



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

KAKOJAN COLLEGE

- Name of the Head of the institution **DR. RUPREKHA BORDOLOI**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9854055331**
- Mobile No: **9435091085**
- Registered e-mail **kakojancollegeadm@gmail.com**
- Alternate e-mail **kakojancollege@yahoo.com**
- Address **KAKOJAN COLLEGE, P.O. KAKOJAN**
- City/Town **JORHAT**
- State/UT **ASSAM**
- Pin Code **785107**

2. Institutional status

- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **DIBRUGARH UNIVERSITY**
- Name of the IQAC Coordinator **DR. NIBEDITA GOGOI**
- Phone No. **9957564794**
- Alternate phone No. **6001863320**
- Mobile **6001863320**
- IQAC e-mail address **iqackc@gmail.com**
- Alternate e-mail address **nbarukial@rediffmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://kakojancollege.edu.in/wp-content/uploads/2022/10/AQAR-2020-2021.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://kakojancollege.edu.in/admin/documents/Downloads/Academic-calendar_2021-2022/63a2bf15bd2a0.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	70.25	2004	03/05/2004	02/05/2009
Cycle 2	B+	2.54	2016	05/11/2016	04/11/2021

6. Date of Establishment of IQAC

10/01/2005

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
INSTITUTIONAL	INFRASTRUCTURE GRANT UNDER RUSA 2.0 (CENTRAL SHARE)	RUSA	2021	4500000
INSTITUTIONAL	INFRASTRUCTURE GRANT UNDER RUSA 2.0 (STATE SHARE)	RUSA	2022	500000
INSTITUTIONAL	IMPACT LECTURE SERIES	MIC/AICTE, GOVERNMENT OF INDIA	2022	6000
INSTITUTIONAL	REIMBURSEMENT OF ADMISSION FEE	GOVERNMENT OF ASSAM	2022	24,43,760

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

*Participated in National Institute Ranking Framework (NIRF) and All India Survey on Higher Education (AISHE).

Organized Two(02) International Webinars, Three(03) National Webinars and Two(02) State Level webinars for students, research scholars and teachers. Webinars were organized on 'The Changing Face of Female Workforce Participation, Co-ordination Polymers for the removal of Toxic Organic pollutants to Waste Water Treatment and Contaminated Water and Water Borne Disease, Carbon Foot Print: What we need to Know, Srinivasa Rananujan and Some of His Mathematics and Application of Mathematics in Economics, Gender in the time of Covid- 19, Revolt of 1857 and Lukinath Sensuwa Baruah, Academic Audit and its Importance in Higher Educational Institution', Workshop on 'Laws of the Game of Football, Health and Awareness Programme, Workshop on 'National Education Policy', Awareness programme on Environment on the theme "Go Green and Green is our Dream", Menstrual Health and Hygiene Management, State Level online Workshop on 'Debating Skill, All Assam Inter College Poem Recitation competition and Inter College Bhupendra Sangeet Competition' for students . An LED Bulb Production Unit was launched by the institution. IQAC a published book entitled Literary Resonance.

Organized Awareness Programme on various Competitive Examination and Career Guidance for students

Organized Institution Innovation Council's Impact Lecture Series, Motivational Session by Successful Entrepreneurs, Legal Advisory Session for Start-Up and budding Entrepreneurs

Organized All Assam Inter-College Debate Competition, Folksong Competition on Regional Basis, organized an Extension and Social Welfare Programme at adopted village Kotikuchia, Teok, Jorhat, Assam and under Clean India Campaign plogging run on Plastic and Waste Collection Drive

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

Plan of Action	Achievements/Outcomes
To organize IIC, MHRD's Impact Lecture Series and Online Motivational Programme	Achieved as per plan
To organize State Level/National Level/International Level Webinars, Awareness Programmes on Gender, Health, Environment, Human Values	Achieved as per plan
To organize All Assam Debate Competition among the students of college and university level	Achieved as per plan
To organize a workshop on Nurture-nature and Sustainable Development in collaboration with Balipara Foundation, a nature based NGO of the state.	Achieved as per plan
To organize more community based programme under Centre for Women's Studies and IQAC	Achieved as per plan
To organize State level online workshop on Debating Skill.	Achieved as per plan
To organize All Assam Inter college Poem Recitation Competition entitled Chandaraag: Kobitar Paporire Hirudaloi Ekajoli (In memory of noted poet of Assam, Hiren Bhattacharjee	Achieved as per plan
To sign more MOU's with various organizations	Achieved as per plan
To organize workshop on New Education Policy	Achieved as per plan
To organize Basanta Utsav to inculcate the cultural values among all the stakeholders	Achieved as per plan
To activate the LED Bulb Preparation Project under the Department of Physics in	Achieved as per plan

collaboration with IQAC	
To organize a training programme for Non-Teaching Staff.	Achieved as per plan
To organize a workshop on Laws of the Game Football in collaboration with Kakojan Football Coaching Centre and Kakojan Sports Sub-Association, Jorhat, Assam	Achieved as per plan
To organize a workshop on 'Preparation for Interviews' in collaboration with the Assam Kaziranga University	Achieved as per plan
To organize more activity on Swachchata Action Plan.	Achieved as per plan

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Internal Quality Assurance Cell (IQAC)	08/02/2023

14. Whether institutional data submitted to AISHE

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13. Whether the AQAR was placed before statutory body?	Yes
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- Name of the statutory body

Name	Date of meeting(s)
Internal Quality Assurance Cell (IQAC)	08/02/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	22/12/2022

15. Multidisciplinary / interdisciplinary

As Kakojan College is affiliated under Dibrugarh University, Assam therefore it follows all the guidelines offered by it. NEP aims at promoting the exclusive potential of students through a holistic multidisciplinary or interdisciplinary mode of education and it has been incorporated in the CBCS syllabus of affiliating University. There is option for the students to select their

Generic Elective subject as offered by the Departments rather than their core course. This enriches their knowledge and understanding of contents of other subjects. In multidisciplinary approach students are encouraged to learn about Environment, Gender, Human Values, Human rights, Professional ethics etc. through their academic activities. Students of both the streams have to undergo one compulsory paper on Environmental Studies in 4th Semester in Non-CBCS system. Two papers confined to only Arts stream is the MDC (Multidisciplinary Course) is a combination of Mathematics, Political Science and History etc. and Travel and Tourism Management (TTMG) in non CBCS system. In CBCS system Environmental Science is an Ability Enhancement Compulsory Course [AECC] for both the faculties. Along with it all students are required to complete AECC in Communicative English, Assamese or Alternative English in addition to their usual Core and Generic Elective. Courses in Web Designing and the National Service Scheme (NSS) are available as Skill Enhancement Course (SEC). Students from any discipline are permitted to finish 6 papers out of the 9 add-on certificate courses that the institution has offered, which encompasses Value Education, Entrepreneurship, Personality Development etc.

To enhance the learning abilities of the students the institution regularly organizes Awareness Programme, Seminars/Webinars, Impact Lecture Series, Special Talks, Student Lecture Workshop, Training Programme etc. The NCC, NSS unit, Science Club and committees are significant to educate students about Environment, Social and Health Issues as social service initiatives. Students are encouraged to participate in extension activities like Swachhata Abhiyan, Gender Equity through Street Play, Health and Hygiene etc. in its nearby locality. Kakojan College organized two workshops entitled "Evolution of National Education Policy - 2016: An Analysis in the context of Assam" and "National Education Policy 2020". As per directive of Director of Higher Education, Assam the institution prepared an Institutional Development Plan on NEP. In order to address the concerns and challenges of the present society, collaborative initiatives are being performed involving faculty, students, government agencies, NGOs, and diverse departments. Learning outside disciplines is made possible by initiatives like cleanliness campaigns and donation drives for the most underprivileged members of society. These programmes support the development of the mindset of the young pupil into responsible citizens.

16. Academic bank of credits (ABC):

Kakojan College adheres to the guidelines established by the affiliating university i.e Dibrugarh University. As a result, the initiation has registered in neither NAD nor ABC (Academic Bank of Credit). Under the compulsory LOCF curriculum currently being taught, credits are issued to papers that are not transferrable; however with the forthcoming adoption of NEP in the academic year 20223-2024, the college motivates the students to register themselves at Academic Bank of Credit (ABC). However, the college recognizes and welcomes the ABC concept and desires to implement it in the upcoming years in accordance with NEP 2020 whenever the affiliating University implemented in the ensuing sessions.

17.Skill development:

A number of events have been planned by the college to foster skill development among its diverse stakeholders. Its pupils have access to activities designed to help them strengthen their language and ICT skills. The institution has been offering Spoken Tutorial Courses as part of the National Mission on Education through ICT in association with IIT, Bombay. A college has set up several training programmes in community levels such as mushroom cultivation, pickle production, production of vermicompost, organic farming procedure, to help the local people to develop their entrepreneurial talents. The academic transaction includes skill-enhancement courses as well. For the benefit of its students, the college also provides skill-based certificate programmes. Vermicompost, biopesticides, and biofertilizer preparation is advised for students enrolled in the certificate programme "Organic Farming and Production of Organic Input". The College also conducts Impact lecture Series to inspire the students and has registered with MHRD's Institution and Innovation Council (IIC). The Institution offers a conducive environment for the development of innovative mindset among the pupil. The institution signed MoUs with NEATHUB, AAU, Jorhat, NESSIA, JYOTISKA etc. For the improvement of their quality of life, the college has adopted a hamlet and runs a number of skill-development programmes. There are 3 (three) add-on courses conducted by the college for skill development of ICT skills such as Basic Computer Application, Hardware and Networking and Internet Based Web Designing.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Kakojan College has integrated the Indian Knowledge system in its Teaching Learning process. Students obtain a complete understanding of Indian and regional varied cultural past,

including its language, customs, and belief systems. It provides classes in both English and Assamese medium. Ancient philosophical and cultural systems, ethical principles, and moral ideals are included in the course material. Organisation of several performances, webinars, workshop, and lectures is another method used to introduce pupils to a wide range of performing arts. English Study and Literary Forum organized workshops on "Art of Acting in Assam and Shakespeare" and "Indian English Poetry from North Eastern India". In order to promote the Indian Knowledge System, the college organised webinars on topics like "Role of Scientific Attitude and Scientific Literature in the Formation and Development of Society," Bhaona, a traditional mythological Assamese drama, the Diha Naam Competition for Folk Music, Inter College Poetry, and Rabha Sangeet Competition, among others. Through the celebration of Basanta Utsav, Kakojan College initiated this modest initiative to treasure and celebrate the rich cultural legacy of the state. Utilizing cutting-edge technology and resources, Kakojan College promotes the Indian Knowledge System. It has ICT-based classrooms, a Language and Literature Hub, and subscriptions to online resources that support India's traditional knowledge system.

The Central library of the College is well-stocked with books, novels, and magazines on religion, art, and culture in both English and Assamese. The "Shankar-Madhav Corner" was created in honour of the two famous Vaishnavite saints, Mahapurush Sankardev and Madhavadeva, the cultural icons of Assam. A historical museum is on hand to showcase the state's cultural legacy.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Kakojan College places a strong emphasis on outcome-based education, in which students learn about the course outcomes through an orientation session conducted by each department in which everyone is totally committed to obtain the desired results. The learning objectives are specified in detail, and the course plans are organised accordingly. Learning is made concrete through experiential and participative learning. The institution organises workshops, popular talks, webinars/seminars, lecture series, field trips, etc. to accomplish the desired learning objectives. This improves the learning calibre of students and resources are also offered through [kakojancollegelearning](#) platform to improve classroom instruction.

The effectiveness of each programme is assessed by results of final semester examination. Similar to this, students' course

outcomes are assessed on the basis of the percentage of students in the final examination and also in the class. The Academic Council Meeting covers all pertinent issues, and decisions are taken accordingly.

20.Distance education/online education:

As directed by the Director of Higher Education, Assam, online resources and blended learning are employed to supplement and improve pedagogy. During the COVID 19 Pandemic, classes were taught on online mode using a variety of platforms, including Zoom, Google Meet, Google Classroom, etc. Final Semester Examinations were conducted on online mode as per direction of the affiliating university's. Additionally, during and after the pandemic, students are encouraged to utilise various OER (Open Educational Resources).

Online tools and blending learning are used to augment and enhance pedagogy as per directive of the Director of Higher Education, Assam and Dibrugarh University. Online classes were held during the COVID 19 Pandemic by using different platform. The Library registered under the National Digital Library of India and the National Library and Information Services Infrastructure for Scholarly Content (N-LIST). A library user may access 8,78,67,300+ E-books through NDLI, 1,99,500+ books and E-books, 6000+ E-journals, and the N-LIST database.

Extended Profile

1.Programme

1.1	13
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1095
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	273
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	195
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	48
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	42
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	32
Total number of Classrooms and Seminar halls	
4.2	3560471
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	97
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

As an affiliated institution there is no autonomy to prepare curriculum. The parent university update and revise syllabus from time to time. The institution follows the curriculum prepared by the board of studies of the parent university. The syllabus of the courses both Honours and Generic Elective are divided by the head of the department among the teachers. The course plan is prepared by the heads unit wise and distributed among the teachers. The curriculum is delivered through projects, assignments, seminars, popular talks, workshops, field visits, etc. Emphasis is also given in the use of ICT tools like PPTs, videos, e-books, etc. Effectiveness of the curriculum delivery is also judged through internal evaluation in Unit tests, Sessional examinations and assignments. There are nine short term self-funding add on course. These courses are conducted by the Information and Career Guidance Cell (ICGC). The syllabus of the short term courses are prepared by the institution to make the students conscious about their career and also give them all required information about career opportunities in diverse fields.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://dibru.ac.in/academic-calendar/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution follows the academic calendar of the parent university. For continuous evaluation two sessional examination held in each semesters. There shall be 20% marks for internal assessment and 80% marks for End Semester examination in each course during every semester. In Internal Assessment, different tools such as objective tests, written tests, assignments, paper presentation, laboratory works, field study etc. suitable to the courses may be employed. The marks allotted for Internal Assessment (20%) in each course shall be based on the following -

(a) Sessional examination I & II (Written) 25% of marks allotted for the internal assessment

(b) Seminar/Group Discussion: 25% of the marks allotted for internal assessment

(c) Attendance: 25% of the marks allotted for internal assessment.

End Semester Examination:

There shall be one End Semester examination carrying 80% marks in each course. The End Semester examination is normally a written/laboratory based examination/progress work etc

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://kakojancollege.edu.in/admin/documents/Downloads/ACADEMIC_CALENDAR_2021-2022/63b85f45daa95.pdf

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 year.

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

09

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1095

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

1095

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

1.3 - Curriculum Enrichment

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

The syllabus offered by the affiliating University i.e., Dibrugarh University for various UG courses has ample scope for integrating numerous issues related to gender, professional ethics, human values, environment and sustainability. Apart from it, the institution under the leadership of IQAC takes initiative for addressing those issues. IQAC organizes webinars on Gender issues, Environment and Sustainability for students, alumni, research scholars and faculties. A handbook on the Code of Professional Ethics had been distributed among the faculty and staff members of the institution. The Centre for Women Studies (Women Cell) is active in addressing issues relevant to gender. The Science Club of the institution addresses issues related to the environment and sustainability. The Science club is active in the implementation of environmental sustainability through webinars, celebrates various environment-related days and as well as extension activities for tree plantation. NSS organizes Swachhata initiative in and around the campus. The ICGC organizes training initiatives on professional ethics required for the personality development of the student's community. Human Values are also nurtured through activities by students like the celebration of Voters Day, International Yoga Day, and National Girl Child Day. Most of the activities 2020-21 have been carried out online due to restrictions of the COVID-19 pandemic. The institution has taken a step towards the reduction; reuse and recycling of one time used plastic waste from the environment by preparing Eco Brick.

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

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

12

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

263

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://kakojancollege.edu.in/admin/documents/Teaching_Learning/Students_Feed_Back_Analysis_and_Action_Taken_Report_2021-2022/63e20c9a088b8.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

670

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

144

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution believes in holistic education and provides equal opportunity to enroll students from all spheres of the society. The institution assesses the learning levels of the students through Teachers' observation and Response of the students in the class, performance in internal and end semester examination and participation in different academic and co- curricular activities. To facilitate learning process more meaningful the institution adopted effective mentoring system. Every mentor provides all the necessary needs of the students assigned to his/ her.

To encourage the students, specially the advanced learners the institution organizes motivational programme to appear various competitive examination, provides additional study material and web links, encourages to participate in workshops and seminars organized within and beyond the campus and to take project work, organizes lecture workshop, popular talk, career oriented programmes and provides the opportunities to represents inter college competition like debates, quiz, poster making, cultural, sports etc.

Every mentor takes care of the slow learner under his/or her mentorship. They sort out each slow learner's strengths and weaknesses, problem faced during learning process and steps taken to resolve the problems or difficulty. Remedial classes are organized by the departments. Progressions of slow learners are discussed with their parents.

File Description	Documents
Link for additional Information	https://kakojancollege.edu.in/admin/documents/2.2.1%20ASSESSMENT%20OF%20LEARNING%20LEVEL%20OF%20STUDENTS/6392c64821140.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1095	46

File Description	Documents
Any additional information	View File

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

In addition to classroom teaching, students are provided with experiential learning such as educational tour and in hand learning through practical. The departments of the institution organize field trip individually related to their course. Interested advanced learners get opportunity to visit "The North Eastern Regional Institute of Water and Land Management" for training in laboratory techniques with which the institution has signed MOA, North East Institute of Science and Technology (NEIST) under CSIR, Assam Agricultural University and Central Muga Eri Research and Training Institute for training programme. The students of Education Department gain experiences through "Practice Teaching"

Students of the institution can play active role in the learning process through participative learning in the form of seminars, group discussions and workshop. They also get opportunity to present their thoughts related to academic in different seminars organized within and beyond the campus. They also learn problem solving methodologies through community engagement programme in the form of case study and project works.

To create awareness towards entrepreneurship development among the students, the institution registered under IIC, MHRD Govt. of

India and organized webinar, motivational talk, workshop on IPR etc. and has also signed MOU with NESIA, NEATE Hub and AAU, Jorhat.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://kakojancollege.edu.in/admin/documents/2.3.1%20STUDENT%20CENTRIC%20METHODS/6392c68b601b5.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Information and communication technology (ICT) is a broad term that encompasses many services and applications that are connected to radio, television, cell phones, computer and network hardware and software, satellite systems, and other communication devices. Examples of these services and applications include videoconferencing and distance learning. Use of ICT tools in classroom teaching supports and enhance student learning and to construct learning environments.

All the teachers of the Institution use ICT enabled tools for effective teaching-learning process which include power-point presentation through LCD projectors, providing study materials through Google Classroom and WhatsApp. During Covid-19 pandemic period all the teachers took online classes through Google meet, Zoom app etc. and this practice is continued by the faculty along with the offline classes. The institution has also an e-learning portal (www.kakojancollegeelearning.in) where video tutorials prepared by the faculty members are uploaded for easy access to the students. The institution provides software like C Programming, MATLAB and Language and Literature Hub for developing learning skill of the students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://kakojancollegeelearning.in/

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

2.3.3.1 - Number of mentors

45

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

41

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

13

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

832

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution follows the guideline of its parent University (Dibrugarh University) regarding the performance of all academic activities. Every year the university publishes an Academic Calendar for its affiliated colleges which includes all the academic activity to be performed in an academic year. Internal assessment of students is carried out in accordance with University guideline. 20% of total marks are allocated to internal assessment in each paper/course during every semester. The institution has accomplished this responsibility by conducting 2 in-semester examinations at a particular time interval; organizing seminars/ group discussion/ home assignment in a given sequence as directed or indicated in academic calendar. These are all compulsory for the students. If any student missed the examination due to legitimate reasons, repeat tests are provided for those students. Besides Internal examination, Seminar/ Group Discussion and Home Assignment, percentage of student's attendance is also a significant component of internal evaluation of the students. The rules for Internal Assessment in B.A/ B. Sc. Programme in Semester

system are as follows----

1. 50% (25%+25%) marks from both of the Sessional examination,
2. 25% marks from Seminar/ Group discussion and
3. 25% marks from attendance

File Description	Documents
Any additional information	View File
Link for additional information	https://kakojancollege.edu.in/admin/documents/2.5.1%20MECHANISM%20OF%20INTERNAL%20ASSESSMENT/6392c6cd5d3fe.pdf

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

The results of the internal examination are displayed on the Notice Board within the specified time frame, following the Dibrugarh University Academic Calendar. Concerns involving the internal evaluation of students are resolved at the departmental level. Before the final results are displayed on the Notice Boards of each department, the evaluated answer scripts of each student's sessional examination are shown for them to review independently. Students have the chance to voice any concerns they may have with their sessional exam results as well as other issues. Any complaint that is determined to be valid is quickly resolved.

After completion of evaluation of answer scripts of all the courses/ papers, the HoD along with the faculty members of each Department discuss the marks obtained by individual students and about their progression. The marks attained by the students in Sessional examination are displayed on Departmental Notice Boards.

After completion of internal evaluation process internal assessment of each student are submitted to the Examination Committee.

File Description	Documents
Any additional information	View File
Link for additional information	https://kakojancollege.edu.in/admin/documents/Teaching Learning/Mechanism to deal %20with internal examination related grievances/63e34df7912e0.pdf

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.

The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with "Dibrugarh University" guidelines to which the institution is affiliated. The Institution offers B. A. and B. Sc. Programmes (Honours & Major) in Under Graduate level. The subjects offered by the institution for B. A. Programme are Assamese, English, Economics, Education, History, political Science and Sociology, and for B. Sc. Programme Physics, Chemistry, Mathematics, Botany and Zoology respectively and Statistics as Generic Elective subject. Students have to study various courses under each subject of B. A. or B. Sc. Programme which they choose to pursue for future career.

POs and PSOs for all programmes are displayed on College Website. At the beginning of every semester, an orientation programme is organized by each department for students to inform about their respective courses and the topics included in the courses. This briefing is provided in the very first initiation class held by the respective departments. The syllabus for every course is distributed among the students through instant message group and also displayed of institution's website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kakojancollege.edu.in/admin/documents/2.6.1%20COURSE%20OUTCOME_2020%20%E2%80%93%202021/6392c6f368c1d.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The programme outcomes are evaluated directly through End Semester University Examination conducted by affiliating University.

Similarly, course outcomes are evaluated through the performance of the students in class, seminar or group discussion; marks obtained in in-semester examination and end semester examination for every course.

Attainment of Pos, PSOs and COs are also measured by progression of total number of students towards higher studies such as P.G., B. Ed. etc. in different higher educational institution.

Employability of students upon successful completion of undergraduate programme is one of the most important basis to attain Programme Outcome. In this regards number of students employed either in Government or private sectors and number of self employed students are taken into consideration.

Course Outcomes of Add on courses offered by the institution are evaluated by the institution itself. In this regard, emphasis is placed more on the skill that a student learned during practical sessions.

Feedback system is another significant method to identify attainment level of students, learning outcome. In this regards the institution collects feedback from students, parents, teachers and alumni and takes necessary steps to improve teaching-learning process based on feedback.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kakojancollege.edu.in/admin/documents/PROGRAMMES%20AND%20COURSE%20OUTCOME%20OFFERED%20BY%20THE%20INSTITUTION/6389e1d4b7ff2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

195

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://kakojancollege.edu.in/admin/documents/Teaching_Learning/Annual_Report_Teaching_Learning_Result_2022/63e1ff577dc05.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://kakojancollege.edu.in/admin/documents/Teaching_Learning/Student_Satisfaction_Survey_2021-2022/63e20b7f693f5.pdf

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 year (INR in Lakhs)

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

Nil

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

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

000

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	N/A

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

06

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

00

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

10

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

As a part of Extension activities, the NSS, NCC and IQAC of the College carried out a number of cleanliness drive throughout the year, a Clean India Campaign in the neighborhood, and a Plastic and Waste Collection Drive and Plogging Run. The large amount of plastic bottles and bags, collected from these drives, from the commercial areas of Kakojan were reused in the making of Eco Bricks. A Health Awareness Programme was also conducted. The ICGC and IQAC of the College also conducted Online Career Counseling Session and an One Day Workshop on 'How to prepare for an Interview?'. The Centre for Women Studies and IQAC of the College organized an Online Awareness Programme on 'Menstrual Health and Hygiene' and also organized a Group Folk Song Competition among the women of neighborhood. The NSS Unit also celebrated the day of Felicitation of National Heroes on 10th October, 2021, where NSS volunteers felicitated Mr. Konbop Hazarika, a national hero.

of Kakojan Bon Gaon area. In all these activities a large number of students of the college were actively involved. These practical activities make the students understand various socio-cultural aspects of the society and also make them aware of the social needs.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/nss
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

15

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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., during the year

984

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

08

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

16

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

The institutional mechanism, as an undergraduate rural college, has been maintaining and utilizing its physical and academic support facilities to the maximum extent. The institution offers conducive environment for theoretical and practical learning process. The institution has (31) number of classrooms, one language laboratory, one mathematical laboratory (Matlab), one computer laboratory and laboratories for Physics (3 Nos.), Chemistry (2 Nos.), Botany (3 Nos.), Zoology (1) and Education (1) along with one ICT enabled Conference Hall.

The whole campus of the institution is covered with Wi-Fi facility by installing Wi-Fi routers at different corners with BSNL leased line connection of a speed 4mbps. It was installed in the institution in the year 2018. The institution has IT facility with a total no. of 75 Computers. The students can avail facility of computer with internet in central computer lab with 33 nos. of computers. The college has 3 class rooms with LCD projectors and 9 class rooms with LED smart TV for teaching and learning. Apart from this each department is availing the computer facility with internet connection. Most of the office related tasks are digitalized with the use of computer and there are total 9 nos. of computers in the office building.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kakojancollege.edu.in/

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

The sports In-charge ensures the optimum utilization of sports facility and equipment. The identified talented students are trained and motivated to participate in annual sports, Inter college competitions and state/national level competitions. The sports in-charge and Games secretary of the Student Union Society monitor and operate the sports facilities and instruments/equipment. The college has no permanent sports

complex. The playground (Approx. size- 157×92 sq.m)) of Kakojan Sports Association, which is in front of the institution, has been utilized by the institution in any sports event as per mutual agreement. The construction work of an open stage is going on, so a temporary auditorium is used for cultural activities. Gymnasium equipment are available, and a room is allotted for Gymnasium. Although the Institution has no permanent yoga center, yet the yoga classes are arranged in a hall by the NSS/NCC students periodically. Various cultural activities are regularly performed by the students. Besides Annual College week and Inter-College Sports Competition are organized in the Public Playground situated in front of the institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kakojancollege.edu.in/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

14

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

100.40

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library is centrally located with open access system, and it provides the necessary impetus for the intellectual progress of the students, teachers and others around. Kakojan College Library used SOUL ILMS from 2008 to Dec, 2018 and switched to KOHA ILMS in Jan, 2019 and has Barcode technology. It is an active member of the National Library and Information Services Infrastructure for Scholarly Content (N-LIST) and the National Digital Library of India (NDLI). The library patrons can access 1,99,500+ E-books and 6,000+E-journals available in the N-LIST database and 8,78,67,300 + E-books through NDLI. A distinct digital library section is present in Central Library. Five computers have been installed in the library and all are connected to the internet through which users can access E-resources. The library also offers reprographic service. The Online Public Access Catalogue (OPAC) is made available for library users to know the status of the availability of the books and documents in the library. The Central library is going to set up an International Repository by using D-Space digital library software where resources published by the college and its faculties, question papers of previous years, rare books and reports will be preserved in digitized form.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://kakojancollege.edu.in/admin/documents/4.2.1%20INTEGRATED%20LIBRARY%20MANAGEMENT%20SYSTEM/639217fa52262.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e- A. Any 4 or more of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

11.825

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

25.05

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Kakojan College Frequently Updated its IT facilities including Wi-Fi. Institution's E-Governance policy aims at establishing guidelines and standards for various uses of IT facilities, as well as the upgrading and maintenance of IT infrastructure. The Technical Maintenance Committee handles issues relating to IT infrastructure. it also provides guidance on how to use the equipment, the internet, and other technologies.

The whole campus of the institution is covered with Wi-Fi facility by installing Wi-Fi routers at different corners with BSNL leased line connection of a speed 4mbps. It was installed in the institution in the year 2018. The institution has IT facility with a total no. of 75 Computers. The students can avail facility of computer with internet in central computer lab with 33 nos. of computers. The college has 3 class rooms with LCD projectors and 9 class rooms with LED smart TV for teaching and learning through ICT mode. Apart from this each department is availing the computer facility with internet connection. Most of the office related tasks are digitalized with the use of computer and there are total 9 nos. of computers in the office building

I

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/4.3.1%20IT%20FACILITIES%20INCLUDING%20WI-FI/6392182ce83b9.pdf

4.3.2 - Number of Computers

97

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution E. < 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

100.4

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

- Maintaining and utilizing Physical, Academic and support facilities are maintained by the Principal, Vice Principal, Academic Vice Principal, Co-ordinator, IQAC with the help of faculty members, non-teaching and library staff.
- The laboratories are monitored and maintained by the departmental faculty members with the help of laboratory bearers and Grade IV employees.
- The library is maintained and supervised by the Librarian with the help of library staff, Digital library section is maintained by the In-charge of Digital Library Section.
- The college has no permanent Sports Complex. The Public Playground which is in front of the institution has been utilised by the institution in any sports events of the institution as well as competitions under parent University.
- The Computer Laboratory has been maintained by the Computer Faculties. Special technicians are invited in need for

maintenance of computers.

- The classrooms are used for regular classes and it has been maintained by the Grade IV employees. Apart from regular classes the classrooms are utilized by the Study Centres of Krishna Kanta Handique State Open University (KKHSOU) on Sundays. The classrooms of the institution have been used for various competitive examinations like Civil Service Examination, Written Selection test for various government jobs on holidays.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/SYSTEMS%20AND%20PROCEDURES%20FOR%20MAINTAINING%20%20UTILIZING%20PHYSICAL,%20ACADEMIC%20%20SUPPORT

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

848

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

04

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://kakojancollege.edu.in/admin/documents/Student_Support/Capacity_Building_Initiatives_by%20the_Instituion/63e4b0c3c8ddc.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

63

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

809

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

72

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

102

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (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) during the year**

24

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****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) during the year.**

09

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

Kakojan College facilitates' students representation and engagement in various administrative, co-curricular and extracurricular activities. As such, the Student Union Society of Kakojan College involves in various activities keeping in mind the overall development of the college. Apart from organizing the regular activities of the institution viz. College Week, Observance of Saraswati Puja, Republic Day, Independence Day, the Student Union Society organized the following important events during 2021-2022

1. All Assam Inter-College Debate Competition on 11th January, 2022
2. Basanta Utsav on 26th April, 2022
3. Awareness Programme on Competitive Examination on 13th June, 2022
4. Celebration of Bishnuprasad Rabha Diwas on 20th June, 2022
5. International Yuga Day on 21st June, 2022
6. A poetry recitation programme "Chandaraag" on 28th July 2021

The Student Community is well represented in the Academic and Administrative bodies of the institution. General Secretary is the ex-officio member of Internal Quality Assurance Cell (IQAC). President and General Secretary are by portfolio member of Project Monitoring Unit, RUSA. The President, General Secretary along with the Secretary of Girls Common Room is also member of Internal Complaints Committee. Collegiate Student Grievances Redressal Committee is represented by the General Secretary of the Student Union Society.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/Downloads/PROSPECTUS_OF_KAKOJAN_COLLEGE_2021-2022/63b85abde5e80.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

11

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

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

The Alumni of Kakojan College is recognized as 'Alumni Association, Kakojan College'. The Association is registered under The Societies Registration Act XXI of 1860 with Registration No: RS/JOR/238/I/39. The alumni of the institution is active in variety of fields like Administration, Legal services, Defence, Journalism, Academics and Social work. Active alumni association has been trying to create a strong alumni base that significantly contributes to the growth of the institution. By supporting our current students on their intended career, the predecessors have kept a strong relationship with them.

The contribution of the alumni has been in cash, kind and service.

The outgoing students of the institution contribute 200 rupees at the time of their graduation and the money is deposited in the college account named as Kakojan College Ex-student Contribution Fund at Punjab National Bank, Kakojan Branch. As of now, the said account is credited with total Rs. Rs1, 58,308.10. Alumni Association of the College regularly organizes webinar, lecture, alumni meets in every year. Besides, the outgoing students of the College donated Books, Book Self, Reading Stand, Notice cum Bulletin Board, Water Filter, and Electric Fan etc. A good numbers of alumni are rendering their service as both permanent and temporary in teaching and non-teaching staff. At present a total numbers of 20 alumni are serving the institution as teaching as well as non-teaching staff.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/alumni
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

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

The nature of governance, Respective Plans and participation of teachers in the decision-making bodies reflects through vision and mission of the institution through participative management and decentralize process through various committees where teacher members are involved. The college is under a Governing Body and duly appointed and formed by the Director of Higher Education, Assam. For smooth functioning of the administrative and academic activities of the college, various committees have been formed. These committees work under the chairmanship of the College Principal.

The important committees are 1) College Choice Based Credit System

(CBCS) Board. 2) Academic Council 3) Admission Committee 4) Examination Committee 5) Routine Committee 6) Steering Committee (NAAC) 7) Prospectus Committee 8) Academic Calendar Committee 9) Project Monitoring Unit (RUSA) 10) UGC Cell 11) UGC Research Body 12) Infrastructure Development Committee 13) Purchasing Committee (For General Purpose) 14) Library Committee 15) Internal Complaints Committee 16) Grievance Redressal Committee 17) Centre for Women's Studies (Women Cell) 18) Student Advisory Committee 19) Information and Career Guidance Cell 20) Technical Maintenance Committee

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/Downloads/Prospectus_2021-2022/63e4d547b81ee.pdf
Upload any additional information	View File

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

The decentralization and participative management of the institution is in practice.

1. Governing Body:

The institution is under a Governing Body duly appointed and formed by the Director of Higher Education, Assam. There are two Vice Chancellors' nominee, two teacher representatives, one member from Non-teaching staff, Librarian and three Guardian members. Vice Principal is also a member of Governing Body. All major decisions are taken and approved by the Governing Body for management and all-round development of the institution.

1. Academic Structure- The principal is the Academic Head of the institution. There is Academic Vice Principal in the institution. Academic Vice Principal monitors all academic activities. The institution has Academic Council. The principal is the Chairperson of the Academic Council. Academic Vice Principal is the convener of the Academic Council. Vice Principal and HODs are members of the Academic Council. All major decisions regarding academic matters are taken in the meeting of the Academic Council. The decisions

are implemented by the academic Departments.

For smooth functioning of the administrative and academic activities of the institution, various committees have been formed. These committees reflect the decentralization and participative management of the institution.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/6.1.2%20DECENTRALIZATION%20AND%20PARTICIPATIVE%20MANAGEMENT/63921a2d95722.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type - Human Resource Management.

As a rural based college most of the students coming from rural areas and they have less exposure in some areas. Keeping this in view in mind, apart from the regular B.A./ B.Sc. course, the institution has been conducting Nine(9) Add on Certificate Courses for B.A./ B.Sc. students. The Information and Career Guidance Cell (ICGC) monitors these courses. Each course is assigned to various academic departments. These courses are

1. Basic Computer Application- assigned with the Department of Mathematics.
2. Computer Hardware and Networking- assigned with the Department of Physics.
3. Internet-Based Web Designing- assigned with the Department of Chemistry.
4. Organic Farming and Production of Inputs- assigned with the Department of Botany and Zoology.
5. Entrepreneurship Development- assigned with the Department of Economics and Sociology.
6. Leadership Development-assigned with the department of English and Political Science.

7. Personality Development and Human Values- assigned with the Department of Education and History.

8. Fine Arts- assigned with the Department of Assamese.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/POLICIES/PERSPECTIVE%20PLAN/63e12a6fd3825.pdf
Upload any additional information	No File Uploaded

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

Kakojan College has well defined administrative setup. It follows the guidelines of State Government, Dibrugarh University, UGC, RUSA, NAAC as benchmarking bodies.

The Governing Body is constituted as per State Government rules and provision. The Governing Body comprises of President appointed by the DHE, Assam, 2 Vice-Chancellor's nominee of the parent university, representative of teaching, non-teaching staff and Guardian members

The Principal is the executive head and implements all the decisions resolved in G.B. in the capacity of Secretary and also serve as DDO on behalf of the State Government. The Principal has a dedicated team comprising the Co-ordinators of IQAC, RUSA, VicePrincipal, Academic Vice Principal, the HoD's and the members to assist in the disbursing the entire administrative works.

Service Rules and Procedures are guided by the DHE and State Government as amended from time to time. The recruitment and promotion rules for the Teaching Staff are as per UGC eligibility criteria and non-Teaching staff are recruited and promoted as per State Government rules.

The institution has a code of conduct for teaching, non-teaching staff. It explains the roles and responsibilities of teaching, non-teaching staff.

kakojan College's perspective/development plan is well defined and works it accordingly.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/policies
Link to Organogram of the Institution webpage	https://kakojancollege.edu.in/admin/documents/6.2.2%20ORGANOGRAM%20OF%20THE%20INSTITUTION/63921ab9ea924.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

1. The college employees are entitled to pension benefits of govt. of Assam after retirement. The retired person gets the benefit of Gratuity or Death Cum-Retirement Gratuity as per government rule. Leave Encashment Benefits are paid to a retired person, being an amount equal to 300 days salary in case of non-vacation and 180 days salary for vacation employees.

2. Group Insurance Scheme run by Government for the employees of the college by deducting premium from salary bill directly. In case of the death of an employee before retirement, the claim is settled by the Govt. immediately. In the case of retirement, the paid premium amount is refunded to the retired employee with interest.

3. General Provident Fund is generated by employee's monthly contribution. After retirement, the employees receive the entire deposited amount with interest.

4. NPS is functioned by the Central and State Government since 2005. 10% of basic & DA is deducted from salary every month along with 14% of Government contribution. After retirement, an employee gets 60% of the total amount deposited and the rest 40% is paid as a monthly pension. After the death of such an employee, the nominee will get the entire amount from 40% of the deposit.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/POLICIES/EMPLOYEES_WELFARE_POLICY/63dc_e0802655f.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

48

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Teaching Staff- The system of Performance Appraisal for the teaching staff as per the direction of the Director of Higher Education, Assam under the Govt. of Assam. This is per clause 26 of Assam College Employees (Provincialisation) Rules, 2010. There is a format which includes personal data, Assessment by the Reporting Authority i.e., the principal of the college and recommendation about the fitness for advancement to the next higher rank and also the opinion of the Reviewing Authority i.e., the President of Governing Body. This Performance Appraisal Report, Screening Committee Report and other documents sent to the DHE, Assam. It is mandatory in the case of CAS Promotion.

Non-teaching Staff- There is a system of Annual Confidential Report for non-teaching staff as per norms and directives of the Director of Higher Education, Assam. The format includes character and conduct and relationship with authority and other staff members, regularity and punctuality in attendance, general intelligence, performance in extracurricular activities, cooperative activities, and duties. It has to be recommended by the Institutional Head with the recommendation of Reviewing Authority, i.e., President of Governing Body to the Director of Higher Education, Assam. It is mandatory in case of promotion to a higher grade

File Description	Documents
Paste link for additional information	https://dte.assam.gov.in/sites/default/files/swf_utility_folder/departments/dte_medh_assu_in_oid_5/menu/document/annual_self_-_assessment_for_the_pbas_3.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts Internal and External Audits regularly. The Internal Audit is conducted by Chartered Accountants regularly. The External Audit is conducted by the office of the local Audit, Govt. of Assam. The Institution informed the Audit Office to conduct the External Audit at the earliest. But, due to the Covid Pandemic situation, the office informed the institution to do an external audit in April 2022. In case of any audit objections, it is placed in the Governing Body of the institution

and after discussion and decision of Governing Body, the queries are replied to and sent to the concerned authority. The Governing Body approves the Audit Report in its sitting.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Institution has institutional strategies for mobilization policy and funds and the optimal utilization of resources. The Governing Body takes decision and accord approval in all major activities. Besides there are various committees to implement the activities and take strategic plan to implement the policy.

1. Project Monitoring Unit, RUSA
2. UGC Committee
3. Infrastructure Development Committee
4. Purchasing Committee

These Committees take decision and implement the strategic plan subject to the approval of Governing Body or as per Govt.

Guidelines.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/6.4.3%20INSTITUTIONAL%20STRATEGIES%20FOR%20MOBILIZATION%20OF%20FUNDS%20AND%20THE%20OPTIMAL%20UTILIZATION
Upload any additional information	View File

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

The IQAC of the institution works collaboratively with departments and develops strategies to improve policies, procedures, and pedagogy.

1. The formulation of carefully designed policies for important strategic functions, which are uploaded on the college website for wider dissemination.
2. As per guidelines of affiliating University, preparation of Prospectus and Academic Calendar prior to the commencement of the academic session and maintain Academic Diary
3. Organization of seminars, webinars, workshops, lecture workshop, special talks that enhance the quality of education being imparted.
4. Encouraging students to enroll in Add-on Course for skill development
5. Participatory and experiential learning through project work, field study and seminars
6. Faculty Development Program/Workshop on ICT and E-learning for faculty members of the college.
7. Promote environmental awareness among students by arranging Swachhata Abhiyans, plantations, and other activities.
8. To carry out students satisfaction survey on overall institutional performances
9. To collect feedback from Alumni, guardian and Employees on overall performances of the institution
10. To establish linkages and collaborations, MOUs has been signed with other agencies.
11. The institution is registered under IIC, MGNCRE, NISP and NYPS

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/Governance Leadership/6.5.1 THE QUALITY ASSURANCE STRATEGIES AND PROCESS/63e2593d24c4e.pdf
Upload any additional information	View File

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

A) **Mentor-Mentee System:** The Institution has an effective student mentoring system to provide information, advice and emotional support to the students. In mentoring system, a group of students are assigned to a full-time faculty member of the respective department. The objective of the Programme: To bridge the gap between faculty and students. To create a centric environment in the institution so that the student can approach teachers without any fear or hesitation. To help the students to overcome both academic and personal problems during their study periods. To create awareness and motivate students for competitive examination, higher studies and Entrepreneurship. B) Introduction of E-learning Web Page-For the Academic benefit of the students IQAC initiated to introduce of an E-learning page, i.e., kakojancollegelearning.in. Due to the Covid pandemic, the students are deprived of offline classes. In this context, the hoisting of this web page benefited the students.

File Description	Documents
Paste link for additional information	https://kakojancollegelearning.in/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international

B. Any 3 of the above

agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://kakojancollege.edu.in/admin/documents/Teaching Learning/Annual Report of the Institution 2021-22/63e4961c39336.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 year

Gender equity is one of the preconditions for holistic development. For gender sensitization, the institution has initiated several measures to sensitize students to create a gender-neutral and equal society. Gender equity in the curriculum can be seen in different courses conducted by the Institution as prescribed by affiliating University. The Following Courses addresses the gender issue:

1. Education: Gender and Education (DSE-8)
2. English: Women's writing (50100)
3. Political Science: Feminism: Theory and Practice (GE-2A)
4. Political Theory: Concepts and Debates (C3)
5. Sociology: Sociology of Gender (C7) & Gender and Violence (GE4)

The Institution has also initiated gender sensitization through Seminars, Webinars, Popular talks, Online workshops, lecture series, Poster competitions, Training programs etc. The Institution has a Centre for Women's Studies which has been taking measures to resolve various problems and provide solutions to the girl students of the institution and women of the neighborhood. An ISSN Journal (2230-7443) "Emerging Echoes" is being published annually to promote research activities on 'Women Question' and published books named "Awakening of Women" and "Jagriti"

respectively. The Institution has formed several committees as per norms laid by Affiliated University/UGC like Grievance Redressed Cell, Internal Complaints Committee for Gender Sensitization against sexual harassment.

File Description	Documents
Annual gender sensitization action plan	https://kakojancollege.edu.in/admin/documents/Institutional Values/ANNUAL GENDER SENSITIZATION ACTION PLAN/63de3771c63a0.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://kakojancollege.edu.in/admin/documents/Institutional Values/FACILITIES FOR WOMEN/63de3f7065912.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

To overcome the problem caused by the Solid waste, Liquid waste and E-waste the Institution has followed the following steps - (a) Separation of solid waste into biodegradable and non-biodegradable waste. Biodegradable waste is used for Bio compost production and utilized in the model organic garden of the institution. One vermicompost production unit was established at Sector - B for the production of Vermi Compost from the waste generated in itself. (b) Liquid chemical waste generated from the laboratories is properly disposed of through a soak pit. (c) E-waste generated on the campus is very negligible. The cartridges of printers are refilled and reused. The E-waste and defective

items from the computer laboratory are being stored properly for further maintenance. To resolve the Waste recycling Non-degradable waste like plastic bottles, polythene bags etc. are used to make eco-brick. And these eco-bricks are used in the construction of small height walls for plantation and other ornamental purposes. Thus the institution has taken initiative to reduce and recycle waste for creating an eco-friendly and sustainable environment.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://kakojancollege.edu.in/admin/documents/Institutional_Values/Geo_tagged_photographs_of_waste_mangement/63e4cff39f541.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: C. Any 2 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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 200 words).

The institution always encourages the students to organize and participate in different programmes. To bring tolerance and harmony among students, teachers and non-teaching staff of the college celebrates Following National and International days.

The following Important Days are celebrated:

1. Silpi Divas (17th January)
2. National Girl Child Day (24th January)
3. National Voter's Day (25th January)
4. Republic Day (26th January)
5. International Women's Day (8th March)
6. International Earth Day (22nd April)
7. World Environment Day (5th June)
8. Rabha Divas (20th June)
9. International Yoga Day (21st June)
10. Independence Day (15th August)
11. Teachers' Day (5th September)
12. NSS Day (24th September)
13. Constitution Day (26th November)

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Kakojan College takes initiative to sensitize the students and the employees of the institution to the constitutional obligations: values, rights, duties and responsibilities of citizen. the following attempts are made in this regard :

1. The institutional song is played at the beginning of every college function to develop the feeling of belongingness among the students.
2. The College celebrates Independence/Republic day on college premises to render the feeling of nationalism and unity-integrity among young students and employees to make them responsible for the society.
3. The College also observes birth/death anniversaries of great Indian personalities like Teachers' Day, National Science Day, Rabha Divas, Sankardev Tithi etc.
4. Celebration of important days like Constitution, Human Rights, and Voters Day creates awareness amongst students about the importance of the Indian Constitution, ideas, principles, values, rights and duties of Indian citizens.
5. As a part of "Azadi Ki Amrit Mahotsav" the institution organized an essay competition among the students.
6. As responsible citizens Swachhata related activities are practised to inculcate the feeling of responsibility and habit towards hygiene and cleanliness. NSS Unit and Science Club of the institution organized activities where students participate in resource-saving mode inside the campus as well as reduction and reuse of non-biodegradable waste through the Eco Brick Project.
7. Staff of the institution participate in General Election duty.
8. Various programmes on the environment were celebrated and plantation was done during this celebration

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution has the practice of celebrating/organizing national and international commemorative days, events and festivals. During the year 2021-2022, the following days/events/festivals were organized:

1. Foundation day of the Institute on 24th July 2021
2. A poetry recitation programme "Chandaraag" -a tribute to the renowned Assamese poet late Hiren Bhattacharjee was

organized on line by the student union of the institute on 28th July 2021.

3. Celebration of Independence day on 15th August at the institute.
4. On the occasion of "Tithi of Sankardeva" an online programme to declare the result of all Assam essay competition organized by the student union of the institution on 8th September 2021.
5. Celebration of NSS foundation day by the NSS unit of the institute on 24th September 2021. A cleanliness drive was organized on that day on the campus of the institute.
6. Celebration of "National Mathematics Day" by the department of Mathematics of the institute in association with department of Mathematics, Jorhat Kendriya Mahavidyalaya on 22nd December 2021.
7. Celebration of "Republic day" on 26th January 2022 at the institute.
8. Celebration of "Science day" at the institute on 28th February 2022.
9. Observation of "Rabha Divas" by the department of Assamese at the institute on 20th June 2022

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice: 1

Title of the Practice: Analysis of Ground and Surface Water Quality in neighboring area of the Institution

Objective of the Practice:

- To analyze the water quality parameter like Arsenic, Fluoride, Iron, Nitrate, Calcium, Hardness and Turbidity in

ground and surface water of neighboring schools and villages.

- To create awareness about the importance of water quality among society
- To provide report of the study to the concerned for taking strategies

Best Practice: 2 :Title of the Practice: Awareness on Environmental Sustainability through Organic Farming and Production of Organic Inputs with introduction of an add-on certificate course

With the intention of developing human resources in all facets through "excellent education," the public and educators formed Kakojan College. Due to the rural location, majority of the pupils come from agricultural backgrounds. The institution adopted the above topic as a best practice for sustainable development as part of its social obligation to develop its surrounding neighborhood.

Objective of the Practice:

- To promote awareness on sustainable agriculture for well-being of the society
- To raise awareness of the health risks posed by synthetic fertilizers, pesticides etc. and find the alternative of it.
- Introduction of Add-on Course for Practical Training to the students on organic farming practices and to create entrepreneurial mindset
- To create environmental awareness among its stakeholders and community

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Kakojan College, the only HEI in Teok Assembly Constituency, was established by the local educationist, rural people to cater the long standing need of higher education in the particular area. The institution is committed to offer best education to masses especially hailing from rural agro based families. The College

works through all means tries to create conducive environment for creating environmental awareness and sustainability amongst students and neighborhood through distinctive approach. Keeping the scenario of agro based rural economy and the above in mind the institution has been focusing on environment and sustainable development by adopting two best practices and implementation of projects to create awareness on the issues.

Best Practices:

- Analysis of Ground and Surface Water Quality in neighboring area of the Institution
- Awareness on Environmental Sustainability through Organic Farming and Production of Organic Inputs with introduction of an add-on certificate course

Experiential learning through Field Study to a biodiversity park, participation in a survey, webinar, lecture workshop, hands on training programme etc practiced to enable the students to learn about ecosystem, aesthetic, social and ethical values

Key Success made by the institution :

- One District One Green Champion Award" from MGNCRE
- Eco Brick Project
- LED Bulb Production Unit

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

As an affiliated institution there is no autonomy to prepare curriculum. The parent university update and revise syllabus from time to time. The institution follows the curriculum prepared by the board of studies of the parent university. The syllabus of the courses both Honours and Generic Elective are divided by the head of the department among the teachers. The course plan is prepared by the heads unit wise and distributed among the teachers. The curriculum is delivered through projects, assignments, seminars, popular talks, workshops, field visits, etc. Emphasis is also given in the use of ICT tools like PPTs, videos, e-books, etc. Effectiveness of the curriculum delivery is also judged through internal evaluation in Unit tests, Sessional examinations and assignments. There are nine short term self-funding add on course. These courses are conducted by the Information and Career Guidance Cell (ICGC). The syllabus of the short term courses are prepared by the institution to make the students conscious about their career and also give them all required information about career opportunities in diverse fields.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://dibru.ac.in/academic-calendar/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution follows the academic calendar of the parent university. For continuous evaluation two sessional examination held in each semesters. There shall be 20% marks for internal assessment and 80% marks for End Semester examination in each course during every semester. In Internal Assessment, different tools such as objective tests, written tests, assignments, paper presentation, laboratory works, field study etc. suitable to the courses may be employed. The marks allotted for Internal

Assessment (20%) in each course shall be based on the following

-

(a) Sessional examination I & II (Written) 25% of marks allotted for the internal assessment

(b) Seminar/Group Discussion: 25% of the marks allotted for internal assessment

(c) Attendance: 25% of the marks allotted for internal assessment.

End Semester Examination:

There shall be one End Semester examination carrying 80% marks in each course. The End Semester examination is normally a written/laboratory based examination/progress work etc

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://kakojancollege.edu.in/admin/documents/Downloads/ACADEMIC_CALENDAR_2021-2022/63b85f45daa95.pdf

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 year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

09

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1095

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

1095	
File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File
1.3 - Curriculum Enrichment	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
<p>The syllabus offered by the affiliating University i.e., Dibrugarh University for various UG courses has ample scope for integrating numerous issues related to gender, professional ethics, human values, environment and sustainability. Apart from it, the institution under the leadership of IQAC takes initiative for addressing those issues. IQAC organizes webinars on Gender issues, Environment and Sustainability for students, alumni, research scholars and faculties. A handbook on the Code of Professional Ethics had been distributed among the faculty and staff members of the institution. The Centre for Women Studies (Women Cell) is active in addressing issues relevant to gender. The Science Club of the institution addresses issues related to the environment and sustainability. The Science club is active in the implementation of environmental sustainability through webinars, celebrates various environment-related days and as well as extension activities for tree plantation. NSS organizes Swachhata initiative in and around the campus. The ICGC organizes training initiatives on professional ethics required for the personality development of the student's community. Human Values are also nurtured through activities by students like the celebration of Voters Day, International Yoga Day, and National Girl Child Day. Most of the activities 2020-21 have been carried out online due to restrictions of the COVID-19 pandemic. The institution has taken a step towards the reduction; reuse and recycling of one time used plastic waste from the environment by preparing Eco Brick.</p>	

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

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

12

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

263

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://kakojancollege.edu.in/admin/documents/Teaching_Learning/Students_Feed_Back_Analysis_and_Action_Taken_Report_2021-2022/63e20c9a088b8.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
670	

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

144

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution believes in holistic education and provides equal opportunity to enroll students from all spheres of the society. The institution assesses the learning levels of the students through Teachers' observation and Response of the students in the class, performance in internal and end semester examination and participation in different academic and co-curricular activities. To facilitate learning process more meaningful the institution adopted effective mentoring system. Every mentor provides all the necessary needs of the students assigned to his/ her.

To encourage the students, specially the advanced learners the institution organizes motivational programme to appear various competitive examination, provides additional study material and web links, encourages to participate in workshops and seminars organized within and beyond the campus and to take project work, organizes lecture workshop, popular talk, career oriented programmes and provides the opportunities to represents inter college competition like debates, quiz, poster making, cultural, sports etc.

Every mentor takes care of the slow learner under his/or her

mentorship. They sort out each slow learner's strengths and weaknesses, problem faced during learning process and steps taken to resolve the problems or difficulty. Remedial classes are organized by the departments. Progressions of slow learners are discussed with their parents.

File Description	Documents
Link for additional Information	https://kakojancollege.edu.in/admin/documents/2.2.1%20ASSESSMENT%20OF%20LEARNING%20LEVEL%20OF%20STUDENTS/6392c64821140.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1095	46

File Description	Documents
Any additional information	View File

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

In addition to classroom teaching, students are provided with experiential learning such as educational tour and in hand learning through practical. The departments of the institution organize field trip individually related to their course. Interested advanced learners get opportunity to visit "The North Eastern Regional Institute of Water and Land Management" for training in laboratory techniques with which the institution has signed MOA, North East Institute of Science and Technology (NEIST) under CSIR, Assam Agricultural University and Central Muga Eri Research and Training Institute for training programme. The students of Education Department gain experiences through "Practice Teaching"

Students of the institution can play active role in the learning process through participative learning in the form of seminars, group discussions and workshop. They also get opportunity to present their thoughts related to academic in

different seminars organized within and beyond the campus. They also learn problem solving methodologies through community engagement programme in the form of case study and project works.

To create awareness towards entrepreneurship development among the students, the institution registered under IIC, MHRD Govt. of India and organized webinar, motivational talk, workshop on IPR etc. and has also signed MOU with NESIA, NEATE Hub and AAU, Jorhat.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://kakojancollege.edu.in/admin/documents/2.3.1%20STUDENT%20CENTRIC%20METHODS/6392c68b601b5.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Information and communication technology (ICT) is a broad term that encompasses many services and applications that are connected to radio, television, cell phones, computer and network hardware and software, satellite systems, and other communication devices. Examples of these services and applications include videoconferencing and distance learning. Use of ICT tools in classroom teaching supports and enhance student learning and to construct learning environments.

All the teachers of the Institution use ICT enabled tools for effective teaching-learning process which include power-point presentation through LCD projectors, providing study materials through Google Classroom and WhatsApp. During Covid-19 pandemic period all the teachers took online classes through Google meet, Zoom app etc. and this practice is continued by the faculty along with the offline classes. The institution has also an e-learning portal (www.Kakojancollegeelearning.in) where video tutorials prepared by the faculty members are uploaded for easy access to the students. The institution provides software like C Programming, MATLAB and Language and Literature Hub for developing learning skill of the students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://kakojancollegeelearning.in/

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

2.3.3.1 - Number of mentors

45

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

41

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

13	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
832	
File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>The institution follows the guideline of its parent University (Dibrugarh University) regarding the performance of all academic activities. Every year the university publishes an Academic Calendar for its affiliated colleges which includes all the academic activity to be performed in an academic year. Internal assessment of students is carried out in accordance with University guideline. 20% of total marks are allocated to internal assessment in each paper/course during every semester. The institution has accomplished this responsibility by conducting 2 in-semester examinations at a particular time interval; organizing seminars/ group discussion/ home assignment in a given sequence as directed or indicated in academic calendar. These are all compulsory for the students. If any student missed the examination due to legitimate reasons, repeat tests are provided for those students. Besides Internal examination, Seminar/ Group Discussion and Home</p>	

Assignment, percentage of student's attendance is also a significant component of internal evaluation of the students. The rules for Internal Assessment in B.A/ B. Sc. Programme in Semester system are as follows----

1. 50% (25%+25%) marks from both of the Sessional examination,
2. 25% marks from Seminar/ Group discussion and
3. 25% marks from attendance

File Description	Documents
Any additional information	View File
Link for additional information	https://kakojancollege.edu.in/admin/documents/2.5.1%20MECHANISM%20OF%20INTERNAL%20ASSESSMENT/6392c6cd5d3fe.pdf

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

The results of the internal examination are displayed on the Notice Board within the specified time frame, following the Dibrugarh University Academic Calendar. Concerns involving the internal evaluation of students are resolved at the departmental level. Before the final results are displayed on the Notice Boards of each department, the evaluated answer scripts of each student's sessional examination are shown for them to review independently. Students have the chance to voice any concerns they may have with their sessional exam results as well as other issues. Any complaint that is determined to be valid is quickly resolved.

After completion of evaluation of answer scripts of all the courses/ papers, the HoD along with the faculty members of each Department discuss the marks obtained by individual students and about their progression. The marks attained by the students in Sessional examination are displayed on Departmental Notice Boards.

After completion of internal evaluation process internal assessment of each student are submitted to the Examination Committee.

File Description	Documents
Any additional information	View File
Link for additional information	https://kakojancollege.edu.in/admin/documents/Teaching Learning/Mechanism to deal %20with internal examination related grievances/63e34df7912e0.pdf

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.

The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with "Dibrugarh University" guidelines to which the institution is affiliated. The Institution offers B. A. and B. Sc. Programmes (Honours & Major) in Under Graduate level. The subjects offered by the institution for B. A. Programme are Assamese, English, Economics, Education, History, political Science and Sociology, and for B. Sc. Programme Physics, Chemistry, Mathematics, Botany and Zoology respectively and Statistics as Generic Elective subject. Students have to study various courses under each subject of B. A. or B. Sc. Programme which they choose to pursue for future career.

POs and PSOs for all programmes are displayed on College Website. At the beginning of every semester, an orientation programme is organized by each department for students to inform about their respective courses and the topics included in the courses. This briefing is provided in the very first initiation class held by the respective departments. The syllabus for every course is distributed among the students through instant message group and also displayed of institution's website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kakojancollege.edu.in/admin/documents/2.6.1%20COURSE%20OUTCOME_2020%20%E2%80%93%202021/6392c6f368c1d.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The programme outcomes are evaluated directly through End Semester University Examination conducted by affiliating University.

Similarly, course outcomes are evaluated through the performance of the students in class, seminar or group discussion; marks obtained in in-semester examination and end semester examination for every course.

Attainment of Pos, PSOs and COs are also measured by progression of total number of students towards higher studies such as P.G., B. Ed. etc. in different higher educational institution.

Employability of students upon successful completion of undergraduate programme is one of the most important basis to attain Programme Outcome. In this regards number of students employed either in Government or private sectors and number of self employed students are taken into consideration.

Course Outcomes of Add on courses offered by the institution are evaluated by the institution itself. In this regard, emphasis is placed more on the skill that a student learned during practical sessions.

Feedback system is another significant method to identify attainment level of students, learning outcome. In this regards the institution collects feedback from students, parents, teachers and alumni and takes necessary steps to improve teaching-learning process based on feedback.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kakojancollege.edu.in/admin/documents/PROGRAMMES%20AND%20COURSE%20OUTCOME%20OFFERED%20BY%20THE%20INSTITUTION/6389e1d4b7ff2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

195

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://kakojancollege.edu.in/admin/documents/Teaching_Learning/Annual_Report_Teaching_Learning_Result_2022/63e1ff577dc05.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://kakojancollege.edu.in/admin/documents/Teaching_Learning/Student_Satisfaction_Survey_2021-2022/63e20b7f693f5.pdf

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 year (INR in Lakhs)

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

Nil	
File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
000	
File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	N/A
3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year	
3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year	
06	
File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

00

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

10

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

As a part of Extension activities, the NSS, NCC and IQAC of the College carried out a number of cleanliness drive throughout the year, a Clean India Campaign in the neighborhood, and a Plastic and Waste Collection Drive and Plogging Run. The large amount of plastic bottles and bags, collected from these drives, from the commercial areas of Kakojan were reused in the making of Eco Bricks. A Health Awareness Programme was also conducted. The ICGC and IQAC of the College also conducted Online Career Counseling Session and an One Day Workshop on 'How to prepare for an Interview?'. The Centre for Women Studies and IQAC of the College organized an Online Awareness Programme

on 'Menstrual Health and Hygiene' and also organized a Group Folk Song Competition among the women of neighborhood. The NSS Unit also celebrated the day of Felicitation of National Heroes on 10th October, 2021, where NSS volunteers felicitated Mr. Konbop Hazarika, a national hero.

of Kakojan Bon Gaon area. In all these activities a large number of students of the college were actively involved. These practical activities make the students understand various socio-cultural aspects of the society and also make them aware of the social needs.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/nss
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

15

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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., during the year

984

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

08

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

16

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

The institutional mechanism, as an undergraduate rural college, has been maintaining and utilizing its physical and academic support facilities to the maximum extent. The institution offers conducive environment for theoretical and practical learning process. The institution has (31) number of classrooms, one language laboratory, one mathematical laboratory (Matlab), one computer laboratory and laboratories for Physics (3 Nos.), Chemistry (2 Nos.), Botany (3 Nos.), Zoology (1) and Education (1) along with one ICT enabled Conference Hall.

The whole campus of the institution is covered with Wi-Fi facility by installing Wi-Fi routers at different corners with BSNL leased line connection of a speed 4mbps. It was installed in the institution in the year 2018. The institution has IT facility with a total no. of 75 Computers. The students can avail facility of computer with internet in central computer lab with 33 nos. of computers. The college has 3 class rooms with LCD projectors and 9 class rooms with LED smart TV for teaching and learning. Apart from this each department is availing the computer facility with internet connection. Most of the office related tasks are digitalized with the use of computer and there are total 9 nos. of computers in the office building.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kakojancollege.edu.in/

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

The sports In-charge ensures the optimum utilization of sports facility and equipment. The identified talented students are trained and motivated to participate in annual sports, Inter college competitions and state/national level competitions. The sports in-charge and Games secretary of the Student Union Society monitor and operate the sports facilities and instruments/equipment. The college has no permanent sports complex. The playground (Approx. size- 157×92 sq.m)) of Kakojan Sports Association, which is in front of the institution, has been utilized by the institution in any sports event as per mutual agreement. The construction work of an open stage is going on, so a temporary auditorium is used for cultural activities. Gymnasium equipment are available, and a room is allotted for Gymnasium. Although the Institution has no permanent yoga center, yet the yoga classes are arranged in a hall by the NSS/NCC students periodically. Various cultural activities are regularly performed by the students. Besides Annual College week and Inter-College Sports Competition are organized in the Public Playground situated in front of the instituion.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kakojancollege.edu.in/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

14

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

100.40

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library is centrally located with open access system, and it provides the necessary impetus for the intellectual progress of the students, teachers and others around. Kakojan College Library used SOUL ILMS from 2008 to Dec, 2018 and switched to KOHA ILMS in Jan, 2019 and has Barcode technology. It is an active member of the National Library and Information Services Infrastructure for Scholarly Content (N-LIST) and the National Digital Library of India (NDLI). The library patrons can access 1,99,500+ E-books and 6,000+E-journals available in the N-LIST database and 8,78,67,300 + E-books through NDLI. A distinct digital library section is present in Central Library. Five computers have been installed in the library and all are

connected to the internet through which users can access E-resources. The library also offers reprographic service. The Online Public Access Catalogue (OPAC) is made available for library users to know the status of the availability of the books and documents in the library. The Central library is going to set up an International Repository by using D-Space digital library software where resources published by the college and its faculties, question papers of previous years, rare books and reports will be preserved in digitized form.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://kakojancollege.edu.in/admin/documents/4.2.1%20INTEGRATED%20LIBRARY%20MANAGEMENT%20SYSTEM/639217fa52262.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

11.825

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

25.05

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Kakojan College Frequently Updated its IT facilities including Wi-Fi. Institution's E-Governance policy aims at establishing guidelines and standards for various uses of IT facilities, as well as the upgrading and maintenance of IT infrastructure. The Technical Maintenance Committee handles issues relating to IT infrastructure. it also provides guidance on how to use the equipment, the internet, and other technologies.

The whole campus of the institution is covered with Wi-Fi facility by installing Wi-Fi routers at different corners with BSNL leased line connection of a speed 4mbps. It was installed in the institution in the year 2018. The institution has IT facility with a total no. of 75 Computers. The students can avail facility of computer with internet in central computer lab with 33 nos. of computers. The college has 3 class rooms with LCD projectors and 9 class rooms with LED smart TV for teaching and learning through ICT mode. Apart from this each department is availing the computer facility with internet connection. Most of the office related tasks are digitalized

with the use of computer and there are total 9 nos. of computers in the office building

I

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/4.3.1%20IT%20FACILITIES%20INCLUDING%20WI-FI/6392182ce83b9.pdf

4.3.2 - Number of Computers

97

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

100.4

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

- Maintaining and utilizing Physical, Academic and support facilities are maintained by the Principal, Vice Principal, Academic Vice Principal, Co-ordinator, IQAC with the help of faculty members, non-teaching and library staff.
- The laboratories are monitored and maintained by the departmental faculty members with the help of laboratory bearers and Grade IV employees.
- The library is maintained and supervised by the Librarian with the help of library staff, Digital library section is maintained by the In-charge of Digital Library Section.
- The college has no permanent Sports Complex. The Public Playground which is in front of the institution has been utilised by the institution in any sports events of the institution as well as competitions under parent University.
- The Computer Laboratory has been maintained by the Computer Faculties. Special technicians are invited in need for maintenance of computers.
- The classrooms are used for regular classes and it has been maintained by the Grade IV employees. Apart from regular classes the classrooms are utilized by the Study Centres of Krishna Kanta Handique State Open University (KKHSOU) on Sundays. The classrooms of the institution have been used for various competitive examinations like Civil Service Examination, Written Selection test for various government jobs on holidays.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/SYSTEMS%20AND%20PROCEDURES%20FOR%20MAINTAINING%20&%20UTILIZING%20PHYSICAL,%20ACADEMIC%20&%20SUPPORT

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

848

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

04

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://kakojancollege.edu.in/admin/documents/Student_Support/Capacity_Building_Initiatives_by%20the_Instituion/63e4b0c3c8dc.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

63

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

809

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

<p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p>	<p>A. All of the above</p>
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

72

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

102

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (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) during the year

24

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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) during the year.

09

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

Kakojan College facilitates' students representation and engagement in various administrative, co-curricular and extracurricular activities. As such, the Student Union Society of Kakojan College involves in various activities keeping in mind the overall development of the college. Apart from organizing the regular activities of the institution viz. College Week, Observance of Saraswati Puja, Republic Day, Independence Day, the Student Union Society organized the following important events during 2021-2022

1. All Assam Inter-College Debate Competition on 11th January, 2022
2. Basanta Utsav on 26th April, 2022
3. Awareness Programme on Competitive Examination on 13th June, 2022
4. Celebration of Bishnuprasad Rabha Diwas on 20th June, 2022
5. International Yuga Day on 21st June, 2022
6. A poetry recitation programme "Chandaraag" on 28th July 2021

The Student Community is well represented in the Academic and Administrative bodies of the institution. General Secretary is the ex-officio member of Internal Quality Assurance Cell (IQAC). President and General Secretary are by portfolio member of Project Monitoring Unit, RUSA. The President, General Secretary along with the Secretary of Girls Common Room is also member of Internal Complaints Committee. Collegiate Student Grievances Redressal Committee is represented by the General Secretary of the Student Union Society.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/Downloads/PROSPECTUS OF KAKOJAN COLLEGE 2021-2022/63b85abde5e80.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

11

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

The Alumni of Kakojan College is recognized as 'Alumni Association, Kakojan College'. The Association is registered under The Societies Registration Act XXI of 1860 with Registration No: RS/JOR/238/I/39. The alumni of the institution is active in variety of fields like Administration, Legal services, Defence, Journalism, Academics and Social work. Active alumni association has been trying to create a strong alumni base that significantly contributes to the growth of the institution. By supporting our current students on their intended career, the predecessors have kept a strong relationship with them.

The contribution of the alumni has been in cash, kind and service. The outgoing students of the institution contribute 200 rupees at the time of their graduation and the money is deposited in the college account named as Kakojan College Ex-student Contribution Fund at Punjab National Bank, Kakojan Branch. As of now, the said account is credited with total Rs. Rs1, 58,308.10. Alumni Association of the College regularly organizes webinar, lecture, alumni meets in every year. Besides, the outgoing students of the College donated Books, Book Self, Reading Stand, Notice cum Bulletin Board, Water Filter, and Electric Fan etc. A good numbers of alumni are rendering their service as both permanent and temporary in

teaching and non-teaching staff. At present a total numbers of 20 alumni are serving the institution as teaching as well as non-teaching staff.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/alumni
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

he nature of governance, Respective Plans and participation of teachers in the decision-making bodies reflects through vision and mission of the institution through participative management and decentralize process through various committees where teacher members are involved. The college is under a Governing Body and duly appointed and formed by the Director of Higher Education, Assam. For smooth functioning of the administrative and academic activities of the college, various committees have been formed. These committees work under the chairmanship of the College Principal.

The important committees are 1) College Choice Based Credit System (CBCS) Board. 2) Academic Council 3) Admission Committee 4) Examination Committee 5) Routine Committee 6) Steering Committee (NAAC) 7) Prospectus Committee 8) Academic Calendar Committee 9) Project Monitoring Unit (RUSA) 10) UGC Cell 11) UGC Research Body 12) Infrastructure Development Committee 13) Purchasing Committee (For General Purpose) 14) Library Committee 15) Internal Complaints Committee 16) Grievance Redressal Committee 17) Centre for Women's Studies (Women Cell) 18) Student Advisory Committee 19) Information and Career Guidance Cell 20) Technical Maintenance Committee

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/Downloads/Prospectus_2021-2022/63e4d547b81ee.pdf
Upload any additional information	View File

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

The decentralization and participative management of the institution is in practice.

1. Governing Body:

The institution is under a Governing Body duly appointed and formed by the Director of Higher Education, Assam. There are two Vice Chancellors' nominee, two teacher representatives, one member from Non-teaching staff, Librarian and three Guardian members. Vice Principal is also a member of Governing Body. All major decisions are taken and approved by the Governing Body for management and all-round development of the institution.

1. Academic Structure- The principal is the Academic Head of the institution. There is Academic Vice Principal in the institution. Academic Vice Principal monitors all academic activities. The institution has Academic Council. The principal is the Chairperson of the Academic Council. Academic Vice Principal is the convener of the Academic Council. Vice Principal and HODs are members of the Academic Council. All major decisions regarding academic matters are taken in the meeting of the Academic Council. The decisions are implemented by the academic Departments.

For smooth functioning of the administrative and academic activities of the institution, various committees have been formed. These committees reflect the decentralization and participative management of the institution.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/6.1.2%20DECENTRALIZATION%20AND%20PARTICIPATIVE%20MANAGEMENT/63921a2d95722.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type - Human Resource Management.

As a rural based college most of the students coming from rural areas and they have less exposure in some areas. Keeping this in view in mind, apart from the regular B.A./ B.Sc. course, the institution has been conducting Nine(9) Add on Certificate Courses for B.A./ B.Sc. students. The Information and Career Guidance Cell (ICGC) monitors these courses. Each course is assigned to various academic departments. These courses are

1. Basic Computer Application- assigned with the Department of Mathematics.
2. Computer Hardware and Networking- assigned with the Department of Physics.
3. Internet-Based Web Designing- assigned with the Department of Chemistry.
4. Organic Farming and Production of Inputs- assigned with the Department of Botany and Zoology.
5. Entrepreneurship Development- assigned with the Department of Economics and Sociology.
6. Leadership Development- assigned with the department of English and Political Science.
7. Personality Development and Human Values- assigned with the Department of Education and History.
8. Fine Arts- assigned with the Department of Assamese.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/POLICIES/PERSPECTIVE%20PLAN/63e12a6fd3825.pdf
Upload any additional information	No File Uploaded

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

Kakojan College has well defined administrative setup. It follows the guidelines of State Government, Dibrugarh University, UGC, RUSA, NAAC as benchmarking bodies.

The Governing Body is constituted as per State Government rules and provision. The Governing Body comprises of President appointed by the DHE, Assam, 2 Vice-Chancellor's nominee of the parent university, representative of teaching, non-teaching staff and Guardian members

The Principal is the executive head and implements all the decisions resolved in G.B. in the capacity of Secretary and also serve as DDO on behalf of the State Government. The Principal has a dedicated team comprising the Co-ordinators of IQAC, RUSA, VicePrincipal, Academic Vice Principal, the HoD's and the members to assist in the disbursing the entire administrative works.

Service Rules and Procedures are guided by the DHE and State Government as amended from time to time. The recruitment and promotion rules for the Teaching Staff are as per UGC eligibility criteria and non-Teaching staff are recruited and promoted as per State Government rules.

The institution has a code of conduct for teaching, non-teaching staff. It explains the roles and responsibilities of teaching, non-teaching staff.

kakojan College's perspective/development plan is well defined and works it accordingly.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/policies
Link to Organogram of the Institution webpage	https://kakojancollege.edu.in/admin/documents/6.2.2%20ORGANOGRAM%20OF%20THE%20INSTITUTION/63921ab9ea924.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

1. The college employees are entitled to pension benefits of govt. of Assam after retirement. The retired person gets the benefit of Gratuity or Death Cum-Retirement Gratuity as per government rule. Leave Encashment Benefits are paid to a retired person, being an amount equal to 300 days salary in case of non-vacation and 180 days salary for vacation employees.

2. Group Insurance Scheme run by Government for the employees of the college by deducting premium from salary bill directly. In case of the death of an employee before retirement, the

claim is settled by the Govt. immediately. In the case of retirement, the paid premium amount is refunded to the retired employee with interest.

3. General Provident Fund is generated by employee's monthly contribution. After retirement, the employees receive the entire deposited amount with interest.

4. NPS is functioned by the Central and State Government since 2005. 10% of basic & DA is deducted from salary every month along with 14% of Government contribution. After retirement, an employee gets 60% of the total amount deposited and the rest 40% is paid as a monthly pension. After the death of such an employee, the nominee will get the entire amount from 40% of the deposit.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/POLICIES/EMPLOYEES_WELFARE_POLICY/63dce0802655f.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

48

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Teaching Staff- The system of Performance Appraisal for the teaching staff as per the direction of the Director of Higher Education, Assam under the Govt. of Assam. This is per clause 26 of Assam College Employees (Provincialisation) Rules, 2010. There is a format which includes personal data, Assessment by the Reporting Authority i.e., the principal of the college and recommendation about the fitness for advancement to the next higher rank and also the opinion of the Reviewing Authority i.e., the President of Governing Body. This Performance Appraisal Report, Screening Committee Report and other documents sent to the DHE, Assam. It is mandatory in the case of CAS Promotion.

Non-teaching Staff- There is a system of Annual Confidential Report for non-teaching staff as per norms and directives of the Director of Higher Education, Assam. The format includes character and conduct and relationship with authority and other staff members, regularity and punctuality in attendance, general intelligence, performance in extracurricular activities, cooperative activities, and duties. It has to be recommended by the Institutional Head with the recommendation of Reviewing Authority, i.e., President of Governing Body to the Director of Higher Education, Assam. It is mandatory in case of promotion to a higher grade

File Description	Documents
Paste link for additional information	https://dte.assam.gov.in/sites/default/files/swf_utility_folder/departments/dte_mehassu_in_oid_5/menu/document/annual_self_-_assessment_for_the_pbas_3.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts Internal and External Audits regularly. The Internal Audit is conducted by Chartered Accountants regularly. The External Audit is conducted by the office of the local Audit, Govt. of Assam. The Institution informed the Audit Office to conduct the External Audit at the earliest. But, due to the Covid Pandemic situation, the office

informed the institution to do an external audit in April 2022. In case of any audit objections, it is placed in the Governing Body of the institution and after discussion and decision of Governing Body, the queries are replied to and sent to the concerned authority. The Governing Body approves the Audit Report in its sitting.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Institution has institutional strategies for mobilization policy and funds and the optimal utilization of resources. The Governing Body takes decision and accord approval in all major activities. Besides there are various committees to implement the activities and take strategic plan to implement the policy.

1. Project Monitoring Unit, RUSA
2. UGC Committee
3. Infrastructure Development Committee

4. Purchasing Committee

These Committees take decision and implement the strategic plan subject to the approval of Governing Body or as per Govt. Guidelines.

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/6.4.3%20INSTITUTIONAL%20STRATEGIES%20FOR%20MOBILIZATION%20OF%20FUNDS%20AND%20THE%20OPTIMAL%20UTILIZATION
Upload any additional information	View File

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

The IQAC of the institution works collaboratively with departments and develops strategies to improve policies, procedures, and pedagogy.

1. The formulation of carefully designed policies for important strategic functions, which are uploaded on the college website for wider dissemination.
2. As per guidelines of affiliating University, preparation of Prospectus and Academic Calendar prior to the commencement of the academic session and maintain Academic Diary
3. Organization of seminars, webinars, workshops, lecture workshop, special talks that enhance the quality of education being imparted.
4. Encouraging students to enroll in Add-on Course for skill development
5. Participatory and experiential learning through project work, field study and seminars
6. Faculty Development Program/Workshop on ICT and E-learning for faculty members of the college.
7. Promote environmental awareness among students by arranging Swachhata Abhiyans, plantations, and other activities.
8. To carry out students satisfaction survey on overall institutional performances
9. To collect feedback from Alumni, guardian and Employees

on overall performances of the institution

10. To establish linkages and collaborations, MOUs has been signed with other agencies.

11. The institution is registered under IIC, MGNCRE, NISP and NYPS

File Description	Documents
Paste link for additional information	https://kakojancollege.edu.in/admin/documents/Governance Leadership/6.5.1 THE QUALITY ASSURANCE STRATEGIES AND PROCESS/63e2593d24c4e.pdf
Upload any additional information	View File

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

A) **Mentor-Mentee System:** The Institution has an effective student mentoring system to provide information, advice and emotional support to the students. In mentoring system, a group of students are assigned to a full-time faculty member of the respective department. The objective of the Programme: To bridge the gap between faculty and students. To create a centric environment in the institution so that the student can approach teachers without any fear or hesitation. To help the students to overcome both academic and personal problems during their study periods. To create awareness and motivate students for competitive examination, higher studies and Entrepreneurship. B) **Introduction of E-learning Web Page-For the Academic benefit of the students** IQAC initiated to introduce of an E-learning page, i.e., kakojancollegelearning.in. Due to the Covid pandemic, the students are deprived of offline classes. In this context, the hoisting of this web page benefited the students.

File Description	Documents
Paste link for additional information	https://kakojancollegelearning.in/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the

B. Any 3 of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	https://kakojancollege.edu.in/admin/documents/Teaching_Learning/Annual_Report_of_the_Institution_2021-22/63e4961c39336.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 year

Gender equity is one of the preconditions for holistic development. For gender sensitization, the institution has initiated several measures to sensitize students to create a gender-neutral and equal society. Gender equity in the curriculum can be seen in different courses conducted by the Institution as prescribed by affiliating University. The Following Courses addresses the gender issue:

1. Education: Gender and Education (DSE-8)
2. English: Women's writing (50100)
3. Political Science: Feminism: Theory and Practice (GE-2A)
4. Political Theory: Concepts and Debates (C3)
5. Sociology: Sociology of Gender (C7) & Gender and Violence (GE4)

The Institution has also initiated gender sensitization through Seminars, Webinars, Popular talks, Online workshops, lecture series, Poster competitions, Training programs etc. The Institution has a Centre for Women's Studies which has been taking measures to resolve various problems and provide solutions to the girl students of the institution and women of the neighborhood. An ISSN Journal (2230-7443) "Emerging Echoes" is being published annually to promote research activities on 'Women Question' and published books named "Awakening of Women" and "Jagruti" respectively. The Institution has formed several committees as per norms laid by Affiliated University/UGC like Grievance Redressed Cell, Internal Complaints Committee for Gender Sensitization against sexual harassment.

File Description	Documents
Annual gender sensitization action plan	https://kakojancollege.edu.in/admin/documents/Institutional_Values/ANNUAL_GENDER_SENSITIZATION_ACTION_PLAN/63de3771c63a0.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://kakojancollege.edu.in/admin/documents/Institutional_Values/FACILITIES_FOR_WOMEN/63de3f7065912.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

To overcome the problem caused by the Solid waste, Liquid waste and E-waste the Institution has followed the following steps - (a) Separation of solid waste into biodegradable and non-biodegradable waste. Biodegradable waste is used for Bio compost production and utilized in the model organic garden of the institution. One vermicompost production unit was established at Sector - B for the production of Vermi Compost from the waste generated in itself. (b) Liquid chemical waste generated from the laboratories is properly disposed of through a soak pit. (c) E-waste generated on the campus is very negligible. The cartridges of printers are refilled and reused. The E-waste and defective items from the computer laboratory are being stored properly for further maintenance. To resolve the Waste recycling Non-degradable waste like plastic bottles, polythene bags etc. are used to make eco-brick. And these eco-bricks are used in the construction of small height walls for plantation and other ornamental purposes. Thus the institution has taken initiative to reduce and recycle waste for creating an eco-friendly and sustainable environment.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://kakojancollege.edu.in/admin/documents/Institutional Values/Geo tagged photographs of waste mangement/63e4cff39f541.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 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**

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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>	<p>B. Any 3 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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 200 words).

The institution always encourages the students to organize and participate in different programmes. To bring tolerance and harmony among students, teachers and non-teaching staff of the college celebrates Following National and International days.

The following Important Days are celebrated:

1. Silpi Divas (17th January)
2. National Girl Child Day (24th January)
3. National Voter's Day (25th January)
4. Republic Day (26th January)
5. International Women's Day (8th March)
6. International Earth Day (22nd April)
7. World Environment Day (5th June)
8. Rabha Divas (20th June)

9. International Yoga Day (21st June)
10. Independence Day (15th August)
11. Teachers' Day (5th September)
12. NSS Day (24th September)
13. Constitution Day (26th November)

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Kakojan College takes initiative to sensitize the students and the employees of the institution to the constitutional obligations: values, rights, duties and responsibilities of citizen. The following attempts are made in this regard :

1. The institutional song is played at the beginning of every college function to develop the feeling of belongingness among the students.
2. The College celebrates Independence/Republic day on college premises to render the feeling of nationalism and unity-integrity among young students and employees to make them responsible for the society.
3. The College also observes birth/death anniversaries of great Indian personalities like Teachers' Day, National Science Day, Rabha Divas, Sankardev Tithi etc.
4. Celebration of important days like Constitution, Human Rights, and Voters Day creates awareness amongst students about the importance of the Indian Constitution, ideas, principles, values, rights and duties of Indian citizens.
5. As a part of "Azadi Ki Amrit Mahotsav" the institution organized an essay competition among the students.
6. As responsible citizens Swachhata related activities are practised to inculcate the feeling of responsibility and habit towards hygiene and cleanliness. NSS Unit and Science Club of

the institution organized activities where students participate in resource-saving mode inside the campus as well as reduction and reuse of non-biodegradable waste through the Eco Brick Project.

7. Staff of the institution participate in General Election duty. 8. Various programmes on the environment were celebrated and plantation was done during this celebration

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution has the practice of celebrating/organizing national and international commemorative days, events and festivals. During the year 2021-2022, the following days/events/festivals were organized:

1. Foundation day of the Institute on 24th July 2021
2. A poetry recitation programme "Chandaraag" -a tribute to the renowned Assamese poet late Hiren Bhattacharjee was organized on line by the student union of the institute on 28th July 2021.
3. Celebration of Independence day on 15th August at the institute.
4. On the occasion of "Tithi of Sankardeva" an online programme to declare the result of all Assam essay competition organized by the student union of the institution on 8th September 2021.
5. Celebration of NSS foundation day by the NSS unit of the institute on 24th September 2021. A cleanliness drive was organized on that day on the campus of the institute.
6. Celebration of "National Mathematics Day" by the department of Mathematics of the institute in association with department of Mathematics, Jorhat Kendriya Mahavidyalaya on 22nd December 2021.
7. Celebration of "Republic day" on 26th January 2022 at the institute.
8. Celebration of "Science day" at the institute on 28th February 2022.
9. Observation of "Rabha Divas" by the department of Assamese at the institute on 20th June 2022

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice: 1

Title of the Practice: Analysis of Ground and Surface Water Quality in neighboring area of the Institution

Objective of the Practice:

- To analyze the water quality parameter like Arsenic, Fluoride, Iron, Nitrate, Calcium, Hardness and Turbidity in ground and surface water of neighboring schools and villages.
- To create awareness about the importance of water quality among society
- To provide report of the study to the concerned for taking strategies

Best Practice: 2 :Title of the Practice: Awareness on Environmental Sustainability through Organic Farming and Production of Organic Inputs with introduction of an add-on certificate course

With the intention of developing human resources in all facets through "excellent education," the public and educators formed Kakojan College. Due to the rural location, majority of the pupils come from agricultural backgrounds. The institution adopted the above topic as a best practice for sustainable development as part of its social obligation to develop its surrounding neighborhood.

Objective of the Practice:

- To promote awareness on sustainable agriculture for well-being of the society
- To raise awareness of the health risks posed by synthetic fertilizers, pesticides etc. and find the alternative of it.
- Introduction of Add-on Course for Practical Training to the students on organic farming practices and to create entrepreneurial mindset
- To create environmental awareness among its stakeholders and community

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Kakojan College, the only HEI in Teok Assembly Constituency, was established by the local educationist, rural people to cater the long standing need of higher education in the particular area. The institution is committed to offer best education to masses especially hailing from rural agro based families. The College works through all means tries to create conducive environment for creating environmental awareness and sustainability amongst students and neighborhood through distinctive approach. Keeping the scenario of agro based rural economy and the above in mind the institution has been focusing on environment and sustainable development by adopting two best practices and implementation of projects to create awareness on the issues.

Best Practices:

- Analysis of Ground and Surface Water Quality in neighboring area of the Institution
- Awareness on Environmental Sustainability through Organic Farming and Production of Organic Inputs with introduction of an add-on certificate course

Experiential learning through Field Study to a biodiversity park, participation in a survey, webinar, lecture workshop, hands on training programme etc practiced to enable the students to learn about ecosystem, aesthetic, social and ethical values

Key Success made by the institution :

- One District One Green Champion Award" from MGNCRE
- Eco Brick Project
- LED Bulb Production Unit

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To organize workshop on Preparation for NAAC and Academic and Administrative Audit
- To organize interactive session of students with prominent personalities like Padmashree Yeshe Dorjee Thongchi and Jadav Payeng
- To organise Awareness Programme on Cyber Crime against Women: Precaution and Strategies
- To organize Health Awareness Programme- A Sensitization programme on Common Cancer
- To organize Inter College Poem recitation competition
- To Host Inter College Zonal (Men's) Football
- To inaugurate the New G+1 RCC building under RUSA 2.0 scheme and Install new ICT tools in classrooms.
- To lay foundation stone of Permanent Auditorium under the Financial Assistance of MP Fund
- To organize extension activities at its Adopted village
- To adopt 5 schools in its nearby locality to enhance Science and Language
- To organize programme under NDLI-Club
- To organize FDP
- To organize programme for Career Advancement of students