



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

JONAI GIRLS' COLLEGE

VILL JONAI BAZAR PO JONAI PS JONAI
787060

www.jonaigilrscollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Jonai Girls' College was established on 24th Sep/1994 as an arts college with the cherished goal of spreading and catering to the educational needs of the larger section of socio-economically backward community residing in this Murkong Selek tribal belt and block area under Jonai sub-division, Dhemaji district, Assam. Historically Jonai was known as Murkong Selek falling under historic NEFA (North East Frontier Agency). From the time of its inception Jonai Girls' College has been relentlessly striving to educate the Girls' students from the adjacent rural and backwards areas such as Oyan, Sodiya, Santipur (Tinsukia district), Namsing and Gadum under East Siang district of Arunachal Pradesh as well as the local areas under Jonai Sub-division.

The present Jonai Girls' College is the outcome of the concerted efforts of the local people of Jonai along with the sacrifice and dedication of our founder principal late Dr. Ruhini Kumar Pegu, the teaching and non-teaching staffs of the college, management and devotion of the students.

The prime objective of this institution is to making teaching learning for a complete and sound personality development rather than making a life for living. The motto of the college "Tamaso Ma Jyotirgamayo" which mean 'Awakening from the darkness of ignorance to the enlightenment with wisdom'.

The college is permanently affiliated to Dibrugarh University and has been included under 2(f) & 12(B) of UGC on 7th Aug. 2012 and The college has been provincialized by the state government of Assam with effect from 1st January 2013, under the provincialization of services Act/2011.

The college currently offers:

- Bachelors of Arts (Honours and Pass) in Assamese, Economics, Education, English, History, Philosophy, Political Science, and Sociology.

Vision

To empower the women through quality education for the world of excellence. "Tamaso Ma Jyotirgamayo" is the motto of our institution, which mean 'Awakening from the darkness of ignorance to the enlightenment with wisdom'. Empowerment of women in all aspects so as to enable them to cope up with the ever changing demands of the society.

Some of its vision includes –

1. To promote quality higher education among the women section.
2. To motivate and inspire for self reliant and building self confidence.
3. Capacity building of the female students through regular and supplementary courses with different life skills, soft skills and employable skills.

4. To inculcate the qualities of responsible citizens.
5. To draw out the leadership qualities among the female students to lead the society from the front.
6. To inculcate moral values and ethics to leave a moral life.

Mission

The College is devoted to provide higher educational opportunities among the women of this region particularly dwelling in rural areas by inculcating the innate potentialities through regular curricular and extracurricular activities.

1. The prime concern of the college is to provide quality education to women and to groom them up with balanced global outlook.
2. To support the student to mould themselves towards balanced and sound personality through different aspects of curricular & co-curricular activities.
3. The pivotal concern of the college is to impart quality education, inculcate humanity, sense of discipline, respect for tradition, and also to imbibe balanced global outlook. It is our relentless pursuit to remain relevant through meticulous planning and hard work.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength

The College is located in a small town of North-Eastern part of Assam, by the name Jonai, with latitude 27.8 N and longitude 95.2 E

2. The location of the College is serene and quiet, making the environment suitable for learning.
3. The College has dedicated teaching and non-teaching staff, and satisfactory student strength, hailing from different communities.
4. The teaching staff, both regular and Part-time, fulfill the required norms of UGC, and have been academically active.
5. The non-teaching staff are equally sincere, co-operative and computer educated. They are punctual and enthusiastic towards their duties.
6. The College encourages the students to focus on literary and creative dimensions through the annual College magazine as well as Wall magazine, along with Departmental wall magazines.
7. The College has an active NSS Unit.

8. The college has a safe and secure environment for the girl students.
9. The college IQAC is an active body with the co-operation of its various Committees which organizes different programmes to monitoring the students all round development in various fields.
10. The college encourages the effective use of ICT in teaching learning process.
12. The College runs a good and hygienic Canteen within the campus.
13. The College campus is well equipped with free 100 mbps WI-FI broadband connection.
14. Computer Lab of the college is well equipped.
15. The College and hostel campus are equipped with CC TV. surveillance.
16. The College has an Indoor stadium for badminton, Table Tennis and Mini Gymnasium with attached washroom facilities.
17. Drinking and running water facilities are properly maintained.
18. Parking facilities for both employees and students' vehicle is available inside the college campus.
19. College campus has proper plantation of trees and flower plants, besides it is declared as plastic free campus.
20. Career Counseling Cell regularly renders career oriented Workshops, symposiums and lectures for students.
21. The College has an active Alumni Association that frequently organises meetings and get-togethers.
22. The College has a highly sophisticated virtual classroom.

Institutional Weakness

1. Shortage of fund has resulted as a hindrance in the proper functioning of the College.
2. Insufficient infrastructure like dearth of ICT enabled classrooms and auditorium is being a weakness of the institution
3. Less percentage of dropout rate of students, caused by multiple reasons like representing from academically disadvantaged families, poverty and early marriage etc.
5. Less numbers of additional Undergraduate Degree programme is also a weakness of the institution. Due to that students could not opt for other programmes.

6. Insufficient resources and fund for recruitment, payment of Non-Govt. recruited regular teacher.
7. Less numbers of research works done by the faculties of the respective departments is being observed as a weakness of the institution.
8. Despite the library automation and N-LIST enabled facilities the college library has to be increased its book stocks as well as in numbers of journals subscription.
9. Insufficient numbers of govt. sanctioned library staff is a remarkable weakness of the institution. Which caused a great challenge in its proper functioning.
10. Shortage of minimum required numbers of Govt. sanctioned regular teacher in some of the departments is a weakness of the institution. It is worthwhile to mention that many of the departments are functioning under single govt. sanctioned regular teacher.
11. Nominal numbers of organizing seminars, workshops and research publication is one of the major weaknesses of the college. Apart from that conducting less numbers of research projects by the faculty members under different funding agencies is also a weakness of the institution.

Institutional Opportunity

1. The institution has the scope of upgrading into an ideal centre for women Higher Education in near future.
2. Providing Distance Educational Opportunities through Distance mode (DODL) under Dibrugarh University and Krishna Kanta Handique State Open University (KKHSOU) for people of all ages and categories.
3. To start Science and commerce stream along with vocational and professional courses at the under graduate level in near future.
5. To introduce and expose our future students to the broad field of rich folk Art and Culture moreover to train them in different perspectives of folk Music, Dance and Drama etc.of this region.
6. To help students to venture the field of Sports by training them in the sports of their interest.
7. To encourage Environmental awareness amongst the students, by motivating them to participate in various environmental awareness programme.
8. To inspire and encourage students to become more responsible towards Social activities, With a view to make them a responsible citizen.

Institutional Challenge

1. To motivate students to pursue Higher Education.

1. To increase research and extensional activities.
2. Encouraging students for competitive examinations.
3. To enhance the capability of the students representing diverse socio-economic background
In order to adjust themselves with the changing trends of the society.
4. To Maintain quality of the institution and at the same time ensuring higher education to all.
5. To assist the students to cope with the ever changing pattern and trends of higher education.
6. Providing resources and educational opportunities for marginalized students.
7. To shift the students outlook on employability aspects from Govt. service sector to self reliant or entrepreneurship sector. In order to mould them into productive human resources.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

As an affiliated college the college follows the prescribed curriculum of the affiliating university as well as it designs its own institutional academic calendar correlated to the prescribed syllabus of the university. Before commencement of every new academic session the colleges upload all details relating to information of the course structure, departmental teaching and non teaching staffs and intake capacities of the college. All Academic issues are monitored and executed by college academic committee which is constituted by the representation of all departmental heads. The departmental class routines are prepared and assigned classes to respective teachers by departmental heads in accordance with general college routine. Completion of courses within the stipulated schedules by the teachers are ensured and monitored by HoDs. Even the HoD issues course completion certificate to their teachers which they are bound to submit to the academic in charge of academic committee.

However as efforts towards continuous and comprehensive evaluation of student's achievement all departments conduct bi-sessional internal examinations, departmental seminars, group discussions in every semester. To counter the issue of student dropout, frequent parent teacher meets are organized in the college. Since being an affiliated college to Dibrugarh University there is ample provisions to integrate cross current issues like professional ethics, gender issues, human values, environmental and sustainability issues by maximum of the departments with regular prescribed syllabus. Apart from that most of the departments and different college committees like women cell, career counseling committee, organize training sessions, awareness programs and arrange talks for students on such aspects by inviting experts from different fields.

Teaching-learning and Evaluation

The admission process is purely based on merit as per the guidelines provided by State Govt. for free ship. Online mode of admission is introduced in the institution from 2016 and still continues to promote transparency in the admission process. The details regarding the offered programs, syllabus and course outcomes are uploaded in the college website and updated regularly. The college follows mentor-mentee system so that all sort of possible guidance can be extended for the students. Moreover, after completion of the admission process departments conduct unit tests for newly enrolled students. The prime focus of that test is to draw out an overall idea on the mental ability of the students, so that a better student centric approach can be applied for them. The institution adopts various student centric methods such as group discussion, class room interaction, seminars, home assignments, paper presentations and field studies etc. to supplement the teaching-learning process. For better understanding and effective curricular delivery, teachers use ICT tools whenever and wherever pertinent to do so. The college has a well equipped automated central college library with adequate number of books apart from free Wi-Fi facilities within the campus which is a boon for the students. The college has a computer laboratory and a virtual classroom along with a hall room equipped with overhead projector facilities. In terms of continuous and comprehensive evaluation (CCE) it is conducted as per the rules laid by the affiliating university. The evaluated seasonal internal exam scripts of are often shared with the students and efforts are made by the concerned teachers to resolve those problems.

Research, Innovations and Extension

In view to the nominal numbers of research activities, Continuous efforts are made by the institution to promote research friendly environment, innovation and for extending it among its staffs and students. Faculty members are always encouraged to organize, participate in different seminars, workshops and symposia. Moreover they were motivated to associate themselves with different research funding agencies to carry out more possible research in near future. Beside many of the faculty members authored, edited and co-edited many text books, journals, magazines etc. some of the research papers were published in different national and regional journals and conference proceedings. Many of our faculty members are also good writers and litterateur.

The institution always encourage for extensional activities towards the neighborhood community residing near by the college and sensitizing students about the prevailing community issues. The institution frequently organizes different extensional programmes in collaboration with different Govt. and Non-Govt. departments and organizations. The NSS unit, teacher unit, college health and sanitation club, and women cell frequently organizes programmes like plantation program, celebration of world environment day, international yoga day, Swacha Bharat Mission, Vijay Divas, National Girl Child Day and International Women Day. Besides this, NSS unit organizes special camp on community issues like public health, maternity health, public sanitation, campaign against eradication of blind beliefs, open defecation free village, Beti Bachaoo Beti Parhaoo etc at its adopted villages and adjacent areas. Apart from that our students, NSS volunteers and staffs took part in distribution of food and relief items to the flood effected people as well as distributed masks and food items during COVID-19 pandemic period. Even many of the faculty members willingly extended their teaching and interaction sessions at different schools at different levels to share their knowledge and experiences.

Infrastructure and Learning Resources

The college has two campus areas: the main campus and the hostel campus. As a whole the college area spreads over in 15.44acres (25 Bighas) of land, out of which 15163.49 mtrs. Area covered by in build infrastructure.

The institution has total 13+5=18 nos of class rooms including one virtual and four nos of hall rooms. The college has a fully automated (SOUL 2.0 operating software) with N-LIST registered College Central Library, Virtual Class room, Computer Lab, College Canteen, a playground with Basket Ball Court and running track as well as an indoor stadium with a mini gymnasium, badminton courts, Table Tennis Boards and with attached washroom facilities. Separate rooms are allotted for Alumni Association, IQAC, NSS Unit Office, Departments and for Girls Common Room within the main college campus and a Girls' hostel at an adjacent college hostel campus which is located at a walking distance of 300mtrs away from the main college campus. The functioning of that infrastructure is possible with the grants received from UGC, Govt. of Assam, MAC, MLAs and MPs local area development funds and contribution from donors and in some extent by its own recourses.

Student Support and Progression

The institution always tries to provide a favorable environment for student support and progression in the field of academic and co-curricular activities. To facilitate student's active representation and involvement on academic, co-curricular and extracurricular activities the college has established specific rules and regulations. The college has an active students union, which is elected and formed under a democratic process of direct election, except the posts of departmental representatives. The students' representations are there in different committees and cells such as Anti-ragging Cell, Grievance Redressal Cell, Hostel Management Committee, Editorial Board of College Magazine, Women cell, Library Advisory Committee and Internal Quality Assurance Cell (IQAC).

The college provides free admission to the students belonging to under privileged BPL families. Beside as a college situated in tribal belt and block area and exclusively meant for girls students all sorts of Govt. scholarships are provided to them.

The career counseling cell organizes different programmes for capacity enhancement and skill development. The NSS unit, women cell and student union initiate to provide platform for students to identify their talents and channelize those talents for further growth. The institution has an active alumni association which tries to bridge gap between the students of present and past.

Governance, Leadership and Management

The college governing body is the parent body, which regulate all sorts of academic and administrative issues. The principal acts as secretary of the body and the president is the nominated representative of the state Govt. the functioning of Jonai Girls' College is carried out in compliance to the directions and norms of all its statutory bodies.

The institution has different practices for decentralization of powers so that it can ensure active participations from its stake holders for overall management and administrative executions. All academic, administrative and other activities are planned and approved by the Governing body. There are several sub- committees operating under the Governing body. All the sub-committees are headed by a convener or committee in-charge.

The management always encourages its staffs to participate in seminars, workshops, FDPs and such training programmes by granting leaves and providing financial helps and incentives. Besides the management extends helps in benefiting their employees by govt. welfare schemes like granting medical leave, maternity leave, approving advance payment in form of personnel, educational, vehicle and housing loans and career

enhancement scheme leave etc.

The college conducts regular internal and external audits for its smooth financial management and resource mobilization. The financial audits are conducted under heads of general fund, building fund, hostel fund, silver jubilee celebration fund and tuition fee fund. To ensure optimal utilization of resources from the year 2016 onwards efforts are made to collect fees and bills through online process as well as all sorts of payments are tried to make by A/C payee cheque.

The IQAC of Jonai Girls' College was established on 8th May, 2014 with the prime objective of promoting quality higher education and to make the institution as a centre of excellence for females.

Institutional Values and Best Practices

As a centre of higher education exclusively meant for female the prime focus of the institution is to provide higher educational opportunities to female students belonging to the underprivileged families residing to this Tribal Belt Backward Area and adjacent border areas of Arunachal Pradesh. The college is always committed towards institutional values and best practices.

For the promotion of gender equity the college annually observes National Girls' Child Day, International Women Day etc. Along with that the Career Counseling Cell and Women Cell organize different programmes for women empowerment and for capacity enhancement.

For energy conservation the institution installed LED bulbs and high rated power efficient equipments throughout the campus beside as initiatives towards conventional energy saving measures it installed around seven numbers of solar street lights within the main and hostel campus. The college has Solid Waste Management System and E-waste Management System. In near future the college plans to install a plastic recycling plant which is under process at the present day. As under green initiatives the use of plastics inside the campus is banned and landscaping the campus with trees and plants. The institution is partially disabled-friendly environment. Two numbers of ramps are there for wheel chairs.

Jonai Girls' College always initiates to provide an inclusive environment by different celebrations, observations and extensional activities. The code of conduct for students, teachers and other staff members is displayed at college website.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	JONAI GIRLS' COLLEGE
Address	Vill Jonai Bazar PO Jonai PS Jonai
City	JONAI
State	Assam
Pin	787060
Website	www.jonaigirlscollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Khageswar Pegu	03758-9678195434	9678195434	03758-9678195434	jgcjonai@gmail.com
IQAC / CIQA coordinator	Utpal Roy	03758-9678297337	9678297337	03758-9678297337	utpalroyjonai@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	24-09-1994

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Assam	Dibrugarh University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	07-08-2012	View Document
12B of UGC	07-08-2012	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				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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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	Vill Jonai Bazar PO Jonai PS Jonai	Rural	15.475	15163.49

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	HS	English	20	9
UG	BA,Economics	36	HS	English,Assamese	20	9
UG	BA,Education	36	HS	English,Assamese	35	32
UG	BA,Assamese	36	HS	Assamese	50	32
UG	BA,Sociology	36	HS	English,Assamese	45	42
UG	BA,History	36	HS	English,Assamese	30	23
UG	BA,Political Science	36	HS	English,Assamese	40	31
UG	BA,Philosophy	36	HS	English,Assamese	60	59
UG	BA,Ba General	36	HS	English,Assamese	10	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				21			
Recruited	0	0	0	0	0	0	0	0	16	5	0	21
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				9			
Recruited	0	0	0	0	0	0	0	0	7	2	0	9
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				12
Recruited	8	4	0	12
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	0	1	0	1
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
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	4	5	0	9
M.Phil.	0	0	0	0	0	0	6	0	0	6
PG	0	0	0	0	0	0	13	2	0	15
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
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

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
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		Total
	0	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	0	0	0	0	0
	Female	537	2	0	0	539
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	33	26	18	18
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	612	543	485	462
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	74	52	50	56
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	1	1	0	3
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		720	622	553	539

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	1.Environmental education is a part of our regular UG course. 2. Value education has been extended through various activities in the college by observing various tithis of great personalities and celebrating
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	days of National interest.
2. Academic bank of credits (ABC):	Till date no facilities have been introduced by the State Government and by the affiliating University to avail.
3. Skill development:	1.Computer certificate course is introduced in the College from the academic year 2019. 2.Teaching skill has been provided under the paper skill development course in elementary level.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	1.An arts and cultural museum has been established inside the college library under the joint incentives of department of Assamese and college library. 2.The Assamese department is preparing to teach on folk culture and language by using ODL mode for intending students.
5. Focus on Outcome based education (OBE):	1.Educational tour 2.Practice and experimental teaching learning through prescribed course in the department of Education. 3.The department of Environmental Studies conduct field trip for its students to have firsthand knowledge. 4.Follow up services are extended for students by using departmental WhatsApp group and provide training by using zoom class.
6. Distance education/online education:	The college is running distance education under Dibrugarh University and KKHSOU under State Government.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
174	174	174	174	174
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
8	8	8	8	8

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
553	622	717	626	584
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
150	150	150	150	150

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
111	149	105	92	106

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
30	30	30	30	30

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
14	14	14	14	14

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 18

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
20.31	22.69	24.54	18.70	21.64

4.3

Number of Computers

Response: 17

4.4

Total number of computers in the campus for academic purpose

Response: 12

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

As an affiliated college to Dibrugarh University this institution follows the curriculum prescribed by the University. The college itself designs its own academic calendar correlated to the academic calendar issued by the affiliating University indicating the schedules for all academic and non academic activities.

All academic aspects of the college are monitored and executed by the college academic committee, which comprised of all departmental heads as representative member. The committee prepares the general class routine, scheduled seasonal exams along with other non academic programs like college week, field study etc.

Before the beginning of every new academic session the college uploads admission notification at college website containing all necessary and relevant information of the college as well as the same are circulated by means of displaying hoardings at different adjacent locations near to sub-divisional head quarter. All descriptions about availability of courses, intake capacity, fee structure, hostel facilities, other available facilities and details of the staff are mentioned in the college website.

The HoD of all departments prepares their departmental class routine correlated to the general class routine and allots classes to the teachers for a smooth classroom transaction and tries to ensure the completion of the same within due time.

The HoD ensures completion of courses by their departmental teachers at due time. At the end of every academic session the departmental head issues course completion certificate to the assigned teachers, who successfully completes their course. Teachers generally submit the course completion certificate to the academic in charge of the college Academic committee. The academic committee conducts regular review and overview meetings at the end and beginning of every academic session. It reviews teachers class progression and completion of courses along with over view (analyze) the performance of students in the last end semester final examination. The teachers usually adopt conventional lecture method (use ICT based teaching learning transactions if situation demands) to deliver their courses. Besides, the teachers organize departmental seminars, group discussions, educational tours, field studies, etc as a part of their regular course works for effective teaching learning outcomes.

The teachers are always advised to duly maintain their class dairies and attendance register of students which are generally provided to them before the beginning of every academic session.

The college always encourages its faculty members to take part in faculty development and induction programs such as orientation programs, refresher courses etc. conducted by different agencies under MHRD. Many of the faculty members have attended, participated and presented their research papers in different National, International seminars, workshops and conferences, moreover many of their

papers were published in National and International journals.

Besides the college central library annually organizes orientation programs for the fresh students to orient them about the proper ways of using library resources before beginning of every new academic session. The students are always encouraged and advised to use and access the library resources available at college central library.

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

As a permanently affiliated college under Dibrugarh University it has to adhere to the academic calendar of the University and set out its own annual college academic calendar before commencement of a new academic session, indicating all academic and co-curricular activities.

The college academic committee organizes orientation cum counseling programs for fresh students of BA 1st semester to provide them a brief idea on the nature, structure and course pattern of the existing system they have chosen along with its process of evaluation, and future prospects.

The college paid sufficient importance on continuous and comprehensive evaluation of student's achievement.

Bi-semester internal sessional examinations are carried out in each semester as a part of the continuous and comprehensive evaluation process along with departmental seminars, presentations group discussions, home assignments are assigned for the students.

To ensure and monitor the regularity, punctuality and discipline of students, regular parent-teacher meets are organized and conveyed them about the progress of wards. Regardless to the many counter efforts initiated and adopted by the institution, the issue of student dropout is a big challenge faced by the institution since its establishment.

File Description	Document
Upload Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

- 1. Academic council/BoS of Affiliating university**
- 2. Setting of question papers for UG/PG programs**
- 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
- 4. Assessment /evaluation process of the affiliating University**

Response: D. Any 1 of the above

File Description	Document
Institutional data in prescribed format	View Document

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

Response: 100

1.2.1.1 Number of Programmes in which CBCS/ Elective course system implemented.

Response: 8

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 1

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0.51

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	16	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

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

Response:

As an affiliated college under Dibrugarh University the college has to follow the prescribed syllabus of the University for UG level.

Environmental study is included as a compulsory paper in UG programme and it is being taught as compulsory paper for UG level students. It gives ideas on the environmental issues e.g. pollution, environmental degradation, biodiversity, ecosystem, sustainable development, disaster management etc. and at the same time promotes environmental awareness as well as builds environment friendly attitudes, values, ethics towards the nature.

The students were often taken out for field study and instructed to prepare field report based on the field visit.

The dept. of economics has a complete paper on 'environmental economics' which is devoted to six semester major students.

The syllabus of education department partially also includes environmental education as a topic for discussion to generate environmental consciousness among their students.

In the issues of gender education, Education 2nd semester generic elective (CBCS) has an entire paper devoted to women studies as well as Political Science generic elective-4 and Sociology major six semester has a complete paper on women education.

In Philosophy department the papers like GE-4, applied ethics, C6: Indian ethics, C7: western ethics are devoted to value education and its aspects beside GE-4 applied ethics are partially devoted to environmental ethics, value and morality.

Apart from all these the literature of Assamese and English text can give idea on past, present and future

status and role of women as well as on gender parity.

An elective paper 'value education' is taught under education department. The philosophy and sociology departments also have a paper on value education to promote high moral values, ethics and attitudes among students.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0.92

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	2	2	2

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response: 4.16

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

Response: 23

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni

Response: D. Any 1 of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

- 1. Feedback collected, analysed and action taken and feedback available on website**
- 2. Feedback collected, analysed and action has been taken**
- 3. Feedback collected and analysed**
- 4. Feedback collected**
- 5. Feedback not collected**

Response: D. Feedback collected

File Description	Document
Upload any additional information	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 92.73

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
232	289	284	239	347

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
300	300	300	300	300

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 99.33

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

2020-21	2019-20	2018-19	2017-18	2016-17
149	149	149	149	149

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

The admission is purely based on merit basis i.e. the higher secondary marks scored by students. The admission committee extends all possible guidance by conducting counseling programme to the fresh students to have an overall idea on their interested course of study e.g. course structure, course combination and employment opportunities associated with the subjects. After the commencement of regular classes, every department conducts unit test, sessional exam, and seminar and group discussion to identify the competencies, potentialities and short comings of students. Moreover, sufficient attempts and separate approaches are made to deal with slow, average and advanced learners.

Faculty members regularly try to access the nature of problems faced by the students and regularly motivate them to face and overcome those problems in friendly way.

Slow learners are given extra/ remedial classes and provided with additional supporting study materials, text book etc. to clarify their doubts and to overcome their problems.

Advanced learners are allotted and assigned with advance level of topics for seminar and home assignment. They are also provided with extra reference books and study materials available at the departmental and college library so that they can expand their level of knowledge.

Monitoring of students is done at departmental level. The total numbers of students are equally divided into groups of mentees as per the numbers of departmental faculty members (mentors), so that the mentees can be guided in their all academic, social and physiological aspects throughout the session.

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

Response: 18:1

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

Response:

For enhancing learning experiences the college has always given emphasis on student centric methods in addition to the conventional lecture method.

- Every class room is well equipped with white board facilities.
- Virtual class room is used for facilitating the use of ICT for teachers and students alike.

- Group discussions, class room interaction, seminars, home assignments, field study are conducted as a part of participative learning to enhance problem solving skills as well as to enhance communication skill among students.
- Students are always encouraged for active participation in their class and encouraged them to ask questions to clear their doubts and confusions.
- To promote interactive and participative learning each department arranges picnic and educational tours in almost regular basis.
- Students are encouraged to participate in extensional programmes and to volunteer their services towards the community through NSS and other such extensional programmes.
- To motivate the students the college has been undertaking “late Janaki Pegu memorial” best graduate award with a cash prize and felicitation annually sponsored by Mr.Mohan pegu in memory of his mother.
- The college Union body is formed by direct election comprising with the departmental representatives to promote democratic values and the sense of democratic participation among students.
- The students are encouraged to participate in the co-curricular activities such as quiz, debating and essay competition in annual college week, contribute their writings to college magazine as well as in other similar platforms.
- The students union regularly organize annual college week which provide a platform to the students to discover and groom their hidden talents and potentialities.

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

- Teachers have been using ICT tools in the class room when in demands to supplement the teaching-learning process and to make the process more effective.
- Some of the rooms are equipped with LCD, overhead projectors with lecture platform especially in the large classrooms meant for general classes.
- All Faculty members can make use of free Wi-Fi facilities and can search their required e resources at college library.
- During lockdown the class sessions were carried out through online mode by using applications like Google meet, zoom class room.....etc. and by using social media platforms like whatsapp.
- Each department has their own departmental whatsapp group to exchange their transactions.
- Seminars, workshops and group discussion are arranged in the virtual class room of the college which helps in building the confidence of students, to develop communication skills.

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 31:1

2.3.3.1 Number of mentors

Response: 18

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
Mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years	
Response: 214.29	
File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)				
Response: 3.33				
2.4.2.1 Number of full time teachers with <i>Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.</i> year wise during the last five years				
2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)	
Response: 17.63	
2.4.3.1 Total experience of full-time teachers	

Response: 529

File Description	Document
Institutional data in prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Continuous and comprehensive evaluation is conducted by each department under the rules laid down by the affiliating University. Out of the total 100 marks 20 percent of marks are being assigned to institution for internal assessment. Out of which 50 percent marks are drawn from sets of **sessional** exam, 5 marks are from attendance, 5 marks are drawn from group discussions, seminars and home assignments.

- Home assignments are assigned to the students in each semester.
- Sessional tests are conducted as per the schedule of college academic calendar prepared by the college academic committee.
- Sessional marks are uploaded in the departmental whatsapp group and displayed in the departmental notice board for circulation and answer scripts are displayed and analyzed with students so that they can improve themselves in future.
- Attendance register of students are duly maintained besides their participation in co-curricular activities are equally monitored, so that proper weight age of attendance can be converted into marks through internal assessment.

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

Response:

The process of Jonai Girls College in dealing with internal examination related grievances is very transparent, time bound and efficient.

- The answer scripts of the sessional internal examination are evaluated by the concerned teachers within stipulated times and the results and answer scripts are shared and consult with the students after evaluation. Their mistakes are pointed out so that they can realize their mistakes and can improve them in future.
- During the departmental seminars and group discussions students short comings and problems faced during their presentation are discussed and scopes as well as ways of improvement in presentation are highlighted, and provided necessary suggestions so that they can groom themselves in near future.

2.6 Student Performance and Learning Outcomes

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

Response:

As an affiliated college to Dibrugarh University it follows the prescribed curriculum frame work of BA major/pass course and CBCS BA programme from the academic year 2019.

The college has clearly stated its programmes as its vision, mission and objective of the collage on its college website. Besides, the course syllabus and course outcome are specifically uploaded in the departmental profile of college website. Anyone can draw an idea on the course outcome by visiting the college website.

The course and programme outcomes are usually reflected in the results of students, which are displayed in the college notice board at the time of result declaration as well as on the college website. While the end semester final results are always displayed in University website.

For fresh students an awareness programme is always organized by the college admission committee where the fresh students are introduced to their opted course for admission and its structure, pattern and outcome.

File Description	Document
Upload COs for all courses (examples from Glossary)	View Document

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

Response:

As an affiliated college under the Dibrugarh University the college has to follow the prescribe course module of the affiliating University. The course syllabus and programme out comes are annually uploaded in the college website. The outcomes and target achievements are reflected in performance of students in internal as well as in their external examination.

The departments conduct regular sessional examinations, organized departmental seminars, group discussions and assigned home assignments which are specially meant to assess the subject related knowledge, ability and helped in enhancing the communication and comprehension skills along with articulating their thoughts and feelings in organized way.

The program outcomes are reflected in the achievements of our alumni. They are the true reflectors of our achievements.

2.6.3 Average pass percentage of Students during last five years**Response:** 89.23**2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
111	149	105	92	106

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

2020-21	2019-20	2018-19	2017-18	2016-17
132	174	113	99	117

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.29

File Description	Document
Upload database of all currently enrolled students (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: 0

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)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Institutional data in prescribed format

Document

[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.2.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
8	8	8	8	8

File Description

Institutional data in prescribed format

Document

[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years**Response: 1****3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	1

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.2 Research Publications and Awards**3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****Response: 0.03****3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	1

File Description	Document
Institutional data in prescribed format	View Document

3.2.2 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: 0.4****3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in**

national/ international conference proceedings year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	3	2	3

File Description	Document
Institutional data in prescribed format	View Document

3.3 Extension Activities**3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.****Response:**

Jonai Girls College NSS unit conducts different Extensional activities from 2016 onwards

2016

1. Awareness programme on blood donation and organised a free blood grouping test on 24-09-2016.
2. Awareness programme on Digital banking at College campus on 20-12-2016 in collaboration with State Bank of India, Jonai Branch.
3. Conducted an entrepreneurship development training programme at college campus from 16-01-2016 to 20-01-2016 in collaboration with ICT academy, Tamil Nadu.
4. Observed international day against drugs abuse and illicit trafficking at Jonai bazaar on 26-06-2016 in collaboration with Sub-Divisional Administration, Jonai.
5. Organised mass rally on Anti terrorism day at Jonai area on 10-07-2016 in collaboration with Iqac, Jonai.

2017

- 1.5 No's of volunteers participated at a weeklong National Integration Camp (NIC) held on Bangalore from 3-01-2017 to 07-01-2017.
2. Participated 4 No's of NSS Volunteers at Mega special camp, Dibrugarh University from 18-01-2017 to 21-01-2017.
3. Plantation programme on the occasion of World Environment Day at Hostel campus, Jonai Girls College on 05-06-2017.
4. A week long special camping programme at Leku Jelom from 24-12-2017 to 30-12-2017 on Community Health, Hygiene and Drinking Water.

2018

1. Participated 4 No's NSS volunteers at Mega special camp held in Dibrugarh University from 7th to 11th Feb/2018.

2. Participated at Sanitation pit Digging programme at Siga Anchalik Kristi bhawan under Mission Sambhav(Swachha Bharat Abhiyan) On 26-03- 2018 in collaboration with MSTD Block,Jonai.

2019

- 1.Observed World Environment Day in collaboration with Mising Autonomus council at college campus on 05-06-2019.
- 2.Observed international yoga day at college campus on 02-06-2019 in collaboration with Sub-Divisional administration and Patanjali Samiti,Jonai.
- 3.Organised clean drive programme at Leku Jelom on 13-08-2019.
- 4.Organised cleanliness programme at College campus on 11-09-2019.
- 5.Observed Swachhata hi Sewa on occasion of Gandhi Jayanti at College campus on 02-10-2019

2020

- 1.Awareness programme on Covid-19 at Udaipur on 05-12-2020
- 2.Mask distribution programme at Jonai Bazar on 20-12-2020

2021

1. Volunteered for clean drive programme at the vanue of TMPK Golden Jubilee Celibration, Jonai from 16th Jan. to 17th Jan2021.

- 1.Seed scattered programme at Poba Reserve Forest on 20-06-2021.
- 2.7th International Yoga Day celebration with collaboration pof Jonai Sub-Divisional Administration, Jonai ai college campus on 21-06-21.
- 3.Observed a week long Van Mohotsav programmme from 01-07-21 to 07-07-2021 at Irrigation coloney, Jonai.
- 4.Participated at clean India campaign in commemoration of Azadi ka Amrit Mohotsav from 22-10-2021 to 20-10-2021.
- 5.Observed Human Rights Day at College campus on 10-12-2021.
- 6.Organised students counsellung programme on competitive exam at College campus on 23-11-2021.

- Apart from those significant extensional activities NSS unit, Jonai Girls' College annually observed world environment day on 5th of june, International Yoga Day on 21st june. and observed NSS day and College foundation day on 24th Sept.every year.
- Beside NSS special programmes different college committees organizes regular coaching camps, training and vocational skill development programme on different aspects.
- As a regular activity the College women cell observed International Women day and national girls child day every year.

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 7

3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	4	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copy of the award letters	View Document

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 26

3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
4	06	7	5	4

File Description	Document
Institutional data in prescribed format	View Document

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 5.73

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

2020-21	2019-20	2018-19	2017-18	2016-17
25	35	50	40	30

File Description	Document
Institutional data in prescribed format	View Document

3.4 Collaboration

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

Response: 4

3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	1	1	1

File Description	Document
Institutional data in prescribed format	View Document
e-copies of linkage related Document	View Document
Any additional information	View Document

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 4

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	0	2	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document
e-Copies of the MoUs with institution./ industry/ corporate houses	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

Since the time of establishment the college has been offering a single stream UG (B.A.) programme exclusively meant for women, with adequate numbers of classrooms. The classrooms are well furnished and equipped with minimum required numbers of teaching learning materials. All classrooms have proper ventilations, lighting and ceiling fan facilities concern to student's health and hygiene. Separate departmental rooms are allotted for almost all departments beside the dept. of Bodo and Environmental studies. Apart from that the institution has separate rooms for college IQAC, Alumni, NSS unit office and Girls common room facility with adequate numbers of infrastructure.

There is a Computer lab and a temporary education lab with adequate numbers of computers and infrastructure attached to these labs. The college provides free Wi-Fi access facilities for its students and staff. The college is well connected with 2 No's of broadband connectivity one for the computer lab and another one is for library access and students use.

The college has three phase electricity connectivity with its own three phase transformer provided by APDCL. Beside, the institution has a 20.KV A.C. alternate power generator to deal with the power disruption.

The college has installed sufficient numbers of closed circuit cameras (CCTV) at different locations to monitor the library as well as the college and hostel campus.

The college provides safe drinking water facilities to the students by using modern and traditional means of water purifiers.

The college has a well equipped Indoor stadium with badminton courts, table tennis boards, mini gymnasium and attached washroom facilities; moreover a multipurpose outdoor playground is there with a six lane running track and a basket ball court.

The college has a well equipped sophisticated and modern virtual classroom as well as an ICT enabled large classroom, which generally use as temporary auditorium in specific occasions.

The institution has one girls' hostel with an intake capacity of 60 numbers of boarders. Situated in an adjacent collage campus, which is located at a walking distance hardly about 300mtr away from the main collage campus. The hostel is well furnished and secured.

The hostel management tries its best to provide all sort of minimum required facilities to the boarders of the hostel.

The college has a college canteen inside the college campus, where students can take their light refreshment in an affordable price.

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

Response:

The college has facilities for co curricular activities of students. The institution has a play ground and an indoor stadium situated within the campus.

The playground for outdoor events is equipped with a basket ball court, hand ball ground and 200 meter Running track with six lanes for running events.

The indoor stadium is well equipped with two numbers of badminton courts and two nos. of table tennis boards, a mini gymnasium and washroom facilities attached to it with a minimum required accessories. Moreover, the stadium is facilitated with proper lighting facilities along with power inverter for an uninterrupted power supply.

The college is using the indoor stadium as yoga centre when it requires. Till date the college has not able to construct its own permanent auditorium for various cultural activities and events, instead of which the ICT enabled hall has been used as a temporary auditorium to conduct the various cultural events of the college.

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 0

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 3.52

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.70	0.67	0.44	0.75	1.17

File Description	Document
Upload audited utilization statements	View Document
Institutional data in prescribed format(Data template)	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The college library is fully automated and working on SOUL2.0 software which is under integrated library management system (ILMS). The library is N-LIST enabled through which student-faculty may access to their required e-recourses with their own ID passwords. The college central library has a collection of minimum around 4500 reference and text books. The library subscribe around 4 No's of daily news papers and around three No's of Assamese periodicals. Beside all departments have their own departmental library with adequate numbers of text books for their students. The college administration is well concern to the issue of development and up gradation of college library by purchasing more numbers of text, reference books, peer reviewed journals and e-journals in near future.

Jonai Girls' College central library is monitored by the college library advisory committee. The post of librarian is still lying vacant and has not been sanctioned after the demised of the founder college librarian. The post of assistant librarian has not been regularized. Presently the library is functioning under the temporary assistant librarian with one permanent library assistant and a bearer.

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: B. Any 3 of the above

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-

journals during the last five years (INR in Lakhs)**Response:** 0.64**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
.086	.40	.0042	2.14	.57

File Description**Document**

Institutional data in prescribed format(Data template)

[View Document](#)**4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year****Response:** 3.43**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 20**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

The college has 2nos. of classroom with overhead projector facilities. Out of which one is virtual classroom equipped with all sort of modern sophisticated technological facilities. The college provided free Wi-Fi facilities inside the campus for staff and student's with two numbers of broad band modems. The computer lab is well connected with separate broad band connection with 100mbps speed capacity.

The up gradation of IT facilities of the college is under process. Meanwhile sufficient efforts are made by the administration to install more no's of computer in the computer lab. The admission process, examination form fill up and re-admission of the college has been partially carried out under online mode from the academic year 2019-20. The college central library is fully automated and connected with Wi-Fi facility. Apart from that all departments are facilitated with departmental computers.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)**Response:** 46.08

4.3.3 Bandwidth of internet connection in the Institution**Response:** C. 10 MBPS – 30 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)****Response:** 10.81**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)**

2020-21	2019-20	2018-19	2017-18	2016-17
1.90	2.12	1.25	2.2	4

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**Response:**

For maintaining and utilizing physical, academic and support facilities the college has different committees to look after these aspects. The college has construction & campus beautification committee for overall maintenance and up gradation of college campus. There is an indoor stadium management committee which looks after the management and maintenance of the college indoor stadium, this committee permits to access and use the facilities of this stadium by interested sports person of this locality with free of cost as a sign of social liabilities of the institution towards the society under certain conditions.

The library advisory committee monitors the development and up gradation aspects of associated to collage central library.

The laboratory issues are maintained and monitored by academic committee of the college. Apart from that maintenance and repairing of college infrastructure are maintain by the permanent and temporary staff of the college.

For the technical and maintenance issues the college authority take helps and suggestions from different technical experts as engineers and architect from APWD, APDCL and PHE etc. when it requires.

The hostel management committee monitors the issues and developmental aspects of collage girls' hostel.

The institution has two numbers of vermin compositing units, a collage canteen inside the college campus along with a collage guest house for resource generation, which is monitored by collage recourse mobilizing committee.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 85.69

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
553	567	717	497	338

File Description

Document

Upload any additional information

[View Document](#)

Institutional data in prescribed format

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 37.67

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
265	427	0	177	254

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

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

Response: E. None of the above

File Description	Document
Institutional data in prescribed format	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 2.86

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

2020-21	2019-20	2018-19	2017-18	2016-17
79	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

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

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

Response: C. 2 of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.37

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	1

File Description

Document

Upload any additional information

[View Document](#)

Institutional data in prescribed format

[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 5.41

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 6

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg:

JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters and certificates	View Document

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Response:

The college has established specific rules and regulations to facilitate students' active representation and involvement in academic, administrative, co curricular and extracurricular activities along with provisions for Students' representation in various bodies, committees and cells of the college.

The college has a students' union, which is elected and formed under a democratic process of direct

election, excepting the portfolios of departmental representatives who are nominated by the respective departments.

The college students' union comprises of the portfolios as- President, Vice-President, General Secretary, Asstt. General Secretary, Games & Sports Secretary (Major), Games & Sports Secretary (Minor), Cultural Secretary, Social Service Secretary, Girl's Common Room Secretary, Debating Secretary, Magazine Secretary and departmental representatives from all departments.

The student's union endeavor to represent and address student's opinions, views and grievances to the concerned college authorities for discussion and to attain amicable solutions.

The students union arranges all sorts of programmes like annual college week, publication in college wall magazine and annual college magazine, organise freshmen social programme, farewell programme, observe Swaraswati Puja, different eventual literary and cultural programmes as well as different extensional activities of the college under the guidance and supervision of their concerned teachers in-charge.

There is scope of Students representation in different committees and cells of the college as per the established processes and norms, such as in Anti ragging committee, grievance redressal cell, hostel management committee, editorial board of college magazine, departmental magazines, women cell, IQAC and college health and sanitation club etc.

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

Response: 0

5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

Institutional data in 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:

Jonai Girls' College has an alumni association established in the year 2015 and registered under the Societies Registration Act XXI of 1860, with registration No:RS/DMJ/241/D/01 of 2021-2022. The association plays an important role in building relationship among the alumni and reunites them all for the development of the college. Since the establishment of the college it produced a lot of alumni who are engaged in different field. They involves in various academic and Non-academic activities organized by the college. The alumni set out a social media platform to keep updated and to keep in touch with the college activities. It organizes annual meetings where the developmental issues and the roles of alumni are discussed. The association extends all sorts of financial and physical (in kinds) helps and supports towards the overall college development. The association has its separate savings bank account for fund drive and for financial transactions, where any one of the interested alumni can directly transfer their financial contributions.

The alumni have donated around 300books to the college library form the date of its establishment.

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

The college governing body is the parent body of the college which regulates all sort of developmental and administrative issues. The governing body is constituted by the representatives from all stakeholders of the institution. The principal acts as secretary along with a president, two university nominated members and other representative members from teaching staff, non-teaching staff, civil administrative member, parents etc. The principal designs and executes the management policies with the co-operation of all the faculty members. Being an affiliated college under Dibrugarh University it has to adhere to the prescribe course curriculum of the University. In case of framing academic policies the governing body has a minimal role to perform.

In executing different curricular, co curricular and infrastructural developmental activities, the principal cum secretary supervises the different committees and cells and ensure active involvement and co operation from all its stakeholders.

The members of various committees are informed about their duties and responsibilities in formulating the action plans for fulfillment of the stated mission and vision of the college.

The principal of the college prepares all its plan, policies and strategies in consultation with Governing Body, IQAC and other committees.

Outcomes are reviewed and studied periodically and in this connection, not only the suggestions drawn out from the review meeting are considered, but also the required changes for improvement are incorporated in the system.

The college construction committee monitors the infrastructural or the constructional aspects.

The academic committee monitors all sort of academic issues related to the academic aspects of the college.

The college maintain different funds in specific bank accounts head like General funds, examination funds, games& sports funds etc. and the accounts are maintain with separate ledger book, case book etc. as well as all accounts are audited by the certified accountants and along with with the government auditors on regular basis.

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

The institution has initiated different practices for decentralization of powers and functions to ensure active participation of all its stakeholders for overall management and administration of the college.

The Governing body is the nodal administrative as well as highest decision making body. The nominated college Governing body is approved by the Director of Higher Education (DHE), Govt. of Assam. The principal acts as the secretary of college governing body. All academic, Administrative activities are approved and monitored by the Governing body. Every possible effort are made to ensure active participation and involvement of students, alumnae, parents, teaching and non teaching staff in all sort of developmental activities of the college.

There are several sub-committees constituted under the Governing body. All the sub-committees are headed by a convener or in-charge, who convenes meetings of the committee at a regular interval, so that they can frame out the developmental plans and strategies of the college.

As of now the college has the following committees, cells and bodies working at different levels-

1. Academic board (committee)
2. IQAC
3. Construction Committee
4. Women Cell
5. Admission Committee
6. Library advisory committee
7. Grievance Redressal Cell
8. Anti ragging committee
9. Teachers Unit
10. Hostel Management Committee
11. Jonai Girls' College employees union
12. Non-teaching staff unit

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

With due approval from the governing body the executive and administrative head prepares perspective plans and strategies for college development. Some of the plans are-

- The academic strategies and policies are designed and executed by academic boards (committees), which comprise of all the departmental heads as representative members and convene by a senior most faculty member next to Vice-principal as convener of that board.
- The library advisory committee which constitutes assistant librarian as convener in absence of regular/permanent librarian (till date the post of assistant librarian is also non-sanctioned by the govt.) and principal i/c as chairperson of the committee along with all the HoDs, student representative, non-teaching staff representative and IQAC coordinator as members of that committee. As a chairman of the committee the principal i/c of the college has been relentlessly

entrusted for library enrichment.

- The College always encourages students and faculty members to get involve in active participation in extension services related to socio-cultural aspects.
- Inter Institutional co-operations are encouraged by permitting the faculty members and students to visit nearby adopted and other institutions under the faculty-student exchange programmes.
- In view of the professional development of the faculty and non-teaching staff the college always grants leaves, provide financial support to participate in such programmes on different occasions.
- Faculty and non teaching staff are always encouraged to delegate and ensure their participation in different programmes organize by the Government and non government organizations.
- The administration of this institution always grants financial helps and leaves to its staff as in the form of advance payment(personal, vehical and home loans), pay leave at the time of their requirements.
- The College always supports and extends help in benefiting their employees by the means of Government welfare schemes like granting maternity leave, child care leave, medical leave, career enhancement scheme leave etc. towards its teaching and non-teaching staffs.

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

Response:

The college Governing body is the parent body to supervise and regulate all sort of academic and administrative matters along with policy making of the college. The GB is formed and delivers its responsibilities under the guide line laid down by the Government of Assam.

The Governing body comprises of the President, Principal cum Secretary, University nominee members as well as members from guardians, teachers (a lady teacher representative), non teaching staff and IQAC coordinator as member representative respectively.

The appointment and functions of some of the existing bodies and committees of the college are –

Principal: Appointment; academic, administrative, financial functions are executed as per the rules and guide line laid down by the UGC and Directorate of higher education Government of Assam.

Vice-Principal: Appointment; from the senior most faculty members. Function as principal i/c in absence of permanent principal as well as has to discharge academic and administrative duties and responsibilities.

Academic In charge: In absence of permanent principal the vice principal has to discharge the duty of principal i/c. In that situation among the next senior most faculty members is appointed as in charge of academic board (committee) to look after the academic and administrative responsibilities which is generally discharged by the vice- principal.

Head of the Departments: Appointment; to the senior most faculty members of the respective department.

Teachers: Appointment as per UGC and State Government guide lines and in the initial post of Assistant

Professor.

Non-Teaching staff: Appointment as per Assam Government service guide line.

Service rule: As per UGC and Government of Assam service rule.

6.2.3 Implementation of e-governance in areas of operation

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

Response: D. 1 of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3 Faculty Empowerment Strategies

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

Response:

For faculty empowerment Jonai girls' college has endeavored to adopt different effective measures and strategies such as-

- The college always encourages the faculty members to participate in capacity building and faculty development programs like refresher course, orientation program, short term course etc. likewise leaves are granted as feasibility.
- In view to the nominal numbers of research activities carried out by the faculty members the institution always encourage its faculty members to go for more minor research projects under different funding agencies, beside self financing research projects are also encouraged to the faculty members in their fields of interest.
- The institution always motivates and promotes its faculty members, students and non-teaching staff to actively participate in all sorts of co- curricular, extracurricular and extensional programs of the institution.
- The Development of the sense of team spirit among its staff is a major concern of the staff for improvement and maintenance of the effectiveness and efficiency of the institution.
- The college administration is in favor of providing all sort of regular govt. welfare and faculty enhancement schemes to its teaching and non-teaching staff, such as- maternity leave, casual leave, child care leave etc.

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.**Response:** 1.33**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**

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**Response:** 0**6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**Response:** 0**6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

The college internal quality assurance cell (IQAC) generated its own system to monitor and maintain the performance appraisal of faculty members by self designed mechanisms, such as-

- The annual feedback collected from students is both qualitative and quantitative in nature. The IQAC analyses the feedback jointly with feedback analyzing committee as well as prepare feedback report and submit the same to the concern administrative authority, however the executive authority placed it before the governing body for discussion and necessary action. Subsequently it helps the G.B. in preparing the annual confidential report on the faculty members.
- The Institution has a performance appraisal system to assess the quality of the faculty members. The teachers need to submit their self appraisal supporting documents in hard and soft form to IQAC annually.
- The teaching staff has been provided with unique individual ID login password so that they can regularly update their personal profile format on college website by themselves.
- All sort of information on multiple performance appraisals are noted in individual service record by the authority, which are required and considered at the time of API evaluation for staff promotion and placed before the screening committee members for promotion of faculty member under CAS scheme. The subject specific panels of screening committee members are recommended by the affiliating university and screening reports are send for approval of higher authority.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college conducts regular internal and external audits for its smooth financial management and resource mobilization.

- The institution has conducted internal audit up to the last financial year 2021-22. While external audit is completed up to the financial year 2018 by the govt. auditors appointed by the State Government of Assam.

- The institution has conducted its internal audit in various heads like – general fund, library fund, building fund, admission/ tuition fund, hostel fund etc.
- External audit have been conducted on construction and other grants along with the income and expenditure of self generated funds by Govt. Auditors appointed by the State Government of Assam from time to time.

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

For a sound and efficient mobilization of fund and to ensure optimal utilization of resources the Institution has an efficient financial management system as –

- Fee structure for admission is determined by the GB as per the guide line laid by State Government of Assam.
- Maximum efforts are made by the college administration to collect the fees and bills through online process from the year 2016 onwards.
- In unavoidable circumstance cash payments are accepted.
- The college construction committee is constituted under the GB to look after the construction related matters. For all types of construction tenders are invited from reputed construction farms by circulating tender notice in local and regional daily news papers as well as on college website.
- In case of any kind of purchase related to the Institution quotations are invited from different parties and farms. The lowest bidder with requisite criteria fulfillment is asked for supply the required materials. All payments are made by A/c payee cheques only after receiving the materials and approval of the college development committee.
- An annual tentative budget is prepared for allocating funds in mentioning the tentative

expenditure under different heads like students' welfare and infrastructure etc.

library, building, sport, cultural development,

The institution has its own income generated sources such as from vermin composite production sale, providing guest house accommodation to specific and concerned guests in affordable price, permitting the private parties to run the college canteen at a stipulated rent under annual contract and facilitate to avail the indoor stadium of the college to the concerned and interested parties for holding indoor games and sports under specific terms and conditions.

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

Response:

The Institution has an IQAC, which was established on 08/05/2014. Since the time of its establishment different initiatives have been taken by the college IQAC to contribute towards promotion of quality higher education and to be a centre of excellence in female higher education.

Some of the best practices initiated by IQAC are as follows-

- The IQAC organized workshop on academic themes.
- The IQAC maintain the performance appraisal report of faculty members and maintain the information on multiple activities are kept recorded in soft and hard form.
- Annual feedbacks are collected, analyze and reported to the higher authority.
- IQAC always involve in regularly extending its services jointly with different committee of the Institution in observation, celebration of special days related to national interest along with other extensional services as well as in social works.
- In addition to the extensional activities the IQAC and NSS unit of Jonai Girls' College jointly organized different programmes special camps on relevant topics for social upliftment like mass awareness programme on sanitation drive, health and hygiene, waste management etc.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The IQAC of the college was established on 08/05/2014 as per the guidelines laid by the UGC. Since its establishment it has been involved in ensuring quality in different domains for all round development of

the institution.

In the preceding five years IQAC has made adequate arrangements in reviewing its teaching learning process, structure and methodologies in operations and learning outcomes at periodic intervals.

As of now the IQAC has been taking feed backs only from the students, pertaining specific questions concern to teachers quality, teaching methodology and completion of syllabus in due time. The collected feedbacks are analyzed by feedback analyzing committee. The IQAC verified the feedback analyzing report and discussed it with college academic board (committee) so that they can take necessary reformative actions for the effectiveness of teaching learning and its improvement.

In addition to that IQAC periodically conduct review and preview meeting with different committees especially with academic committee to discuss on the aspects and challenges it facing in delivering teaching learning experiences in effective way. Apart from that IQAC is convincing the college administration in ensuring to enhancement of college library with adequate numbers of books, development of computer lab, adequate classroom facilities, free Wi-Fi facilities, ICT enabled classrooms, student academic and non-academic support facilities like establishing college canteen, girls common room with supporting facilities, installation of close circuit cameras at library, hostel, and college campus, installation of A/c generator for uninterrupted power supply etc.

All these facilities are provided by the college administration within a very short period of time as a result relentless effort and pursue from the IQAC.

For successful completion of NAAC accreditation (first cycle) the preparation of IQA and SSR are prepared by IQAC as per guide lines and parameters laid down by NAAC.

The college has continued to move towards the vision of excellence with regard to the second and subsequent cycles or post accreditation period of time by adopting and maintaining some of the quality initiatives in overall aspects-

- Organizing more numbers of national and international seminars.
- Maximum use of ICT in regular classroom teaching learning transactions.
- Enrichment of college library with proper orientation for adequate access to e-resourcess by students.
- Compulsory remedial classes for slow learners.
- Timely conduct of audit of various accounts to ensure transparency in governance.

- Submission of AQAR to NAAC within stipulated time.
- Timely Assessment and Accreditation of the college by NAAC.
- Collecting feedback from Teacher, Parents and from Alumni.
- Convene for regular Guardians/parents meetings.
- Publishing more numbers research papers in books and journals.

6.5.3 Quality assurance initiatives of the institution include:

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

Response: E. None of the above

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

As an institution exclusively meant for girls student it has always displayed its devotion and commitment towards the promotion of gender equity and up liftmen of the female status in the society. Some of the initiatives initiated by this institution are–

- Jonai Girls' College NSS unit organized a week long special camp at the adopted village Leku Jelom on the theme "Community Health, Hygiene and Drinking water" from 24-12-2017 to 30-12-2017 specially emphasized on awareness drive relating to maternity health and transforming the village as an open defecation free village, with participation of around 40 nos. of NSS volunteers.
- The institution annually observes National Girls' Child day and organizes different programs like felicitation to outstanding Girls' student, awareness and skill enhancement programs for Girls child empowerment etc.
- The College annually celebrates International Women day at college campus as well as at different parts of Jonai Sub-division under the initiatives of women cell, Jonai Girls' College.
- College career counseling cell regularly organizes counseling sessions for the students by inviting experts from different Govt. and Non-Govt. agencies and fields like civil Administration, Banks and from multinational companies etc.
- The safety and security of the students inside the collage and hostel campus is always a prime concern for the institution in view to that Boundary wall is already constructed almost in all surrounding of the college campus.
- Entry & exit register is maintained at the college main gate for outside visitors. None other than the students & teaching staffs are permitted to enter the campus without proper reason during the college hours.
- The whole college and hostel campus is under CCTV surveillance, cameras are installed at important locations.
- Adequate nos. of toilet facilities with running water, sanitary napkin disposing machine, napkin vending machines are provided to the students at college campus.
- Emergency phone nos. is displayed at the open space of the college and hostel compound.
- To ensure security measures ID card issued to the students and all teaching and non teaching staff containing with all necessary in formations. Without ID card no one is allowed to enter the college campus beside the visitors in official visit can enter with prior permission.
- The College has a well equipped Girls' hostel with all sorts of necessary facilities with accommodations of maximum 60 nos. of intake capacity.
- The College has provided a girls' common room equipped with minimum required facilities so that they can spend their free time in constructive way.
- As per the regulation of UGC and DHE, Government of Assam the college has an Anti ragging cell and Anti sexual harassment cell to resolve the issues related to ragging and sexual cases.
- The College has grievance & redressal cell which is constituted under Governing body to resolve and redressed the all grievances including examination related grievances of students

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: E. None of the above

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

Solid Waste management:

Plastic and handmade bamboo garbage bins are installed at different areas of the college as well as at hostel campus which are used to collect solid waste and garbage.

The bins are clean regularly. Academic and administrative buildings and other surrounding area of the campus are regularly clean by the college staff (grade IV). The collected solid waste are separated in degradable and in non degradable section and disposed accordingly. For the proper utilization and management of solid waste the college has set up two numbers of vermin compost production units within the college campus, where the decomposed solid wastes are transformed to vermin composed manure.

Liquid waste management :

As an arts institution the possibility of chemical liquid waste is rare. The liquid waste released from toilet, canteen and hostel use etc. are properly drainage. The college provided facilities of safe sanitation, sanitary pad disposal machine and napkin vending machine for its students.

Bio-medical waste:

As an arts college the generation of bio-medical waste is rare in the campus.

E-waste management:

For E-waste management an agreement of understanding is signed between the institution and the

electronic supplier of the institution “M/S Computer place”. The generated e-waste such as batteries, computer parts, printer and several other electronic gadgets are generally send back to the supplier for its proper use.

Waste recycling system:

In waste management the institute follows the three “R” principles of waste management. That is Refuse, Reuse and Recycle.

To drive awareness on the issues of waste management system and best practices, the NSS unit of the college organized a week long special camp on the theme “solid waste management and its recycle”.

All the generated wastes are collected, separated and measures are taken accordingly.

7.1.4 Water conservation facilities available in the Institution:

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

Response: E. None of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

7.1.5 Green campus initiatives include:

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

Response: E. None of the above

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions / awards**
- 5. Beyond the campus environmental promotion activities**

Response: E. None of the above

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Divyangjan friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: E. None of the above

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

From the time of establishment Joani Girls' College has stressed its prime focus on providing an inclusive environment for harmony and tolerance towards cultural, linguistic, communal, socio economic and other diversities.

Keeping it view different committees and cells of the institutions carried out various programs like-celebration of women day, republic and independence day, vijay diwas , national girls' child day, world environment day etc.

The college teachers unit in collaboration with IQAC, NSS unit and other committees regularly participate and extend its services in relief distribution, participate in republic and independent day parade, swaccha bharat mission, organize yoga camp, celebrate festivals like bihu, ligang, swarasati puja, teachers day, rastiya ekta divas etc. Moreover the college week ,NSS special camp is organized by the students and faculty members in every year, which significantly help to promote the sense and feelings of brotherhood, integrity and harmony among students.

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The jonai Girls' college organizes, celebrates different programs, events, and lectures on occasions such events like Republic Day, Independence Day, Gandhi jayanty etc. Beside the Vijoy Divas, Sargical Strike Day is celebrated to develop the sense of responsible citizenship, integrity and brother hood among the students.

Through out the year the Institution organize and celebrate world environment day, yoga day, National voters day, International mothers tongue day, blood grouping and donation awareness camps, NSS special

camp in the adopted village and neighboring villages situated near to the college campus.

A multi cultural rally is taken out by the students on the eve of college foundation day on 24th of sept. every year as to bring harmony among students.

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: E. None of the above

File Description	Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Joani Girls' College organized, celebrate and observe National festival, birth and death, anniversaries of great Indian personalities, National Days, Days of national significance etc. annually.

?Celebrates Republic day and Independence day in every year.

?Celebrate National Voters Day, Ekta Divas(National Unity Day), Vijay Divas, Surgical Strike Day annually.

?Gandhi Jayanti, Teachers Day, National Integration Day (Ekat Divas) are observe annually.

?Observes birth and death anniversaries of Sankar Deva, Madhav Deva and Dr, Bhupen Hazarika, Jyoutiprasad Agarwala, Bisnu Rabha etc.

?Shilpi Divas is observed annually in commemoration of the Birth day of Rupknower Jyoti Prasad Agarwalla.

?College foundation Day and NSS day is observe every year on 24th of Sep.

?National Girls Child Day, International Women Day, World Environment Day, Yoga Day, Anti terrorism days are observed with full enthusiasm and joy.

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:

1. Title of the Practice: Waste Management and its approaches

Objectives of the Practices:

1. Driving awareness among students on cleanliness, sustainable development and good environment friendly practices.
 2. Promoting awareness in the management of daily produced domestic wastes and generated garbages by the College.
- (iii) To make aware the students with the aspects, types and approaches of waste management.

The Context:

Wastes are there in the past and now in the present. But the types, kind and approaches towards its management varies in course of time. The changes of day today life brings changes in our life styles accordingly it brings unavoidable non- degradable and bio degradable waste in our surroundings.

The initiatives to Drive awareness and providing practical firsthand knowledge to students on waste management is there for can be considered as most relevant and timely initiatives of our Institution.

The Practice:

Various numbers of handmade bamboo bins along with plastic bins are placed at different corners of the college and at hostel campus. The college follows 3 'R' principles in waste management.

Only in unavoidable circumstances plastics are used inside the College and hostel campus. Otherwise plastics are probably unused up to possible extent.

The garbage or solid waste scattered around the college and hostel campus are collected and put it in the garbage bins on daily basis.

The garbage are collected weekly and categorized into degradable and non degradable types of waste. The bio degradable waste like leaves, vegetables, fruits etc. are disposed at vermi composing pit which is constructed inside the college campus at regular interval. The non degradable solid waste like plastic bottles, e-waste etc. are separated and supplied to the rag collector.

Relating to the **Waste Management and its approaches** the NSS unit of Jonai Girls' College has organized a week long special camp on the theme 'Waste management and its recycle' so that it can drive consciousness among students on proper ways of waste management.

Evidence of Success

The evidence of success of the practices can be observed in students' behavioral transformation. Earlier the students were very much casual in dealing with their waste. They even use to throw the waste at any place inside the College compound.

Problems Encountered and Resource Required

Despite the financial shortage there are no any major problems associated to this practice.

The main resources required for the this practice for construction of Vermi composing shed, vermin bed, raw materials like cow dung, bio degradable waste and good quality of earth warms, dustbins (made of bamboo or plastic) an a trolley.

2. Title of the Practice: Extending Community Services

Objectives:

(i)To developed the sense of responsible citizenship, leadership quality and democratic attitude among students.

(ii) To identify the needs, problems of their neighborhood community and strive to find out solution to those problems.

(iii) To provided ground level knowledge and develop the ability of creative and critical thinking.

(iv) To develop the quality of sound personality like quality of compassion, truthfulness, honesty, sense of service, communication skills etc.

(v) To aware the community members about the aspects of health and hygiene, government development schemes, life skills etc.

Context:

Jonai Girls' College is situated in a rural, tribal belt and block area Inhabited by different tribes and communities. Most of the inhabitants are from the socio-economically backward village areas majority of them are under different socio-economical hazards like poverty, illiteracy, unemployment and marginalize from the main stream of development.

The overall development of a Country cannot be ensured and achieve without the development of these socio-economically marginalized section of community members.

So as a higher educational Institution located at such back ward area it is the prime duty of the Institution to complement the Government efforts in matter of awareness drive and ensuring people's participation in the process of development.

The Practise:

The College organizes regular camp, extends societal services at various level in its adopted village as well as to the neighborhood villages. In organizing NSS special camps the volunteers collect door to door socio-economic surveys, volunteer their services in cleanliness drive under SBM at adopted village and weekly market place, moreover organises blood grouping and donation awareness camps, awareness drive camps against drug abuse, AIDS, COVIDE-19 etc. During the pandemic the students of the college distributed masks, sanitizers, food items towards the needy and likewise distributed relief items and food to the flood victims sheltered at different reliefs camps during the time of flood.

Evidence of Success:

The neighborhood community members always show their positive faith on the institution. The community members always extended their support, helps in every sphere of College related to management, in observance of different occasions at College like foundation day celebration, hosting our students with outmost care and love during special camping at their villages. Even they ensure that they will extend their helps in celebrating the college silver jubilee.

Problems Encountered and Resources required:

1.Shortage of fund to carry out such programs on regular basis.

(ii)Problems of transportation as the villages are located far away from College campus.

(iii) As a girls Institution there is always some limitations in executing some programs like blood donation other activities which requires physical labor.

File Description	Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

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

Response:

With the cherished goal of spreading and imparting higher education to backward women section of Jonai Sub-division and neighboring areas of Arunachal Pradesh.

\It has been established in the year 1994. The present Jonai Girls' College is the outcomes of concerted efforts of the local people, the teaching and non-teaching staffs, management members of the college specially the sacrifice and dedication made by our founder principal late Dr. Ruhini Kumar Pegu towards this Institution.

The College has come across the experience of visiting to neighboring villages for motivating the conservative family members and parents to send their girls child for imparting higher education and permitting them to pursue higher education from this Institution.

Beside this, the management authority has the history to ask for physical and financial support from different agencies to run this Institution.

Until the time of establishment of this Institution a majority of female students of this socio-economically tribal community dominated area could not afford and pursue higher education. Even after the establishment the College management extended admission facilities in credit or in installment system, especially to the poor students before provincilaisation as well as tuition fees were waived for sack of their education.

The College provides open admission to all female students regardless to their HS marks. Many of the students with minimal performance at higher secondary level complete their graduate with their flying colors.

Now, it has grown in to an Institution with all most all updated modern facilities necessary for a higher educational Institution like – separate library building, Indoor stadium, girls hostel, outdoor sports complex, computer lab, College canteen, separate administrative, academic building and many other such student supporting facilities.

The Instructions are provided in bi-lingual mode because majority of the students are from vernacular medium. College adopts students' centric, experience centric and participative teaching-learning methods. So, that critical thinking ability and innovative ideas of students can be enhanced. Maximum of the faculty members used ICT based materials in executing their teaching learning process.

The achievements of an educational Institution reflect in the success of its alumini. Alumini represent the past, present and future of that institution. The dedicated faculty members always try their best to establish a strong bondage and relationship with their students by providing continuous support and guidance. Faculty members frequently made home visit, consult to the parents, and keep reporting the parent about their children.

NAAC

5. CONCLUSION

Additional Information :

Jonai Girls' College was established on 24th Sept, 1994. It is one of the oldest women colleges in the District of Dhemaji, Assam, which is situated in Murkong Selek tribal belt and block area where 70% of total population are tribal. Jonai is the eastern most Sub-Division of Dhemaji district, about 600 km. away from state capital Dispur, Guwahati covering a total rural geographical area of 1181.81 sq. km. located at 95.220E and 27.830N. Most of the population mainly depends on cultivation as their main occupation. Despite the many challenges of its own kind, the college has crossed 28 years of its services towards the society.

For the accomplishment of the visions of the institution it has been relentlessly working for an effective curriculum delivery. The main academic activities of the institution are academic planning, implementation of the prescribed curriculum, assessment and evaluation, participation of students and faculty members in varied extensional activities. The college hosted the Dhemaji-Dhakuwakhana Assam College Teachers' Association (ACTA) Annual Zonal Conference on 25th of Nov, 2021 where 300 teaching staff delegates participated at the conference. Despite that, it is a matter of pride for the institution that Mr. Padmeswar Doley has been awarded as the best Programme Officer (NSS Unit, JGC). Also, the college NSS Unit has been awarded with best promising unit for the session 2021-22 by the affiliating Dibrugarh University.

For upgradation of general classrooms to ICT based classrooms, library enrichment, organization of adequate number of research works and infrastructure development, proposals have been submitted to different agencies by the college administration. However, some of the construction works within the college campus are undergoing.

Transparent admission and academic transaction systems are always practiced by the institution. Admission process is carried out on online mode from 2016 onwards by following government instructions. Rules for seat reservations and freeships are maintained as per government norms. All sorts of students grievances related to academic and personnel aspects are always tried to redress by the concerned cells at the earliest.

Regular Internal and External audits are carried out to maintain transparent financial transactions.

Concluding Remarks :

The college was established in the year 1994 with the sole aim of spreading and imparting higher education to the socio-economically marginalized sections of women residing in this Tribal Belt and Block Area. The college is the outcome of the dedications, visionary efforts and sacrifices made by the founder principal Late Dr. Ruhini kumar Pegu as well as the local people, teaching staff, management staff and the unconditional support and affection of the student community extended towards the development of this institution from the time of its inception.

Keeping in view and accepting the innumerable stumbling blocks faced by the institution throughout its journey, the college always tries its best to provide possible opportunities for higher education to the women students of this region and the abutting areas of Arunachal Pradesh. The college has been trying its best efforts to provide necessary infrastructure, ICT based teaching learning facilities and other related student support facilities for its students. But due to the dearth of required funds the institution is unable to attain the desired

goal.

Despite numerous problems the college has applied for its first cycle of NAAC accreditation. During the process for preparation of Self Study Report (SSR) it gives ample ideas on the aspects where certain demands appears that needs to be taken care of. Besides, it assisted the institution in drawing out varied ideas on the optimum use of our physical and human resources in proper and better ways.

NAAC

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.3	<p>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years</p> <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University <p>Answer before DVV Verification : D. Any 1 of the above Answer After DVV Verification: D. Any 1 of the above Remark : Values have been changed as per HEI Response</p>
1.2.1	<p>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>1.2.1.1. Number of Programmes in which CBCS/ Elective course system implemented. Answer before DVV Verification : 8 Answer after DVV Verification: 8</p> <p>Remark : Value has been changed as per HEI Clarification Response</p>
1.3.3	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year</p> <p>1.3.3.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 62 Answer after DVV Verification: 23</p>
1.4.2	<p>Feedback process of the Institution may be classified as follows:</p> <p>Options:</p> <ol style="list-style-type: none"> 1. Feedback collected, analysed and action taken and feedback available on website 2. Feedback collected, analysed and action has been taken 3. Feedback collected and analysed 4. Feedback collected 5. Feedback not collected <p>Answer before DVV Verification : B. Feedback collected, analysed and action has been taken Answer After DVV Verification: D. Feedback collected</p>
2.1.2	<p>Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary</p>

seats)

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
232	288	284	239	344

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
149	149	149	149	149

Remark : Values have been changed as per EP 2.2 excluding supernumerary seats filled by HEI and reducing by 1, for technical reason in portal

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

2.3.3.1. Number of mentors

Answer before DVV Verification : 28

Answer after DVV Verification: 18

Remark : Values have been changed as per assessment of issues raised and resolved by mentors

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

3.1.3.1. Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	1

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

3.2.1.1. Number of research papers in the Journals notified on UGC website during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	1

Remark : Value has been changed as per HEI Clarification Response

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

3.3.3.1. Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
25	06	10	10	8

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	06	7	5	4

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
300	300	300	300	300

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
25	35	50	40	30

Remark : Values have ben changed as per assessment of documents and details

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	1	1	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	0	2	0

Remark : Values have been changed as per attachment

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 2

Answer after DVV Verification: 0

Remark : HEI has not provided supporting documents [i.e. geotagged photographs] as per SOP. number has been changed accordingly

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1.39	1.69	.87	1.47	2.33

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0.70	0.67	0.44	0.75	1.17

Remark : The CA Certificate provided by HEI mention the figures for Infrastructure and maintenance , however as per our Query only, Expenditure for infrastructure augmentation was required .In absence of Breakup , Numbers have been halved for infrastructure augmentation,

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu

3. **Shodhganga Membership**
4. **e-books**
5. **Databases**
6. **Remote access to e-resources**

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : value has been changed as per attachment

4.2.4 **Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year**

4.2.4.1. **Number of teachers and students using library per day over last one year**

Answer before DVV Verification : 90

Answer after DVV Verification: 20

Remark : Input provided by HEI is beyond the assessment period. Value has been entered on assessment basis

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

Answer before DVV Verification : A. 750 MBPS

Answer After DVV Verification: C. 10 MBPS – 30 MBPS

Remark : Input provided by HEI is beyond the assessment period. Value has been entered on assessment basis

4.4.1 **Average percentage of expenditure incurred on maintenance of infrastructure (physical 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:

2020-21	2019-20	2018-19	2017-18	2016-17
3.86	4.25	2.57	4.34	7.78

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1.90	2.12	1.25	2.2	4

Remark : Numbers have been halved in absence of desired documents

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

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

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: E. None of the above

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
100	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
79	0	0	0	0

Remark : Value has been changed as per HEI Clarification Response

5.2.1 Average percentage of placement of outgoing students during the last five years

5.2.1.1. Number of outgoing students placed year - wise during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
13	4	9	10	7

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	1

Remark : Value has been changed as per attachment

5.2.2 Average percentage of students progressing to higher education during the last five years

5.2.2.1. Number of outgoing student progressing to higher education.

Answer before DVV Verification : 32

Answer after DVV Verification: 6

Remark : Value has been changed as per HEI Clarification Response

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	1	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
20	18	15	20	10

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : Value has been changed as per HEI Clarification Response

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-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 university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	4	0	0	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17

0	0	0	0	0
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Remark : Value has been changed as per HEI Clarification Response

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

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : Value has been changed as per HEI Clarification Response

6.3.2 Average 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:

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	1	1	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	0	0	0

Remark : Value has been changed as per HEI Clarification Response

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

6.3.4.1. Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
15	9	5	4	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : Value has been changed as per HEI Clarification Response

- 6.5.3 **Quality assurance initiatives of the institution include:**
- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
 - 2. Collaborative quality initiatives with other institution(s)**
 - 3. Participation in NIRF**
 - 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**
- Answer before DVV Verification : C. 2 of the above
 Answer After DVV Verification: E. None of the above
 Remark : Value has been changed as per HEI Clarification Response

- 7.1.2 **The Institution has facilities for alternate sources of energy and energy conservation measures**
- 1. Solar energy**
 - 2. Biogas plant**
 - 3. Wheeling to the Grid**
 - 4. Sensor-based energy conservation**
 - 5. Use of LED bulbs/ power efficient equipment**
- Answer before DVV Verification : C. 2 of the above
 Answer After DVV Verification: E. None of the above

- 7.1.4 **Water conservation facilities available in the Institution:**
- 1. Rain water harvesting**
 - 2. Borewell /Open well recharge**
 - 3. Construction of tanks and bunds**
 - 4. Waste water recycling**
 - 5. Maintenance of water bodies and distribution system in the campus**
- Answer before DVV Verification : D.1 of the above
 Answer After DVV Verification: E. None of the above

- 7.1.5 **Green campus initiatives include:**

	<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants <p>Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: E. None of the above</p>
7.1.7	<p>The Institution has disabled-friendly, barrier free environment</p> <ol style="list-style-type: none"> 1. Built environment with ramps/lifts for easy access to classrooms. 2. Divyangjan friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading <p>Answer before DVV Verification : D.1 of the above Answer After DVV Verification: E. None of the above</p>
7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p> <ol style="list-style-type: none"> 1. The Code of Conduct is displayed on the website 2. There is a committee to monitor adherence to the Code of Conduct 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized <p>Answer before DVV Verification : D. 1 of the above Answer After DVV Verification: E. None of the above Remark : The link to The Code of Conduct is not provided by HEI</p>

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the Institution across all programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>18</td> <td>18</td> <td>18</td> <td>18</td> <td>18</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>174</td> <td>174</td> <td>174</td> <td>174</td> <td>174</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	18	18	18	18	18	2020-21	2019-20	2018-19	2017-18	2016-17	174	174	174	174	174
2020-21	2019-20	2018-19	2017-18	2016-17																	
18	18	18	18	18																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
174	174	174	174	174																	

2.2	<p>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 309 986 421"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>232</td> <td>288</td> <td>284</td> <td>239</td> <td>344</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 501 986 613"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>150</td> <td>150</td> <td>150</td> <td>150</td> <td>150</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	232	288	284	239	344	2020-21	2019-20	2018-19	2017-18	2016-17	150	150	150	150	150
2020-21	2019-20	2018-19	2017-18	2016-17																	
232	288	284	239	344																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
150	150	150	150	150																	
3.2	<p>Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 775 986 887"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2031003</td> <td>2269134</td> <td>2453690</td> <td>1870058</td> <td>2163667</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 967 986 1079"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>20.31</td> <td>22.69</td> <td>24.54</td> <td>18.70</td> <td>21.64</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	2031003	2269134	2453690	1870058	2163667	2020-21	2019-20	2018-19	2017-18	2016-17	20.31	22.69	24.54	18.70	21.64
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2020-21	2019-20	2018-19	2017-18	2016-17																	
20.31	22.69	24.54	18.70	21.64																	
3.3	<p>Number of Computers</p> <p>Answer before DVV Verification : 15</p> <p>Answer after DVV Verification : 17</p>																				
3.4	<p>Total number of computers in the campus for academic purpose</p> <p>Answer before DVV Verification : 10</p> <p>Answer after DVV Verification : 12</p>																				