoriums1000 and 400 respectively) and two conference halls (70 and 80 seating capacity respectively).The College campus is disabled-friendly, Wi-Fi and CCTV-enabled and equipped with aLeveraging the expertise of its faculty members, the College has set up an E-Shiksha repository incorporating video lectures and e-material. The College has its own official YouTube channel, with 3.66K subscribers, which broadcasts special lectures and talks. Several faculty members have their own YouTube channels delivering well-designed learning content for the benefit of the student fraternity. Decked with a lush green environment, the college campus features a Biodiversity Park which is well-preserved and is home to many varieties of birds, animals and species of trees.

The College Library is Wi-Fi enabled and is fully automated with Koha Integrated Library Management System, Web-OPAC and Barcode technology. The library subscribes to the N-List, NDL and NPTEL and has around 31,898 number of books. The college has a sprawling sports ground (210000 sq feet) hosting several inter college and inter university tournaments and a multipurpose indoor stadium (1160 square meters) with three badminton courts, one gymnasium, two table tennis courts, two volley ball courts and 2 cricket pitches. The college has 117 computers and uses various digital infrastructure including biometric devices, admission and examination portal. The girls' common room as well as the girls' hostel has facilities such as pad vending machine and sanitary napkin incinerators. The institution has eleven vermicomposting tanks, two plastic bottle waste banks, three rainwater harvesting systems, an organic garden, a fish hatchery and a greenhouse housing several medicinal plants, orchids, etc.

Student Support and Progression

The college has been working continuously to support and cater to the students' intellectual, emotional and

spiritual well-being. The institution renders support to the economically weak students by providing voluntary financial assistance for payment of examination fee, purchase of books and for meeting the exigencies of any medical emergency. During the assessment period, 92.40 percent of students have benefitted from governmental and non-governmental organizations in the form of scholarship, freeships and endowments. Remedial classes and mentorship programmes are conducted to provide academic support to students while skill development is enhanced through Add-On Courses, use of language lab etc. The Career Guidance Cell guides students to pursue higher studies and prepare for competitive examinations. Students are assigned different leadership roles as members of student union, IQAC Committees and as Departmental Representatives. Students of the college have excelled in extracurricular activities and 89 no. of prizes have been received by the students during the assessment period. The college felicitates the best graduates and students securing first class in all streams on its Foundation Day. Around 179 no. of sports/cultural activities were organized by the college during the assessment period for students' advancement. In the last 5 years, 645 students progressed to higher education and got admitted into various universities/institutions. Students have qualified for different competitive examinations and are engaged in different government and private jobs. The Gargaon College Students' Grievances Redressal Committee, Anti Ragging Cell etc. looks into the various grievances of the students. Gargaon College Alumni Association, too, contributes towards the betterment of the student community.

Governance, Leadership and Management

The institutional governance is effective and efficient in consonant with the mission of the college. Its Governing Body has thirteen members comprising of the President, the College Principal as Secretary, Vice Principal, special members (MLA), two University nominees, two teacher representatives, Ex Officio member (Librarian) and one non-teaching staff (Head Assistant), and three Guardian members without voting rights. The Principal along with the Vice Principal, Departmental Heads, IQAC Coordinator and Non Teaching staff play a vital role in the administrative and academic functioning of the college. The IQAC and its various committees, ensure the effective functioning of the college.

The College has an enrollment of 4963 students for the last five years, 86 full time teachers, and over 26 non-teaching staff in Administration, Accounts, Library and Laboratories. Besides the Teachers' Unit, a duly elected Students' Union Body, the college has different societies for providing extra-curricular opportunities to students such as NCC, NSS, Eco Club, Red Ribbon club, Yoga Centre, Gargaon College Sports Academy, Badminton and Volleyball Coaching Centre. Placement and Career Counselling Cell, NEP Task Force, Research and Development Cell etc. are the other institutional cells. The college service rules and procedures are guided by the statutes and ordinances of Dibrugarh University while the recruitment rules and promotion for teaching and non-teaching staff are guided by DHE, Govt. of Assam, and various other guidelines issued by the MHRD/Ministry of Education, UGC. The teachers are governed by the code of professional ethics. Students' grievance redressal mechanism related to academic and non-academic matters include the anti-ragging cell and the Right to Information.

Institutional Values and Best Practices

Gargaon College nurtures the holistic growth of its students, upholding gender equity and inclusivity. The student body comprises 46.3% male and 53.60% female students. The institutional initiatives for ensuring equal opportunities for women include formation of Internal Complaints Committee, Committee against Sexual Harassment at Workplace, Grievance Cell, Women's Cell and conduct of co-curricular activities such as

Women's volley ball, cricket etc., self-defense training, celebration of Girl Child Day and International Women's Day. The college has laid down a code of conduct for staff and students and ensures a gender neutral, healthy and safe atmosphere on campus where women and girls avail facilities such as a well-equipped girls' common room, sanitary napkin vending machines and the installation of CCTV at key locations. Regular programmes on health and hygiene of women and girl students have held at the college.

The College fosters tolerance and harmony across diversities of culture, region, language, etc. and celebrates commemorative days and festivals to inculcate moral values and scientific temperament in students. Environmental sustainability is achieved through use of solar energy, rain water harvesting, biogas plant, proper waste management, cultivation of organic garden, vermin-compost plant, plastic bottle banks and use of LED lights and solar panels. Environment and energy audits along with air quality check, water and soil quality analysis are conducted annually. Awareness on cyber crime among students and faculty members are held by the College to check potential cyber threats.

The College's best practice of "Institutional Social Responsibility" includes "Gyanyatra," where its students and teachers actively teach in local schools, fostering knowledge-sharing and community involvement. Other best practices such as "Participative and Experiential learning" enhance student's comprehension and critical thinking and the mentoring system, skill enhancement sessions, community awareness programs etc. mould students into responsible citizens.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GARGAON COLLEGE
Address	Simaluguri-785686, Sivasagar, Assam
City	SIVASAGAR
State	Assam
Pin	785686
Website	www.gargaoncollege.ac.in

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 minroity institution	No

Establishment Details		

State	University name	Document
Assam	Dibrugarh University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	01-06-1966	View Document
12B of UGC	01-06-1966	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	Simaluguri-785686, Sivasagar, Assam	Rural	26.12	71090

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	BCom,Commerce,Honours in Marketing Management	36	XII Passed	English + Assamese	5	0
UG	BCom,Commerce,Honours in Human Resource Management FYUGP	48	XII Passed	English + Assamese	15	13
UG	BCom,Commerce,Honours in Banking and Insurance FYUGP	48	XII Passed	English + Assamese	10	0
UG	BCom,Commerce,Honours in Marketing Management FYUGP	48	XII Passed	English + Assamese	10	0
UG	BCom,Commerce,Honours in Finance FYUGP	40	XII Passed	English + Assamese	40	38
UG	BCom,Commerce,Honours in Banking and Insurance	36	XII Passed	English + Assamese	5	0
UG	BCom,Commerce,Honours in Finance	36	XII Passed	English + Assamese	35	0
UG	BCom,Commerce,Honours in Human	36	XII Passed	English + Assamese	5	0

UG						
	Resource Management					
UG	BSc,Botany, Honours in Botany FYUGP	48	XII Passed	English + Assamese	50	42
UG	BSc,Botany, Honours in Botany	36	XII Passed	English + Assamese	50	0
UG	BSc,Physics, Honours in Physics FYUGP	48	XII Passed	English + Assamese	60	37
UG	BSc,Physics, Honours in Physics	36	XII Passed	English + Assamese	60	0
UG	BSc,Chemistry,Honours in Chemistry FYUGP	48	XII Passed	English + Assamese	60	53
UG	BSc,Chemistry,Honours in Chemistry	36	XII Passed	English + Assamese	70	0
UG	BSc,Geology,Honours in Geology FYUGP	48	XII Passed	English + Assamese	60	60
UG	BSc,Geology,Honours in Geology	36	XII Passed	English + Assamese	70	0
UG	BSc,Zoology,Honours in Zoology FYUGP	48	XII Passed	English + Assamese	60	58
UG	BSc,Zoology,Honours in Zoology	36	XII Passed	English + Assamese	60	0
UG	BSc,Mathematics,Honours in Mathematics	36	XII Passed	English + Assamese	60	0

UG	BA,Mathematics,Honours in Mathematics FYUGP	48	XII Passed	English + Assamese	5	0
UG	BSc,Mathematics,Honours in Mathematics FYUGP	48	XII Passed	English + Assamese	60	21
UG	BA,Mathematics,Honours in Mathematics	36	XII Passed	English + Assamese	5	0
UG	BA,Political Science,Honours in Political Science FYUGP	48	XII Passed	English + Assamese	95	81
UG	BA,Political Science,Honours in Political Science	36	XII Passed	English + Assamese	95	0
UG	BA,Economics,Honours in Economics FYUGP	48	XII Passed	English + Assamese	55	50
UG	BA,Economics,Honours in Economics	36	XII Passed	English + Assamese	55	0
UG	BA,Statistics,Honours in Statistics	36	XII Passed	English + Assamese	5	0
UG	BSc,Statistics,Honours in Statistics FYUGP	48	XII Passed	English + Assamese	10	3
UG	BSc,Statistics,Honours in Statistics	36	XII Passed	English + Assamese	10	0

UG	BA,Statistics, Honours in Statistics FYUGP	48	XII Passed	English + Assamese	5	0
UG	BA,Sociology,Honours in Sociology	36	XII Passed	English + Assamese	80	0
UG	BA,Sociology,Honours in Sociology FYUGP	48	XII Passed	English + Assamese	70	65
UG	BA,English, Honours in English FYUGP	48	XII Passed	English + Assamese	65	45
UG	BA,English, Honours in English	36	XII Passed	English + Assamese	65	0
UG	BA,Assamese,Honours in Assamese FYUGP	48	XII Passed	English + Assamese	85	85
UG	BA,Assamese,Honours in Assamese	36	XII Passed	English + Assamese	80	0
UG	BA,Education,Honours in Education FYUGP	48	XII Passed	English + Assamese	100	93
UG	BA,Education,Honours in Education	36	XII Passed	English + Assamese	80	0
UG	BA,History, Honours in History FYUGP	48	XII Passed	English + Assamese	82	82
UG	BA,History, Honours in History	36	XII Passed	English + Assamese	60	0
UG	BA,Geograp	48	XII Passed	English +	65	64

	hy,Honours in Geography FYUGP			Assamese		
UG	BSc,Geography,Honours in Geography	36	XII Passed	English + Assamese	5	0
UG	BSc,Geography,Honours in Geography FYUGP	48	XII Passed	English + Assamese	5	0
UG	BA,Geography,Honours in Geography	36	XII Passed	English + Assamese	80	0
UG	BSc,General Standard,English MIL Botany Chemistry Geology Geography Mathematics Physics Statistics Zoology	36	XII Passed	English + Assamese	10	0
UG	BA,General Standard,MIL Economics Education English Geography History Pol Science Mathematics Statistics Sociology	36	XII Passed	English + Assamese	20	0
UG	BCom,General Standard,English MIL Banking and Insurance Finance Human Resource Management	36	XII Passed	English + Assamese	10	0

	Marketing Management					
PG	MA,Political Science,Political Science	24	Graduate	English	15	15
PG	MA,Economics,Economics	24	Graduate	English	20	10
PG	MA,English, English	24	Graduate	English	22	22
PG	MA,Education,Education	24	Graduate	English	22	22
PG	MA,History, History	24	Graduate	English	25	9
PG	MA,Geography,Geography	24	Graduate	English	22	22
PG Diploma recognised by statutory authority including university	PGDCA,Pgdca,	12	Graduate	English	20	9

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				24				48			
Recruited	0	0	0	0	14	10	0	24	24	23	0	47
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				15			
Recruited	0	0	0	0	0	0	0	0	4	11	0	15
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				26
Recruited	19	1	0	20
Yet to Recruit				6
Sanctioned by the Management/Society or Other Authorized Bodies				23
Recruited	16	7	0	23
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 Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	9	7	0	16	13	0	45
M.Phil.	0	0	0	1	0	0	2	3	0	6
PG	0	0	0	3	3	0	6	8	0	20
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	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	4	10	0	14
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	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	968	0	0	0	968
	Female	1175	0	0	0	1175
	Others	0	0	0	0	0
PG	Male	34	0	0	0	34
	Female	136	0	0	0	136
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	2	0	0	0	2
	Female	7	0	0	0	7
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

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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	35	33	29	32
	Female	22	28	31	26
	Others	0	0	0	0
ST	Male	59	38	39	39
	Female	44	49	52	51
	Others	0	0	0	0
OBC	Male	973	797	838	776
	Female	888	901	967	1022
	Others	0	0	0	0
General	Male	208	174	177	157
	Female	235	193	199	219
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2464	2213	2332	2322

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Imparting quality education of national standards is one of the missions of Gargaon College whereby the college has focused on multidisciplinary/interdisciplinary education. The institution has incorporated multidisciplinary approaches in tune with the needs of National Education Policy-2020. Under the curriculum of CBCS and FYUGP, a multidisciplinary set-up has been created to nurture students into well-rounded individuals across disciplines. The programmes under FYUGP are aimed at providing comprehensive knowledge and coherent understanding of the chosen disciplinary/interdisciplinary areas of study in a broad multidisciplinary context and skills in areas

related to specialization in the chosen disciplinary/multidisciplinary areas of learning in a broad multidisciplinary context. The FYUGP provides a student centric, flexible, choice based credit framework with multiple entry and exit options to help students pursue careers of their choice. The institution's approach towards the integration of humanities and social sciences with STEM includes subjects such as Multidisciplinary General Elective which can be opted by students from any discipline, Skill Enhancement Courses for instance Disaster Management which incorporates aspects of technology and society to deal with ways to prevent natural disasters, skill based courses such as NSS which can be studied by students across the disciplines of arts, science and commerce. Further, the application of softwares like LaTeX, Microfit, SPSS etc. in different courses prove to be useful across disciplines such as Mathematical Science, Statistics, Social Sciences etc. The Add-On Courses which includes Mushroom Cultivation, Entrepreneurship & Small Business Management, Report Writing in Social Sciences etc. provide scope to students from different disciplines to pursue various multidisciplinary courses of their choice. Skill-based course such as NSS incorporate projects in the area of community engagement and service. The FYUGP curriculum provides Value-based education and Environmental education which includes courses such as Value Added Courses (VAC) incorporating papers on Understanding India, Health and Wellness, Environmental Science, Yoga etc. The institution has been organizing several multidisciplinary national/international workshops, seminars and webinars during the assessment period. Further, the College has inked several MoUs with institutions, industries, NGOs etc. whereby seminars, teacher-student exchange, internship, industry visits are carried out in multiple disciplines. The faculty members of the institution engage in collaborative research activities in interdisciplinary areas such as presentations in conferences/seminars, publication of research papers etc. Further, under the aegis of its Publication Cell, the college brings out a Social Science Journal of Gargaon College where various multidisciplinary research work related to Social Sciences and Humanities are published, Open Science publishes multidisciplinary research work

	related to different areas of Basic Science, Gargayan, the annual students' magazine publishes articles related to interdisciplinary subjects including literature, history, culture, arts, science, contemporary issues related to science, economics etc. The Publication Cell has published more than 15 number of edited volumes related to different disciplines. Further, the institution observes significant days related to diverse disciplines by organizing seminars/workshops/popular talks. Gargaon College plans to undertake research projects across disciplines in areas such as conservation of biodiversity, preservation of historical artifacts, cultural assets, preservation of traditional knowledge such as ethnomedicine etc.
2. Academic bank of credits (ABC):	The College at present is not registered in Academic Bank of Credits as it is an affiliated college, affiliated under Dibrugarh University. All the students of the college are registered in the Academic Bank of Credit under Dibrugarh University.
3. Skill development:	Providing strong support services to the students towards successful completion of degrees as well as successful career advancement and employment opportunities is one of the visions of Gargaon College. Skill Development courses such as Skill Enhancement Course (SEC), skill based course such as NSS, Tourism Management, Soft Skills, Creative Writing etc. are part of the curriculum of the Regular Courses. As part of its effort to impart vocational/skill development to the students, the institution introduced 23 number of Add-On Courses approved by Dibrugarh University. Around 3000 students have successfully completed these Add-On courses and received certificates. The courses which are offered in both offline and online mode include Mushroom Cultivation, Entrepreneurship & Small Business Management, Accounting for Micro and Small Business Management, Business Communication and Project Report, Creative Writing in English, Geo-Informatics, Techniques of Teaching, Vermicompost among others. Through SWAYAM, several skill development courses are being pursued by students as well as the faculty members. Besides, the institution offers Post Graduate Diploma in Computer Application, Advanced Diploma in Computer Application and Diploma in Computer Application. Field visits, internships etc. which are

part of regular courses in subjects such as Geology, Geography, Botany, Zoology, Sociology among others help in enhancing the subject-specific skills along with problem-solving, communication and practical skills of students. The FYUGP curriculum provides Value-based education and Environmental education which includes courses such as Value Added Courses (VAC) incorporating papers on Understanding India, Health and Wellness, Environmental Science, Yoga etc. Besides, Add-On courses also include Value-based courses such as Human Rights and Contemporary Issues among others. Further, the institution has been organizing training programmes/workshops for enhancing various skills which include Workshop on E-repository Development, Assamese Performing Arts in Contemporary Times: Problems and Prospects, Preparation of E–Resources, Research Paper Writing, Workshops on ICT Skills, English communication, life skills among others. Moreover, Gargaon College has collaborated with institutions, NGOs and industries such as Tezpur University, Arunodaya University, USTM, Gauhati University, Dibrugarh University, Smithsonian Marine Station, USA, Dana Farber Cancer Institute, USA, Aranyak, Guwahati, Zoological Survey of London, Sikkim University, Assam Electronics Development Corporation Limited, TeamLease EdTech Limited among others whereby internship, training, field studies, workshops etc. have been conducted from time to time to hone various skills of students. The college has also set up a Language Laboratory to impart communication and soft skills to its students. Besides, the institution has opened an Institution Innovation Cell registered under the Ministry of Education (MoE), Govt. of India under which hands-on-training is provided to students for enhancing their skills and making them employable in the job market. Instances of such training include cake-making, led bulb making, candle-making etc. Through the organization of workshops/training programmes, faculty members of the institution are also trained in areas such as academic writing, IT skills among others. Through these initiatives, Gargaon College is dedicatedly working towards empowering students with the skills, knowledge, innovative thinking and expertise necessary to thrive in today's dynamic and competitive job market and at the same time

	contribute positively to their communities.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Gargaon College focuses on appropriate integration of Indian Knowledge System into its academic curriculum in order to uphold the rich Indian culture and heritage and inculcate values inherent in such systems in students. Some of the initiatives include: (1) The College imparts courses out of which a total of 12 disciplines such as Assamese, Botany, Commerce, History, Political Science etc. have papers related to Indian Knowledge System, (1) Teaching for the degree courses is imparted in Indian languages like Assamese and also in English thus embracing the bilingual mode, (2) Research is one of the ways through which Indian Knowledge System can be understood and preserved for the future generation. The Publication Cell of Gargaon College has published several books and journals related to Indian Knowledge System that includes Indian Economy, Society, Culture, Environment etc. Further, one Major Research Project sponsored by the Indian Council of Social Science Research (ICSSR) entitled "Sustainable Agriculture Practices among the Tribes of North East India" focuses on identifying the tools and techniques of Tribal Agriculture and its policy implications. Another Minor Research Project sponsored by the Indian Council of Historical Research (ICHR) entitled "Megaliths of Umswai Valley: A Study of Megalithic Tradition among the Tiwa" focuses on identifying and preserving the megalithic tradition among the Tiwas. Moreover, the teachers of the college write different articles and research papers that help to understand and preserve the Indian Knowledge system, (3) The College has organized a total of 35 programmes including seminars, workshops etc. to create awareness on various aspects of Indian Knowledge System. For instance, theatre workshop, workshop and performance of Bhaona to preserve Sattriya Culture of Assam, workshop on folk songs of Assam etc. have been held during the assessment period, (4) The College celebrates festivals such as Bihu to preserve the tradition, customs and rituals of Assam, (5) The College has preserved historical and traditional artifacts in its historical museum, bamboo handicrafts museum etc., (6) The institution conducts outreach programmes in adopted villages and engages with local communities to create awareness on traditional

	knowledge, (7) the College has organized exhibition of indigenous food items to showcase and preserve the indigenous cuisine, (8) Cultural Rallies for students showcasing diverse aspects of tradition, culture, rituals, livelihood, art etc. as part of college week are held annually, (9) the institution attempts to preserve indigenous fish through creation of ponds etc., (10) the Central Library of the college has a multitude of books related to various aspects of Indian Knowledge System such as religion, art, culture, literature, science etc., (11) the institution has tried to preserve a host of ethno-medicinal plants in its botanical garden, (12) During the assessment period, Faculty Members of the institute have participated in different training programmes/workshops on Indian Knowledge System organized by UGC- Malaviya Mission Teacher Training Centre. The above-mentioned initiatives of the institution have successfully contributed towards the promotion and preservation of Indigenous Systems of Knowledge thus fostering a holistic learning experience.
5. Focus on Outcome based education (OBE):	The institution follows a mechanism of Outcome Based Education(OBE) in a phased manner. A committee under IQAC for overseeing the Outcome Based Education has been constituted which works towards the attainment of a standard outcome. The Principal of the College along with the heads of various departments oversees the working of the Committee and checks whether the strategies of Outcome Based Education are effectively deployed. The Programme Outcome (POs), Programme Specific Outcome (PSOs) and Course Outcomes (COs) are outlined department-wise. The curriculum followed by the institution aims at imparting experiential learning, internship, field visits etc. to bring about the successful outcome of the curriculum. At the end of each semester, the Committee submits a report to the Head of the institution as to how the strategies of Outcome Based Education were implemented. Use of ICT based teaching and learning, Mentorship Programme, programme for Advanced and Slow Learners, regular assessment of learners, developing critical thinking and problem-solving skills through experiential learning, field study, projects etc. are among some of the initiatives taken by the College to achieve the goals of Outcome

Based Education. Almost every department offers Skill based courses related to NEP, which offers students a gamut of choices for study and enhances their vocational and employability skills. Feedback mechanism have been implemented successfully which contributes significantly towards Outcome Based Education. Every year Feedback from various stakeholders such as students, parents, teachers, employers etc. are collected on aspects like curriculum efficacy, teaching methods, examination system and performance of students. Likewise, every year, Student Satisfaction Surveys, related to teaching and learning, are conducted. Moreover, Academic Audits have been conducted regularly which ensures the academic progress of the institution. Students' performances are evaluated by continuous internal assessment comprising of sessional examinations, group discussions, assignments etc. which are in tune with the objectives of the curriculum. Sessional Examinations are conducted in a transparent manner by display of marks in notice boards and by addressing students' grievances through a grievance redressal mechanism. Initiatives for teachers, students and non teaching staff are undertaken for skill enhancement which in turn ensures good outcome of education. FDPs, workshops, training programmes etc. are organized for faculty members to orient and train them in the aspects of Outcome Based Education. A number of skill development programmes have been organized for students to hone and enhance various vocational skills to make them employable and thus enhance the programme outcome of the various courses. Further, various programmes, to prepare students for higher education as well as competitive examinations such as Civil Services, NET/JRF/GATE etc. have been held during the assessment period, which have contributed significantly in achieving the goals of Outcome Based Education. The presence of a continuous and effective Mentorship Programme at each department is a best practice of the institution pertaining to the Outcome Based Education in view of NEP 2020. Thus, Gargaon College's OBE framework ensures a student-centric approach focusing on measurable outcomes and prepares students to adapt to the ever-changing global workforce.

6. Distance education/online education:

Gargaon College has played a significant role in offering distance/online education. The college has been functioning as the Study Centre of Krishna Kanta Handiqui State Open University (KKHSOU) and Directorate of Open and Distance Learning Dibrugarh University (DODLDU) for various courses. The Study Centre for Directorate of Open and Distance Learning Dibrugarh University (DODLDU) offers various courses under distance education in UG level with three years duration and PG level with two years duration. Self-learning materials are distributed and counseling classes in both offline and online mode are regularly held. Besides the regular courses such as UG and PG, the Study Centre of Krishna Kanta Handiqui State Open University (KKHSOU) offers Diploma and Certificate courses in Yoga, Broadcast Journalism, Tea Cultivation & Plantation Management, Organic Agriculture and Horticulture, Nursery Management, Applied Data Analysis, Disaster & Emergency Management, Electrical House Wiring and other professional and vocational courses. The Study Centre of Krishna Kanta Handiqui State Open University offers two simultaneous degrees, flexible entry and exit, free education for Divyangjan, digital learning, Online and Offline Counselling, E-Mentoring, Multimedia resources etc. Besides these Distance Education Centres, the College runs several courses under SWAYAM. This online interactive learning platform includes video lectures, reading materials, assignments etc. which ends up in securing credits after completing the assessment system. Faculty members as well as students of the college have enrolled for various courses under SWAYAM which has more than 400 courses covering all the subjects at undergraduate and post graduate levels. Various courses of the graduate, postgraduate level as well as certificate and diploma courses are offered through these distance mode of education. Through these facilities of distance education, the college has been able to fulfill the educational needs of a diverse section of students of the region. Significantly, these courses have effectively catered to the needs of working professionals seeking career advancement, students with financial constraints and unable to afford regular education and economically disadvantaged students unable to go out of their region and afford costly education. Thus, the

Distance Education Centres of Gargaon College have facilitated in making quality education inclusive and accessible.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	As per direction of Election Commission of India and Department of Higher Education, Assam, an electoral literacy club was opened in Gargaon College. The club was opened with a view to create voter awareness among the students of the college and facilitate the enrollment of 18 year plus students whose names are not in the voter list.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, the co-ordinator is appointed by the college and the ELCs are functional. Yes, the ELC of Gargaon College is representative in character. Apurba Saikia,Department of Sociology a fourth semester student was chosen as the campus ambassador of Gargaon College for promotion of electoral literacy.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The club has carried out a number of activities as per guidelines given by the ECI and DHE. Some of these are listed below: a) Opening of Whatsapp Group A whatsapp group of the ELC has been opened to deseminate different election related information among the students. b) Opening of Facebook Page A Face page too has been opened for the group. c) Display of Banners and Play Cards on Voter Awareness As part of voter awareness programme, audio-visual clips prepared by Election Commission of India (ECI) were displayed among the students in class for promoting voter's awareness. Students enjoyed the session thoroughly and seemed eager to vote in the Lok Sabha Elections 2024. d) Distribution of election awareness materials Election awareness materials prepared by ECI like voter's guide were distributed through whatsapp group among the students to enlighten them on the ethics and importance of voting. e) Selection of campus ambassador Apurba Saikia, Department of Sociology, a fourth semester student was chosen as the campus ambassador of Gargaon College for promotion of electoral literacy. .
4. Any socially relevant projects/initiatives taken by	a) Gargaon College Electoral Literacy Club in

College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.

collaboration with NSS Gargaon College organized a series of activities aimed at promoting voter awareness among students and the local community from February 28, 2024 to March 06, 2024. The event is a part of the flagship campaign on "Mera Pehla Vote Desh Ke Liye". The awareness event witnessed active participation of about 100 NSS volunteers and students, who actively engaged in various initiatives to encourage voter participation and understanding of the electoral process. The details of the event are listed hereunder. As part of the campaign, all participants took a solemn voter pledge at Lonkak Gohain Goan, Sunpura, Sivasagar to exercise their right to vote responsibly and ethically in all upcoming elections. The pledge served as a reminder of the importance of each individual's role in shaping the democratic process through active participation. NSS Volunteers and student members of the club also displayed banners and play cards on voter awareness. b) Special Talk for Voter Awareness A special talk was organized to educate the participants about the significance of voting and the electoral process. Yuvaraj Gogoi Coordinator of Gargaon College Electoral Literacy Club and Dr. Rimjhim Borah, Programme Officer of NSS Gargaon College delivered insightful speeches highlighting the importance of voter participation, the impact of elections on society, and the responsibilities of citizens in a democracy. Their engaging presentations resonated with the audience and effectively conveyed the message of voter awareness. The talk served as a platform for meaningful discussions and exchange of ideas, empowering participants with knowledge and motivation to become informed and responsible voters. Through interactive sessions and Q&A, attendees gained valuable insights into the electoral system and were inspired to actively contribute to the democratic process.

5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Till 2023, 84 students were found to be above 18 years but not enrolled as voters yet. Gargaon College and ELC club in collaboration with Nazira Subdivisioanl Election Office helped and facilitated in the enrollment of the students in the voter list.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
2322	2332	2213	2464	2145

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

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

Response: 106

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

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

2023-24	2022-23	2021-22	2020-21	2019-20
85	83	70	71	65

3 Institution

3.1

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

2023-24	2022-23	2021-22	2020-21	2019-20
80.7	110.7	82.3	81.5	65.9

File Description	Document
Upload Supporting Document	[View Document](#)

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:

Being affiliated to Dibrugarh University, the institution follows the CBCS and FYUGP curriculum designed by the University for its undergraduate and 6 postgraduate programmes. The Academic Development Committee incorporating the Principal, Heads of Departments and Faculty holds a meeting at the beginning of every session and discusses the various aspects of curriculum planning and implementation. To systematize the academic activities of the college, and to ensure effective curriculum delivery, departmental Academic Calendars are prepared based on the annual plans of various departments and that of Dibrugarh University. The academic calendar includes the date of admission, student counselling programmes, internal and end-semester examinations, important days, seminars/workshops, co-curricular activities etc. The Academic Development Committee is also entrusted with the task of forming the Routine Development Committee. The said Committee entrusts its members to prepare a general routine for the college. The routine includes classes for the three streams including remedial classes, sports etc. The departments, too, hold meetings to discuss the preparation of departmental routine based on the general routine, allotment of classes to teachers, course distribution etc. Accordingly, the departmental routines are prepared, the course is distributed, classes are allotted to teachers, and teaching plans with suitable pedagogies for each paper are chalked out by the faculty members. At the commencement of the new academic session, the Induction Programmes, both general and departmental, are held orienting the newly admitted students on the institutional regulations and the course curriculum, examination pattern etc. Teachers maintain their individual teachers' diaries and on due completion of courses are handed their course completion certificates. The Academic Development Committee regularly reviews and discusses diverse aspects of curriculum planning and implementation. The Heads of Departments ensure the effective implementation of academic plans and curriculum delivery through regular reviews in departmental meetings. Continuous Internal Evaluation of students is undertaken through innovative teaching pedagogies and techniques, in semester examinations, seminars, group discussions, assignments etc. which are in tune with the objectives of the curriculum. Sessional Examinations are conducted in a transparent manner by display of marks in notice boards and by addressing students' grievances through a grievance redressal mechanism. The college also runs 23 Add-On courses approved by Dibrugarh University. The College provides different avenues for students to hone their skills and participate in co-curricular activities. There are 54 courses addressing cross-cutting issues relevant to Professional Ethics, Gender etc. across all programmes in the Curriculum. Under the aegis of IQAC, the Eco Club, the National Cadet Corps (NCC), National Service Scheme (NSS) etc., various seminars, invited lectures, workshops, and extension activities are organized to integrate these cross-cutting issues into the curriculum. Besides, projects, seminars, field studies etc. are undertaken to provide experiential learning opportunities to students. Feedback on curriculum and its delivery from the stakeholders is collected, analyzed and actions are taken for academic improvement. Further, use of ICT based teaching and learning, Mentorship Programmes, programmes for Advanced and Slow Learners,

organization of FDPs/workshops related to teaching-learning for the training of faculty etc. are other initiatives for effective 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 Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 28

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Other Upload Files	
1	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 37.57

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2023-24	2022-23	2021-22	2020-21	2019-20
1584	649	530	160	1389

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 in transacting the Curriculum

Response:

To cope with the challenges of the present scenario of the world and to inculcate proper values in the students and make them aware of the pressing issues relating to the environment, society and nation, the curriculum of the institution incorporates and integrates crosscutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics.

Professional Ethics

Gargaon College effectively implements professional ethics by providing a comprehensive understanding of job roles, fostering a respectful and discrimination-free environment, employing effective teaching methods outlined in a handbook, and displaying a code of conduct on the institution's website. The college tries to instil and develop honesty, diligence, resourcefulness, morality and ethics, truthfulness, communication, ability to cope with psychological problems etc. in students and the faculty through participation in seminars, workshops, and community activities.

Gender

Gargaon College is dedicated to fostering gender equity through academic and extracurricular activities, ensuring an inclusive and supportive environment for all students. The college integrates gender perspectives into its curriculum to address stereotypes and biases, promoting balanced gender representation across disciplines. Webinars, poster-making competitions, workshops, seminars etc. are organized to raise awareness about gender equality. Facilities for women on campus are designed to ensure their safety and comfort, with secure and well-lit spaces, including hostels and common areas, prioritizing female students' well-being.

Human Values

The college promotes value-based education through lectures, seminars, talks, cultural rallies, observance of important national days, including Independence Day, Yoga Day etc. and festivals like Bihu. Students of the college have upheld human values through active involvement in health camps, blood donation camps, cleanliness drives, COVID-19 support activities and other voluntary efforts. The NCC and NSS units of the College mould the character of students by instilling values such as patriotism, social service and discipline. Its members participate in community development programs, national-level training camps, sports and cultural activities, health camps, environmental conservation drives etc.

Environment and Sustainability

The institution organizes various programmes to raise awareness and instil values in students on safeguarding the environment and sustainability. The curriculum followed by Gargaon College incorporates environment and sustainability as an integral component. The NSS (National Service Scheme) unit and Gargaon College Eco club organise tree plantation drives, plastic and e-waste collection drives, Swachhata Mission campaigns etc. both within the college and in the community. The institution tries to build a green campus and maintains an organic garden. It has adopted the 3R waste management that of reduce, reuse and recycle and has taken up initiatives to decrease wastage of water, electricity and paper in the campus. There are provisions for rainwater harvesting in the campus and the use of solar energy. The institution tries to reduce greenhouse gas (GHG) emissions by urging students and faculty to use bicycles or public transport instead of private vehicles. Field trips are undertaken to make students aware of pressing environmental issues. All institutional laboratories and research methods adhere to strict green protocols. The College has also conducted a Green Audit to upgrade the environmental condition inside and around the institution.

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: 40.48

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

Response: 940

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

Response: C. Feedback collected and analysed

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 88.3

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2023-24	2022-23	2021-22	2020-21	2019-20
990	1041	1033	910	863

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
1193	1207	1106	1035	937

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 50.8

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2023-24	2022-23	2021-22	2020-21	2019-20
248	257	249	237	209

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

2023-24	2022-23	2021-22	2020-21	2019-20
489	495	453	424	501

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

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

Response: 27.32

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The student-centric approach aims to provide an environment in which students can learn to think critically and solve real-world problems. Gargaon College promotes and uses student-centric methods to prepare its learners for the future. The college uses experiential, participative learning, and problem-solving methods to encourage effective teaching and learning.

Approaches such as Field Trips/Surveys/ Tours/Extension Activities, Capacity Building and Skill Enhancement Programmes, Workshops, student seminars/ Micro Teaching, Project Work, Scientific Experiments etc. are used to help the students apply their learning to real-world experiences. Apart from this, Peer learning, extracurricular and sports-related Activities, Preparation of a Magazine/Wall Magazine, participation in NCC / NSS / Volunteering etc. increase student engagement and understanding of the concepts and also help promote social interactions and collaborations among them. The college also encourages the students to gain and increase problem-solving skills and motivates them to participate in various activities like field studies, project work, etc. and submit reports of the same.

Committed to achieving excellence in higher learning, the College additionally provides access to dynamic teaching and learning methods. ICT is one of the powerful tools that has helped the College facilitate interactive learning amongst the students and has helped the students grow while learning. The college has been applying both traditional as well as modern technology-based methods in the process of teaching and learning. The College promotes the use of online resources from various sources for effective teaching and learning processes.

The teachers use ICT-enabled tools including online classes and online resources to enhance the quality of teaching-learning. The faculty uses ICT-enabled classrooms with projectors, Interactive Panel, LED Televisions, etc. to expose the students to advanced knowledge. The teachers also use ICT-enabled learning tools such as Google Classrooms, PPT and video apart from providing reading materials through various platforms for an effective teaching-learning process.

The College has one YouTube Channel named "Special Lecture Series Gargaon College". This Channel contains videos of Seminars, Webinars, Workshops, Faculty Exchanges, Special Interaction Programmes, etc. The events are live-streamed through this channel thereby contributing as an e-learning resource for the students. The Channel was later renamed as "Gargaon College Official".

The College has its online portal "Gargaon College E-Shiksha: An E-Learning Platform for the Students of Gargaon College", an initiative to provide quality e-learning materials based on the syllabi. This is an e-repository of study material to cater to the needs of the students.

Additionally, Mentorship Programmes, Programmes for Advanced and Slow Learners and Remedial Classes are also undertaken by the College to enhance its student-centric approach.

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: 94.21

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
87	85	75	75	75

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 79.95

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
73	70	54	54	48

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awareded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	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:

Gargaon College, affiliated with Dibrugarh University, adheres to the University's regulations concerning the syllabi, examinations, and evaluation processes. The students are informed about the regulation and process of evaluation through the College Prospectus, Induction Programmes and Notice Board well in advance. The evaluation process is designed to gauge students' performance throughout the academic year on a continuous basis, at least three times during each semester, which comprises of both In-Semester and End-Semester Examinations. In each course, 20% marks is allotted for internal assessment and 80% marks for the End-semester examination during every semester.

a) Mechanism of Internal Assessment

In the case of internal assessment, various evaluation methods are employed which include regular tests, objective tests, projects, students' paper presentations, seminars, and MCQ tests. The marks allotted for Internal Assessment are distributed among the following broad components: Two Sessional Examinations, Seminars/Group Discussion/Assignments, and Attendance. In line with technological advancements, the College has incorporated digital platforms such as Google Classroom, Online Quiz, etc. in the process of internal evaluation.

The internal examination process of the College maintains a high level of transparency. All marks are displayed on the departmental Notice Board and answer scripts are made accessible to students for grievance purposes. A standard grievance redressal form is made available in the Department's offices. Students can collect and submit it after the display of the sessional marks on the notice boards. Grievances are resolved swiftly, maintaining a one-day turnaround after the submission of applications in the prescribed format. The HoDs ensure that each student receives constructive feedback from the course teachers regarding their performance in the sessional examination. This transparency instils confidence in

the assessment system, allowing students to understand and question their results.

b) Mechanism of External Assessment

External Examination is conducted by the affiliating University and Gargaon College acts as one of the Examination Centres of the University. The University conducts external examinations once at the semester end. The end-semester examination carries 80% marks in each course of a semester covering the entire syllabus prescribed for the Course. The End semester examination is normally a written/ laboratory-based examination/Project Work/Dissertation. The University notifies the dates of the End semester examinations and other procedures as per Dibrugarh University Rules (at least 20 days in advance) and the Academic Calendar notified by the University. The end-semester examinations of all practical/ dissertation courses are conducted by a Board of Examiners consisting of the internal examiner (the concerned course teacher) and an external examiner appointed by the Controller of Examinations.

To maintain transparency in external evaluation, Dibrugarh University provides a standard mechanism for the students to redress their grievances relating to the end-semester examinations. For lodging any grievances, the student applicants shall have to apply under the RTI Act in a prescribed form available at the office of the Public Information Officer (Exam). The notification, results and status of grievances have been displayed in the University portal.

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

Response:

Gargaon College follows the syllabus prescribed by Dibrugarh University. Based on the syllabus which is available on the University website, the faculty member of each Department simplifies the Programmes Outcomes(POs), Programme Specific Outcomes(PSOs), and Course Outcomes(COs) for better understanding of the students. These are made available on the College website to make the teachers and students aware of the details of each programme. Moreover, the College organises a general Induction Programme for the newly enrolled students to create awareness among them about the details of programme outcomes. Besides, every department also organises Departmental Induction Programmes to create awareness about the respective PSOs and COs. Additionally, under the Mentorship Programme, each mentor regularly explains the details of the programme and course outcomes to the mentees. The

link to the POs, PSOs and COs displayed on the college website is https://gargaoncollege.ac.in/outcomes.html

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

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Outcome-Based Education (OBE) becomes an inevitable approach in infusing educational outcomes among learners. It is a student-centric teaching and learning methodology in which the course delivery and assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes at different levels. As part of measuring the OBE, Gargaon College makes an attempt to assess the learners' learning levels based on some pre-defined outcomes, i.e., the Programme Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (CO). A committee under IQAC for overseeing the Outcome Based Education has been constituted which works towards the attainment of a standard outcome. The Principal of the College along with the heads of various departments oversees the working of the Committee and checks whether the strategies of Outcome Based Education are effectively deployed. The students and the other stakeholders are informed about these outcomes through the college website (https://gargaoncollege.ac.in/outcomes.html). Additionally, general induction programmes, along with departmental induction programmes are organised for the newly enrolled students. Also, under the mentorship programme, each mentor regularly appraises the mentees about the same.

An approved methodology is followed to assess the attainment of PO, PSO and CO.

Step-1 Formulation of Program Outcomes and Programme-Specific outcomes

Step-2 Formulation of Course Outcome

Step-3 Mapping of Course Outcomes with PO & PSO (PO-CO matrix)

Step-4 Measurement of CO Attainment through Direct and Indirect Methods

The Direct Attainment is measured by assigning 80% weightage, while the Indirect Attainment is measured by allocating 20% weightage. The following steps are followed to assess the direct Attainment of the Course Outcomes:

1. The CO-PO matrix is formulated for each course.

2. The PO attainment for a given CO attainment in a course is computed in a range of 3

3. The average of PO/PSO attainment in individual Courses is the final direct PO/PSO attainment in the level of 1,2 &3.

On the other hand, to measure the Indirect Attainment two surveys are conducted, namely, the Graduate Exit Survey and the Alumni Survey.

Hence, the overall attainment is obtained by using the following formula:

Overall Attainment = 0.8xDirect Attainment + 0.2x Indirect Attainment

Thus, Gargaon College's OBE framework functions as an effective student-centric teaching and learning methodology aimed at measuring the students' performance and achieving the stated objectives and outcomes of course delivery.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 85.95

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

2023-24	2022-23	2021-22	2020-21	2019-20
473	475	556	710	497

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

2023-24	2022-23	2021-22	2020-21	2019-20
583	560	559	739	713

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.87

File Description	Document
Upload database of all students on roll as per data template	[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: 15.9

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

2023-24	2022-23	2021-22	2020-21	2019-20
0	1.2	1.2	3.5	10

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Gargaon College has created an environment for the promotion of Innovation and Incubation by taking various initiatives. Students are actively involved in different activities such as IPR workshops, IKS workshops, etc.

- **Intellectual Property Cell**

Gargaon College focuses on promoting awareness and understanding of IPR among its faculty, students and staff. One international and 3 national workshops have been conducted during the session. With the view of creating awareness of the importance of IPR to the masses, Gargaon College in collaboration with the DPIIT-IPR Chair at TUIPR Cell, Tezpur University and Intellectual Property Engagement Group (IPEG), The City Law School, City, University of London.

- **Patent:** A patent has been granted to Dr. Mintu Gogoi, Assistant Professor, Commerce, Gargaon College for designing the "*Ml And Iot Based Customer Relationship Management Kiosk*".

- **Indian Knowledge System**

The implementation of the Indian Knowledge System (IKS) at Gargaon College has contributed significantly towards revitalizing and promoting India's bountiful and diverse legacy of knowledge. A language lab has been set up in the English department, where the server will have language-related modular courses and can also design new modules. A total of 35 programmes including seminars, have been conducted to promote IKS marking the presence of many eminent spokespersons like Dr. Harish Chandra Mahanta, Uddab Bharali

- **Skill Enhancement Programs**

A total of 205 skill enhancement programs (SEP) have been organized for the session 2019-2024 for the all-round upliftment of the students. Interactive sessions were organized for college students and teachers with eminent researchers like Dr. Binoy Kumar Saikia (Bhatnagar Awardee), Dr.Rubul Mout, Dr. Enrique Bonadio, to name a few.

- **Digital Technology**

Gargaon College has also taken the initiative in the development of digital transformation and promoting entrepreneurship through workshops, internships, industry visits, and hands-on training programmes every year for the students. For an effective teaching-learning process, all the teachers have given due importance to using various ICT tools such as Google Classrooms, PPT, Video clippings, and resources, video demonstrations from online sources and encouraged students to upload their projects and seminars in PowerPoint presentations.

- **Gyanyatra**

An exclusive initiative Gyanyatra helped students to develop their skills by providing knowledge to the nearby school students. All the departments of the college took this initiative.

- **Central Library**

The central library provides various facilities such as e-shiksha, digital platform, OPAC system, and *Inflibnet*. College is also enriched with NPTEL Local Chapter where the students and faculty members can upgrade themselves by doing courses on recent trends.

- **Sustainable Practices**

Our college has been focusing on some key sustainable practices including Rainwater Harvesting, Biofloc Technology, Plantation Drive, Solar Energy, Greenhouse Technology, drinking water facilities, use of electric rickshaws and Organic Farming and energy efficiency. Paver blocks made from locally sourced materials have been used.

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: 12

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**

2023-24	2022-23	2021-22	2020-21	2019-20
5	4	2	1	0

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: 0.55

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

2023-24	2022-23	2021-22	2020-21	2019-20
21	9	12	13	3

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[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: 0.53

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**

2023-24	2022-23	2021-22	2020-21	2019-20
13	15	15	11	2

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and

sensitizing the students to social issues for their holistic development during the last five years.

Response:

Gargaon College is deeply committed to fostering social responsibility and community engagement among its students through a variety of initiatives led by the National Service Scheme (NSS), National Cadet Corps (NCC), Internal Quality Assurance Cell (IQAC), and various academic departments. These programs not only enhance students' practical skills but also significantly contribute to community well-being. One of the key initiatives is the **cleanliness drives**, which focus on promoting hygiene and environmental awareness. By participating in these drives, students learn the importance of civic duty while actively contributing to cleaner public spaces, fostering a sense of community spirit. In response to natural disasters, particularly the frequent floods in Sivasagar, the college organizes **flood relief efforts**. Students, under faculty guidance, collect and distribute essential supplies to affected families, which not only assists those in need but also instils a sense of empathy and collective action during crises. The college also emphasizes **plantation drives** aimed at environmental conservation, engaging students in activities that promote ecological balance and climate change awareness. By planting and nurturing trees, students gain insights into biodiversity's crucial role and their responsibilities in sustaining it. Another noteworthy initiative is the **Gyanyatra program**, which bridges the gap between academic knowledge and community needs through educational camps in rural areas. These camps provide vital information on health, sanitation, and financial literacy, empowering participants to improve their quality of life. Furthermore, Gargaon College regularly organizes **health camps** that offer essential medical services to underprivileged communities. These camps provide free check-ups and consultations, raising health awareness and ensuring basic healthcare access, while students gain valuable experience in public health service delivery. The college also prioritizes **entrepreneurship development** through workshops and training programs that equip students with the skills to launch their ventures, promoting innovation and self-reliance. During the **COVID-19 pandemic**, Gargaon College adapted its outreach efforts by conducting health awareness campaigns, distributing masks and sanitisers, and organizing online workshops focused on health practices and mental well-being. This proactive response ensured that vital information reached various segments of the Sivasagar population, showcasing the college's resilience and adaptability in challenging times. Through these diverse extension activities, Gargaon College exemplifies its unwavering commitment to social responsibility and community engagement. By integrating practical experiences with academic learning, the college prepares students to be proactive, compassionate citizens who are aware of their responsibilities towards society. This holistic educational approach not only enriches students' lives but also positively impacts the communities they serve, fostering a spirit of collaboration and social awareness that resonates throughout Sivasagar and beyond.

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:

Extension activities form an integral part of Gargaon College's mission to contribute to societal development beyond academic learning. By addressing social, economic and environmental issues with knowledge and resources, these initiatives seek to close the gap between the community and the college. Every year, students from our college and other institutions participate in the "YOUTH FESTIVAL," an annual cultural event organised by the parent institution, Dibrugarh University and win many prizes. Students in the NEP course have the option to select optional courses on environmental studies, human values and professional ethics, all of which contribute to their overall development and increase awareness of their surroundings. Expert lectures, seminars, webinars and workshops on social subjects are provided to staff members and students.

In 2016, our institution adopted a village named Darika Koibattar Gaon and undertook numerous developmental and awareness programs. In the year 2021, another village named LankakGuhain Gaon was adopted where various extension activities including self-defence training, best out of waste, medical health check-up camps, and teachings by various student volunteers have been conducted from time to time contributing towards improvement and upliftment of the villagers' quality of life by addressing their educational and social needs.

Students at Gargaon College also conduct a variety of social activities in adjacent towns, such as raising awareness and motivating female students about self-defence skills as well as the value of education in society. During the COVID-19 pandemic, Gargaon College delivered food packets, masks and sanitiser, with staff and students assisting in their distribution throughout the designated village as well as the needy people.

Recognizing the efforts put forward by Gargaon College, the Sidvi Foundation, a registered Micro Enterprise with MSME, the Government of India awarded the Best Environmentalist Award to the Program Coordinator of NSS, Dr.Rimzim Borah. It is a distinguished award given to people who have distinguished themselves in the fields of sustainability and environmental protection. The purpose of this award is to honour those who have committed their lives to preserving the environment, encouraging eco-friendly projects, and increasing public awareness of environmental problems.

In the years 2023-24, various awards have been conferred upon students and faculty of our college. The

NSS Karamveer Award is a distinguished honour given to Dr.Rimizim Borah, the coordinator of the NSS program, in appreciation of her outstanding dedication and leadership in community service via the NSS. The award honours the sense of social duty and commitment to enhancing societal welfare.

The Best NSS Volunteer Award, one of the greatest accolades given to people who have demonstrated exceptional devotion, leadership and service, was given to Mr. Azizur Rahman. The NSS Yuva Yodha Award is given to four additional students: Mr. Biswajit Dutta, Mr. Jahan Ali, Ms. Jahnobi Phukanand Mr. Tendon Borgohain. It is a mark of honour given to young people who exemplify community involvement, leadership and service. It draws attention to the critical role that youth can play in tackling pressing societal challenges, promoting national cohesion and advancing sustainable development.

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 organized forums including NSS/NCC with involvement of community during the last five years.

Response: 90

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

2023-24	2022-23	2021-22	2020-21	2019-20
12	27	39	4	8

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[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: 17

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Gargaon College has a total area of 26.17 acres, a built-up area of 71090 square meters and open space of 94442.84 square meters. There are 56 classrooms with 38 ICT-enabled classes, 5 smart TVs, 2 interactive panels, and 20 laboratories.

The college has one spacious auditorium, an academic gallery, the Golden Jubilee Hall, the ICM Conference Hall, the IQAC Office and the Department of Commerce for organizing various events related to academics with 1000, 400, 80, 60, 40, and 30 seating capacities, respectively.

The college is well-equipped with IT facilities for education and research. The college has its own IT policy, which aims at providing uninterrupted services to all stakeholders', viz., faculty, staff and students. The IT infrastructure facilities of the college are used for academic and administrative-related activities such as admissions, examinations, etc. The software related to them is upgraded from time to time. There are 187 computers in the college for students and 11 computers for administrative work. Beside this, various software related to the teaching and learning process is also used in the respective departments, such as MEGA, Chem Draw, ISIS Draw, Chem Lab, SPSS, Tally ERP 9, ArcGIS, Q GIS, MATLAB, C++, etc.

The entire campus is Wi-Fi enabled (Jio Air Fibre, Total 8 Nos.) and BSNL Broadband Fibre Line (Total 2 Nos.) with high-speed internet connection to allow the faculties and students to access the internet in the college.

The college has a spacious sports ground for cricket, football, volleyball, and athletics. There are two volleyball courts in the college and two concrete cricket practice pitches for the students. The indoor stadium of the college features a gymnasium, a yoga center, and three badminton courts for the use of the staff and students. The college gymnasium has equipment such as a bench, an incline bench, a squat stand, a cycle, a trade mill, a leg press machine, etc. The equipment is regularly maintained to ensure optimal functionality and safety.

Beside these, the college has a museum of 1200 sq. ft., two one for girls and a boy's hostel, five staff quarters, facilities for Divyangjan, a canteen, and cafetria of 2400 sq. ft. and 800 sq. ft. 72 CCTV's are installed in the entire campus of the college, 2 diesel generator sets (15 kVA and 35 kVA), 4 parking areas for parking vehicles of students, teachers, and non-teaching staff, 15 no. of drinking water facilities

for the students and staff, and a piped gas network is connected to the college canteen, girls' hostel, and boys' hostel. The college also has a rooftop solar PV power plant of array with a capacity of 5 kVA, 11 vermicomposting/leaf litter tanks, 2 plastic bottle bank centers for collecting the plastic bottle waste generated in the campus, 3 rainwater harvesting systems with a storage capacity of 2000 liters and a catchment area of 2560 sq. ft. a green house of 768 sq. ft., 3 natural water bodies that store the rainwater and are rich in aquatic plants and fish faunal diversity. The college has a 4-diameter biofloc tank constructed under the Innovation and Incubation Cell for fish farming.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 23.3

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2023-24	2022-23	2021-22	2020-21	2019-20
32.05	23.85	17.20	17.60	7.40

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Gargaon College Central Library is computerised and fully automated with open access for the college's stakeholders. For the automation, KOHA Integrated Library Management Software (ILMS) has been used. Barcode technology is used for circulating the documents. Book details, membership etc. are stored in a cloud environment. The library issues bar-coded library cards to its users.

The college has its digital library/institutional repository (http://gargaoncollege.digitallibrary.co.in/). It stores and gives access to a variety of e-resources like e-books, college magazines, college bulletins, previous year question papers etc. All these resources are stored in a cloud environment and can be accessed by users from anywhere around the clock. Dspace software is used for this purpose.

The library is providing Web-OPAC(Online Public Access Catalogue on Web)and OPAC services on KOHA cloud environment. (http://gargaoncollege-opac.koha.co.in/) Users of the library can search the documents by author, title, subject, class no., ISBN, keywords etc. through the OPAC/Web-OPAC. The Web-OPAC can be accessed globally round the clock (24X7).

The library has a separate website (https://gargaoncollege.ac.in/library.html). The webpage of the Central Library is linked with UGC N-List, different scholarly open access journals/databases, some popular sites useful for preparation for Competitive Examinations and a good number of open access e-journals/e-books, *e.g.*-DOAJ, OTAD, Springer open access e-journal and e-books, Intech open access books etc.

The library maintains a barcode-readable online entry register for the users and is recorded in a cloud environment.

The library provides various services like Reference Service, Information Service, Reprographic Service, Internet Service, News Paper Clipping Service, Library Orientation Programme, Current Awareness Service, Selective Dissemination of Information Service, Electronic Document Delivery Service, Web-OPAC /OPAC etc.

The library provides a book bank facility to the poor meritorious students.

The reading rooms of the library are well-furnished and can accommodate 150 students at a time. A separate reference section and a separate periodical section are available in the library.

The library is equipped with a central Wi-Fi facility and CCTV camera.

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

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Gargaon College is well-equipped with IT facilities for education and research. The College has its own IT policy which aims at providing uninterrupted services to all stakeholders' viz. faculty, staff and students. The IT Infrastructure facilities of the college are used for academic cum administrative related activities such as admission, examinations, etc. The software related to them is upgraded from time to time. There are 187 computers in the college.

The College has the following IT Infrastructure to date:

- **Computer Laboratory**: 5
- **Laptops**: 5
- **Desktops**: 187
- **Printer**: 31
- **Copier Machine**: 4
- **Scanner**: 8
- **Internet Browsing Center**: 1
- The College have 8 (eight) Jio Air Fibre connections with bandwidths 100 Mbps and 30 Mbps and 2 (two) BSNL Broadband Connections (LAN) of bandwidths 300 Mbps (Fibre Silver) &200 Mbps(Fibre Premium Plus) respectively.
- **Software**: KOHA, OPAC, SOUL, Dspace (Library), Tally, ERP9 (Dept. of Commerce & Administrative Office); MATLAB, PHYLIP and DEV C++ (Dept. of Mathematics); SPSS & R (Dept. of Statistics); SPSS (Dept. of Commerce and Economics) and Antivirus Software (Quick Heal Antivirus), ARC - GIS & Q - GIS, Coral Draw, Chem Draw, ISIS Draw, Chem Lab. etc.
- **Online Meeting Platform**: ZOOM valid till September 2024
- **Official YouTube Channel**: The College has its own official YouTube channel i.e. "*Gargaon College Official*" where videos related to all the events organized by the college are shared with others and can be accessed by anyone.
- *E-Shiksha*: During the Covid – 19 period, the **E– *Shiksha***, an academic platform was launched by the college for facilitating, online teaching and learning activities for the students and is regularly updated by incorporating new videos and additional study materials and resources.

- - Besides this, all the faculties of the colleges also use Google Classrooms.
  - The whole college campus is under CCTV surveillance. 72 CCTV's are installed in the entire campus of the college with digital video recorders of 2 TB capacities.

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: 12.42

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

Response: 187

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response: 30.53

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)**

2023-24	2022-23	2021-22	2020-21	2019-20
21.02	41.02	26.11	25.61	14.80

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[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 institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 92.4

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
1507	1540	2431	3710	1416

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

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

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.3

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

Response: 62.59

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**

2023-24	2022-23	2021-22	2020-21	2019-20
1358	1005	2143	2361	316

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for 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: B. 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[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: 42.18

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

2023-24	2022-23	2021-22	2020-21	2019-20
298	357	304	142	97

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

2023-24	2022-23	2021-22	2020-21	2019-20
499	507	573	734	527

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	**View Document**
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 6.27

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2023-24	2022-23	2021-22	2020-21	2019-20
19	46	35	2	1

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**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: 26

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*

2023-24	2022-23	2021-22	2020-21	2019-20
8	2	2	2	12

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[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: 10.4

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

2023-24	2022-23	2021-22	2020-21	2019-20
12	17	14	4	5

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:

Gargaon College has an active registered Alumni Association **"Gargaon College Alumni Association" that plays a significant role in the development and progress of the institution.** This was registered under Indian Registration Act, 1908 Sl.No. 10248 deed No. 6356 dated 23/07/2019. Moreover, every Department of the College has its own Alumni Association which works under the guidance and instruction of the Gargaon College Alumni Association. The primary objective of the Alumni Association is to promote a mutually beneficial relationship between the Institute and its alumni. Every year, an Alumni Meet is organized and the potential plan of the Alumni Association is discussed in the Alumni Meet.

Objectives of the Alumni Association:

- To promote close relations between the Institution and its alumni
- To encourage and build a strong bond between alumni and present students

Alumni Contribution:

Financial Contribution: The Alumni have contributed funds for the development of infrastructure, such as bike stands and new alumni building. The association also contributes funds for the different programmes organized by the institution such as Bhaona performance, Inter College Youth Festival etc. In February, 2024 the association invited a reputed mobile theatre **"Assam Itihas Theatre"** for a few shows in the College playground with a view to raising funds for constructing **Student's Bike Stand and Alumni Building.** Accordingly, the association has successfully made earnings of around Rupees Five Lakh Thirty Thousand and is planning to use the same amount for the proposed works. For the Inter College Youth Festival which was organized by Gargaon College from 11th -14th February, 2020, the members of the Association contributed an amount of **Rs 1,79,500**/. Moreover, the Association contributed an amount of **Rs 88, 819/** in cash for the performance of the Bhaona titled "**Harmohan, Gojoketu Upakhyan, Dhritarashtar Digbijoy Aru Trishira Doityo Nidhon".**

Academic Contribution: Alumni engaged in guest lectures, workshops and seminars sharing their expertise and experiences with current students. They collaborate with the College in organizing social and cultural events, fostering a sense of community and belonging among the students and faculty. A total of 21 Alumni voluntarily took classes during the period.

Career Supports: The Alumni network offers mentorship programs, guiding students in their career paths and professional development.

Contribution of Kinds: Alumni contribution has supported the construction of new facilities, renovation of existing infrastructures and enhancement of campus amenities. Accordingly in the academic session 2021-22, the Association installed 5 aquaguards on the College campus, especially for the students at the cost of **Rs. 1,00,000/- (one lakh)** donated by one of the well-settled Alumni Safiul Hussain. Besides this, notable alumni of the College donated LED TVs for ICT Classes, books, cultural artefacts such as Museum specimens, miniature versions of Folk Music Instruments (Bihu) and traditional Japi (Asian conical hat), Book Shelves and Blue star hot and cold water dispensers etc.

Community Engagements: Alumni participate in community service initiatives including environmental conservation activities and educational outreach programmes.

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 institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short-term and long-term Institutional Perspective Plan.

Vision

1. Imparting the highest quality education to its students and bringing them on par with the world.

2. Providing quality teaching and guidance to the diverse student community and enabling them to realize and utilize their potential and creativity to the fullest.

3. Providing the best possible classroom environment, strong student-teacher relationships and an enhanced campus life.

4. Providing strong support services to the students towards successful completion of degrees as well as successful career advancement and employment opportunities.

5. Promoting continuous educational innovations, creative expressions and artistic productivity by fostering a vibrant knowledge-based atmosphere.

6. Generating research and extension activities for the development of the society.

Mission

1. Imparting quality education of national standards.

2. Expanding the knowledge base and mindset of the students by emphasizing both traditional as well as modern value-based education.

3. Inculcating positive thinking, honesty, integrity and a sense of moral and social belongingness among the learners so as to empower them to shape the future of our society.

4. Emphasizing on extracurricular activities in various fields to nurture the talents and skills of the learners.

Governance Mechanism

The Governing Body is the apex body with regard to academic, administrative and financial decisions. The body comprises of President, Principal & Secretary, Special Member (Government-Nominee), Vice-Principal, VC Nominee, University Nominee, Teacher Representative, Ex-Officio Member Non-Teaching Representative and Guardian Members.

The college has several formal and informal bodies to decentralize the planning and execution of various activities. These bodies are constituted of various stakeholders like Representatives of the Management, Government, University, Staff, office, Students, Employers, Alumni, Guardian, local-body NGOs, media etc to ensure participative management. The coordinators of these bodies make their decisions in line with the concerned policy document for the efficient achievement of institutional missions and the development of a vibrant organizational culture. The principal acts as the executive head and Vice-Principal assists the principal. The IQAC is responsible for all quality matters of the institution. HoDs, IQAC Sub-Committees, Office Staff, Academic Monitoring Committee, NEP Task Force, Admission Committee, Examination Committee, Digital Classroom Committee, Solid Waste Material Committee, Construction Committee, Canteen Committee, Hostel Committee etc. oversee different matters. A separate Special committee has been formed to manage the new education policy. Infrastructure development, NEP workshops and other activities have been conducted under the management of the committee. NCC, NSS, Yuva Tourism Club, Gargaon College Sports Academy, Students Union etc. are working decentrally in the college for the development of their colleges and students. After each NAAC accreditation cycle, a committee develops a five-year strategic plan. In line with this strategic plan, various departments and Committees develop their own action plans. Work is done through this plan. These planned works reflect sustained institutional growth.

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 institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Gargaon College, established on 7th September 1959 is one of the oldest and illustrious institutions of higher education in Assam. With a commitment to achieve excellence in higher education, the college has been working relentlessly for the development of the learner as well as the furtherance of social good. The college is committed to growing into a centre of excellence and sustaining its historical legacy to be the best by catering to all the needs of the learners and is well-equipped to face the emerging needs

and challenges of the times. The Gargaon College has taken the onus of enlightening and edifying the minds of its students so that they can become exemplary citizens and contribute to the betterment of society. The IQAC of the college has made an extensive contribution to institutionalizing the quality assurance strategies and policies related to academic and administrative performance.

In this direction, the college has successfully implemented its strategic/perspective plans over the years.

- The college uses experiential, participative learning, and problem-solving methods to encourage effective teaching and learning.
- The college provides access to dynamic teaching and learning methods including ICT tools that have helped the college facilitate interactive learning amongst the students and have helped the students grow while learning.
- The college has been applying both traditional as well as modern technology-based methods in the process of teaching and learning.
- The College promotes the use of online resources from various sources for effective teaching and learning processes.
- The college administration has been working towards improving the infrastructural facilities of the college to provide a better teaching-learning environment for the college fraternity.
- The College has successfully introduced the National Cadet Corps (NCC) and Regular Post-Graduate Courses in six departments under the affiliation of Dibrugarh University.
- Various welfare measures for the teaching and non-teaching staff are successfully implemented in the College.
- The IQAC has been continuously implementing it strategic plans in achieving a green and clean campus for achieving a sustainable environment.
- The college has a Research Cell which motivates and supports the college fraternity to carry out research in areas of importance.
- Under the aegis of IQAC, Gargaon College, different activities are undertaken to promote community participation through volunteering support and participation of the teachers, students, alumni, and all well-wishers.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

07-04-2025 12:34:26

Institution implements e-governance in its operations

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

IQAC, Gargaon College evaluates and keeps records of faculty performance year-wise. IQAC evaluates the faculty performance as regards teaching-learning and evaluation-related activities including lectures, seminars, tutorials, practicals, ICT classes, mentorship programs, 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 also makes arrangements for availing the government schemes such as Pension, Earned Leave encashment, Maternity Leave, etc. for the 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 well-furnished classrooms, seminar and

conference rooms, a library, Laboratories, Gymnasium, Indoor Stadium etc.

FINANCIAL SUPPORT: Sanchay Aru RindanSomobai 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.

HEALTH AWARENESS & SANITATION: Health Check-up camps, mental health 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 & students for their outstanding contributions in different fields.

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: 0.27

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**

2023-24	2022-23	2021-22	2020-21	2019-20
1	0	0	0	0

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 46.23

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2023-24	2022-23	2021-22	2020-21	2019-20
72	65	52	34	10

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

2023-24	2022-23	2021-22	2020-21	2019-20
26	26	26	26	26

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[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:

Since Gargaon College is under the deficit-grants-in-aid system of the Government of Assam and is also included under sections 12 (B) and 2 (f) of UGC Act 1956 under the affiliation of Dibrugarh University, it receives funds like salary, grants etc. from the government. The college mobilizes its funds through the following:-
1.   The admission process for the degree and postgraduate courses
2. MLA and MP funds
3. Research grants from ICSSR New Delhi and ICHR New Delhi for different projects.
4. RUSA Funds
5. Badminton Coaching Centre.
6. Gargaon College Playground
7. Gargaon College Canteen
8. PG Section and DODL, KKHSOU and PGDCA
9. Rent from Staff Quarters
There are monitoring, procurement and management committees that monitor, execute and implement the projects with the allocated funds from different sources. For optimal utilization of resources, the college chalks out its budget to meet the requirements under different heads. The account section of the college prepares the budget in consultation with the members of the Financial Committee headed by the Principal and implements the same after prior approval of the Governing Body. The finance section manages the funds received from the external agencies. The Public Financial Management System (PFMS) is used for receiving funds from Government and other funding agencies. The utilization certificate is sent to the funding agency along with the audited statement of accounts after the project/programme is completed. The college also effectively checks the proper utilization of the

budgeted amounts from time to time and has an audit mechanism for the proper utilization of funds under which Government Audits are undertaken every year.

Gargaon College conducts both internal and external audits for the proper utilization of funds. Internal audit is conducted by a reputed Chartered Accountant appointed by the Gargaon College authority and the external audit is done by Government auditors regularly.

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 of the college has made an extensive contribution to institutionalizing the quality assurance strategies and policies related to academic and administrative performance. Some of the initiatives undertaken by IQAC in this context as stated hereunder:-

- To facilitate equitable access and affordability of academic programmes for various sections of society, several skill-based courses, book bank facilities and career counselling programmes for economically weaker students etc. have been introduced under the initiative of IQAC.
- Different committees have been formed by IQAC in tune with factors like the mission and vision of the college, inclusivity, gender, members' expertise, students' diversity, and community participation. The committees endeavour to transform the institution into a seat of academic excellence. Periodical meetings of the constituted committees are held to plan, execute, monitor and evaluate the intended activities. For instance, to ensure efficient, timely performance of academic tasks, the Cell has constituted an academic development committee, research committee, add-on certificate course committee, collaboration and MoU committee, the committee for teacher and student exchange programme, among others.
- To share research and network with other institutions, several MoUs have been signed with reputed organizations and institutions.
- To ensure the credibility of the evaluation process, the Cell has constituted an online examination committee.
- To optimize and integrate modern methods of teaching and learning, the IQAC has taken the initiative to launch an e-learning platform called E-Shiksha and a YouTube channel.
- The IQAC has submitted the AQARs to NAAC on time. It holds regular meetings to discuss various qualitative strategies, collects feedback from students, alumni, employers and other

stakeholders assesses the same and also conducts academic audits for qualitative improvement.
- Under the initiative of IQAC, Gargaon College has successfully introduced and implemented 23 (twenty-three) add-on courses which are approved by Dibrugarh University. These courses have been meticulously designed to meet the needs of the students. Apart from this, the IQAC has also institutionalized different skills development programmes and workshops that have immensely benefited the participants.
- Environmental and green audits and energy audits to ensure environmental sustainability and ecological balance of the college.
- The IQAC of the college introduced programmes like mentorship and special programmes for slow and advanced learners to strengthen the teacher-student relation.
- The IQAC of the college introduced the grievances and redressal mechanism to solve different issues and problems faced by the students as well as the employees.

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); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Gargaon College actively promotes gender equity and empowerment both within and outside the institution, adopting a multifaceted approach that addresses social, political, economic, and academic dimensions of gender equality.

A key focus is academic equality, with gender-related topics integrated into departments such as English, Commerce, Economics, Geography, Political Science, and Sociology curricula. This academic framework enables students to critically engage with gender issues. The college also organizes various seminars, webinars, workshops, and hands-on training sessions to address topics like gender discrimination, child marriage, and violence against women. These activities foster social justice and community development, further reinforcing gender equity.

Regarding social equity, Gargaon College has implemented a uniform dress code to promote inclusivity. The institution also provides leadership opportunities for women, ensuring their active participation in faculty and student unions. Health awareness initiatives, such as observances of World AIDS Day and No Tobacco Day, along with blood donation camps, demonstrate the college's commitment to fostering a health-conscious society. Furthermore, Gargaon College promotes social participation through outreach activities in schools and villages and by organizing cleanliness drives.

The college supports political equity by encouraging student participation in governance through annual student union elections, which foster political awareness and responsibility. Additionally, women faculty members contribute significantly to the democratic process, serving as presiding officers, polling agents, and master trainers in state and national elections. Their involvement sets an example of active citizenship for students.

Gargaon College also emphasizes economic equity through its entrepreneurship development programs, which equip students with technical and entrepreneurial skills. These initiatives are complemented by creative competitions such as cake-making and hairstyling, allowing students to develop and showcase their talents. Additionally, the college offers skill development programs with hands-on training in areas such as pickle and candle making, embroidery, green tea production, and traditional food making, enhancing students' employability and self-sufficiency.

To further support women, the college provides infrastructural facilities such as a well-equipped girls' hostel, separate common rooms for female students and staff, and a daycare centre. These facilities contribute to a supportive environment, reinforcing Gargaon College's commitment to gender equity.

Overall, Gargaon College's comprehensive efforts to promote gender equity span across curriculum development, leadership opportunities, health initiatives, political participation, and entrepreneurial skills, fostering an inclusive and empowering educational environment.

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
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[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: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[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 and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Gargaon College has been actively working towards creating an inclusive environment for its students and staff. Some initiatives are-
•   The campus has facilities that are accessible to everyone, including those with physical disabilities. These include ramps, accessible restrooms and wheelchairs.
•   There is diverse content included in the curriculum to reflect different cultures, identities, and experiences. Diversity of contents helps students from various backgrounds feel represented and valued.
•   The college provides counselling and support services for students from marginalized communities. These include academic advising and mentorship programs.
•   The college offers scholarships and additional financial assistance to students from economically disadvantaged backgrounds to help them pursue their education.
•   Workshops and training sessions on diversity, equity, and inclusion are conducted from time to time.
•   There is an active student union body with student representatives dealing with and placing any issue faced by the students. Further, each department has its own student forum.
•   Various cultural, regional and linguistic events and activities are celebrated fostering an environment of mutual respect and understanding.
•   Various programmes are organised at the college to remind the faculties about constitutional obligations.
•   Various courses are provided in the curriculum which reminds the students about values, rights and duties as responsible citizens.
•   Various initiatives are taken from time to time to remind our responsibilities towards the environment and make our environment clean and green.

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:

Title of the Practice

Environmental Conservation and Preservation

Objectives of the Practice

Gargaon and its adjoining areas of Sivasagar and Charaideo District of Assam is renowned for their rich cultural heritage and natural beauty. However, the region faces environmental challenges. Sivasagar has several industries, including tea processing, oil extraction, and small-scale manufacturing. These industries contribute to air and water pollution through the release of harmful chemicals and effluents. The district's agricultural activities, particularly the use of pesticides and fertilizers, as well as urban wastes, lead to runoff that contaminates local water bodies. Keeping in view the environmental sensitivity of the issue, the Gargaon College administration emphasizes the need for environmental preservation initiatives.

The Context

For effective designing and implementing environmental conservation projects following contexts need to be considered:

1. Ecological Context: Biodiversity, Land Use & Water Resources.

2. Socio-Economic Context: Community Dependence & Education and Awareness.

3. Cultural Context: Historical Sites.

4. Environmental Challenges: Climate Change, Pollution & Deforestations.

The practice

Green Initiatives by the College

To sustain biodiversity, different Cells and Units of the College organise several tree-planting initiatives on the college campus and in the nearby communities. This initiative promotes an environmentally friendly atmosphere within the institute by providing pure air and raising awareness among the people.

Biodiversity Park

Gargaon College maintains three Biodiversity Parks to collect, cultivate and preserve a wide range of plants, animals, birds, snakes and other species. Different types of species provide richness to the biodiversity of the region.

Organic Garden

To popularise the concept of sustainable agriculture practices, Gargaon College has developed an organic agriculture model at the college campus. The total area of the organic garden is about one bigha. Parallelly, the college has initiated another green project i.e. leaf compost projects at the campus.

Evidences of Success

Green Campus Mission transformed the institute campus and its surrounding historical sites into a sustainable, eco-friendly environment. Organized more than 50 tree-plantation events involving students and faculty. Established in-campus community gardens in more than 1 bigha area within the institute premise that promote organic farming practices and serve as applied educational tools. Arranged around 45 environmental awareness programs in college and adjoining areas. The project outcome resulted in around 10% increase in green cover and biodiversity.

Waste Management Mission implemented a waste management system that promotes segregation of biodegradable and non-biodegradable waste and conserves water resources on campus. As a part of the mission, 12 vermicompost units were installed for biodegradable wastes. The institute campus was enhanced to plastic plastic-free zone by installing 2 plastic bottle banks for effective plastic recycling practices. Awareness programs were organized to promote responsible water usage among students and staff. The mission also promoted the use of sustainable materials in construction and renovation projects on campus.

Green Energy Mission enhanced the upgradation and maintenance of solar panels on campus buildings, installation of 2 rainwater harvesting units (2000 liters each) as well as installation of 2 biogas units for utilization of nonconventional energy and reduce carbon footprint.

Problems encountered and Resources required

Constraints in the availability of ingredients.

- Stakeholder engagement.
- Infrastructure Limitations.
- Technology integration.
- Waste management.

Resources required while implementing environment conservation missions are as follows:

Organic seeds and fertilizers were prerequisites for organic farming. Biofertilizers and a sufficient supply of cow dung were necessary for vermicomposting and biogas plants. Building plastic bottle banks and biodegradable waste collection units was required for waste management practices.

Title of the Practice

Gender Equity

Objectives of the Practice

The Gender Equity Program at Gargaon College aims to promote an inclusive and equitable environment for all students, regardless of gender. The key objectives of the program include:

1. **Academic equity**: To ensure equal educational opportunities for boys and girls.
2. **Social equity**: To empower female students and marginalized gender groups by providing resources and support.
3. **Political equity**: To increase representation of women in leadership roles, adopting more equitable policies and programs, and addressing the unique challenges faced by women in the institution.
4. **Economic equity**: To promote gender equity boosting local economies and employment.

The Context

For effective designing and implementing gender equity programs following contexts and challenges need to be considered:

1. Demographics and Socio-Economic Background

2. Challenges related to Cultural Norms and Gender Stereotypes

3. Limited Access to Education and Resources

The Practice

Academic Equity

The aim is to foster a critical understanding of key issues of gender equity through curriculum syllabus, highlighting the strategies for women's empowerment, and also bring gender equity in teaching as well as students' education, upgrading facilities such as hostels and providing scholarships for meritorious girls.

Social equity

At Gargaon College, we are committed to fostering a culture of equality and unity. To this end, we have implemented a uniform dress code for all our students; encouraging active inclusion of women in diverse spheres is essential for fostering gender equity and empowering women.

Political equity

Annually, the institution conducts students' union elections, empowering young leaders to experience governance first-hand. This initiative not only cultivates political awareness but also instils a sense of responsibility and democratic values among the student body.

Economic equity

Gargaon College recognizes the importance of entrepreneurship in shaping innovative minds. The institute organizes hands-on training programs to equip students with technical skills and fosters an entrepreneurial mindset for socioeconomic development of different sections of society.

Evidences of Success

The institute has organized 5 workshops and contributed 14 research articles in conferences and seminars; 11 research publications; 6 books towards gender equity.

Gargaon College offers a comprehensive hostel facility for 165 female students, ensuring a comfortable and conducive living environment. The hostel is equipped with essential amenities including a consistent electricity supply, access to clean drinking water, divyagan-friendly toilet, and a well-stocked library.

Problems encountered & resources required

In the initial phase, we had to overcome the following problems while implementing Gender equity programs:

1. Cultural Resistance
2. Health issues
3. Limited Participation and Engagement
4. Institutional Support
5. Resource Allocation
6. Safety and Reporting Issues

File Description	Document
Any other relevant information	[View Document](#)
Best practices as hosted on the Institutional website	[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:

The institution is distinctive in its thrust towards **Student-Centric Methods using Experiential and Participative Learning**. Imparting the highest quality education to its students and bringing them on par with the world, and promoting continuous educational innovations, creative expressions and artistic productivity by fostering a vibrant knowledge-based atmosphere are some of the visions of Gargaon College. In order to realize these visions, the institution focuses on student-centric methods to prepare its learners for the future. The student-centric approach incorporating experiential, participative learning, and problem-solving methods in teaching and learning aims to provide an environment in which students can learn to think critically and solve real-world problems.

The goals of Experiential and Participative Learning include problem-solving, community engagement, imparting practical skills, promoting sustainable ecology, developing communication/life/soft/computational skills, enhancing employability, promoting understanding of and creating awareness on the Indian Knowledge System, instill social responsibility, developing leadership qualities etc.

Problem-Solving: The development of Problem-solving skills leads to the building of confidence, collaboration with peers, development of communication/presentation skills and facilitates thinking skills. To impart problem-solving skills to students, the College provides laboratory facilities for students such as a language lab, science lab, ICT tools to undertake experiments related to different disciplines of basic science, learn communication skills etc. Workshops, Seminars and Group discussions are held and home assignments are given to train students on the art of problem-solving related to different topics of the curriculum as well as real-life situations. Field visits, industrial visits, internship programmes and study tours conducted by the College have helped students to explore and study the set-up and working of industries, socio-cultural contexts of different communities, regions, biodiversity etc. Problem-solving skill is also inculcated through the engagement of students in the preparation of wall magazines, e-magazines and hand-written magazines.

Community Engagement: To engage students in community service, the College carries out various extension activities through involvement in such activities undertaken by NSS, and NCC. Through a Volunteer Teaching Programme such as **Gyanyatra,** the College has taken the onus of reaching out to such students and offering necessary academic support through volunteer teaching by students. Along with imparting lessons related to the school/college curriculum, the project imparts training for career prospects, life skills, communication skills, health and well-being among others. Different departments have undertaken field visits or study tours to reach out to different communities and study their customs, rituals etc.

Practical Skills: Practical Skills relate to the application of knowledge in real-world situations, combining technical, manual and communication abilities. Through entrepreneurship workshops, voluntary teaching, microteaching etc. technical skills such as entrepreneurial skills, teaching skills, etc. are imparted to students. Provision of facilities such as a science laboratory, and language lab and publication of wall-magazine, e-magazines, and hand-written magazines are the college's initiative to provide hands-on training and develop teamwork and creative skills of students. Poster making, mehendi, cultural rallies, wall magazine competitions held during college week and other occasions help in developing students' creative and hands-on dexterity. The use of ICT tools, language labs, science labs etc. in the College has enhanced the practical skills of students.

Promotion of Sustainable Ecology: The institution has adopted several sustainable practices such as vermicomposting, green house, plantation drives, cleanliness drives, initiative of "Re-use, Recycle, Reduce", organic garden, rainwater harvesting, organization of environmental awareness programmes, seminars/workshops on environment and sustainability. The students of the College participate in each of these activities/programmes and thus they become aware of sustainable practices and inculcate these practices in their daily life.

Communication/Life/Soft/Computation Skills: The institution undertakes several activities to hone the communication/life/soft/computation skills of students which include skill development programmes, career counselling programmes, internships, diploma courses, add-on courses, entrepreneurship programmes, workshops/seminars in collaboration with other universities/institutions/organizations, street plays etc. The Tanu Konger Memorial Debating Competition held annually by the College helps in sharpening skills of debating, communication and thinking of students. Language Lab set up by the College helps students to comprehend the nuances of spoken forms of language and enhance their fluency in languages such as Assamese and English. Workshops on theatre have been organized by the College, which has improved the theatrical and communication skills of students.

Promotion and Awareness of the Indian Knowledge System: The institution has undertaken initiatives to promote and create awareness on rituals, traditions, and culture falling under the purview of the Indian Knowledge System which includes workshops, training programmes, bhaona performance, extension programmes, observance of important days and festivals. Students of the college have actively participated in the said programmes.

Social Responsibility: Generating extension activities for the development of society is one of the visions of the College. In tune with this vision, the College has carried out a series of programmes, during the assessment period, to inculcate in students the values of social responsibility. Voluntary Teaching, organization of health camps and blood donation camps on the campus, adopted villages and other neighbouring regions, extension activities such as awareness programmes on environment, social and political issues, street plays etc. are some of the initiatives undertaken by the College in the direction of creating a sense of social responsibility in students.

Leadership Building: Another goal of experiential and participative learning is to inculcate and develop leadership and organizational qualities in students. Participation of students in Student Body Elections, sports and cultural competitions at the college, university, district, state and national level has contributed towards the building of leadership qualities in students. Participation of students through NSS and NCC in extension activities in and outside campus including adopted villages, neighbouring regions etc. have also contributed significantly to building the leadership qualities of students.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

The college has acquired global competencies and international standards by earning the ISO Certification in Quality Management System and Environmental Management System. Moreover, the College has inked MoU with reputed institutions, industries and NGOs. Students are sensitized towards social responsibility and citizenship values through observance of important days, participation in student bodies, community services, awareness programmes through NSS, NCC and different clubs. Through the exemplary contribution of its esteemed Principal, faculty, students and units like NSS and NCC, the College has earned numerous accolades. Gargaon College was also the proud host of the Dibrugarh University Youth Festival, 2020. Students have been able to bring laurels to the institution by excelling in academics, sports and culture. Gargaon College, which has completed 65 years in the realm of imparting higher education, takes pride in the fact that it has produced many distinguished alumnae who are rendering sterling contribution in various fields from science and technology to art and public service both within as well as outside the country.

Concluding Remarks :

The institution's future plan for Research includes funding initiatives for student projects, teachers' training, research, participation in conferences/seminars and publications, emphasis on multidisciplinary research etc. As part of infrastructure development, the College plans to enhance its laboratory and medical facilities for students, build classrooms, multipurpose sports complex etc. In the area of academic advancement, the College plans to open new professional courses related to Indian Knowledge System, Skill Enhancement, Add-On courses, PG programmes in Science stream and apply for Autonomous status. In the area of community participation, the College plans to undertake community-based projects through the Incubation Centre.

The College has upheld its mission of imparting quality education and has never wavered from its commitment to serve the diverse student community by giving their needs top priority. Academic and extracurricular excellence along with inclusivity, social responsibility remains the institution's leading goals over the years. Gargaon College with its illustrious past continues to be a pioneering institution till today, with a steady increase in the number of students enrolled, infrastructure development and broadened academic offerings while concurrently preparing students for success in an ever-changing world.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
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* Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: C. Feedback collected and analysed
2.1.1	**Enrolment percentage** 2.1.1.1. **Number of seats filled year wise during last five years (Only first year admissions to be considered)** Answer before DVV Verification: <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>999</td><td>1071</td><td>1066</td><td>934</td><td>893</td></tr></table> Answer After DVV Verification : <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>990</td><td>1041</td><td>1033</td><td>910</td><td>863</td></tr></table> 2.1.1.2. **Number of sanctioned seats year wise during last five years** Answer before DVV Verification: <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>1213</td><td>1237</td><td>1141</td><td>1065</td><td>967</td></tr></table> Answer After DVV Verification : <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>1193</td><td>1207</td><td>1106</td><td>1035</td><td>937</td></tr></table>
2.1.2	*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years* 2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)** Answer before DVV Verification: <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>412</td><td>468</td><td>406</td><td>374</td><td>343</td></tr></table> Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
248	257	249	237	209

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

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
395	433	467	511	501

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
489	495	453	424	501

Remark : Data updated as per the HEI clarification response, Any admission excess of earmarked seats will be considered as general candidate.

2.4.2	*Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*

2.4.2.1. **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
71	66	54	53	47

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
73	70	54	54	48

2.6.3	**Pass percentage of Students during last five years (excluding backlog students)**

2.6.3.1. **Number of final year students who passed the university examination year wise during the last five years**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
499	507	573	734	527

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
473	475	556	710	497

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

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
609	592	581	762	744

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
583	560	559	739	713

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

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

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
30	49	28	25	9

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
5	4	2	1	0

Remark : DVV has updated the data only for the workshops/ seminars/ conferences conducted

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

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

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
26	11	7	21	8

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
21	9	12	13	3

Remark : Value updated as per the research papers published in UGC care listed journals after

	verification from ugc care list.
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** 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**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
22	103	72	34	30

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
13	15	15	11	2

Remark : DVV has updated the data after verification of ISBN number from isbn.gov.in.

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.* Answer before DVV Verification : Answer After DVV Verification :17
4.1.2	*Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years* 4.1.2.1. **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
10.40	18.20	18.25	23.86	32.16

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
32.05	23.85	17.20	17.60	7.40

Remark : DVV has updated the data as per the expenditure for infrastructure development and augmentation excluding salary

4.3.2	**Student – Computer ratio (Data for the latest completed academic year)** 4.3.2.1. **Number of computers available for students usage during the latest completed academic year:**

	Answer before DVV Verification : 187 Answer after DVV Verification: 187
4.4.1	*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)* **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)** Answer before DVV Verification: <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>36.38</td><td>74.29</td><td>57.09</td><td>56.09</td><td>45.97</td></tr></table> Answer After DVV Verification : <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>21.02</td><td>41.02</td><td>26.11</td><td>25.61</td><td>14.80</td></tr></table>
5.1.2	*Following capacity development and skills enhancement activities are organised for improving students' capability* *1. Soft skills* *2. Language and communication skills* *3. Life skills (Yoga, physical fitness, health and hygiene)* *4. ICT/computing skills* Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above
5.1.4	*The institution adopts the following for 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** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above Remark : Data updated as per the HEI clarification response.
5.2.2	*Percentage of students qualifying in state/national/ international level examinations during the last five years* **5.2.2.1. Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
47	72	44	2	1

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
19	46	35	2	1

Remark : DVV has updated the data as per the qualifying certificates only, rest of the documents has been excluded.

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**

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*

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
9	13	33	21	13

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
8	2	2	2	12

Remark : DVV has updated the data after considering the activity conducted under same event only once and excluded the nearby dates as per SOP

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)**

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

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
52	56	54	8	9

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20

12	17	14	4	5

Remark : DVV has updated the data after counting the activates conducted under same event only once. DVV has also excluded the nearby dates.

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**

     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**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
8	16	0	2	4

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
1	0	0	0	0

Remark : In the audited statement of accounts, the expenditure on conferences and workshops reflects the costs incurred by the HEI in organizing these events, rather than providing financial support to faculty members.

6.3.3   *Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

     6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
72	65	52	34	10

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
72	65	52	34	10

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

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
0	03	0	0	0

Answer After DVV Verification :

2023-24	2022-23	2021-22	2020-21	2019-20
26	26	26	26	26

Remark : Data updated as per the supporitng documents.

6.5.2	**Quality assurance initiatives of the institution include:** 1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented** 2. **Academic and Administrative Audit (AAA) and follow-up action taken** 3. **Collaborative quality initiatives with other institution(s)** 4. **Participation in NIRF and other recognized rankings** 5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.** Answer before DVV Verification : A. Any 4 or more of the above Answer After DVV Verification: A. Any 4 or more of the above
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** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above Remark : DVV has updated the data as Green audit and energy audit has not provided from the certified agency.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 379 Answer after DVV Verification : 106
1.2	**Number of teaching staff / full time teachers year wise during the last five years** Answer before DVV Verification: <table><tr><td>2023-24</td><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td></tr><tr><td>86</td><td>84</td><td>71</td><td>72</td><td>66</td></tr></table> Answer After DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
85	83	70	71	65

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

Answer before DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
68.54	98.15	75.34	74.29	56.37

Answer After DVV Verification:

2023-24	2022-23	2021-22	2020-21	2019-20
80.7	110.7	82.3	81.5	65.9