SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

DHARMASALA COLLEGE

VILL- DHARMASALA PT-III PO- DHARMASALA DIST- DHUBRI
783324
www.dharmasalacollege.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

August 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Dharmasala college was established in the year 1993 by eminent local philanthropists with the primary aim of providing quality higher education to the educationally, socially and economically background local community. After 28 years glorious service to education in Dharmasala area the College has been provincialized in the year 2021 by the Govt. Assam. The college had begun with only TDC classes temporarily within the premises of Youth Club cum Library, Dharmasala and the Subject Teachers of the nearest Hadurhat Dharmasala H.S. School were engaged as the Guest Lecturers and the Hon'ble Shri Amal Kanti Sen, a Retd. Lecturer of B. N. College, Dhubri was the first Principal of our College. After a couple of years the College was shifted to its own existing campus and recruited permanent faculty and office staffs.

The College had constructed its basic infrastructures by collecting donations from various sources of the locality. In due course of time, the College has able to get some amount of financial support from the State Govt. to construct adequate infrastructures. In addition, Dharmasala College Library came into its existence in the year 1994 after the establishment of the College. At present, the Library has approximately 2700 nos. of books, magazines, journals etc. which benefits a large number of students, faculty and others towards the journey of gathering invaluable knowledge and wisdom.

Vision

The vision of the College is to disseminate the quality education in the pursuit of knowledge and wisdom in the service of humanity.

Mission

The mission of the College is:

1. To impart the holistic education in all sections of the society irrespective of caste, gender, colour, ideology & religion.

2. To develop the underpriviledged, down-trodden and academically weak students by empowering them with the knowledge and wisdom.

3. To uplift moral ethical and social and aesthetic values amongst the students.

4. To prepare the youth to grow to be competent leader and notable contributors for the upliftment of mankind through the holistic education.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. The College has been provincialized on 5th February, 2021.

2. The College campus is monitored under CCTV surveillance.

3. Active NSS Unit in the College.

4. Dedicated and sincere faculty members.

5. Eco-friendly and barrier free environment in the college.

6. Separate Girls' Common Room with attached washrooms.

7. The College has an auditorium.

8. Cooperative and supportive Governing Body.

9. Having separate Academic department.

Institutional Weakness

1. Insufficient land for campus expansion.

2. Lack of collaboration with industries and commercial enterprises for facilitating campus placement.

3. Inadequate infrastructure facilities.

4. Lack of adequate number of permanent faculty member.

5. Inadequate number of permanent office staffs.

6. Lack of well-equipped canteen facilities.

7. Lack of adequate number of classroom.

8. No research centre in College.

9. No space for Indoor stadium within the campus.

10. Lack of well-equipped digitalized Library facilities.

11. No Boys' Common Room.

Institutional Opportunity

1. To upgrade the Library into a well-equipped digitalized one.

2. To impart the skill-based programmes for generating employability.

3. Scope for starting NCC wings in the College.

Institutional Challenge

1. To increase number of posts of the faculty and non-teaching staffs.

2. To ease the socio-economic conditions of the student.

3. To increase large numbers of enrollment.

4. Being a single stream college, proper implementation of NEP2020 is a big challenge especially in the rural area college.

5. To provide a better sports facilities.

6. To improve the infrastructure facilities due to want of Govt. aided fund.

7. To increase the girls' enrollment in the institution due to backward society.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Dharmasala College is an affiliated institution to Gauhati University, Assam and strictly follows the curriculum as provided and designed by the said university. The College makes every effort to improve and ensure the curriculum delivery through various effective measures. By doing so, the College has vowed to impart an effective implementation of curriculum to make the students socially vibrant, leadership, employable, innovative and research focused. The College adopts an effective strategy for the smooth delivery of curriculum:

1.   IQAC along with Academic Monitoring Committee prepares Academic Calendar and Prospectus before the commencement of Academic year.

2.   IQAC & Academic Monitoring Committee prepares Annual Class Routine for curriculum delivery in a systematic manner.

3.   Each department maintains & prepares Departmental routine.

4.   Feedback forms are collected and analyzed in terms of delivery of curriculum from various stakeholders for a better academic environment in the institution.

5.   The Examination committee of the college always notifies and prepares internal examination schedule as

per guidelines of the affiliating Gauhati University.

Moreover, Dharmasala College urges the entire department to take care the cross-cutting issues in the curriculum very sensibly. All the faculty members of the college always tries to touch down all issues like Professional ethics, Gender, Environment Sustainability & Human values in the class with a view to lead ideal scenario of the students.

Teaching-learning and Evaluation

Dharmasala College always aims to deal with teaching-learning and evaluation very consciously so as to empower and enhance students' ability to cope with day to day life. The motto of the college is to engage all the students in various participative methods to increase overall development of learning process and visualize the students to acquire actual knowledge beyond the designated curriculum. In this regard, the institute has brought a roadmap for fulfillment of the said method.

The College has organized regularly field trip for the students to provide real life experience and exposure to the outer place. By doing so, the students get the chance to earn some new knowledge. The college organizes Quiz competition, Group discussion etc. to gear up the interactive learning process for the students. Dharmasala College always urges the faculty members to use different teaching-learning method to motivate all the students for their enhancement of academia and extra-curricular activities. The college notifies all the departments to organize departmental seminar with a view to create research oriented ambience for the students.

As per as the mechanism of internal and external evaluation is concerned, the college conducts internal examination by following the affiliating Gauhati University's academic calendar. After the internal assessment, the result of the said assessment is notified in College notice board. And the external examination is conducted as per rules and regulations of Gauhati University and all the faculty members and administrative officials are engaged in the examination process. At present, the current position of regular faculty member is 17, out of 17 only 10 posts of faculty member are provincialized. A few number of faculty members have participated in National/International Seminar and also attended Orientation/Refresher Course and Faculty Development Program etc.

Research, Innovations and Extension

As this criterion is concerned, the Institution needs to carry out research environment, implementation of innovative ideas and moves forward for extension activities for the service to the college as well as society. As of now, no faculty members have received any grants for Major/Minor research project. Yet the college encourages all the faculty members to undertake research activities whenever possible.

The college has four Ph.D holders, one M. Phil, two faculty members are pursuing Ph.D degree and three faculty members have qualified NET and SLET examination. The college always urges all the faculty members to carry out research work such as the publication of research articles in peer-reviewed journal, UGC care listed journals etc. In this regards, some of the faculty members have published their research work through various journals.

The institution has conducted different extension activities in and off –campus through various cells and committees and especially NSS unit of the College. By doing so, the college encourages the students to

participate in the extension activities to bring a positive vibes in the society. The NSS unit of the college has played a significant role to mould the participators attitude on certain things by conducting environmental awareness program, cleanliness drive, anti-drugs and road safety, free medical camp etc. The women cell of the college also plays an important particularly the girls by organizing workshop on sexual harassment and so on. Moreover, the NSS unit of the institution has adopted a nearby village at Dharmasala area to disseminate various burning issues to the villagers.

Infrastructure and Learning Resources

As the infrastructure of the college is concerned, the infrastructure facility is not adequate. The main reason of insufficient infrastructure is that the college did not get any financial grants from Government and RUSA for the development of infrastructure. Yet the college has been trying hard to enhance the infrastructure facilities with its limited fund and resources. The college has separate Girls' common room, separate Principal room, separate IQAC room, separate academic department and one digital classroom.

Student Support and Progression

The college always aims to motivate the students in all aspects and cares for their overall progress. The prospectus of the college carries sufficient information regarding admission procedures, rules and regulations, course offered and course combination. The prospectus thrives to focus its vision and mission and objectives of the college. By doing so, the students get the transparent information about the college.

As per as the free-ship admission and scholarship is concerned, the college has been following all notification and direction provided by the Govt. of Assam as well as higher education department in terms of free-ship admission and scholarship for BPL and OBC/SC/Minority students respectively.

To enhance the research oriented ambience of the students and teachers, the college publishes the annual magazine "**Jilingoni**" and wall magazine "**Udayan**" to enable the research and creativity among the students. The college has also conducted field trip, departmental seminars and also students are given home assignment etc.

The college has formed Students' Union Body by the mechanism of selection under the guidance of the Principal of the college. The college also runs a study centre of Krishna Kanta Handique State Open University and offers B.A. and M.A. programs for the students to pursue higher education. Moreover, the college offers four certificate course with a view to empower the students in terms of skill enhancement capability.

Governance, Leadership and Management

Dharmasala College has been established with a motto to provide quality education to the students for improving and transforming the lives of the rural communities. The college has formulates various strategies for the mechanism of governance through different cells and committees for structuring and implementing the institutional policies.

The college has a Governing Body which is approved by Higher education department, Assam. It is the highest policy-making body with the Principal as its secretary. The governing body of the college has played an

important role in regards to governance and management of the institution. The institute has constituted various cells and committees such as Admission committee, Grievance and Redressal Cell, Women Cell, Internal Complaint Committee, Anti-Ragging Cell etc. for the implementation of policies and execution of plans.

The IQAC of the college is constituted as per NAAC guidelines with an efficient faculty member of the college for taking care of overall quality enhancement of the institute. The IQAC plays a vital role to monitor and improve academic, administrative and research oriented ambience in the college. The IQAC of the institute urges all the faculty members as well as non-teaching staffs to attend and participate in FDP, Seminar, administrative training, Refreshers and Orientation. The college has audited annual budget regularly by the internal auditors and submitted to the Governing body for the approval of the said audit report. The annual accounts are also audited by authorized external agency.

Institutional Values and Best Practices

So far as the Institutional values are concerned, the College has initiated some measures to promote the gender equality in the campus. To ensure the safety and security the institute has formed the Disciplinary Committee to maintain unwanted incidents towards the girl students. The college has encouraged all the students specially girls to participate in curricular and extra-curricular activities to ensure gender equality and confidence building.

The institute always seeks to make the campus eco-friendly and to keep the campus green and clean. With this view, the college has taken initiative to measure the degradable and non-degradable waste. The college campus is also disabled-friendly and barrier free environment. The institute has provided facilities to the girl students such as separate girls' common room and washroom.

The college has taken a better initiative in terms of energy consumptions in the campus. The college uses LED bulb and replaced the entire traditional bulb. The Dharmasala Gaon Panchayat has also installed a solar light in the campus.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	DHARMASALA COLLEGE
Address	Vill- Dharmasala Pt-III PO- Dharmasala Dist-Dhubri
City	DHUBRI
State	Assam
Pin	783324
Website	www.dharmasalacollege.com

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Mazibar Rahman Prodhani	03662-291025	9957365098	-	dharmasala.college 175@gmail.com
IQAC / CIQA coordinator	Lohit Kumar Roy	-	9864188624	-	roy.lohit710@gmai l.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Assam	Gauhati University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Vill- Dharmasala Pt-III PO- Dharmasala Dist- Dhubri	Rural	0.69	2350

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arabic,	36	HS Passed	English,Assamese	30	7
UG	BA,Assamese,	36	HS Passed	Assamese	30	30
UG	BA,Economics,	36	HS Passed	English,Assamese	30	25
UG	BA,Education,	36	HS Passed	English + Assamese	80	78
UG	BA,English,	36	HS Passed	English	30	15
UG	BA,History,	36	HS Passed	English + Assamese	170	133
UG	BA,Philosophy,	36	HS Passed	English + Assamese	80	71
UG	BA,Political Science,	36	HS Passed	English + Assamese	30	30
UG	BA,Sanskrit,	36	HS Passed	Assamese,Sanskrit	100	10

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				17			
Recruited	0	0	0	0	0	0	0	0	10	0	0	10
Yet to Recruit	0				0				7			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				3			
Recruited	0	0	0	0	0	0	0	0	3	0	0	3
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				7
Recruited	5	0	0	5
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	0	0	0	0
Yet to Recruit				3

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	4	0	0	4
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	14	3	0	17
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	0	0	3
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	347	0	0	0	347
	Female	184	0	0	0	184
	Others	0	0	0	0	0
Certificate / Awareness	Male	38	0	0	0	38
	Female	57	0	0	0	57
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	7	9	3	2
	Female	1	2	1	1
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	53	56	42	27
	Female	17	16	6	8
	Others	0	0	0	0
General	Male	264	248	196	178
	Female	132	126	97	91
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		474	457	345	307

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Dharmasala College is situated in a very remote rural area of the western part of Dhubri district. Our College is affiliated to Gauhati University. Being an affiliated College, we strictly follow the curriculum that are designed and structured by the affiliating University. Gauhati University has already circulated NEP 2020 based Curriculum. And our College has also already implemented new syllabi that are introduced from the academic session 2023-2024. Dharmasala College is a single stream institution i.e Arts Stream. But we rigorously strive to provide a holistic, environmental sustainability through the courses like Multi-disciplinary Course and value based education.
2. Academic bank of credits (ABC):	The affiliating University i.e. Gauhati University has already registered with Academic Bank of Credits. Being an affiliated College, we always encourage our students to enroll themselves with the Academic Bank of Credits. As it is a virtual store for maintaining the credits that are earned by the students throughout their educational life cycles. The students can manage and access all their academic credits including degrees, diplomas, certificates and co-curricular accomplishments. The ABC ID will function digital identity for the students in the realm of education.
3. Skill development:	As per as the Skill Development is concerned, our College has already offered and provided the Skill Enhancement programmes as designed by Gauhati University under the provision of CBCS and FYUGP of NEP2020. In this regards, our College has plan to introduce more skill based courses and by doing so the college is looking to enhance the students ability towards the job oriented.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	In view of Indian Knowledge System, the college is determined to teach the students through English, Assamese and mother tongue. To ensure the appropriate integration of Indian Knowledge system by introducing Modern Indian Language subjects as per the curriculum designed by the parent University. The College is always endeavoring to provide an effective teaching-learning process through the use of local language.
5. Focus on Outcome based education (OBE):	The Institution has focused on outcome based education by taking initiatives on Certificate Courses

	so as to provide outcome based education to the students apart from their traditional educational ambiance. To enhance the job oriented opportunities among the students community, our College has conducting some certificate course in Spoken Arabic, Communication Skills, Beautician etc. To meet the NEP2020, the College has implemented interdisciplinary and interdepartmental programmes that focused on Outcome Based Education.
6. Distance education/online education:	We are planning to introduce more the distance courses through online education. As our College has been provincialized in the year 2021 so that we have limited level of online platforms like Google Classroom, Google Meet, Whatsapp group through which the required materials are given. Our College has already a study center of KKHSOU (Krishna Kanta Handique State Open University) where various students have enrolled for different courses.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes. Set up in the year 2023.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, Hamidul Islam, Asstt. Prof. (Faculty Coordinator) and Abdul Rafik (Students' Coordinator).
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The various innovative progrmmes and initiatives are taken by ELC of the college. In relation to Election matters, the members of ELC of the College promote some essential processes of electoral issues like Voters' registration and also promoting the ethics of voting system at the time of Election among the students' and other local communities by conducting awareness.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in	Our College has emphasized to assist all the students as well as the other community by celebrating Voters' Day every year in the college premises to spread their valuable contribution in the process of democracy.

electoral processes, etc.	
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Voter Registration awareness conducted in the college premises for the students who are above 18 years.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
474	457	345	307	363

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

2 Teachers

2.1

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

Response: 20

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

2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
20	20	20	20	20

3 Institution

3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
14.43	10.61	10.45	18.91	30.49

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

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Response:

Dharmasala College is an affiliated institution to Gauhati University, Assam and strictly follows the curriculum as provided and designed by the said university. The College makes every effort to improve and ensure the curriculum delivery through various effective measures. The college has been following Choice Based Credit System (CBCS) since 2019-2020 as well as NEP2020 based curriculum implemented as per the direction by Gauhati University, Assam. By doing so, the College has vowed to impart an effective implementation of curriculum to make the students socially vibrant, leadership, employable, innovative and research focused.

Curriculum Delivery and Planning Process:

Dharmasala College always aims to impart quality education to the students. In the very beginning of Academic year, the College adopts certain effective stagies such as:

1. IQAC of the college conducts a meeting at the very beginning of every Academic session to prepare entire academic module along with Academic Monitoring Committee for the analysis of curriculum.

2. The Academic Monitoring Committee is entrusted to prepare an Academic Calendar of the College on the basis of the affiliating University.

3. The Prospectus is designed and prepared by IQAC along with the Academic Monitoring Committee. It highlights various information regarding courses and programmes, the details of programme outcomes, specific outcomes and duration of various programmes. The weightage of internal and external examinations are notified thorugh College website as well as College Notice Board.

4. IQAC prepares Class TimeTable for all semester and also monitors all the department about the delivery of curriculum.

Curriculum Implemented Process: For the curriculum implementation process, IQAC has assigned various committees and cells to confirm different assignment in an academic session for the upliftment of educational scenario of the students. At the very outset of academic session, the following assignments are discussed and executed:

1. In each Academic session, a College Magazine committee has been formed along students for

preparation and publication of College Magazine and uploaded the same in the website.

2. Departmental Class routines are prepared in prior to each session and are uploaded on the college website and also communicated through Whatsapp group so that students can attend class right from the commencement of the regular class.

3. Periodic assessment and review of curriculum progress are monitored through regular assignments and tests. Moreover, students are monitored by the faculties to address any difficulty they may be facing academically or otherwise.

4. Feedback committee is formed to collect the feedback or any suggestions from different stakholders and analyzed the same within a short span of time for better academic environment of the college.

Conduct of Continuous Internal Assessment:

As per the University guidelines, internal assessments are held in the college from time to time and these are conducted strictly following the academic calendar. The internal assessments are held in each semester as the syllabi of CBCS and FYUGP (NEP2020). Internal exams are conducted generally from the last week of September (Odd Semester) and from the second week of April (Even Semester).

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

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 3

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

Other Upload Files	
1	[View Document](#)

1.2.2

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

Response: 5.19

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

2022-23	2021-22	2020-21	2019-20	2018-19
101	00	00	00	00

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

1.3 Curriculum Enrichment

1.3.1

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

Response:

Dharmasala College always tries to look forward in the crosscutting issues very sensibly. As the College is an affiliated to Gauhati University, so it ensures and follows the curriculum of the affiliating University very strictly and in doing so, the College integrates all the crosscutting issues through various courses. Moreover, all the faculties have touched upon on these issues in the class to raise the introspectiveness of the students.

Professional Ethics: The College adheres to teach all the students a deeper understanding about variety of role perception, positive attitude, a sense of duty commitment and makes them confident to lead an ideal life through designated curriculum. The issues like Professional ethics are imparted through classroom teaching in subjects such as Political Science, Education and English have included and touched upon these crosscutting issues. Apart from that the College is entrusted to observe and celebrate various programmes to nurture the values.

Gender: The College firmly believes in gender equality and shows zero tolerance in gender discrimination within the premises. To cease the issues of gender, the Institution has formed Women Cell to create awareness among the student by organizing various programmes. The course like English, History, Political Science and Education highlights the gender sensitivity.

Environment and Sustainability: Following the curriculum of affiliating University, the College executes a compulsory paper on environmental and sustainability. It also takes on the responsibilty of looking the issues of environment protection, global warming, tree plantation and waste management, biodiversity etc.

Human Values: The issues of human rights are part of several subjects taught in the teaching-learning process. Besides, the College offers the opportunities to acquire practical knowledge and exercise human rights in the day-to-day activities carried out in the institution. Several Cells, such as Anti-Ragging Cell, Women Cell, Grievance Redressal Cell etc. are constituted to ensure the safety of human rights within the campus. The College follows certain rules and balance between the rights and responsibilities.

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

1.3.2

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

Response: 1.27

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

Response: 6

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

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

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

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 45.77

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

2022-23	2021-22	2020-21	2019-20	2018-19
145	250	145	99	162

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

2022-23	2021-22	2020-21	2019-20	2018-19
350	350	350	350	350

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

2.1.2

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

Response: 15.87

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

2022-23	2021-22	2020-21	2019-20	2018-19
17	39	31	21	15

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

2022-23	2021-22	2020-21	2019-20	2018-19
155	155	155	155	155

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

2.2 Student Teacher Ratio

2.2.1

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

Response: 23.7

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Response:

Dharmasala College always seeks to provide the students' centric methods of teaching so as to enhance the overall learning process and also to empower students for achieve participation and learning to fulfill this goal, various steps taken like lecture method, interactive method and field work method, computer assisted method, experimental method. To make the teaching-learning process more interactive, the Institution takes some step time to time to motivate the students and provide them actual knowledge beyond the prescribed syllabus.

Field Trip: The institution always organizes the field trip or excursion tour for the students to make or provide a life-skills exposure to the outer place. By doing so, the students are enabled to gain some new and energetic knowledge about the heritage, biodiversity of a place.

Lecture Method: Generally, teachers use chalk, duster and blackboard in the classes and students are also allowed to use the traditional decorum of teaching aids to present their response in the class.

Interactive Method: The College urges all the faculty members to create an interactive learning process for the students by organizing various programs such as Quiz competition, Group discussion, extempore speech etc.

ICT enabled Method: The institution has a limited resource to adopt the technological advancement in the learning process. Within the limited sphere of resources, the college has only one digital classroom where the teachers and students can take part of it to make the teaching-learning process more effective.

Departmental Seminar: The College aims to attain the student-centric learning process by organizing departmental seminar so as to create a research oriented ambience among the students.

Apart from this, the institution undertakes a roadmap to bring the teaching-learning process a student-centric by conducting various academia and extra-curricular activities within the campus such as Remedial Class, Literary creativity, Wall Magazine, Annual College Magazine, Celebration of festivals, College Week and Freshmen Social etc. In this regard, the College is looking forward to grow the students' creative thinking, physical activity and encourages the students to strengthen speaking power, leadership by engaging them in various and allows them to assimilate with important cultural and social activities.

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

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

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

2022-23	2021-22	2020-21	2019-20	2018-19
20	20	20	20	20

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)

2.4.2

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

Response: 31

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

2022-23	2021-22	2020-21	2019-20	2018-19
7	6	6	6	6

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Dharmasala College is an affiliated college of the Gauhati University and is guided by the regulations formulated at the university level in the matters pertaining to syllabus, examination and evaluation. A transparent, time-bound, and effective method is being followed by the institution in terms of dealing with internal assessment-related grievances. The criterion for the evaluation of the internal assessment is displayed in the college website and prospectus. Students are also informed about the evaluation criteria through the institutional and departmental orientation programme. It is also recapitulated by teachers from time to time during regular classes. Various processes for internal assessment are being followed throughout the semester. Some of them are- Sessional examination / Home assignments /Project evaluations /Field visit evaluation, etc.

Internal Assessment:

Sessional examinations are conducted as per the time frame given by the university. The institution conducts the Sessional examinations of the major course and regular course under the supervision of the departments as well as by the examination committee of the college. Immediately after the examination, the evaluation is done within the time frame given by the authority. The mark sheet is displayed in the departmental notice board. The evaluated answer sheets are shown to students if required. If any discrepancies are reported by the students, then they are made clear by the faculty immediately. Moreover, there is a roadmap for the absentees in the Sessional examination; the departments are directed to conduct a retest for the same.

Assignment:

To enhance the spirit of holistic education for the students, all the concerned departments give assignment to the students and Faculty members evaluate home assignments based on the rubric such as submission date, mode of submission, etc. The evaluated assignments are shown to students, thus maintaining the transparency of the marks assigned and meeting up of the grievances.

External Assessment:

As per as the external examination is concerned, all the faculty members and administrative officials are engaged to carry out all the procedures of conducting term-end examinations as per the rules and regulations prescribed by the parent University. If any grievance arises in terms of term-end assessment, it tries to resolve immediately and forward the discrepancies to the concerned University for the rectification.

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

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Response:

Dharmasala College is an affiliated college of the Gauhati University and strictly follows designated curriculum of undergraduate course. The learning outcome of each discipline is displayed in the parent university website through its curriculum. Our college is laid emphasis on the overall development of holistic education of the students with the contemporary knowledge in the field of study.

Develop a holistic and multidimensional understanding of the topics. It attempts to give approach new areas of learning, develop competencies in the students thereby opening various academic understanding and employment.

Interpret the various development strategies and theories to assess the different development paths followed by different societies of the world. This can assist them in answering certain basic questions as to why some countries grow at a fast rate, while others lay behind; what are the conditions that can promote growth, and what are the conditions that can hinder growth, among others. Students will be able to make decisions under uncertain situations about current and future conditions which is a more realistic situation in our day to day life.

Students will be able to explain complex interrelationships of structures or events in the context of broader social and cultural framework of societies through 'public memory' and use oral history to preserve oral culture and local history. The students will be able to espouse the relevance to the northeastern region of India with its diverse culture and ethnic communities whose history is largely oral.

Students will be able to make an understanding of government institutions, electoral processes, policies in a variety of countries around the world, philosophical underpinnings of modern politics and government, legal principles by which political disputes are often settled, patterns of political behavior, social and political issues on the basis of comparative and historical knowledge, key theories and concepts, historical developments, organizations, and modern issues.

Mechanism of Communication:

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students through the following way:

1.College Website

2.Academic Calendar

3.Department Notice Board

4.Syllabus.

5.Communicated through social media group.

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

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Response:

The college has a system for measuring the levels of attainment of programme outcomes and course outcomes.

Attainment of the Course Outcomes:

The course outcomes are measured through completion of syllabus, through home assignment, Sessional examination, setting up of question paper, evaluation, and result.

Departments strive to complete the syllabus on due time as the examination are held at the end of the semester. In some cases, tutorial classes are converted regular classes if necessary for the slow learner. It is mandatory for the students to attain 75% attendance as per guidelines of the university to appear in the final examination, thereby ensuring students' participation in the class. The continuous evaluation is also done through home assignments, tests, presentations of paper/project/report /field report and so on. At the end of the semester, final examinations are conducted by the university.

Attainment of the Programme Outcomes:

Undergraduate levels, the attainment of programme outcomes is measured through:-

1. Students' progress to higher studies in any higher educational institution.

2. Placement in institutions, Pvt. Company and defense services.

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

2.6.3

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

Response: 81.99

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

2022-23	2021-22	2020-21	2019-20	2018-19
69	96	92	40	140

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

2022-23	2021-22	2020-21	2019-20	2018-19
81	100	93	73	186

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

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.48

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

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

3.2 Innovation Ecosystem

3.2.1

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

Response:

Response:

1. **Human Resource Management**

The appointment of the permanent faculty post and the office staff are made as per norms of the UGC and Directorate of Higher Education (DHE), Govt. of Assam. The annual performance appraisal system encourages faculty members to enhance their teaching, research, and their involvement in the institution's activities as well as social services to the desired level of promotion. Faculty members are encouraged to undergo professional development programs and organize and participate in Conferences, Seminars, and Workshops. Teaching and non-teaching staff are encouraged to enhance their qualifications and pursue Ph.D. Degree.

2. Online admission procedure

The digitalized system of the admission process had been introduced in our college in the year of 2020 through our own modulated portal. Under NEP2020 implementation, the admission processes are now done through SAMARTH E-Govt. suite for all semesters.

3. Library and ICT facilities

The college library has been operated manually due to its limited resources. But the Institution has a motto to run the central library of the college by installing technological advancement within short period of time. The College library has few collections of print journals, newspapers and other magazines. The College library has 5 nos of computer for the students and one computer for the official work.

4. Industry interaction and collaboration

The College has nominal scope for industrial collaboration. The college is trying to associate with other organizations to enhance the educational environment of the college.

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

3.2.2

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

Response: 0

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

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

3.3 Research Publications and Awards

3.3.1

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

Response: 0.05

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	1	00	00	00

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

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.05

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
01	00	00	00	00

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Response:

Dharmasala College believes in the holistic development of students and promotes regular engagement of faculty, students, and staff with the neighbourhood community for the sustainable development of the community through various activities. Each and every year, the college organizes various programs under which students and staff participate in community-based activities with the neighbourhood through participatory approaches.

Following are some programs that the College has carried out for the last five years:

1. World Environment day was organized by the College NSS Cell for creating awareness among students regarding various environmental issues.

2. International Literacy Day is organized by the NSS Cell to motivate student to educate illiterate people. Students also realize that educating the illiterate is a service to the nation.

3. The College has organized a Free Medical Camps program in collaboration with IQAC of the College, for creating awareness of health among students and neighbourhood village people of Dharmasala.

4. Organized a one-day workshop cum discussion on Ahom Bir Lachit Borphokun in collaboration with NSS volunteers.

5. Organised one day workshop on "Bodofa UN Bramha" in collaboration with IQAC of the College

6. The college organized an awareness program namely "swachata he sewa" Under the direction of the Dhubri district Administration to maintain cleanliness in and around the campus and to create awareness about the role of a clean environment in human health. The students of our college actively participate in social service activities leading to their overall development. The college effectively runs the National

Service Scheme. Through this unit, the college undertakes various extension activities in the neighbourhood community and also adopted village of Dharmasala. NSS volunteers address social issues which include cleanliness, tree plantation, water conservation, environmental awareness, Women empowerment, National Integrity, Run for Fitness, the Swachhta program, Girl child awareness, etc. The NSS unit of the college comes under Govt of India. Its main aim is to develop the qualities of leadership, patriotism, maintaining discipline, character building, the spirit of adventure, and the idea of self-service. The NSS unit of the college organizes various extension activities such as tree plantation, Road safety awareness, Fit India program, Swachhta Abhiyan, etc.

Impact & Sensitization:

All these activities have a positive impact on the students and it develops student community relationship, leadership skill, and self-confidence of students. It also helps in cultivating the hidden personality of students and creates awareness among students. Exposure to various outreach activities sensitizes the students toward various socio-economic activities. The activities conducted by the college help students to understand the values of social responsibility such as helping people in need and distress, the importance of green and sustainable development, the importance of organic farming, gender equality, etc. In addition to this, these activities also developed various skills such as communication skills, management skills, leadership skills etc. among students.

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

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Response:

Our institution encourages and motivates the students to participate in different extension activities started by the different cells and departments of the college. Various measures are taken for involving the students with the practical issue and realities of the society by developing a community relation. With a view to sensitize the students to social issues, various extension activities, sports and awareness programs are conducted.

Recently Sri Amit Barman ,a student of our college participated in the inter college karate championship,2023 held at Rangia College on 11th February.2023 and secured 3rd position in 75 kg weight category event.`

File Description	Document
Upload Additional information	[View Document]()

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 6

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

2022-23	2021-22	2020-21	2019-20	2018-19
4	2	00	00	00

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

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 02

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

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

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

Response:

Response:

The college was established in the year 1993 which is located in a rural area. The College covers an area of 2 Bighas of land to render the minimum level of equipped academic ambience. Our institution lacks sufficient conventional classrooms. A planning committee is specially entrusted to plan, execute and evaluate the infrastructural requirements.

Classroom Facilities:

There are in total 5 classrooms. Classrooms are equipped with WiFi facility to enable effective teaching learning experiences. All classrooms are sufficiently spacious, hygienic, and well ventilated and equipped with white board and furniture.

Computer Facilities:

There are total 5 desktop and 3 laptop for administrative and official usage in the college.

One server for proper functioning of the administrative activities.

Other facilities:

Separate room allotted for IQAC and examination branch.

Our institution has 09 Departments and each department has separate accommodation.

Canteen service for the staff and students.

Filters for providing pure drinking water in the campus.

Separate Toilets facilities are available for both girls and boys students in the College.

Our college provides minimum level of equipments for the sports and cultural activities to the students

and we are trying to supply more sports materials and develop cultural activities.

Sports Facilities:

Our institute could provide the minimum level of sports facilities for the physical fitness of the students. We have Games and sports committee headed by a Convenor. There is a secretary for Games and sports who work under the supervision of a teacher- in charge for proactive sports environments in the campus. Annual College Week is organized every year in which various sports competitions, and cultural activities and competitions are conducted.

1 .The college has not a spacious playground for outdoor games like football, cricket etc but we have signed a MOU with IDGHA Maidan Committee for conducting outdoor games.

2. There is a field for minor games.

3. There are sports items, sportswear and kits for players.

The College also organizes awareness programme on women safety and security occasionally. In such meetings the students get know about the safety and security related issues.

Facilities for Cultural Activities:

Our college motivates the students for joining in cultural activities which greatly help the students to develop their personalities. The college runs the cultural activities through the Cultural cell which looks into all the cultural activities. The college motivates the practice of folk songs and folk dance forms of Rajbonshi and Goalparia. The College has organized a Cultural Procession of showing different cultures and attires.

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

4.1.2

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

Response: 37.11

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

2022-23	2021-22	2020-21	2019-20	2018-19
6.68	4.04	4.22	3.96	12.6

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

4.2 Library as a Learning Resource

4.2.1

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

Response:

Response:

Dharmasala College has a Library for Students and faculty members. The library is comprised of 2860 books and seating capacity of 20 students and 05 for teacher-faculties. Our library is not automated and it provides the facility of library to the students manually.

Library Sections:

Periodical section Book Collection Subject wise- DDC-Dewey Decimal Classification, edition 2023. Reprography section-print, photocopy and scan. Reading hall for students and staff separately.

Library Service:

Manual issue/ return, renewal

Reference service

Orientation programmes for new members.

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

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

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

Response:

The College is equipped with minimum IT facilities. Following activities are made through IT to make the process convenient and transparent.

The IT infrastructure of the institute comprises 5 Desktop computers, 3 Laptop and 1 projector.

Use of learning management system like Google Classroom.

The Institute has a Website and active social media platform like Facebook, WhatsApp group.

Streaming off important events in social media.

The College has two Photo Copier machines and 3 Printers which are dedicatedly used for the teachers, employees and the students.

The Institution uses Google meet, Zoom Cloud etc. online conferences.

The College has developed a portal for online admission.

In respect of infrastructure, the college is not getting any govt. fund, so, it is not fully able to provide sufficient space and facility to the students. Yet it has been making full efforts to develop its infrastructure. Limited seat capacity, limited rooms, but with patience and tolerance it is providing or disseminating knowledge to the students. Fruit full teaching and learning is the sole focus of the institution. It has separate Principal's room and IQAC room.

The college has a good mechanism for maintenance and utilization of classroom, computers and equipment in the campus. The Governing Body is working to complete the major shortfalls in the infrastructural, curricular, co-curricular and extra-curricular domains. The College has Library Committee, construction Committee for implementation of various infrastructural activities.

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

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 94.8

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

Response: 5

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response: 6.42

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
1.17	1.81	1.1	0.58	0.79

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

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

Response: 25.85

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

2022-23	2021-22	2020-21	2019-20	2018-19
150	208	145	00	00

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

5.1.2

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

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

Response: B. 3 of the above

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

5.1.3

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

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

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

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

Response: B. 3 of the above

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

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 2.75

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

2022-23	2021-22	2020-21	2019-20	2018-19
3	2	1	2	4

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

2022-23	2021-22	2020-21	2019-20	2018-19
69	96	92	40	140

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

5.2.2

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2

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

Response: 0.4

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

2022-23	2021-22	2020-21	2019-20	2018-19
01	01	00	00	00

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

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

Response:

The Alumni Association of Dharmasala College has been working as an integral part of the institution. It has not been registered yet. The Alumni Association is playing a vital role for the development and up-liftment of the institution.

The Alumni association organizes its meetings annually within the campus.

They actively participate in various cultural activities organized within the campus.

They also help in the continuous evaluation and up gradation of the physical facilities of the campus by submission of their feedbacks. Their views are always considered for introspection of different activities conducted by the institution.

 The Alumni of our college frequently visit our college and communicate with the staff on WhatsApp or any other social media.

The Alumni of Dharmasala College have contributed to the College by Plantation Drives in the Campus.

After all the Alumni of our college is a polite bondage between the institution and Alumni, they are polite, obedient, active and praiseworthy.

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

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

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

Response:

Response:

Institutional Governance, Mechanism and Policies:

Dharmasala College is established in a remote area nearest Indo-Bangla border with a view to render quality education to the poor, backward and downtrodden students of the area for constructing the lives of the rural masses.

Our College aims to fulfill the academic requirement of everyone irrespective of caste or creed. We are intended to enhance collaboration among students, organizations and other leading institution of the district to enable the students to get opportunities for higher studies.

The college campus is a tobacco free zone.

The institution has started various certificate courses recently. Our institute intends to educate and imbibe the humanitarian values among the citizens.

Governance Mechanism:

The Governing Body is the Supreme Authority. The Principal is the executive Head of the College. The Governing Body is in the charge of framing the policies for the College. The President of the Governing Body is always a renowned educationist and works as the chief trustee. He is assisted by the Principal as the ex-officio Secretary of the Governing Body. The Principal is assisted by the office staff; Hod's, librarian to take care of different aspects and activities. The Governing Body gives required directions to the Principal to execute the plans according to the mission and vision of the College.

The effective Leadership is visible in various institutional practices such as Decentralization and Participative Management.

Administrative function is conducted with a decentralized mechanism. The inclusive and participatory approach creates a work environment of trust and solidarity in the development of the Institution.

Committees and Cells:

For smooth functioning of the administrative aspects and affairs in the campus, an effective subsidiary

maintenance is applied at different levels. The college intends to distribute authority and powers from the top to the grass root level. The committees and cells are working in the College to execute different plans and activities. The teachers and students work together for effective implementation of the prospective plans in every level. All the Non- teaching staff members also take part in the activities in the college to execute various programs with spirit and zest.

The College conducts extracurricular activities and events like annual College Week festival, Freshman Social ceremony, Cleanliness drive, Magazine and these are actively monitored and executed by the Coordinators of respective cells and the departmental teachers. Moreover, the celebration of commemorative days and the cultural events are conducted by the faculties and non- teaching staff also. At regular intervals, staff meetings alumni meetings, IQAC meeting are conducted and opinions and suggestions are taken.

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

6.2 Strategy Development and Deployment

6.2.1

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

Response:

Response:

The IQAC in consultation with the Governing Body of the College developed a strategic plan with a vision to modify the college campus with infrastructural development. Since our college is recently provincialized on 01/01/2021 and we have not obtained any 2(f) and 12(B) sanction/ fund from the UGC. Therefore, our institution could not take any required initiatives in the field of infrastructure. Yet we are trying our level best to make our college as a centre of excellence by allocating govt. funds in the required fields.

The college has introduced Add-on certificate course programs with a view to improve employability. Various extension activities are promoted for to sensitize the neighbouring community regarding health, hygiene and other important issues. Collaboration with various students is done for outreach programs. Classes are taken by the faculty members in leading institutions of the District by signing MoU. Our College campus is Green and it is Tobacco Free Zone.

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

The college is affiliated to GU and all activities, rules and regulations are done by following

Rules and regulations of UGC and State Govt. The Governing Body guides the principal and monitors the College through him.

The Governing Body: The College has an effective and well functioning organizational structure and the prime administering authority is the Governing Body. The Body is consists of renowned educationist from the locality, principal, a few selected staff members, guardian members and affiliating University Representatives. The highest authority is the President of the Governing Body, who is selected from among the educationists of the area and is appointed by the DHE, Assam.

Principal: The Principal is the executive Head of the college who is in charge of the college having executing authority of each and every affairs of the institution. He is entrusted to implement the directives of Governing Body and is the communicative agent between the Governing Body, Government and the University.

The Staff Unit: The Unit takes adequate measures in implementation of the strategic plans. Both teaching and non teaching staff take part in the decision making process various affairs of the college and implementation of plans.

Committees and Cells: For smooth functioning of the Institute the administration of the college supported by a number of committees and cells.

Recruitment: The initial appointments to the staff were issued by the Sponsoring Body of the college with lump-sum remuneration. Later on, unfortunately after a long struggle at the Venture Level, finally the Govt. of Assam provincialized only 15 posts in our Institution. This is the weakness of the Institution.

Service Rule: All the employees strictly adheres to the rules and regulations framed by the Gauhati University and Finance department, Govt. of Assam. Besides, the employees are bound to follow the instructions framed by GU in respect of examinations, evaluations, curriculum revision etc.

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

6.2.2

Institution implements e-governance in its operations

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

Response: B. 3 of the above

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

6.3 Faculty Empowerment Strategies

6.3.1

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

Response:

Response:

The Institution has effective measures for teaching and non-teaching staff.

Canteen facilities are offered to the employees. The quality of the food stuff is ensured through strict monitoring from time to time.

Special Casual Leave is granted on critical medical emergencies.

Child Care Leave is granted to the Women Employees of the Institute.

Leaves are granted to the teachers for pursuing PhD programme.

Maternity Leave is offered to the female staff member for 180 days to protect the interest of the mother immediately before and after the child birth.

The college administration encourages the teacher to apply for promotion without any delay and adheres to the UGC Guidelines for their career advancement.

The college provides 12 days casual leave annually to both teaching and non teaching staff.

Duty leave for attending seminar, workshop, Short term program.

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

Teacher Performance record: The teachers are asked to record their everyday engagement at the beginning of every academic year. Each and every details related to lesson plan, test, assignments, mentoring, tutoring, remedial classes, leave taken are recorded. The Principal and the Head of the Departments regularly monitor such issues. During the annual academic audit, the management also evaluates these. Teachers are directed to submit teaching plans every semester to ensure time bound implementation of the academic plan proposed with the start of the academic year.

Evaluation by Management: The College has an academic Committee which evaluates the performance of teachers. The teachers are provided a Proforma and at the end of every academic year it is submitted to the academic committee. The committee members occasionally visit each department to evaluate the performance of the teachers.

Teacher Evaluation by the Students: The College maintains an effective feedback mechanism and is monitored by IQAC. The students are given feedback forms and they asses the teachers on the criterion like accessibility to teacher, classroom management, communication skill, fairness in internal assessment, inspiring and motivating ability, interaction with the students. The collected feedbacks are evaluated by IQAC and corrective measures are suggested.

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

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)

6.3.3

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

Response: 7.33

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

2022-23	2021-22	2020-21	2019-20	2018-19
6	5	00	00	00

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

2022-23	2021-22	2020-21	2019-20	2018-19
10	10	10	10	10

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

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Response:

Institution conducts internal and external audits regularly

1. **Local Audit:**

Dharmasala College has not done local Audit till date but it has a mechanism for both internal and external Audit. The Auditors are engaged by Governing Body for internal Audit. The Audit team scrutinizes and verifies acute details of cashbook, cash receipts, cash vouchers, Fees receipts; Fees deposit receipts, etc. and submit Audit Report.

1. **Statutory Audit (Chartered Accountant)**

The College maintains several Accounts and Statutory Audit of all the accounts are done by a Chartered Accountant every year. Each and every financial transaction and account of the College is audited. Account Officer maintains all the accounts of Government and Non- Government funds on behalf of the Principal. All the Non- Government funds including the management funds, fees from self financing courses, salary of management staff etc. come under Statutory Audit.

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

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Response:

The IQAC is the key agency for the improvement and maintenance of quality in the academic services provided by the Institution. The main endeavours include:

Framing the quality Strategies.

To keep surveillance upon the extensive and outreach programmes of the departments of the College.

Encourage different stakeholders to create an academic environment in the campus. Conducting Seminars and Workshops.

Introduction of best practices.

Introduction and assessment of curricular and co-curricular activities.

Two Practices institutionalized by IQAC, Dharmasala College:

1. Certificate Courses:

The IQAC has initiated providing certificate courses to the students; the chief purpose of the initiative was to enrich the quality and skill of the students as to increase their employability and to prepare them for the community life and business life that is waiting for them in near future.

2. The Quality of Teaching Learning Environment in Classroom Teaching has been enriched.

Internet connectivity is available in all the classrooms through wi-fi.

For online teaching, the IQAC has created an environment for using the online platforms like google classroom, google meet by the teachers and students.

Moreover, the IQAC has regular meeting at a specific duration to formulate plan and programme and periodically review the progress of the plan that has been undertaken from time to time.

IQAC Teaching Learning Review System:

IQAC collects departmental academic plans at the beginning of every academic year and monitors its

sound implementation throughout the year.

IQAC conveys its policies in respect of remedial teaching, mentoring and Outcome Based Education to all the departments as the academic year begin.

IQAC monitors internal marking in every department and ensures proper holding of sessional examinations. It develops a mechanism as per the rule of the University for proper evaluation and uploading the marks in the given portal.

IQAC maintains a system of semester wise result analysis to bring out strength and weakness of various departments and initiates measures to meet out the detected weakness.

IQAC has developed a questionnaire for the evaluation of faculty performance by the pupils.

Curriculum feedback is also collected from the guardians during the session.

IQAC Institutional Review System:

Conducts Academic and Administrative Audit by the external auditors as per direction of the affiliating University.

IQAC conducts Gender Audit.

1. Quality assurance initiatives of the institution include:

     1. Regular meeting of IQAC; Feedback collected, analysed and used for improvements.

     2. Collaborative quality initiatives with other institutions

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

6.5.2

Quality assurance initiatives of the institution include:

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

Response: C. Any 2 of the above

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

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

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

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

Response:

Response:

Dharmasala College is a co-educational institution. The institution adopts various effective measures for the promotion of gender equality. 45 % of the students are girls. The college initiates different kinds of measures to ascertain gender equality for building confidence and a sense of security among the female students.

1. Safety and security

The following effective measures are adopted for promotion of safety and security.

Disciplinary Committee:

The College has constituted a Disciplinary Committee to ensure safety and security of the students. Several disciplinary measures are taken as follows:

1. Trespassers are strictly prohibited in the campus.

2. Entry is not allowed without identity cards and uniform.

3. Grievance and redressal Cell is formed to resolve grievance of the students.

4. The College has Anti-Ragging Cell to eliminate ragging in the campus.

5. The College has installed Complain/ Suggestion Box in the college.

Anti Sexual Harassment Committee:

The college has formed internal complain Committee (ICC) to address the issues of sexual harassment.

Students Grievance and Redressal Cell:

The Grievance and Redressal Cell has been addressing all types of grievances of the students. The suggestion box is available in the college for easy access for the students to address their grievance and

suggestions. The cell looks and checks off line and online grievances and suggestions daily.

Women Representation:

The college has a women cell to which the female students can easily raise their issues. Moreover, some of the cells of the college have female representatives.

Career and Counseling:

At the begging of the every academic year the college addresses the newcomers and guides them in building their career.

The career and counseling cell has been taking various initiatives to build confidence among the students to pursue their career expectantly.

Common Room:

A separate Girls Common Room with attached wash room is provided to the female students.

 Separate Departmental room for teachers.

A common toilet for teachers.

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

7.1.2

The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

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

Response: C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Response:

Dharmasala College was established in the year of 1993 which is located at a very remote area of Indo - Bangla Border in the district of Dhubri, Assam. The college aims to provide quality education to all irrespective of caste or creed.

Cultural festivals:

Bihu, Saraswati Puja, Regional, Rajbonshi and Goalparia cultural festivals are organized colorfully in which various cultural programs and folk song, folk dance are performed.

Dressing:

Students wear the uniforms prescribed by college and the teachers are allowed to wear any type of dress but according to the general modesty of dressing.

Inclusion in Bodies:

The college does not have any discrimination based on caste/ gender/ religion / culture/ linguistic background while forming, electing or nominating members to any official or non official bodies.

Admission:

The admission norms are framed in such a way that promotes inclusion of students across all segments like, economically backward sections, SC/ST/OBC etc.

Days Observance:

Specific days like Independence day, Republic day, Gandhi Jayanti, Yoga day, Teachers day, Chatra Divas, Bir Lachit Divavs , World Environmental day, Rabha Day, Voters' days etc. are observed in the college. The college has adopted a village 'Dharmasala Pt- III where the NSS volunteers of the college organized a special camp and surveyed the adopted village in respect to their health, education, employment etc.

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

7.2 Best Practices

7.2.1

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

Response:

Dharmasala College, Dharmasala

Affiliated to Gauhati University, Assam

Best Practices

1. Steps towards the Social Responsibility:

Since the establishment in the year 1993, Dharmasala College believes to build a positive enthusiastic and vibrant attitude of the students towards the social responsibility and social liability. As the Institute is located in the rural area of the village Dharmasala and the community has been facing lots of challenge to get a holistic education for improving and building a character to be the social reformer. With this view, the College has been trying to visualize, sensitize the students of the locality to create a huge impact on their behaviourial outlook towards the nature, human values and gender equity inside the college campus and also beyond the college premises.

Dharmasala College has been provincialized in the year 2021 by the Govt. of Assam. The Institute has lots of deficiency in terms of infrastructure and financial issues. Apart from the drawbacks of the College, the sole institute in the Dharmasala area has been growing gradually to make a prolific impact in the lives of the students as well as in the locality by creating a positive atmosphere. In view of that, the college has regularly organized various programs to illuminate or mould the students into a higher level in the society. The college has been organizing *World Environment Day* every year to promote the issues relating the Nature. During the celebration of the day, the college highlights the burning concerns of global warming, natural calamity like floods, erosion, landslide etc. On this occasion the students are taught to plant trees and save the biodiversity of the locality. Under the Governmental scheme of *Amrit Brikshya Andolan* with a motto to plant 1 crore sampling and in this noble project of Govt. of Assam, Dharmasala College has also taken a massive measure to have a grand success by planting more than 400 trees inside and outside of the college campus.

Dharmasala College undertakes a plantation drive on aegis of *400 Birth Anniversary of Bir Lachit Borphukan*, a mighty ahom commander-in-chief of Assam. During this program the students learn about a warrior whose dedication, determination and a deep sense of patriotism has been remembered since from the time immemorial.

Dharmasala College has a functioning NSS Unit and it has produced a good number of volunteers to engage themselves to forward their hand to the needy one at the time distress. The NSS unit of the college has adopted a village nearby the institute and surveyed house to house for bringing out the actual data of unemployment, socio-economic condition of the community and their way of livelihood. It has played an important role to bring a change in the minds of its volunteers by conducting different vibrant programs in the college.

Moreover, the NSS unit of the college undertook a drive of *Azadi Ki Amrit Mohotsav* in the college as

well as in the locality. Under this auspicious program, the college authority along with the student tried to create and made a huge impact among the neighbouring village by holding an awareness rally on *Har Ghar Triranga*.

The main objectives of all these programs is to bring a change in the students' mind and let them enable to create a beautiful, harmonious society and make a best suitable position among the community in the locality.

2. Making Digitalization Campus:

As the Institute was established in the year 1993 but the college has been provincialized on 5th February, 2024. After the provicialization, the College has been growing gradually to implement technology within the campus with its limited resources. As of now, the college has not received any govt. grants to cater technology based education to the students. Apart from the deficiency in the field of finance, the college has already tried to bridging the gap in terms of digitalization in the campus. The college has installed and renovated a general classroom to digital classroom for providing the blended teaching learning process to the students.

Within the limited resources, the college has installed CCTV throughout the campus for surveillance and monitoring the unwanted incident in the campus. The institution has installed AI Face Biometric for capturing all the staffs' in and out attendance in the college. Dharmasala College has taken a step for providing internet facility within the college premises. In this regard, the institute has installed BSNL fibre to generate the Wifi facilities in the campus. Moreover, the best part of our college is that IQAC has done regular interaction with all HoDs of the College to cater the education to the students through blended learning. By doing so, the students will be enabled to know about the technology based education. With this view, two nos of faculty member have donated a laptop under the aegis of *Vidyanjali* as proposed by the Ministry of Education for elevation of technology in the college. In the conclusion, Dharmasala College is always trying to bring a change in terms of academic, administrative and also seeks to provide a holistic education to the students for marking an impression in the locality.

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

7.3 Institutional Distinctiveness

7.3.1

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

Response:

Institutional Distinctiveness

The vision of the institution is to emerge as one of the leading rural colleges of Assam that provides holistic education to transform the students most of who hail from the villages of greater Dharmasala area into capable future innovators and leaders. This is in line with its mission to prepare the rural students of the institution with necessary skills required to acclimatize to the emerging technology-driven society so that the world of opportunities in terms of career and service may be accessible to them. The vision and mission has been adapted to keep up with the changing times. Since its establishment in 1993 the institution has relentlessly worked to provide the best possible quality education to its students while struggling with financial and infrastructural deficiencies itself. It is one of the noble qualities of the institution that the shortcomings, deficiencies and difficulties are never allowed to hamper the education of the students.

The area of the college is located in a very remote place and the large number of students who enroll in the college belongs below poverty line. The people of the locality are mostly farmers and parents are forced their children to work with them for the livelihood. In this regard, the College always seeks to uplift their socio-economic responsibility by providing holistic education to the economically weaker students of the locality is the primary distinctiveness of the institution. Being the sole institute of higher education in Dharmasala the institution believes that it has to cater to the wants and needs of its local population first before going out to compete with other HEIs of the state. The institute is therefore distinctive with its prioritizing of the education of rural population of Dharmasala most of whose livelihoods are frequently affected by natural calamities like flood, poverty, child-labour etc.

The performance of the institution can be assessed from the multifarious ways in which its efforts are recognized and highlighted in its endeavours to continually strive for improvement. Since its inception in 2012, the institution has been participating in the All India Survey of Higher Education (AISHE).

Memorandum of Understanding (MoU) has been signed with various institutions like AMTRON, Alamganj Rangamati College, Proogati College, Chilarai College & Koch-Rajbanshi Sahitya Sabha for the promotion of collaborative exchange programmes to benefit the students. The college has Arts stream with 9 programmes in the Under Graduate level with honours course in 4 subjects and 4 certificate course. The alumni of the institution have shown their impact governmental and non-governmental sector with their performances bringing laurel and glory. After the graduating from the college, some of the students enable themselves to move to higher education and some of the students have become the practitioner of legal advocacy.

The institution is well aware of its position and responsibility towards the development of the region in which it is situated. Time and again the institution has reached out to the neighboring educational institutions and local bodies offering its service and support. Teachers of the institution conduct classes in various schools of the area which has created a harmonious environment of teaching-learning in the

entire region.

Preservation and promotion of the cultural traditions of the people of the surrounding areas is one of the distinctive qualities of the institution which nourishes the multicultural and multilingual set-up of the students as well as general population of the region. In every cultural function, priority is given to the traditional folk songs and dance performances belonging to the communities of Rajbanshi. Bihu songs, Jikir songs, lokageet etc. form an integral part of every cultural event accompanied by the performance which creates an ethereal atmosphere of harmonious co-existence of diverse communities within a common platform provided by the institution.

The institution always extends its helping hand to the community and the surrounding areas at large through its extension activities thereby solidifying its position as the guardian which thinks and acts for the betterment of everyone else before its own. Through entrustment of full-time teacher, the college has been undertaking extension and outreach activities like community development, literacy, AIDS awareness, Social works, blood donation camps, environmental awareness etc. Apart from the extension education cell, NSS unit of the College also organize different awareness programs to enhance socio-economic & cultural responsibility of the students by giving them various task to accomplish.

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

5. CONCLUSION

Additional Information :

The college was established in the year 1993 and after a long period of struggle and sacrifice the college has been provincialized in the year 2021. The college faces many shortcomings in relation to infrastructure and advanced technology equipments to give the fastest education. Moreover, the college has a challenge in terms of man power as only a few posts have been provincialized under the provincialization of services act, 2021. But all the teachers are dedicated, passionate to impart and to develop quality education. Apart from this, our students are also polite and sincere and are interested to take part in all the programs conducted by the college.

Concluding Remarks :

The IQAC of the college would like to offer a heartfelt thanks to the Principal and Governing Body for their consistent guidance and support in the preparation of Self Study Report for the 1st Cycle. The IQAC of the college also extends a heartfelt thanks to all convenors, members of various cells and committees, heads of all the departments, office staffs and students for their consistent cooperation and support in the successful compilation of the report.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)** Answer before DVV Verification : Answer After DVV Verification :3 Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.
3.2.2	*Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years* 3.2.2.1. **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years** Answer before DVV Verification:

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2	00	00	00	00

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

Metric ID	Sub Questions and Answers before and after DVV Verification
3.3.2	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years** 3.3.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years** Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2	00	00	00	00

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
01	00	00	00	00

	Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.
3.4.3	*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.* 3.4.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
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7	6	00	00	00 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
4	2	00	00	00	 Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

3.5.1	*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*
	
	  Answer before DVV Verification :
	  Answer After DVV Verification :02
	Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

4.4.1	*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)* 4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
0.98	1.47	0.82	0.54	0.65 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
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1.17	1.81	1.1	0.58	0.79	

	Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.
5.1.1	*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years* 5.1.1.1. **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
464	429	00	00	00 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
150	208	145	00	00	 Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.
5.2.1	**Percentage of placement of outgoing students and students progressing to higher education during the last five years** 5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
3	2	1	2	4 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
3	2	1	2	4 | 5.2.1.2. **Number of outgoing students year wise during the last five years** Answer before DVV Verification: | 2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
67	80	82	40	140 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---	

| 69 | 96 | 92 | 40 | 140 |

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

5.3.1	**Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years** 5.3.1.1. *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years* Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
1	00	00	00	00 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00 | Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.
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5.3.2	**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)** 5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
19	00	00	00	00 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
01	01	00	00	00 | Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.
6.3.3	*Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
6	5	00	00	00

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
6	5	00	00	00

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
1	1	00	00	00

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
10	10	10	10	10

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Expenditure excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
31.63	20.73	14.25	14.89	9.90

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
14.43	10.61	10.45	18.91	30.49