Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**DHAKUAKHANA COLLEGE**
Name of the head of the Institution	**Dr. Jugananda Sut**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03752254734**
Mobile no.	**9859932409**
Registered Email	**iqacdkc@gmail.com**
Alternate Email	**coordinatoriqacdkc@gmail.com**
Address	**DHAKUAKHANA, P. O. DHAKUAKHANA, DISTRICT- LAKHIMPUR**
City/Town	**DHAKUAKHANA**
State/UT	**Assam**
Pincode	**787055**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Jiban Chandra Gogoi**
Phone no/Alternate Phone no.	**03752254734**
Mobile no.	**9859932409**
Registered Email	**iqacdkc@gmail.com**
Alternate Email	**coordinatoriqacdkc@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://dhakuakhanacollege.ac.in/upload/aqar/1620054279.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://dhakuakhanacollege.ac.in/upload/acalender/1629365699.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	**C++**	**67.95**	**2004**	**04-Nov-2004**	**03-Nov-2011**
2	**B**	**2.32**	**2016**	**05-Nov-2016**	**04-Nov-2021**

6. Date of Establishment of IQAC

30-Dec-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

One week Faculty Development Programme on Behavioural Remodeling and Use of ICT Tools for Classroom Delivery of Teachers	05-Jan-2020 6	60
Workshop on ICT and Higher Education	21-Aug-2019 1	61
National Workshop on Preparation and Usages of Scientific and Technical Terminology in Assamese Language	14-Jun-2019 2	64
ICSSR sponsored National Seminar on Women and Development of North East India: Issues, Challenges and Way Forward	07-Jun-2019 2	163
Observation of International Yoga Day	21-Jun-2019 1	80
UTTARAN: Personality Development Programme for students on Personality Development, Soft Skill Development, Environmental Awareness, Yoga and Meditation	25-Jul-2019 5	50
Observation of World Environment Day	05-Jun-2019 1	100
Observation of National Science Day	28-Feb-2020 1	65
Swachh Bharat Abhiyan	02-Oct-2020 1	75
Celebration of Constitution Day	26-Nov-2019 1	73
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Political Science	National workshop	MHRD	2019 2	86600
Department of Sociology	National Seminar	ICSSR	2019 2	175000
Dhakuakhana College	RUSA Grant	RUSA	2019 365	10000000
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**7**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Organisation of MHRD sponsored Two Day Workshop

Organisation of ICSSR sponsored Two Day Seminar

Programme for augmentation of skill of ICT use of faculties with organisation of One Week Faculty Development Programme on Behavioural Remodeling and Use of ICT Tools for Classroom Delivery of Teachers

Organisation of One Day Workshop on ICT and Higher Education

UTTARAN: Personality Development Programme for students on Personality Development, Soft Skill Development, Environmental Awareness, Yoga and Meditation

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Implementation of online feedback system.	**Partial online feedback of students introduced experimentally for the students of five departments**
Complete the process of renovation of old academic building	**Renovation process of old academic building is continuing**
To procure solar light in the campus	**Solar light in the campus introduced**
Implementation of e-payment system	**e-payment system introduced**
Implementation of online admission of	**Online admission portal for online**

students.	admission of students in online mode has become operational
Publication of a college Bulletin to disperse information of the institution.	College bulletin is published
Completion of construction of new ST Boys' Hostel building	Construction of the building of new ST Boys Hostel is completed with fund sanctioned by Mising Autonomous Council (MAC).
Construction of Laboratory cum Classroom (New Science Building) Under RUSA fund	Construction process is going on
Reconstruction and renovation of college website.	College website is renovated with some dynamic features
Constitution of Departmental Advisory Committee for every department to plan and execute departmental activities.	Departmental advisory committees are formed at departmental level for planning departmental activities
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Joint meeting of IQAC & Academic Council	28-Aug-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**

Date of Visit	**23-Oct-2016**

16. Whether institutional data submitted to AISHE:	**No**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**1. The College has an office management system in place. A software named as 'Aamaar College' is being used by which the accounts of the college as well as data relating to students are managed effectively. All the financial transactions of the college are being maintained through this software. Moreover student centric data such as caste wise, subject wise, gender wise students' list etc. can be retrieved at once. 2. The central college library is partially automated which is being**

managed by the use of software SOUL 2.0. The issue and receipt of library books, maintenance of attendance of the users, book search etc. are being managed through this software. Moreover different types of library data such as subject wise book list, user list etc. can be retrieved at once. 3. The college has placed in action a biometric attendance system applicable for all the teachers and employees. This system has enabled the college authority to retrieve information relating to attendance at once. 4. A teachers diary is being maintained by each teacher where he/she records data relating to attended classes, leaves taken, faculty development courses attended, examination duties performed, holidays availed and internal functions organised etc. This helps immensely in collection of information for effective decision making process and initiating necessary actions. 5. Stock registers are being maintained by each department and the college office recording all the physical equipment, furniture, IT facilities. These registers help in retrieving stock information for initiating necessary actions.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college follows the rules and regulations prescribed by the Dibrugarh University (Parent university). The college organizes pre-admission counselling sessions regularly in the month of June for every academic session. Admission and commencements of classes, sessional examinations, etc. are scheduled according to the academic calendar of the parent university. At the beginning of the semesters, all teachers prepare the teaching plan as per the prescribed syllabi. Further the class routine is prepared by a committee for all the departments of both Arts and Science stream. Class seminars, group discussions as per the requirement of internal assessment are scheduled by the respective departments. Outdoor field works, educational exposure visits are planned by the departments as per the curriculum requirement. With implementation of CBCS in 2019, duration of the classes is increased from 45 minutes to one hour. All teachers maintain teacher's diary for regular and smooth functioning of classes. Student feedback is taken regarding academic activities and administrative aspects of the college and analysed on regular basis. Meeting of academic committee is held time to time for discussion of academic matters. At the beginning of the semester, course is distributed among the teachers in the departmental meeting and displayed for the students. Departmental committee meeting is held on regular basis for discussing progression of the syllabus of

different papers and implementation of the teaching plan. Student counselling is regularly done regarding academic and personal problems by the departmental teachers. Student attendance register is maintained for every paper/course to ensure the required university norms regarding student attendance.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Anthropology, Assamese, Economics, English, History,Political Science, Sociology, Mathematics	10/06/2019
BSc	Anthropology, Botany, Chemistry, Mathematics, Physics, Zoology	10/06/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
D.El.Ed.	01/06/2019	20
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Anthropology	12
BSc	Anthropology	2
BSc	Botany	29
BSc	Chemistry	23
BSc	Zoology	22
View File		

1.4 – Feedback System	
1.4.1 – Whether structured feedback received from all the stakeholders.	
Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedback was collected from students at the end of each semester in offline mode. The feedback process was completed in a operation of a single day in all the departments. Sheets of questionnaires were distributed among students class wise and collected the feedback questionnaire later. The questionnaires include the issues related to all sects of teaching and learning in one part and the other part related to the administration and others including library facilities. In the questionnaires, there is scope of suggestions also. The questionnaires are analysed and summary sheets are prepared by a group of analysts appointed by the principal. The findings of the feedback were discussed in detail in a sitting of the IQAC. Any suggestions from students and issues raised by students were considered carefully. The findings of the feedback were also intimated to the teachers individually for their personal improvisation. For improvement of other facilities (as per feedback analysis) the matter was placed to the authority and statutory body,the Governing Body of the college. Feedback from alumni are collected by respective departments and submitted to the IQAC for analysis. Feedback from parents were taken by the departments at convenience when they are available in the departments for parent meet and submitted to IQAC for analysis. Analysis of feedback from parents is done by appointed analysts and submitted to IQAC for subsequent actions. Suggestions from parents are specially considered for necessary action. Feedback from teachers directly collected by IQAC and summary of analysis is submitted to Governing Body.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Anthropology, Assamese,Economics, English, History, Political Science, Sociology, Mathematics	270	385	218
BSc	Anthropology, Botany, Chemistry, Mathematics, Physics,	150	326	164

	Zoology				
			View File		

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	890	Nill	44	Nill	Nill

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
44	38	19	7	1	6
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

For the purpose of the mentoring, students of a department have been divided into convenient groups and assigned one teacher for each group of students as mentor for effective mentoring. As per the directions of the principal, HODs of the departments appoint mentors who maintain close rapport with each and every student of the mentee group. Mentors help mentees in every aspect of their need in academic and nonacademic perspectives.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
890	44	1:20

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
47	44	3	2	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during

the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
BA	UG	Semester	19/10/2020	14/12/2020
BSc	UG	Semester	19/10/2020	14/12/2020
No file uploaded.				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The internal evaluation system for various courses and programmes are exercised by the college in conformity with the guidelines of the affiliating university. Apart from the sessional examinations, learner centric procedures like student seminar, group discussions, home assignments, etc.are considered for evaluation. It is ensured that the sessional examinations are carried on smoothly and in a hassle free manner. An Internal Examination Committee is constituted by the Principal, which is responsible for preparing a subject-wise examination routine for the various academic departments. The departments normally hold the examinations as per this prescribed routine. The faculty members of the individual departments completes the tasks of question paper setting and sends the soft copies to the Examination Committee, after which the question papers are supplied back to the departments in hard copies as per required numbers ahead of the examination. The committee also undertakes the responsibility of sending blank answer script booklets in the required numbers to the departments. The invigilation duties are performed by the faculty members. The answer scripts are evaluated at the departmental level and the marks are displayed in the departmental notice board. Before the end-semester examination, the internal assessment marks has to be sent to the university in prescribed format.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar along with the holiday list and the Prospectus for the new session has been prepared by the Prospectus and Academic Calendar preparation Committee with the guidance of the IQAC in congruence with the same published by the affiliating university (Dibrugarh University). Finally, the Academic calendar and the holiday list have been published along with the Prospectus with due approval of the Governing Body. The same is uploaded in the college website subsequently and circulated to the HODs of all the departments for their reference. The Academic Calendar includes all the important academic and extracurricular activities planned to execute during the academic year including tentative schedule of in-semester examinations, important days of in house activities such as college foundation day, days of college week, P. G. Memorial debate competition day, tentative days of departmental activities such as students seminar seminar, group discussion, etc.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://dhakuakhanacollege.ac.in/file/PO_CO_CBCS.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage

			final year examination	examination	
UG	BSc	Anthropology, Botany, Chemistry, Mathematics, Physics, Zoology	173	112	64.73
UG	BA	Anthropology, Assamese, Economics, English, History, Political Science, Sociology, Mathematics	122	94	77.04

View File

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://dhakuakhanacollege.ac.in/upload/sss/1630037314.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0

No file uploaded.

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

No file uploaded.

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Economics	1	Nill

View File

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Assamese	2
Political Science	2

View File

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	0	NIL	Nill

No file uploaded.

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	Nill	Nill	NIL

No file uploaded.

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	27	Nill	Nill
Presented papers	Nill	8	Nill	Nill

View File

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
COVID-19 Awareness Programme	A joint effort of IQAC, NSS Unit, Dhakuakhana College Teachers Unit, Dhakuakhana College Employees Union, Dhakuakhana College Students Union	15	45
UTTARAN: Personality Development Programme for students on Personality Development, Soft Skill Development, Environmental Awareness, Yoga and Meditation	NSS unit, Dhakuakhana College, in collaboration with Sub-Divisional Administration, Dhakuakhana	15	50
Street Play	Department of Political Science in collaboration with Pathik, an NGO	3	13
Observation of International Yoga Day	NSS Unit, Dhakuakhana College in collaboration with Dhakuakhana Sub-Divisional Administration	15	65
Observation of International Women's Day	NSS Unit, Dhakuakhana College in collaboration with Dhakuakhana Sub-Divisional Administration, Megamix Nature Club, Senior Citizen Association, Dhakuakhana Town Committee, Chambers of Commerce, Lekhika Samaruh Samitee, Binapani Foundation, Press Guil	13	42
Awareness Programme on Sanitisation and Distribution of Sanitiser Bottles Prepared in the	A joint effort of Biotech Hub, Department of Chemistry and NSS Unit, Dhakuakhana College	4	30

Institution				
Charity Programme at the time of COVID-19 Pandemic	Organised by Department of Chemistry in collaboration with students and alumni		4	15
Swachch Bharat Abhiyan: Cleaning drive at 2 km length of road in front of the college , a programme organised by NSS unit, Dhakuakhana College	NSS Unit, Dhakuakhana College		12	77
View File				

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Short Film	Certificate of Achievements	Tagore International Film Festival	500
Short Film	Excellence and Appreciation Award	NEXGN International Short Film Festival	500
Short Film	Nomination	Chalachitram National Film Festival	500
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Awareness Programme on Sanitisation and Distribution of Sanitiser Bottles Prepared in the Institution	A joint effort of Biotech Hub, Department of Chemistry and NSS Unit, Dhakuakhana College	Awareness programme on need of sanitisation	4	30
International Yoga Day	NSS Unit, Dhakuakhana College in collaboration with Dhakuakhana Sub-Divisional Administration	To generate awareness of physical fitness ane importance of yoga	15	65

Observation of International Women's Day	NSS Unit, Dhakuakhana College in collaboration with Dhakuakhana Sub-Divisional Administration, Megamix Nature Club, Senior Citizen Association, Dhakuakhana Town Committee, Chambers of Commerce, Lekhika Samaruh Samitee, Binapani Foundation, Press Guil	Women empowerment	13	42
COVID-19 Awareness Programme	A joint effort of IQAC, NSS Unit, Dhakuakhana College Teachers Unit, Dhakuakhana College Employees Union, Dhakuakhana College Students Union	Awareness programme on COVID-19	15	45
Street Play	Department of Political Science in collaboration with Pathik, an NGO	Awareness programme on environmental degradation and sustainable development	3	13
Charity Programme at the time of COVID-19 Pandemic	Organised by Department of Chemistry in collaboration with students and alumni	Helping hand to impoverished people of the locality during pandemic	4	15
Swachh Bharat Abhiyan	NSS Unit, Dhakuakhana College	Cleaning drive at 2 km length of road in front of the college , a programme organised by NSS unit, Dhakuakhana College	12	77

No file uploaded.

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	0	Nil	0

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nill	Nill	0

No file uploaded.

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	Nil	Nill

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3.52	3.53

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Partially	2.0.14	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15422	1614041	1075	549873	16497	2163914
Reference Books	494	247840	109	146132	603	393972
Journals	10	16629	Nill	Nill	10	16629
CD & Video	25	Nill	Nill	Nill	25	Nill

View File

 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	78	40	10	5	0	5	16	2	12
Added	10	10	0	0	0	0	0	0	0
Total	88	50	10	5	0	5	16	2	12

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

2.23 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
6.81	7.37	1	1.01

 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has been maintaining a decentralized way for effective utilization of different facilities available. Hostel: The Hostel Management Committee, comprising the principal, the superintendents of the hostels and members from the faculty, frames rules for well maintenance of the hostel facilities. The superintendents manage the facilities with the support of the concerned staff and boarders. Canteen: The college canteen is being guided by rules framed by a committee, named as Canteen Committee, which also ensures well maintenance of the infrastructure and facilities of the canteen. The committee ensures that the canteen provides hygienic and reasonably-priced food to the students and staff. The vendor and his staff under the guidance of the committee take care of the canteen facilities. Sports Facilities: The Indoor Club looks after the maintenance and upgrading of sports facilities in the Indoor Stadium of the college. The college authority with active support of Students' Union manages all the sports facilities during yearly College Week and thereafter. Library: The automated college library is being maintained by the library administration under the guidance and direction of a committee formed for the purpose, named as Library Committee. The library staff under the leadership of the Librarian looks after the day to day maintenance of the facilities and their upgrading process. The Library Committee prepares future plan with active inputs and suggestions from the college librarian. Computer Laboratory: A computer laboratory with 50 terminals is being looked after by the concerned teacher of computer with support from the college staff. The timely upgrading and maintenance of the facilities are done by the college authority keeping in view of the demand of the students and also of time. Laboratory of the Department of Mathematics consists of 10 computers. Departmental Laboratories and Institutional Level Biotech Hub: The departmental science laboratories and the Institutional Level Biotech Hub are maintained by the concerned departments and the Biotech Hub management committee respectively. Class Rooms: The physical class rooms as well as the digital class room of the college are being tried to keep in up to date conditions considering the demand of the students and time. For this purpose, the Vice-Principal with support staff monitors the situation and does accordingly if any action required.

http://dhakuakhanacollege.ac.in/upload/miscellaneous/1629250840.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Free admission scheme for meritorious students	4	21570
Financial Support from Other Sources			
a) National	ST/ SC/ OBC/ Ishan Uday	362	3739000
b)International	Nil	Nill	0
[View File](#)			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

Tutorial Class for students	01/08/2019	890	Faculty members of the college
Student Mentoring	01/08/2019	890	Mentors of the institution
Celebration of International Yoga Day	21/06/2019	80	Sub-divisional Administration, Dhakuakhana
UTTARAN: Personality Development Programme for students on Personality Development, Soft Skill Development, Environmental Awareness, Yoga and Meditation	25/06/2019	50	Dr. Shamiul Akhtar Borborbora, Counselor on Mental Health, Shri Sewak chandra Chutia, Counselor on Personality Development, Dr. Birender Pal, Personal Counselor, Dr. Dipak Kumar Sarmah, Counselor on Soft skill development
Personality Development Programme on the Theme: Mind, Meditation and Creativity	19/09/2019	250	Counselor Hem Chandra Dutta, expert in personal counselling
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	Nil	Nill	Nill	Nill	Nill
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

Nil	Nill	Nill	Nil	Nill	Nill

No file uploaded.

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	BSc	Chemistry	Dibrugarh University	MSc
2019	3	BA	Assamese	North Lakhimpur College	MA
2019	2	BA	Assamese	Dibrugarh University	MA
2019	1	BA	Anthropology	Dhemaji Law College	LLB
2019	8	BA	Anthropology	Dibrugarh University	MA
2019	1	BA	English	Dibrugarh University	MA
2019	3	BA	History	Dibrugarh University	MA
2019	2	BSc	Mathematics	Dibrugarh University	MSc
2019	2	BSc	Zoology	Dakhin Kamrup College	MSc
2019	1	BSc	Mathematics	JIST, Jorhat	MSc

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	16

[View File](#)

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Celebration of Saraswati Puja	Institutional	120
Celebration of Biswakarma Puja	Institutional	150
Celebration of International Yoga Day	Local	120
35th Prahlad Gohain Memorial All Assam Inter College Debate	State	45

	Competition				
No file uploaded.					

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Best Actress Prize	National	Nill	1	A-42 (IV)	Purabi Buragohain
2020	3rd prize for Pepa Badan	National	Nill	1	B-64 (I)	Debabrat Gogoi
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The students' council of the college is the Dhakuakhana College Students' Union (DKCSU) which functions to promote the interests of the student community and the college ideals. The DKCSU plays a key role in conducting the Annual College Week and General Freshers' Social of the college, organization of Prahlad Gohain memorial Inter College Debate Competition and publication of the college magazine in time. The student union acts for the prevention of ragging in the campus, perform various activities to maintain the college campus green, plastic free and tobacco free and participate in various social activities through NSS. The student body also offers suggestions to the administrative machinery of the college for improvement of the amenities of the students in the campus. Through the inclusion of student members in different in house committees of the college, students' participation is increased in various avenues. The General Secretary of DKCSU is an active member of the IQAC. Bodies in addition to the IQAC which include student representatives are Academic Committee, Campus Beautification Committee, Vigilance and Disciplinary Cell, Grievance Redressal Cell, Canteen Committee, Anti-ragging Committee,Sexual Harassment protection cell, NSS Advisory Committee, and Project Monitoring Unit (RUSA).

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

205

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution has developed several decentralization and participative management system for smooth functioning of its activities. Different committees, cells,forums, etc. which include members from teaching and nonteaching staff. Several committees comprise of student representatives, alumni and parents.Two of the such practices are: 1. Academic functions are handled and monitored by different bodies: Academic Committee, Examination Committee, Admission Committee, Prospectus and Academic Calendar Committee, routine committee. 2. Matters related to students' interest are looked after by different bodies: Grievance redressal committee,Vigilance and Disciplinary Committee, Hostel Committee, Canteen Committee, Construction Committee, Campus beautification Committee. IQAC takes initiative to include student representatives in more in-house committees.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Human Resource Management	The College considers students to be the prime Human Resource and hence strives to develop this resource through a variety of activities initiated by IQAC through the activities of NSS other bodies engaged in social and cultural activities. Regular meetings amidst the stakeholders are held to find out ways to improve the qualities of students, teachers and non-teaching staff. Computer training for the Office Staff is conducted and the teachers enrich themselves through Orientation Program, Refreshers Course, short term FDPs, seminars and workshops, etc. The improvement of skill and responsibility of students, teachers and non-teaching staff is prioritized.
Library, ICT and Physical Infrastructure / Instrumentation	1) Library of the college is equipped with SOUL 2.0 software, Bar Coding system, OPAC, e-resources under NLIST, Text Books, Reference books, journals, newspapers, magazines, collection of Question Papers. 2) ICT facilities of the institution include the following: Biometric attendance system, LCD projector, digital class room, Computer Centre, WI-Fi facility, College Website. 3) Physical Infrastructure: Indoor Stadium, Auditorium, Hostel (boys and girls), Digital Class Room, Conference Hall, LCD projector, Class

	room with SMART board, Canteen, Students' common room (Boys' and Girls'), Playground, Central Library (fully automated) with browsing centre, Computer Centre, Office of Students' Union, Separate departmental compartments with internet facility, WI-Fi facility, Departmental libraries, Parking zone with sheds, Administrative building, Guest house, Orchidarium, Vermicompost unit, Botanical Garden, Fruit garden, Tailoring Embroidery centre, Weaving centre, Centralized cold drinking water system, Biotech Hub, Departmental laboratories. 4) Instrumentation: Biometric attendance system, Non-polluting Digital Generator system, Close Circuit TV surveillance system, Video camera, online UPS
Research and Development	The Research Committee of the College functions as follows. 1. Encourages active participation of the desiring research scholars in research activities. 2. Motivates teachers to submit proposal for Major and Minor Research Projects, seminars and workshops from various funding agencies. 3. Encourages teachers to improve their API scores through participation in various conferences, workshops, seminars and also through publishing articles, books and research findings. 4. Suggests for improvement of Library and Laboratory facilities for Research works.
Examination and Evaluation	1. Conducting Sessional Examinations according to the academic calendar. 2. Evaluation of the answer scripts in time. 3. Displaying of marks on the notice board. 4. Showing answer scripts to the students. 5. Giving suggestions and arranging the required remedial classes. 6. Arranging seminar and viva voce.
Curriculum Development	Workshops on various subjects are arranged for discussing the revised syllabi. The system of formal Feedback from students also ensures the Curriculum Development.
Teaching and Learning	1. Preparing the Institutional Academic Calendar by IQAC. 2. Routinely sitting of Academic Committee to discuss and decide matters related to teaching and learning. 3. Timely completion of units of different courses as fixed in syllabi. 4. Group

	Discussions and Home assignments. 5. Use of ICT in teaching learning situation. 6. Tutorial classes for poor learners. 7. Mentoring the studens 8. Exposing students to outdoor learning through educational trips, excursions etc.
Industry Interaction / Collaboration	The college is yet to start Industry Interaction/ Collaboration

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Student Admission and Support	1. Information regarding the admission process is displayed in the college website. 2. Online submission of students' data to the Directorate of Higher Education, Government of Assam, is done. 3. Submission of applications for scholarship of the students and disbursement of the amount also done through online process. 4.Information of internal examinations, programmes for the students, etc. are also displayed in the college website.
Examination	1. Examination schedule is displayed in the college website. 2. Question Papers of earlier years are digitized and kept with library collections. 3. Performance records of the students are kept in digitized form in the respective departments.
Planning and Development	1. Annual Institutional plans are digitized and displayed in the website. 2. Major activities related to the development of the institution are placed in the college website.
Administration	1. Information regarding institutional administrative structure is placed in the college website. 2 Important steps and changes of administration is also placed in the college website.
Finance and Accounts	1. Salary of all employees is disbursed through online process. 2. Accounts of various funds are also in digitized forms along with hard copies.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

2019	Dr. Anjan Borgohain	Workshop on Online Scholarship Portal	UGC	22518

[View File](#)

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	Nil	Nil	Nill	Nill	Nill	Nill

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP on Online College Management Online Content Creation Tools	1	30/04/2020	02/05/2020	3
RC on Language Literature of India	2	16/10/2019	29/10/2019	14
42nd Orientation Programme	1	06/01/2020	25/01/2020	21
FDP in online mode on Preparation of Self-Learning Materials for University and College Learners	5	12/05/2020	18/05/2020	7

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	3	Nill	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students

Dhakuakhana College Employees' Mutual Benefit Fund	Dhakuakhana College Employees' Mutual Benefit Fund	1. Book Bank facilities to economically disadvantaged students, 2. Students' Aid Fund for financial assistance to economically disadvantaged students

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Dhakuakhana college conducts internal and external financial audits regularly with internal and government auditors. 1. Internal audit: General internal Audit is done by internal auditors appointed by Governing Body. Expenditure of certain funds , such as expenditure of examinations, are audited by internal auditor appointed by the Examination committee. 2. External Government audit: All the funds are regularly audited by Government Auditor. 3. Special Audit is done by Chartered Accountant in respect of utilization of grants sanctioned by the agencies such as UGC, DBT, State Government, etc.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

25000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	The Governing Body (Through Academic Committee)
Administrative	No	Nill	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Yearly feedback collected from parents. 2. Parent representatives are there in the Governing Body. 3. Valuable suggestions are given by the parents for improvement of different infrastructural and academic aspects of the college. 4. Parents are invited to take part in the examination process with incorporation into Examination Committees.

6.5.3 – Development programmes for support staff (at least three)

1. Programme on Hands on Training on Uses of ICT in Office Management. 2. Meetings amidst the members of supporting staff for rendering responsible service, 3. Motivational joint sitting of principal, teachers and non-teaching staff for participation in institutional activities.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Introduction of mentoring of the students. 2. Steps for more inclusive ICT in all sects of the college. 3. Giving utmost interest to keep the campus eco-friendly. 4. Plan to develop more infrastructure including construction of class rooms. 5. Step wise modification of the college website to make it dynamic one. 6. Initiative has been taken to initiate an NCC unit in the college. 7. Improvement of class room facilities with microphones, more white boards. 8. Extension of Wi-Fi facility in the college campus. 9. Plan of yearly procurement of books and subscription of more journals in the library with ensuring regular attendance of students and faculties.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	No
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Observation of International Womens Day	08/03/2020	08/03/2020	08/03/2020	45
2020	Observation of National Science Day	28/02/2020	28/02/2020	28/02/2020	65
2020	Swachch Bharat Abhiyan	02/10/2020	02/10/2020	02/10/2020	75
2020	Observation of National Science Day	28/02/2020	28/02/2020	28/02/2020	65
2019	Celebration of Constitution Day	26/11/2019	26/11/2019	26/11/2019	73
2019	ICSSR sponsored National Seminar onWomen and Development of North East India: Issues, Challanges and way forward	07/06/2020	07/06/2019	07/06/2019	163

2019	National workshop on Preparation and Usages of Scientific and Technical Terminology in Assamese Language	14/06/2019	14/06/2019	14/06/2019	64
2019	Workshop on ICT and Higher Education	21/08/2019	21/08/2019	21/08/2019	61
2019	Observation of World Environment Day	05/06/2019	05/06/2020	05/06/2020	100
2019	Observation of international Yoga Day	21/06/2019	21/06/2019	21/06/2019	80

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
A talk on Women Empowerment and Gender Equity during the Celebration of International Women's Day	08/03/2020	08/03/2020	29	16

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1. Proposal for solar light installation in the college campus. 2. Replacement of incandescent light bulbs and compact fluorescent lamp bulbs with LED bulbs. 3. Construction of class rooms with sufficient number of windows and ventilators for proper illumination.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Physical facilities	Yes	1	
Ramp/Rails	Yes	1	
Rest Rooms	Yes	1	
Scribes for examination	Yes	1	

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nill	1	21/06/2019	1	Celebration of International Yoga Day, A programme organized by NSS in collaboration with Subdivisional Civil Administration, Dhakuakhana	To generate awareness of physical fitness ane importance of yoga	80
2019	Nill	1	25/06/2019	5	UTTARAN: Personality Development Programme for students	Addressing issues of Personality Development, Soft Skill Development, Environmental Awareness, Yoga and Meditation	45
2019	Nill	1	30/10/2019	1	Street Play	Awareness programme on environmental degradation and sustainable development	89

2020	Nill	1	08/03/2020	1	Celebration of International Women's Day	Women empowerment	45
2020	Nill	1	02/10/2020	1	Swachh Bharat Abhiyan: Cleaning drive at 2 km length of road in front of the college , a programme organised by NSS unit, Dhakuakhana College	Deweeding and zero littering and removal of disposals of plastics and other nondegradable from the roadside within the 2 km length of the road in front of the college and maintenance of the campus as plastic free zone	89
2020	Nill	1	19/03/2020	7	COVID-19 Awareness Programme	Awareness programme on COVID-19	60
2020	Nill	1	19/03/2020	1	Awareness Programme on Sanitisation and Distribution of Sanitiser Bottles Prepared in the Institution	Awareness programme on need of sanitisation	34
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)

Student Diary	01/06/2019	Students diary includes activities of students for an academic session. Students have to put details of class records on daily basis, details of activities like home assignments, seminars, group discussions, library activities and cocurricular activities. Entry of all activities must be authenticated with the counter sign of Head of the Department and guardian.
General code of conduct for students	30/05/2019	General rules for maintenance of discipline by the students are published in the prospectus of the college which is published in the beginning of the academic session which describes the rules for students that must be obeyed in the college.
General rules for library	01/06/2019	General rules for library are displayed in the library to guide the students in using the library and maintaining discipline .

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Observation of World Environment Day	05/06/2019	05/06/2019	100
Observation of International Yoga Day	21/06/2019	21/06/2019	80
Observation of International Women's Day	08/03/2020	08/03/2020	55
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

To make the campus plastic free: Utmost care is taken during the disposal of garbage to separate nondegradable from degradable one. Disposable nondegradables are regularly collected by local municipality authority for further processing. Periodical cleaning drives in the campus with the initiatives of NSS unit of the college are significant to make the campus plastic free and for the over all cleanliness of the campus.

To make the campus as tobacco free zone: Tobacco and any kind of product containing tobacco are strictly prohibited in the college campus. There is provision in the college code to impose penalty by the college authority for any instance of use of tobacco in the college campus.

Replacement of incandescent bulbs with CFL and LED bulbs: Conventional incandescent bulbs are gradually replacing by CFLs and LED bulbs for optimisation of power consumption.

Green campus: Organisation of plantation programmes and environmental awareness generation programmes among students are significant initiatives of different units and cells of the college. Such initiatives contribute as a whole to the carbon neutrality of the campus.

Environment awareness generation initiatives: Yearly celebration of World Environment Day in the college is one of the major environment awareness generation initiatives in the college among the stakeholders.

Cleanliness drives: Regular cleaning drives in the campus with the initiatives of NSS unit of the college are significant for the over all cleanliness of the campus. Cleaning drive under Swachh Bharat Mission is significant in this regard.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

.1. Participatory type of management: Decentralization and functional efficiency is a necessity for institutional growth. Motivational aspects are also meaningful and it requires to be come from within the stakeholders. Participatory type of management enhances this aspects and encourages the involvement of stakeholders in the corporate activities. Institutional activities are discharged through various committees comprising the representatives of stakeholders. Area of responsibility including the delegation of specific powers and functional autonomy are assigned to these committees. Respective committees can formulate policy and decisions within the frame work of the guidelines of the government, the UGC, the affiliating University and other statutory bodies and in conformity with the vision and mission of the college and forward the same to the Governing Body for final approval and execution. Dhakuakhana College strives for academic excellence through participatory management system. Pertinent and significant academic bodies like Academic Council, IQAC, Admission Committees,Construction Committees etc. emphatically make their presence while taking into consideration the aspirations of the students and guardians fraternity. Decentralisation of power is one of the prime features of this institution which is amply manifested through multitude of activities in the domain of academics like formation of committees to conduct various internal and external examinations, to track student progress and support to provide ample guidance for bright students and care for slow learners. The college has a mentoring system in existence which caters to the students' academic, personal, emotional and psychological requirements. As majority of our students come from a very impoverished background, every possible assistance is provided at institutional level or at personal level by the teachers. Formation of the Dhakuakhana College Students' Union through an elected body of students in General Elections is one of the fortes of this college. It provides a platform and enhances the leadership skills of the students, creating an atmosphere of effective participatory management and its delivery. 2. Social bonding through community reachout programmes: This practice is in conformity with the aims and objectives of the Institution. Students can learn and absorb the real life situation, understand the life struggle of the underprivileged sections and enrich their knowledge base. The community activities help students in

fostering their leadership and service mindedness. To ensure the social relevance of the institutiona healthy rapport between the Institution and community is indispensable. Programmes are planned according to the need of the local community especially the marginalized groups and emphasis is laid on the need of the hour. NSS unit takes the lead in carrying out various community works like adoption of a nearby village and awareness programmes through street plays removing the social taboos. Initiatives are also undertaken to create awareness on pertinent issues such as environment, health nutrition, women empowerment, voters'awareness, disaster management etc.to ignite a sense of belongingness among all. The college provides the driving impetus to rural society through significant programmes like Gender Sensitization, Blood donation camps, Health assistance, School adoption, Village adoption, Entrepreneurship Development programmes, Cleanliness and Sanitation drives, Environmental awareness programmes, Voters' awareness programmes etc. Inspired by the mission to surge ahead to ensure the development of a strong society with strong ethics and sensibility, our college endeavours to achieve this with co operation from all the stakeholders.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://dhakuakhanacollege.ac.in/upload/bestpractice/1629194625.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

With the goal of socioeconomic development through higher education with academic excellence, community mobilization and empowerment of underprivileged section, Dhakuakhana College is recognized as one of the leading academic institutions of Upper Assam. The institution has been the torch bearer in the domain of higher education in the socioeconomically disadvantageous area since its inception. The institution has been imparting education to generations of people in an area predominantly consisting of more than eighty per cent (80) population of scheduled caste, scheduled tribe and other backward classes. The distinctiveness of the institution lies in its contribution towards social transformation with its diverse group of alumni who have been venturing in different spheres in conformity with the mission and values of the institution encompassing the entire cross section of the society. The IQAC sets goals, formulate action plans in conformity with the institutional goal and makes effort for its implementation, monitors the overall activities, collects feedback and undertakes the quality sustenance and enhancement measures through mitigation committees. • Developing and applying the modules for academic activities. • Meaningful exercise of teaching learning process with methodologies and effective maintenance of academic calendar. • Development of infrastructure and their optimal use. • Extension/outreach programs. These are the thrust areas on which major emphasis have been given by the IQAC as parts of its quality assurance initiatives.

Provide the weblink of the institution

http://dhakuakhanacollege.ac.in/upload/miscellaneous/1629194750.pdf

8.Future Plans of Actions for Next Academic Year

1.Implementation of online admission of students. 2. Implementation of online feedback of students. 3. Introduction of online registration of alumni. 4. Completion of construction of new science building under RUSA. 5. Plantation of citrus fruit plants in a plot in the campus. 6. Plantation of banana plants in the campus. 7. Initiation of mushroom culture in the evacuated building of old boys hostel. 8. Completion of construction of internal road network in the

campus. 9. Renovation of girls common room facilities. 10. Organisation of webinars, online workshops, online lecture series for faculties as well as students.