



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**CHATIA COLLEGE**

**L.B.ROAD, SOOTEA, DISTRICT- BISWANATH, ASSAM, PIN- 784175.**

**784175**

**[www.chatiacollege.com](http://www.chatiacollege.com)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**January 2023**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Recognized by the University Grants Commission (UGC) and affiliated to the Gauhati University, Guwahati, Assam, Chatia College is a premier institute of higher learning in Sootea, Dist.- Biswanath, Assam offering Bachelor of Arts (BA) Regular & Honours programmes under the Choice based Credit System (CBCS). It was established in 19-01-1982 and situated at the heart of Sootea around 1 km away from the NH – 15 in its own plot of land which covers an area of about 7.5 acres. The serene and eco-friendly campus with two playgrounds for various sports and games adds to the beauty of this institution.

In the days of the Ahom King Susengpha or Swargadeo Pratap Singha (1603-1641) the name of the region was popular as ‘Chatia’, but the British Government officials upon their arrival in Assam was unable to pronounce the name of the region correctly, and so they changed it to ‘Sootea’ for ease of pronunciation after which the spelling stuck permanently in official usage even in post-independence era. The leading citizens of Sootea, upon deciding to establish an institute of higher education in the heart of the region, decided to go with the earlier spelling of ‘Chatia’ for the name of the college which they hoped would act as a constant reminder of the glorious days of the past and inspire the people to strive for higher ideals in the future.

The College provides an atmosphere where students from diverse ethnic and linguistic communities collectively pursue their goals to build a strong academic and cultural environment. Being situated in a rural area the institution has been giving boost to students belonging to the SC/ST/Minority categories besides a large number of students hailing from the economically weaker sections of the adjoining Tea-Estates. In addition to the regular courses, the college also offers 1 PG Programme (MA in Assamese) and BA programme in all subjects in distance mode under Krishna Kanta Handiqui State Open University (KKHSOU) of which the college is a centre.

### Vision

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 Sootea area into capable future innovators and leaders, and most importantly, able citizens of our nation. By academically empowering the economically weaker students the college wishes to set a benchmark in community service and uplift the various agrarian societies connected to it in the days to come.

### Mission

1. In keeping with its motto ‘tamasho ma jyotirgamaya’ which translates into ‘lead from darkness to the light’, the mission of Chatia College is to impart quality higher education in arts catering to the diverse groups of multilingual students of rural Sootea while preparing them for realizing their hidden potential in today’s technology-driven world.
2. 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.

3. To provide holistic education and make it accessible to the diversity of multilingual learners from various strata of agrarian societies.
4. To make students aware of the various issues plaguing our society, region and country thereby encouraging them to respect and uphold the diversity of our rich culture, plurality of thought, and to think independently as future citizens of our nation.
5. To make the utmost and best use of the limited resources available at the disposal of the institution.
6. Empowering the girl students of the institution by providing the scope to make better choices in terms of career in particular and life in general.
7. Providing a healthy environment for nurturing and promoting diversity and cultural harmony among the students and staff alike.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

1. Student enrolment is highly satisfactory given the limited college infrastructure.
2. Presence of a Higher Secondary School in the immediate vicinity which has acted as a reliable 'feeder institution' since the establishment of the college.
3. Impressive Pass Percentage of the students: **89.93%** in 2019-20 and **94.14%** in 2020-21 academic session.
4. The institution has been able to maintain the standard teacher student ratio **30:1** till date with negligible variations.
5. Balanced gender parity and equality among students and staff is a morale booster for the institution as girl students stands at **55.17%** of the student strength of **2022-23** and women comprise **37.5%** of the entire faculty.
6. The College is at a distance of 1.2 km from the National Highway so it is free from air and sound pollution which makes it an ideal location for an educational institution.
7. The college boasts of a fully green campus in a fully eco-friendly rural region undisturbed by the rush of the modern world.
8. MoUs with three colleges of Assam viz Biswanath College, THB College and Chaiduar College of Gohpur and one national level organization ICT Academy of Chennai facilitates various student and faculty exchange programmes. MoU with the Shatabdi Tea Industry provides opportunities for entrepreneurship development in tea manufacturing sector since a considerable percentage of students belong to the families engaged in the small tea gardens of Biswanath district.
9. Digital library with Open Public Access Catalogue (**OPAC**) system, internet and Wi-Fi facility, offline access to a large collection of e-books and old books.
10. In terms of placement, it is a matter of huge pride that two Alumni of Chatia College are presently working in the institution itself as Assistant Professor and Junior Assistant, and one as Lecturer.
11. Promotion of regional cultural heritage is regularly done by organizing cultural processions and other awareness programmes occasionally involving the students with the local community.
12. The values of *guru-shishya parampara* is always in practice in and outside the classroom. The history of the institution reveals zero ragging incidents since 1982 and no incident of teacher- student clashes which is an admirable fact for an educational institution.

### Institutional Weakness

1. Absence of Hostel facilities for girl and boy students.
2. Being a single stream institution providing only the B.A. Programme.
3. No choice or freedom to make any changes in the course or syllabus design because of its status as an affiliated institution under the Gauhati University.
4. Presence of two large multidisciplinary colleges within a 15 kilometre radius, THB College of Jamugurihat in the adjoining Sonitpur district and Biswanath College of Biswanath Chariali in the same district, dampens the enrolment of many meritorious students as most students become psychologically inclined to pursue their studies in institutions with glamorous infrastructure and multiple disciplines.
5. The institution suffers from various infrastructural weaknesses such as lack of sufficient classrooms, adequate ICT enabled classrooms or smart classrooms, auditorium etc.
6. Limited amount of money is irregularly generated from the few sources of income.
7. Absence of a sanctioned Librarian or Assistant Librarian.
8. Absence of a gymnasium, indoor sports facility, day care facility and health care facility.
9. Transportation is an issue for most of the students which leads to irregular attendance in the class.
10. Engagement of the faculty in research is not satisfactory.
11. Absence of sufficient number of add-on or certificate courses for students.
12. Campus placement is yet to be implemented.

### **Institutional Opportunity**

1. The college has the potential to introduce Commerce stream and become a multidisciplinary institution in the future.
2. More students will be attracted once the college offers more M.A. programmes (in distance mode) in other subjects.
3. The 7.5-acre campus of the institution has ample scope for infrastructural additions and augmentations.
4. Some departments can introduce Post-Graduate courses in regular mode which will facilitate the economically weaker students of the college and the region to pursue higher education without having to look elsewhere.
5. Being the only institute of higher education in the entire region of Sootea, the college has the opportunity to influence and accelerate the development of the area.
6. With the existing 4 MoUs more opportunities can open up for the students of the institution in terms of compensating for various technological and infrastructural absences.
7. Collaborations with various government agencies can open up multiple opportunities to work for the economically and socially backward sections of the society.
8. The existing classrooms of the institution can be converted to smart classrooms or ICT enabled at the very least.

### **Institutional Challenge**

1. With the New Education Policy (NEP) about to be implemented in Assam from April 2023, the idea of multidisciplinary is going to be a big challenge for an institution like ours offering only a single stream of education.
2. Online classes during the last pandemic had seriously affected the students of Chatia College as most of them were unable to attend classes in online mode due to the absence of a single smartphone in their households. With the fear of future pandemics looming large, and the growing emphasis on blended modes of learning with online modes of teaching and learning gradually gaining prominence, it poses a

gigantic challenge to rural institutions like ours with more than seventy percent of students do not have access to the technological advancements of the present age.

3. Students engaging in side jobs... bringing them to the classes
4. Most of the students fall under the Below Poverty line (BPL) category and as such it becomes a moral responsibility of the institution to provide some sort of financial relief to them, but since the institution itself is struggling to generate a regular stream of income from reliable sources, it becomes a big challenge to be able to provide monetary aid to the students.
5. Satisfying the general public of the area during the enrolment process due to the status of the college being one that was established by the local people of Sootea.
6. Reduction of absenteeism and drop-out of students is another serious challenge to the institution as students choosing to engage in part-time jobs as masons, salespersons etc. tend to remain absent from regular classes and consequently drop-out of the institution before final examinations.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

Chatia College, a rural institution of higher education permanently affiliated to Gauhati University, Assam, and recognized by the UGC, has a systematic mechanism for sincerely implementing the curriculum of its affiliating University.

An annual Academic Calendar is prepared along with a time-table by the College to ensure effective implementation and timely completion of syllabus. Before the commencement of the academic year, a meeting of the Academic Council of Chatia College is held wherein the Academic Calendar is discussed and only after it is approved by the council, it is circulated among the students and rigorous efforts are made in its proper implementation. Course plans and 'Class Diaries' are maintained where details of each and every class taken is recorded according to the routine centrally prepared for the entire college.

The college has effectively implemented the Choice Based Credit System (CBCS) of Gauhati University since August 2019. The Academic Council of the college takes great care to enforce the various multidimensional issues present in the rich curriculum. Additionally, one of the faculty members has also been involved in 'question setting' of the affiliating University.

Students' seminars, workshops, projects, educational tours, field trips are organized to encourage participative learning and a healthy academic ambience. Teachers discuss the answer scripts of class tests and sessional examinations to point out the omissions and mistakes the students have committed. Mentoring of students is prioritized and remedial classes are provided to slow learners where their progress is closely monitored. Feedback forms are distributed among students, parents, guardians and stakeholders for collecting, analyzing and taking positive and corrective measures with regards to any shortcoming in curriculum delivery as well as the general academic and administrative environment of the college. Parent-teacher meetings are convened which serve to strengthen the bond between the institution and the stakeholders. Student-teacher exchange programs with the neighbouring colleges, with whom the institution has established MoUs, are conducted for the benefit of the students. The college has also introduced a Certificate Course in basic computer literacy and internships in nearby local small-scale industries were also carried out during the assessment period.

## Teaching-learning and Evaluation

The college has properly planned and organized the teaching learning and evaluation process by following the Academic Calendar of its affiliating university. The institution has applied the necessary mechanism from admission to evaluation process. The admission process is given purely on the basis of merit. After admission classes are started according to the academic calendar of the college. Teachers of the college are highly qualified and experienced who always try to give their best to the students in the teaching learning process and also try to engage them to develop their abilities and skills.

In the teaching-learning process, teachers use student centric methods for enhancing the learning experiences of students. The college has adopted different strategies and methodologies for effective curriculum delivery such as experimental, participative and problem solving methods. Student centric methods used are group discussion, project work, field visit/field work, seminar, workshop, team work, quiz, debates etc. Educational trips are organized at the institutional level and also at the departmental level. The college has been publishing a wall magazine regularly for creative learning and to develop inner potentialities of students. Some departments also publish departmental magazine almost regularly. Students are encouraged to participate in seminar, workshop, and various competitive examinations. Co- curricular activities are organized by the college for the all-round development of students. Departments make use of WhatsApp groups and Email for assignments and project work and also for sharing necessary educational and institutional information. The college identifies slow learners and advanced learners and special care is given to them as per their respective and individual needs.

The college follows the system of continuous evaluation timely and effectively to achieve the goal of academic excellence. Internal assessment inclusive of sessional examination, home assignment, seminar, workshop, field visit/field work, classroom activities, class attendance etc. are conducted at the college level according to the academic calendar by the examination committee.

In case of any grievances in the evaluation process, the concerned faculty or HoD addresses it immediately and final examination related complaints are forwarded to the affiliating university by the Principal at the earliest.

## Research, Innovations and Extension

The college has a dedicated research committee headed by academicians with research degrees which looks after the various research related activities conducted in the institution. This committee works closely with the ICT Cell of the college to conduct various online programs with the most recent being the virtual power seminar on New Education Policy (NEP) in collaboration with the ICT Academy of Chennai.

A total of 9 books have been published by the faculty members of the institution within the last 5 years, 18 chapters in edited books and volumes and 4 research articles in UGC Care listed journals. Regarding awareness on Intellectual Property Rights (IPR) the institution has collaborated with the Patent Office, Kolkata to organize a webinar on IPR on 27-04-2022.

The teachers of the institution always try to make the students aware of methodologies of research work. The syllabus of the affiliating Gauhati University provides scope for research in the under graduate level as various papers prescribed in the syllabus require field work, dissertations etc. The college authority encourages the teachers for their involvement in research works. The institution had 8 Ph.D. degree holders and 3 M.Phil. degree holders and 4 papers have been published in UGC Care listed journals. In addition to this, 7 books (with ISBN) have been published, 1 conference proceeding and 18 chapters have been published in edited books. Out of these, one collection of research articles titled KALPADROOM has been published by the Research

Committee of the institution in which academicians from various educational institutions within the state have written their valuable articles.

The college has an Extension Cell and the activities of the cell have been lauded by various organizations of the area. Many teachers of our college go for teaching in some of the schools in the locality in addition to plantations in neighbouring areas. The college organizes various awareness programs, meetings etc. among the villagers of the locality to make them aware of various problems such as health and hygiene, sanitation, environment, women empowerment, education, domestic violence, child labour etc.

### **Infrastructure and Learning Resources**

The college boasts of a well maintained lush green campus spread over **7.5** acres of land ensuring adequate availability and optimal utilization of the limited physical infrastructure for teaching learning and various cultural activities.

The institute focuses on overall development of students through participation in co-curricular activities and extracurricular activities. Outdoor and indoor sports are encouraged amongst students to groom them with qualities of leadership, team spirit as well as competitiveness.

The institution in recent times has made massive updates in its IT facilities to stay in sync with the changing times and smooth navigation in the digital world. Parts of the campus has been made internet friendly and Wi-Fi enabled so that most of the official as well as academic works of the institution can be done without any hassles.

Keeping in mind the safety and security of the girl students of our institution, the 'Girls' Common Room has been constructed separately with attached washroom cum toilet.

The Central Library of the institution has a diverse collection of 8027 books. It is carefully designed for the students, teacher and other visitors with a seating capacity of 40 persons at a time for the purpose of reading. There are separate seating arrangements for students, teachers and visitors. Internet browsing is provided with high speed fiber broadband connection and the entire library is Wi-Fi enabled for all students.

CCTV cameras have been installed in important locations for ensuring the safety and security of all. Efficiency in consumption of energy is seen in the use of 3 Solar Lights which is a renewable source of energy, in addition to the use of LED bulbs and tube lights.

The newly built academic building presently houses one large examination hall cum classroom, 2 departments, the Central Library and the Conference Hall. Staggering with financial and infrastructural limitations the institution has tried its best to provide its students quality education to enable them to face the challenges of the present world.

### **Student Support and Progression**

The institution has been endeavouring to provide all possible support and facilities to the students in academic as well as co-curricular activities. As our institution is located in a rural area and so more than 90% of our

students hail from economically weaker sections of the society. The institution provides all necessary support to these students to get the benefit of free admission as per the rules of the Government of Assam. The institution facilitates to provide scholarship to students belonging to SC/ST/OBC category as per the guidelines of the government.

The institution has a Career Counselling Cell that conducts programmes under the supervision of a Programme Officer entrusted for the purpose. As per record, many students were benefitted by guidance and support of the cell for state level examinations of the government.

The Skill Cell of the institution introduced a computer course to increase the computer literacy of the students. For this purpose a Memorandum of Understanding (MoU) was signed between the Principal of the College and proprietor of I-Net Computer Education.

With a view to keep the students physically fit, the institute organize camp of yoga in the campus by inviting trained instructor for the purpose. Health camps are organized by the college in collaboration with the Health department of the State to create awareness about health among the students and to immunize them by vaccinating them against various diseases.

Anti-ragging and Anti-Sexual Harassment committees have been formed to ensure a sense of safety and security among the student community. The college has an elected body of Students' Union and the problems and aspirations of the student community are informed and upheld before the college authority through the representatives of the Union Body. The college has an active Alumni Association which is responsible for maintaining smooth and fruitful relationships between the alumni of the institution and the current students. The alumni offer their support in various ways and the institution has been greatly benefitted by their association.

### **Governance, Leadership and Management**

The vision and mission are the driving factors that propels the governance and leadership of the institution as every administrative decision is taken keeping in mind the goal of their fulfilment. The institution is governed by the Governing Body which is constituted according to the rules laid down by the Govt. of Assam and the President is appointed by the Directorate of Higher Education, Assam. The Principal of the institution is the Secretary of the Governing Body by default and the entire administration of the institution is taken care of by him who looks after the day-to-day activities including conduct of classes, examinations, sanction of leaves etc.

The Internal Quality Assurance Cell (IQAC) of the institution established in the year 2019 as per NAAC guidelines plays a significant part in the overall growth and development of the institution. The teaching-learning process is accelerated by the IQAC which encourages and supports the departments in conducting various offline and online events including seminars, workshops, lecture series etc. The IQAC functions as the coordinator of the various cells and committees of the institution and is responsible for assigning responsibilities of individual bodies to the faculty members and documentation of all institutional records and activities.

The system of collecting feedback from students for courses, institution and every teacher is done by the IQAC who prepares the 'Feedback Analysis' report based on the reports of all the Heads of the departments and on the basis of that analysis report, further course of action is decided.



Although the institution has received limited funds since the date of provincialisation, proper mobilization of funds and optimal utilization of its resources is reflected in the way money spent in managing the overall expenses without overstepping the boundaries of the previously fixed budget.

The institution has implemented e-governance in administration, finance and admission. The website of the institution provides an interface for students' admission, notices, events and important news related to classes and examinations. Shortcomings in finances and infrastructure has not been able to hamper the efficient governance and management of the institution thereby showcasing able leadership.

### **Institutional Values and Best Practices**

In addition to some prescribed subject specific courses, the institution sincerely promotes gender equity and equality by following a gender-neutral approach in and through various activities. Gender sensitive issues are taken care of by the Sexual Harassment Cell.

To sensitize students and employees to the constitutional obligations, values and responsibilities, the institution observes important days such as Republic Day, Independence Day, Constitution Day, Human Rights Day, International Women's Day, World Environment Day, National Education Day, National Voters' Day, Earth Day, International Day of Yoga, World Intellectual Property Day etc. Patriotic song and dance competition are regularly organized in the annual college week.

To enhance green coverage in the campus there has been plantation of saplings from time to time. The in-campus lighting is done by LED bulbs and there are three solar lights in the campus that ensure low power consumption. There are separate dustbins for degradable and non-degradable wastes. The liquid waste is drained into the soak pits at different locations of the college. A ramp for the physically challenged is available and the entry road has been constructed in the same level with the Verandah to make it convenient for them to move.

In order to create awareness for protection of the environment, the college campus has been maintained as a tobacco free zone. The students are provided training in paper bag making. Under the theme '**Green Sootea, Clean Sootea**' the college distributes dustbins at different places and initiates environment awareness programmes in the locality.

The college always tries to promote tolerance and harmony among students coming from different cultural, religious, regional, linguistic, communal and socio-economic strata of the society by celebrating and observing their different festivals and cultural events.

In order to meet the financial crisis of the institution and also to train the local inhabitants in fish cultivation the college as part its best practices has been running the nearby Bordoia Beel and the local weekly market on lease agreement.

The institution struggling with limited resources prioritizes on making higher education easy and feasible to access for the rural population of the area.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	CHATIA COLLEGE
Address	L.B.Road, Sootea, District- Biswanath, Assam, Pin-784175.
City	Sootea
State	Assam
Pin	784175
Website	<a href="http://www.chatiacollege.com">www.chatiacollege.com</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Swapan Kumar Kalita	03715-281499	8453705069	-	chatiacollegeassam@gmail.com
IQAC / CIQA coordinator	Mukut Hazarika	-	9101148859	-	mukuthaz@gmail.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 minority institution	No

Establishment Details

State	University name	Document
Assam	Gauhati University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	10-11-2022	<a href="#">View Document</a>
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	L.B.Road, Sootea, District-Biswanath, Assam, Pin-784175.	Rural	5.88	30351

**2.2 ACADEMIC INFORMATION****Details of Programmes Offered by the College (Give Data for Current Academic year)**

Programme Level	Name of Programme/C	Duration in Months	Entry Qualificatio	Medium of Instruction	Sanctioned Strength	No.of Students
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	Course		Enrollment			Admitted
UG	BA, Assamese	36	XII PASSED	Assamese	45	45
UG	BA, Assamese	36	XII PASSED	Assamese	334	334
UG	BA, Assamese	36	XII PASSED	Assamese	40	24
UG	BA, Education	36	XII PASSED	English, Assamese	30	18
UG	BA, Education	36	XII PASSED	English, Assamese	200	198
UG	BA, English	36	XII PASSED	English	220	213
UG	BA, English	36	XII PASSED	English	30	2
UG	BA, Economics	36	XII PASSED	English, Assamese	30	4
UG	BA, Economics	36	XII PASSED	English, Assamese	30	9
UG	BA, History	36	XII PASSED	English, Assamese	30	26
UG	BA, History	36	XII PASSED	English, Assamese	30	5
UG	BA, Political Science	36	XII PASSED	English, Assamese	270	262
UG	BA, Political Science	36	XII PASSED	English, Assamese	100	99
UG	BA, Sanskrit	36	XII PASSED	English, Hindi, Assamese	30	2
UG	BA, Sanskrit	36	XII PASSED	English, Hindi, Assamese	30	2
UG	BA, Nepali	36	XII PASSED	Nepali	30	3
UG	BA, Bodo	36	XII PASSED	Bodo	30	15
UG	BA, Bodo	36	XII PASSED	Bodo	30	19

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				21			
Recruited	0	0	0	0	0	0	0	0	13	8	0	21
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				3			
Recruited	0	0	0	0	0	0	0	0	2	1	0	3
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				11
Recruited	11	0	0	11
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	5	2	0	7
M.Phil.	0	0	0	0	0	0	1	2	0	3
PG	0	0	0	0	0	0	13	8	0	21
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	1	0	3
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	393	0	0	0	393
	Female	426	0	0	0	426
	Others	0	0	0	0	0
Certificate / Awareness	Male	10	0	0	0	10
	Female	11	0	0	0	11
	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	22	27	29	18
	Female	19	20	25	23
	Others	0	0	0	0
ST	Male	90	87	67	69
	Female	58	62	50	53
	Others	0	0	0	0
OBC	Male	145	131	156	173
	Female	212	209	215	229
	Others	0	0	0	0
General	Male	136	159	140	149
	Female	137	156	108	87
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		819	851	790	801

**Institutional preparedness for NEP**



1. Multidisciplinary/interdisciplinary:	<p>To begin with, from a single stream institution to a multidisciplinary institute to an autonomous college is the primary vision of Chatia College. The college is planning to add the Commerce stream which will provide the students with more career choices. More vocational courses will be introduced in the coming days focusing on skill based education. In addition to the existing MoUs, the institution plans to establish more in the future with other institutions to facilitate better exchange and sharing of academic resources. The institution presently offers only Arts courses so only when science course is introduced the issue of integration with STEM will arise. The institution offers the Choice Based Credit System of Gauhati University which is a harmonious mixture of flexible and innovative curricula that includes credit based courses with a plethora of choices. The addition of the Commerce stream in the future will give an additional career option and at the same time serve to further boost student enrolment in the future. Similarly, additional of more vocational courses like those on weaving, beauty and make-up, computer and mobile repairing, certificate courses in languages will benefit the existing students by nurturing and developing their skills yet further. Once the institution onboards the Academic Bank of Credit (ABC) along with Gauhati University, the students will be able to avail the benefits of multiple entry and exit without disturbing the rigor of learning. The institution frequently engages the students in various field based research and extension activities with a view to make students more aware of the pressing issues and challenges of the society and to discover ways and means to remedy them. The institute plans to bring more multidisciplinary research projects after accreditation by NAAC which will engage both the faculty as well as the students in various endeavours of research. The college offers a certificate course in basic computer essentials in association with a local computer institute wherein 50% of the fees of the students are borne by the college. The institute conducts a selection test where all the interested students are made to appear and from that test only 30 students are selected for a batch. Certificates are awarded only to those students who complete the entire course by securing the qualifying marks in the final examination. Thus the institution, even without having adequate technological and infrastructural</p>
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	facilities, is able to provide its students with a course that is definitely the need of the hour in this digital age.
2. Academic bank of credits (ABC):	With the implementation of the NEP in Assam from April 2023, our affiliating Gauhati University will definitely onboard the Academic Bank of Credits and with it all the affiliated colleges like ours will get to follow suit. The onboarding then will be smooth and effortless as the already implemented Choice Based Credit System of the Gauhati University has prepared them for timely completion of courses and examinations. For an institution like ours, the Academic Bank of Credits will be highly beneficial as it will provide the students intending to leave their courses midway a 7-year window which will motivate them to complete their education in a flexible and convenient fashion.
3. Skill development:	The Skill Development Cell of Chatia College regularly undertakes various drives and initiatives for the skill development of the students. A Certificate course on basic computer literacy is provided in collaboration with a local computer institute where 50% of the course fees of the students are borne by the college. The institution is planning to introduce more vocational courses by collaborating with local industries and entrepreneurs. An informal course on 'Library Management' is also going on as a kind of training programme where selected students are given practical training on managing a library. Being a rural institution located in an agrarian society the college makes the best use of its limited resources available. Entrepreneurs and industrialists of the region provide full support to the institute as it is the only institute of higher education in the area. Students are taken to visit local industries and factories so as to familiarize them with the industrial set up of the present economy.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The institution has four (4) departments of Indian languages- Sanskrit, Bodo, Nepali and Assamese which offer both regular and honours courses with highly qualified faculty. The Dept. of Assamese has 3 faculty members with Ph.D. degree while the Dept. of Sanskrit has 1 faculty member with Ph.D. These four departments offer various papers that deal with Indian ancient traditional knowledge. Even the beginning paper of the English Honours course in BA

	<p>1st Semester (ENG-HC-1016) deal with ancient Indian knowledge. In various cultural programmes organized in the institution, preference in performance by the students is given to the traditional folk songs and dances. Cultural processions showcasing the tradition and culture of the students as well as the community are regularly carried out in a grand scale involving teachers, students and employees of the institution. Multilingual teaching in classrooms is a common feature of the institution as the students belong to diverse multilingual backgrounds. The teachers of the college are already trained by years of experience of teaching in bilingual mode. In addition to Assamese, English and Hindi are also used in the general classes while in the language specific classes of Bodo, Nepali and Sanskrit the respective language pertaining to the subject are used. Even the compulsory subject of English is taught in bilingual and sometimes even in multilingual mode as majority of the students are weak in English while many others fear it as a tough subject. The teachers make strenuous efforts to cater to the multilingual backgrounds of the students including translating each and every word of the texts for their benefit.</p>
5. Focus on Outcome based education (OBE):	<p>Since the college is affiliated to Gauhati University, there is limited scope for curriculum development on the part of the institution. However, the institution makes efforts in its approaches in curriculum delivery, classroom teachings, internal assessments, home assignments etc. The outcome of the courses is stressed by the teachers in the teaching-learning process and additional virtual events are organized to make the students aware of what awaits them after the completion of their programmes. Pertaining to the idea of 'Outcome Based Education' (OBE) in view of NEP 2020 the college, straining with its infrastructural, financial and technological limitations, has entered into an MoU with a local computer institute to provide certificate courses in computer literacy which is believed to help the students in their struggle to secure a job in the future.</p>
6. Distance education/online education:	<p>The college has been offering BA in all subjects since 2011 and MA in Assamese from 2022 in distance mode from Krishna Kanta Handiqui State Open University (KKHSOU). At present, the centre has a total of 36 students pursuing various courses from</p>

KKHSOU. The Central Library of the college has been digitalized from 2022 with Open Public Access Catalogue (OPAC) system from KOHA and gradually in due course of time 'Self-Learning Materials' in digital mode will be prepared by the faculty members to facilitate online education.

### Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, Electoral Literacy Club (ELC) has been set up in the institution on 29-12-2021 vide institutional order No. Ch/C/Misc./627/2021 dated 29-12-2021 as per the order of the Deputy Commissioner, Biswanath, Assam, vide letter No. BNE-1/2015/728 dated 24-12-2021.
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?	Student's co-ordinator and co-ordinating faculty members are appointed by the college and the Electoral Literacy Club is functional. The Head, Department of Political Science, Chatia College, has been appointed as the mentor of the ELC which is comprised of 20 students. The Electoral Literacy Club of Chatia College is representative in character as it has been constituted of students belonging to diverse multicultural and multilingual backgrounds.
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 following initiatives have been taken by the institution for promotion of ethical voting and enhancing participation of students in the election process: 1. Essay and Speech Competition was organized as part of the 'Voters' Awareness Programme' on 13-11-2021 organised by the Department of Political Science in collaboration with the Office of the Deputy Commissioner, Biswanath. This programme was done before the formation of the Electoral Literacy Club (ELC) of the institution. 2. "Xojaag Voter Competitions" (Competitions for Voter Awareness) in connection with celebration of National Voters day 2022. as per the order of the Deputy Commissioner vide letter No. BNE-1/2015/729 dated 24-12-2021. 3. Special Campaign Programme in connection with "Special Summary Revision of Photo Electoral Roll" on 03-12-2022.
4. Any socially relevant projects/initiatives taken by	The institution has undertaken the following

<p>College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>activities as part of various voter awareness drives as per instructions received from the Deputy Commissioner of the district: 1. As per the order of the Deputy Commissioner vide letter No. BNE-1/2015/729 dated 24-12-2021, on the basis of the instruction of the Election Department, Govt. of Assam, a district level 'Football Match' was organized in which a football team was sent to participate on behalf of the institution. 19 Students from the BA 1st and 3rd Semesters took part in the competition which was held at the Biswanath Chariali Sports Stadium in connection with the celebration of National Voters' Day 2022. 2. National Voters' Day was celebrated in the institution by the Department of Political Science as per the order of the Deputy Commissioner, Biswanath, vide letter No. BNE-1/2015/17 dated 19-01-2022. 3. Electoral Literacy Club (ELC) of Chatia College organized a Special Campaign Programme on 03-12-2022 where Mr. Manash Pratim Das, AERO, 76 BISWANATH LAC &amp; ALMT was invited as the Resource Person. On that day forms were distributed to the students of 18 years and above for enrollment as voters in the next electoral roll.</p>
<p>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.</p>	<p>Electoral Literacy Club (ELC) of Chatia College organized a special Campaign programme on 3rd December 2022 and on that day forms were distributed to the students of 18 years and above so that their names may be entered in the next electoral roll and they may get to exercise their right to vote as citizens of India.</p>

## Extended Profile

### 1 Students

#### 1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
819	851	790	801	773
File Description		Document		
Institutional data in the prescribed format		<a href="#">View Document</a>		

### 2 Teachers

#### 2.1

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

Response: 28

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
24	25	25	25	25

### 3 Institution

#### 3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
29.25	6.15	22.35	53.22	51.89

## 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:**

Chatia College follows the curriculum of its affiliating university- the Gauhati University and effectively implemented all undergraduate programmes as per the rules of Gauhati University. A prospectus of the college is prepared every academic year which contains all the necessary information about the college. A meeting of the Academic Council is held at the beginning of every academic session to decide on the course of action for the upcoming session.

The Academic Calendar is prepared by the affiliating University and it is strictly followed by the institution for executing various curricular activities, holding of internal assessment, cultural and sports events etc. For the smooth functioning of the academic environment of the college, the Academic Council of Chatia College also prepares an Academic Calendar containing the list of activities to be accomplished including commencement of classes, implementation of curriculum and sees to its completion within stipulated time and conduct of examinations.

The class routine is prepared by the Prospectus committee, which is also responsible for allocation of various rooms for conducting classes. The heads of the department are responsible for allotting the classes to the respective faculty members of their departments based on their expertise and areas of specializations. For effective teaching-learning, the faculty members maintain a lesson plan which is used for delivery of the topics prescribed in the syllabi. Academic meetings are convened by the heads of departments for continuous assessment of syllabus completion status by the individual faculty members.

Remedial classes are arranged for the slow learners and teachers discuss the answer scripts of class tests and sessional examinations with students to point out the mistakes they have committed. Parent-teacher meetings are arranged to provide a great opportunity to both the parents and teachers to share academic progress and growth of the students based on classroom observation, assignments etc. of every student.

Lectures and talks of eminent academicians on effective curriculum delivery are organised. Student-teacher exchange programmes with the nearby colleges are organised for the benefit of the students. Feedback forms are distributed among the students with a view to analyzing, collecting and taking corrective measures with regards to any shortcoming in curriculum delivery. Some departments also conduct seminars, workshop, educational tours, field trips etc. for introducing variety to the curriculum as well as for the benefit of the students. Every department keeps records of their activities on a departmental diary. The Central Library of the College provides access to e-resources, high speed internet as well as Wi-Fi facility within the Library premises. Many departments of the college also have their own departmental libraries. Students are provided study materials and other resources in printed form as well as in digital form through Whatsapp groups, Google classroom etc.

The college authority encourages and facilitates the faculty members for attending different training

programs like Orientation, Refresher, Faculty Development Programmes (FDP) etc. for their constant professional growth. Intellectual and research oriented activities like obtaining of M.Phil., Ph.D., publication of books, research papers, organizing seminars and workshops have the utmost importance.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 1

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 0.52

#### 1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
21	0	0	0	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

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



**Response:**

The College is permanently affiliated to the Gauhati University and as such it has to adhere to the curriculum prescribed by its affiliating university. Even then the institution incorporates various multidimensional issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.

The Career Guidance and Counselling Cell of Chatia College organizes programmes to instill the spirit of professional ethics in students. Students are encouraged to participate in inter-college, district and state-level cultural and sports competitions in order to learn team-spirit, fair-play attitude etc. The college also provides various training sessions in Yoga through the Student Activity Centre. Various plantation drives are organized Environment Cell of the college which helps to maintain the 'green campus' status of the college. The NSS Unit of the College and some departments of the College conduct programs such as cleanliness programmes in the town, organizing medical health camps etc.

The NSS Unit and the College Disciplinary Committee takes initiatives to promote discipline, patriotism, equality, peace, brotherhood, ethical values etc. through various programmes. For this the institution organizes events and programmes such as free health camps, covid-19 vaccination camps for creating awareness, celebration of all days of national importance to promote patriotism and brotherhood etc.

Human Rights Day is celebrated every year in the college and nearby villages to create awareness among the students and people of the community regarding the basic and constitutional rights of human beings. The Department of Political Science also has one Discipline Specific Elective (DSE) paper on Human Rights in both honours and regular courses. Literature and language based subjects such as Assamese, Bodo, English, Nepali, Sanskrit contain issues of human values.

The Women Cell and Sexual Harassment Committee of the college to sensitize the students, teachers and non-teaching staff on issues of gender so that they can work together in a gender discrimination-free work environment. The Women Cell of Chatia College plays a vital role in gender sensitization. For creating awareness, various programmes like organizing talks on women empowerment, problems of women and legal implications under the guidance of distinguished experts among the students and society to create sensitization on social, moral and legal implications of gender discrimination. Additionally, the paper 'ENG-HC-5026: Women's Writing' in 6th Semester of the English Honours syllabus serves to sensitize the students on issue of gender and women-centric experiences.

Environment consciousness amongst all concerned is imparted through celebrations of World Environment Day & Earth Day every year. Environmental issues form a significant part in the syllabi of the departments of Economics, Education, Sanskrit in B.A. Honours course. Besides the above-mentioned institutional efforts, Environmental Studies is compulsorily taught to the students of B.A. 2nd Semester with regular field trips which aims to give basic knowledge of sustainability of the environment. Use of Solar light and LED bulbs tends to minimize the conventional electricity usage while official communication through Whatsapp groups and email has minimized the use of paper.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

**Response:** 6.35

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

Response: 52

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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 (Yes or No)**

**Response:** Yes

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Enrolment percentage

**Response:** 100

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

2021-22	2020-21	2019-20	2018-19	2017-18
376	368	363	368	285

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

2021-22	2020-21	2019-20	2018-19	2017-18
376	368	363	368	285

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

**Response:** 88.49

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

2021-22	2020-21	2019-20	2018-19	2017-18
130	123	135	133	102

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

2021-22	2020-21	2019-20	2018-19	2017-18
151	147	145	147	114

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

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

**Response:** 34.13

## 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 using ICT tools

**Response:**

Various student centric methods in the teaching-learning process are applied to develop the intuitive understanding of the students to assess what they need most out of their education.

The teachers are encouraged to create a holistic teaching-learning environment to inspire the students to actively engage with the process and make it an exchange of ideas. They are fully cognizant of the diverse multilingual background of the students and try to address their plurality by using multiple languages in the classrooms being already experienced by years of teaching in multilingual mode. Assamese, English and Hindi are used in the general classes while in the language specific classes of Bodo, Nepali and Sanskrit the respective language pertaining to the subject are used. Strenuous efforts to cater to the diversity of the students are made with the view that 'no student is left behind'.

Students are regularly taken outdoors to various places in Assam and beyond for field-based research activities to make them understand the challenging issues of the present time and to motivate them to find out remedies and solutions for them. During the last few years, students were taken to Hajo (2017), Kaziranga Orchid Park (2017), Nameri National Park (2018), Silghat (2019), Trishuldhari (2019), Delhi (2019) and Jaipur in Rajasthan (2019), Kanyaka Bahumukhi Pam (2022). Financial constraints have severely limited the frequency and boundaries of field visits to mostly within the state of Assam with the exception of Delhi and Jaipur but efforts are always made to ensure the students get the best of whatever limited resources the institution can offer. Students of the Department of Assamese undertake Project works in their 6th Semester while those from the departments of Education and Economics conduct surveys of various kinds in the neighbouring areas.

Classroom seminars, paper presentations, group discussions, quiz programmes form an integral part of the participative learning environment of the institution. Student mentoring was officially initiated from 2021 and all the students of the institute are equally divided among the teachers for one-to-one guidance.

The institute is currently crippled by infrastructural deficiencies and the lack of financial aid or regular reliable income generating sources has limited ICT usage to the bare minimum with only 2 projectors which are used with individual laptops for making digital presentations in make-shift temporary digital classrooms. Smartphones are used extensively and teachers are given online training in the use of ICT in the classroom for effective curriculum delivery, and virtual seminars on employability, Intellectual Property Rights (IPR) and National Education Policy (NEP) were organized for both teachers and students.

Internet browsing facility is provided to the students in a single desktop computer and Wi-Fi is available within the premises of the library. A huge collection of e-books and articles in PDF format is made available to the students for offline reading in the library computer itself. Departmental libraries are also in the process of being linked to the central library digitally which is sure to benefit both the teachers and the students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

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

**Response:** 99.2

#### 2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
25	25	25	25	25

File Description	Document
Upload supporting document	<a href="#">View Document</a>

### 2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 72.58

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

2021-22	2020-21	2019-20	2018-19	2017-18
19	19	18	17	17

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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:**

As per the guidelines of the affiliating university, students' achievements are assessed by both internal and external examinations by adhering to the following mechanism:

1. In case of internal or in semester examination, following the academic calendar of the college a meeting is called by the Principal in which an examination committee is formed, the Assistant Officer in Charge (AOC) and the office staff is appointed for conducting the examination smoothly and the date of commencement of the examination is decided. In case of external or end semester examination the Principal calls a meeting with the examination committee for the same and appoints the Assistant Officer in charge (AOC) and the office staff.
2. Within one week from its formation, the examination committee for sessional examination prepares the programme schedule and notifies to the students on the college notice board and website.
3. The examination committee in case of both sessional and end semester examination prepares the seat plans and list of invigilation duty following the prescribed examinee-invigilator ratio of Gauhati University.
4. After completion of the in-semester examination the answer scripts of different subjects are handed over by the AOC to the head of the concerned department and the date of return of answer scripts and submission of mark sheet is notified by the examination committee. In case of end semester examination the answer scripts of theory papers are dispatched to the specified zones.
5. The in-semester assessment includes written examination of the theory papers, home assignments/seminar and class attendance as per university guidelines.
6. In order to maintain transparency, as per guidelines of the affiliating university, the answer scripts of

theory papers of in-semester examination, after evaluation are shown to the students to make them aware of their shortcomings.

7. The practical examinations, presentations and viva voce are done after the theory examination. The answer scripts of practical examination are evaluated in presence of the external examiner. The marks of written examination, viva voce and presentation are added and the total marks are inserted in the mark foil provided by the University in presence of the external examiner, sealed and handed over to the AOC.

8. The marks of the theory papers of in-semester examination and practical examinations and project work of end semester examination are uploaded in the university portal within the specified time.

9. The college tries its best to ensure zero grievances concerning in-semester examination. But any grievance, if arises, are immediately redressed by the HoD and concerned faculty. One week is given for applying for grievances. In case of grievances related to re-evaluation of answer scripts of end semester examination, Gauhati University gives a period of 15 days from the date of declaration of result to apply. Any other grievances related to the correction of mark sheet and issuing of certificates are redressed by the university examination branch.

Thus the college maintains a systematic and transparent mechanism of internal and external assessment and a time bound and efficient grievance redressal system.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 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 and attainment of POs and COs are evaluated**

### Response:

The institution offers the Bachelor of Arts (BA) Regular & Honours programmes under the Choice based Credit System (CBCS) of its affiliating Gauhati University. Due to its affiliation, the college strictly follows and enforces the programme and course outcomes laid down by the university. A consolidated file is uploaded in the website of the institution for public viewing.

The outcomes of each course is communicated to the students in the beginning of each semester so that what is offered and what can be expected is clear in their minds. The program enables and fully prepares the students for further courses of higher education and they become eligible to appear in the highest regional and national level examinations.

POLITICAL SCIENCE enables the students to understand the values and philosophy of the Indian constitution, fundamental rights, duties, and directive principles of state policy. Students also know about

basic concept of state, sovereignty, liberty, equality, law and justice, democracy etc.

Students of ECONOMICS are able to know about macroeconomics, microeconomics, knowledge about the history of economics, various concepts of mathematics, money and banking, supply and demand, economic growth and development, statistics in economics, issues of Indian economy, poverty, inequality and unemployment. The Skill-based paper prepares the students in problem detection and solving in socio-economic issues.

The students of BODO are able to gain in-depth knowledge about the Bodo language and literature, culture, costume, textile design, food habits of the Bodos from the past to present. Students become aware about new and emerging trends and development in Bodo literature and develop good communication skills.

Students of ASSAMESE gets detailed knowledge about the beginning and development of Assamese language and literature and get the benefit of exposure to various literatures of the world in translations thereby situating and positioning the rich Assamese culture and literature among the other cultures of the world.

SANSKRIT helps students to understand ancient Indian culture and civilization and know Sanskrit literature from the vedic to the modern. It aims to introduce the students about the ancient Indian medicine system, Indian mathematics, environmental science and other scientific literature also.

HISTORY helps the students to explore and effectively use historical tools in re-constructing the remote past of ancient India. Students get a chance to know about the historical, socio-political, administrative and economic patterns of the world.

EDUCATION enables the students to learn about concepts of educational psychology, teaching-learning process, history of educational development in India, use of technology in education, statistical concepts of education etc.

NEPALI enables the students to learn about the beginning and development of Nepali language and literature. Students able to gain knowledge and understanding of Nepali grammar and vocabulary. The course introduces Nepali culture and tradition.

ENGLISH in Honours course familiarizes the students with texts from ancient India and the world spanning across diverse genres and to inculcate critical thinking in regards to cultural exchange while the Regular course focusses on proficiency and fluency in English.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6.2 Pass percentage of Students during last five years



**Response: 63.25****2.6.2.1 Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
114	193	143	71	90

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

2021-22	2020-21	2019-20	2018-19	2017-18
208	205	159	210	184

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response: 3.44**

File Description	Document
Upload database of all students on roll	<a href="#">View Document</a>

## 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:** 4.17

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0.17	1	2	1

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**

**Response:**

For transfer of knowledge the institution has entered into various Memorandum of Understandings (MoU) with institutions of regional and national importance, among which mention may be made of ICT Academy of Chennai, and three (3) neighbouring colleges. Student-teacher exchange programmes and virtual power seminars have been conducted with these institutions and more such programmes will be conducted in the future.

The college has a dedicated research committee headed by academicians with research degrees which looks after the various research related activities conducted in the institution. This committee works closely with the ICT Cell of the college to conduct various online programs with the most recent being the virtual power seminar on New Education Policy (NEP) in collaboration with the ICT Academy of Chennai.

Efforts are being made to create a congenial research environment in the institution although the results have not been very satisfactory. The Department of Assamese publishes a handwritten magazine which motivates the students in research-based activities in addition to the departmental wall magazine which is published every year. The department of Education also publishes a departmental wall magazine and since the covid-19 pandemic this was converted to an e-magazine which is circulated among the students in PDF format via WhatsApp and through the college website.

In July 2022, the college initiated the registration for the creation of the Institution's Innovation Council (IIC) for innovative activities as per guidelines of the Ministry of Education, Govt. of India. Although the council is not fully formed as of now, the institution hopes to complete it very soon.

A total of 9 books have been published by the faculty members of the institution within the last 5 years, 18 chapters in edited books and volumes and 4 research articles in UGC Care listed journals. Regarding awareness on Intellectual Property Rights (IPR) the institution has collaborated with the Patent Office, Kolkata to organize a webinar on IPR on 27-04-2022. The Department of Education also organized a departmental seminar on 'Intellectual Property Rights and Plagiarism' in which the HoD of Education deliberated on the various ethical and moral issues connected to the theme.

Faculty members of the institution have undertaken various extension activities in the nearby high and higher secondary schools located in remote areas of Sootea. The institute has supported the adjoining higher secondary school since the time of its establishment in both academic as well as administrative affairs. Many teachers regularly take up classes in various subjects and this is one of the many initiatives undertaken by the institute for the greater good of the neighbouring community and which has solidified its position as the sole institute of higher education and learning that the people of the community look up to. Even individual departments take initiatives to support the local community. Activities like donation of water filters, celebration of Children's Day, and tree plantations in nearby schools go a long way in inspiring the people of the region and create a healthy atmosphere of teaching and learning in the institution.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### ***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: 7**

#### **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**

2021-22	2020-21	2019-20	2018-19	2017-18
7	0	0	0	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 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: 0.14

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	3	1

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 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: 0.71

##### 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

2021-22	2020-21	2019-20	2018-19	2017-18
6	4	4	2	4

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

##### Response:

Extension activities are carried out in the neighborhood community with a view to make the students aware of the various issues and problems ailing the neighbouring community and also to perform its duty towards the people of the region as the sole center of higher education in the area.

Various activity and programmes were conducted by the NSS unit of Chatia College in Nagpur and its neighbouring villages for the development of needy and weaker sections of the society. The NSS Unit of Chatia College adopted a village named Nagpur in Pub Nagasankar area of Sootea. NSS unit organized an awareness programme in the adopted village.

The Teachers' Unit, Students' Union, Employees Unit of the Office Staff and faculty members of all departments of Chatia College always come forward to take part in programmes like Swacha Bharat Avijan, Green Sootea Clean Sootea etc.

Several tree plantation programmes have been undertaken by our College to popularize the College Slogan of 'Green Sootea, Clean Sootea' which has a positive impact towards the healthy environment in the society. This has recently been featured in one of the leading English newspapers of Assam 'The Sentinel' on 29-12-2022.

The Teachers Unit of Chatia College arranged an awareness programme on the novel corona virus during the pandemic period and also went to the neighbouring community to make them aware about the ways and means to protect themselves from the virus and keep their families safe. Face masks and hand sanitizers were distributed among the people and they were given hands-on training in washing hands. Relief in the form of various food items were distributed among the economically weaker sections of the society.

The departments of our college have taken a very good initiative in the nearby villages. A project work in the form of socio-economic survey has been undertaken by the Department of Economics in the adopted village of Nagpur. The Department of Assamese has adopted a village named Buduati and a lower primary school named Buduati L.P. School. An interaction programme with the villagers was organized in addition to an awareness programme on 'Gender Equality'. The Department of Education also has MoUs with three schools of the locality and has conducted various activities such as donating water filters, tree plantation, celebration of Children's Day etc.

Teachers of the institution takes up classes in the neighbouring educational institutions which has created a bond of fraternity between them and the institution. They have visited the Chengamari High School, Siparia High School, Sootea Muktab School, Malargaon Lower Primary School, Sootea Normal School and Chatia Senior Secondary School and conducted various classes in them because of which students of those institutions are made aware of the presence of a reliable higher educational institution in their own area what the institution has to offer to them. This has also created an influx in the enrolment of students every year and the institution is having difficulty accommodating the huge number of students in the limited number of classrooms.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

#### Response:

The institution has earned recognitions from the various institutions and organisations of the region although no significant award as such have been earned till date.

The extension activities and various community-based activities rendered by the institution till date has been recognized by the organisations and institutions of the area with letters of gratitude and appreciation.

In 2019, two faculty members of Chatia College from the departments of Assamese and English conducted classes in the 9th and 10th Standard at Chengamari High School. The Head Teacher of the school expressed his gratitude to Chatia College in a letter of appreciation which has been uploaded along with other supporting documents.

Two other faculty members from the departments of Sanskrit and Political Science conducted classes in the 9th and 10th Standard at Siparia High School situated at Tewaripal of Sootea. The present Head-Teacher of the school has recently sent a letter of appreciation to the institution based on the data received from his predecessor.

As a part of the celebration of World Environment Day, the department of Education Chatia College organized tree plantation programmes in three nearby L.P schools: Malor Gaon L.P School, Normal School and Sootea Muktab.

The higher secondary school situated opposite to the institution by the name of Chatia Senior Secondary School has been benefitted in various academic and administrative aspects since the time of establishment of this institution. Teachers of the institution regularly conduct classes there and have performed invigilation duties in both internal as well as the final higher secondary examinations conducted by the Assam Higher Secondary Education Council (AHSEC). The teachers lend a hand even in conducting various sports and other cultural events. The Principal of Chatia Senior Secondary School has expressed her gratitude to the institution in a letter of appreciation lauding the contribution of Chatia College till date.

A non-governmental organization (NGO) based in Sootea, Vision NE, had expressed gratitude and appreciation to Chatia College for conducting various activities related to the community and the area at large in their letter dated 29-01-2022.

The 'Brihattar Sootea Nagarik Sabha' thanked the institution for participating in the cultural procession

organized by them in their letter dated 25-01-2021.

The 'Sootea Kendriya Bohagi Mela Committee' praised the help and support of the institution in their letter of appreciation dated 04-05-2022.

The 'Natun Sahitya Parishad' of Sootea recognized the contribution of Dr. Anushree Adhikary of Chatia College and praised her for her deliberation on the occasion of 'Kalaguru Bishnu Prasad Rabha Divas' on 20 June 2022.

The Naduar Sangeet Bidyapith in their letter dated 22-08-2019, thanked the institution for the donation of Rs. 1 Lakh from the profit of running the Sootea Weekly Market for the year 2019-20. This is a rare example of a financially struggling institution helping a fellow struggling institution by donating a share of whatever little profit the institution has been able to accumulate.

The 'Brihattar Sootea Nagarik Sabha' in their letter dated 13-01-2020 appreciated the institution for the CLEAN SOOTEA GREEN SOOTEA initiatives.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

**Response:** 12

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

2021-22	2020-21	2019-20	2018-19	2017-18
9	0	0	2	1

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 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: 9**

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>



## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

##### Response:

The college encompasses a well maintained lush green campus spread over **7.5** acres of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

**Classroom:** There are 13 classrooms which provide adequate seating capacity with sufficient number of ceiling fans.

**Seminar Hall:** The college has one seminar hall which is regularly used for conducting various programs for students as well as for the teachers.

**Library:** The Central Library with OPAC system running on KOHA LMS has a seating capacity of 40 Students.

**Laboratory:** There is a psychological laboratory in the Department of Education. Equipment in the laboratory is adequate for providing practical exposure to the students and for conducting special lectures, workshops, seminars and classroom teaching.

**Computers and Internet:** There are only two computers for the students in the library to use. Students can use it from 9:00 a.m. to 4:00 p.m. according to their needs. Shortage of adequate number of computers is largely felt owing to financial difficulties but from 2022 the institution has started providing free high speed internet browsing at 100 Mbps and Wi-Fi facilities for the students in the Central Library. The IQAC room has 2 computers with high speed broadband internet at 50 Mbps where 1 computer is used by the faculty members for various official and academic works. The office has 2 Desktop Computers and 1 Laptop Computer for carrying out the regular official works.

**Other Rooms:** Office of the Principal, Teachers' Common Room, Office Room, Office of the DDO, Office of the IQAC

**Other Facilities:** There is 1 large common hall which is used for conducting various programs such as meetings, seminar, workshop, yoga etc. The college canteen serves healthy and hygienic light refreshment to the students and teachers specializing in traditional Assamese snacks like *Bor Pitha*, *Ketli Pitha* etc. The college has installed renewable resources like three numbers of solar lights while energy efficient and power saving electrical equipment such as LED bulbs are used in the entire campus.

The institute focuses on overall development of students through participation in co-curricular activities and extracurricular activities. Outdoor and indoor sports are encouraged amongst students to groom them with qualities of leadership, team spirit as well as competitiveness.

Although the institution does not have any dedicated space for indoor sports, during the college week most of the indoor sports competitions like Chess, Carrom, Arm-Wrestling etc. are organized inside a large

classroom. On other days, the large college verandah is used by the students for indoor games. All outdoor games like Volleyball, Football, Cricket, Kabaddi, Javelin throw etc. are mostly organized in the playfield within the campus. There is a playground near the college which is also used for conducting outdoor sports and other activities.

Cultural activities are regularly conducted throughout the year on different occasions such as Cultural Rally, Freshmen Social for the newly admitted students, Farewell function for the outgoing students, important days of national and regional importance, annual cultural festival in College-Week etc.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

**Response:** 60.53

##### 4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
7.63	1.20	14.77	43.31	31.67

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

#### 4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

**Response:**

As the heart and soul of the institution, the Chatia College Central Library come into existence along with the foundation of the college in the year 1982. It is situated on the first floor of the new academic building. It has diverse collection of 8027 books. It is carefully designed for the students, teacher and other visitors with a seating capacity of 40 persons at a time for the purpose of reading. There are separate seating arrangements for students, teachers and visitors.

The library is partially automated with Integrated Library Management System (ILMS) the details of which are given below:

- Name of the ILMS : KOHA
- Nature of automation : Partial
- Server version : 21.11
- Year of automation : 01-11-2022
- Url of OPAC : <https://chatiacollege-opac.kohacloud.in>

Classification of books in the library is done following the Dewey Decimal Classification (DDC) system and book circulation is done manually as of now but the system of online circulation via KOHA has been initiated.

#### **LIBRARY SERVICES:**

- Online Public Access Catalogue
- Reading Room facility
- Reference Service
- Circulation Service
- Reprographic Service
- Internet and Wi-Fi facility.

#### **PARTICULARS OF BOOKS ISSUED:**

- UG Course (HONOURS): 3 books
- UG Course (REGULAR): 2 books
- Faculty : 5 books
- Non-Teaching Staff: 2 books

#### **Numbers of teacher and students using library over the last five years:**

##### **Students:**

2021-22	2020-21	2019-20	2018-19	2017-18
1726	747	1143	1758	2159

##### **Teachers**

2021-22	2020-21	2019-20	2018-19	2017-18
60	56	53	82	96

**Annual expenditure on purchase of books/ e-books and subscription to journals/e-journals year wise during last five years (in INR lakhs):**

2021-22	2020-21	2019-20	2018-19	2017-18

NIL	1,25,474	NIL	NIL	2,20,136
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The library has physical subscriptions of 1 English and 3 Assamese language daily newspapers which are delivered in the morning for the benefit of all the students. Old newspapers are preserved in the library and copies of last 2 years are available as of now.

Both digital and physical copies of final year Question Papers and Syllabi of all the departments of the institution of the last 5 years are available for both students and teachers.

A huge collection of e-books in both English and Assamese language are available offline in a computer for reading purpose only. Most of the e-books in Assamese are currently out-of-print and so the digital copies are a blessing for all. Dictionaries, Encyclopedias, Epics (large volumes), and very old books preserved by the library are not issued to the borrowers.

As part of the college library, the 7 departmental libraries function under the guidance of the central library. The departmental libraries are in the process of being linked to the central library digitally which will help the students of honours programmes to browse through the collections of books both from the departmental library as well as the central library. The departmental libraries have been set-up mostly with the help of donations received from the students of honours programmes and the teachers of the respective departments. Final year students also donate books to their respective departmental libraries before going out.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

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

#### Response:

The institution in recent times has made massive updates in its IT facilities to stay in sync with the changing times and smooth navigation in the digital world. Parts of the campus has been made internet friendly and Wi-Fi enabled so that most of the official as well as academic works of the institution can be done without any hassles.

The Central Library of the institution has recently been upgraded from a manual one to a partially digital one using KOHA 22.05 Integrated Library Management Software (ILMS) through which basic library works such as cataloguing, circulation, accounts, book-keeping etc. will be done digitally from the coming session.

The internet and Wi-Fi facilities of the institution has also been upgraded from BSNL broadband to Railwire Fiber broadband with speeds of 100 Mbps for the students in the Central Library and 50 Mbps for the teachers, office and the IQAC which has helped in the day-to-day works of all. All the computers are connected to the internet via LAN and individual laptops mobile phones can be connected via Wi-Fi instantly whenever required.

The institution presently has only 2 Projectors, 1 laptop and 1 old sound system but they are used smartly and efficiently for conducting seminars, workshops and other activities as they can be transported from one room to another. The Conference Hall of the institution also has recently been upgraded with a Laser Projector and sound system.

The computers in the IQAC, Office and Central Library are all equipped with Intel Core i3 10th Generation quad-core processors with LGA 1200 socket and speed of 3.60 Ghz. The 2 desktop computers for students are equipped with Intel Core i3 3rd Generation Processors which is sufficient for reading, writing, internet browsing and other regular works.

From just 2 printers in its entirety, the institution has upgraded to 2 Laserjet printers in the IQAC office, 2 Laserjet and 1 ink-tank colour printer in the Office, and 1 Laserjet printer in the Central Library along with a Xerox machine which is available for both students and employees.

Implementation of e-governance in the institution can be seen in the installation of the Realtime electronic biometric attendance system with facial recognition technology for all the employees.

Salary Bills of the employees are prepared and submitted online to the concerned Treasury office. Since October 2022, as per the order of the DHE, Assam, all official communication to the DHE and RUSA, Assam are now made via email.

The serene and green campus of the institution is under CCTV surveillance for better security. 4 CCTV cameras have been installed in strategic locations which provide a sense of safety to all.

The college website is regularly updated with news, events and important notifications related to the institution and admission of the students is done via a dedicated portal connected to the main website. Recent events of the institution, important documents and photographs are uploaded in the website for the information of the general public.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

**Response:** 409.5

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

Response: 2

File Description	Document
Upload supporting document	<a href="#">View Document</a>

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

Response: 39.45

**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)**

2021-22	2020-21	2019-20	2018-19	2017-18
21.62	4.95	7.55	9.91	20.22

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

**Response:** 82.45

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
780	686	606	732	522

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

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

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

**Response:** B. 3 of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

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

**Response:** 4.07

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

2021-22	2020-21	2019-20	2018-19	2017-18
164	0	0	0	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

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

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

**Response:** B. Any 3 of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## 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:** 6.71

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

2021-22	2020-21	2019-20	2018-19	2017-18
15	16	6	2	2

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

2021-22	2020-21	2019-20	2018-19	2017-18
114	193	143	71	90



File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

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

**Response:** 100

#### 5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
10	1	6	0	5

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

2021-22	2020-21	2019-20	2018-19	2017-18
10	1	6	0	5

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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:** 1

#### 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*

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	0	0	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 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:** 4.8

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

2021-22	2020-21	2019-20	2018-19	2017-18
9	0	8	0	7

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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:**

The institute is fortunate enough to have a registered alumni association that has been contributing greatly to the development of the institution through various ways and means. The Alumni Association of the College formed in December 2019 was heavily affected due to the national lockdown due to the coronavirus pandemic. The first Executive Meeting could only be held on December 2021 after the Coronavirus subsided, and the General Meeting and Alumni Meet was held on 20 February 2022 as per the Resolution of the Executive Committee.

The Chatia College Alumni Association has been registered under the Societies Registration Act XXI of 1860 vide registration no. RS/BCH/268/18 of 2022-2023.

All the alumni of the college from the first batch onwards are involved in the association. There is a good relationship between the alumni and the teachers of the college which is evident in the endearing response received from them. The Alumni has provided assistance to the college as and when required. However, the corona pandemic has severely impacted the collection of funds from the alumni but the committee is hopeful of a positive response in the coming days.

Many alumni of Chatia College are employed in various departments such as the education department from primary to the university level while various others are employed in the Indian Army, Assam Police, Administrative departments and various small departments of the state.

The Alumni of the college has brought laurels to the institution by their achievements in the regional as well as national level events such as the "Police Antarik Suraksha Seva Padak for North East (NE) Region" award, Bronze Medal in All India Civil Service Powerlifting / Weightlifting Sports Competition representing Irrigation Department of Government of Assam etc. Most of the alumni have progressed to higher education and they continue to remain connected to the institution by visiting in various festivals and events.

The alumni currently connect with the existing students on social media, and give their valuable feedback via WhatsApp, the Facebook page and YouTube channel etc. which strengthens the sincerity and brotherhood between the former and young students and leads to progress on the academic front. Every year an inseparable relationship is maintained between the former students by holding of programmes such as Alumni Meet and Alumni Day. As a result, progress is made in both the academic and cultural front. Executive meetings are held from time to time and the annual accounts are audited by a Chartered Accountant selected by the Executive Committee.

The alumni are asked for their views through the Registration form itself. The college always gives priority to their opinions. The college has benefited greatly from the alumni. Current students are proud to be able to maintain a relationship with the alumni of the college through the association. This is an inspiration to both the college and the alumni association. In fact, the organization has created a deep relationship between former and current students as well as teachers.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

**6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance**

**Response:**

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 Sootea area into capable future innovators and leaders. This vision 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 are the determining factors in the governance and leadership of the institution as every administrative decision is taken keeping in mind the goal of their fulfilment.

The institution is governed by the Governing Body which is constituted according to the rules laid down by the Govt. of Assam and the President is appointed by the Directorate of Higher Education, Assam. The Principal of the institution is the Secretary of the Governing Body by default and the Vice-Principal and the MLA of the constituency are ex-officio members followed by representatives from the affiliating university, guardians, teachers, donors, non-teaching staff, library and others.

The entire administration of the institution is taken care of by the Principal who looks after the day-to-day activities including conduct of classes, examinations, sanction of leaves etc.

The financial affairs of the institution are handled by the Drawing and Disbursing Officer (DDO), the responsibility of which has been bestowed upon the Senior-most Assistant Professor of the institution by the DHE, Assam. The DDO is responsible all financial transactions as well as preparation and submission of the salary bills of the teaching and non-teaching staff.

The Vice-Principal of the institution looks after the academic affairs of the institution aided by the heads of the 9 departments and coordinators and chairpersons of the various cells and committees.

The administrative set-up of the institute comprises the following:

1. Principal-In-Charge
2. Drawing and Disbursing Officer
3. G.U. Examination Nodal Officer
4. College Disciplinary Committee
5. Internal Quality Assurance Cell
6. Research Committee and Publication Board
7. Anti-Ragging and Grievance Redressal Committee
8. Women's Cell and Sexual Harassment Committee
9. Chatia College Alumni Association
10. Parent-Teacher Association
11. Students' Welfare and Students' Activity Centre

- 12.Swayam, Training & Placement Cell
- 13.Career Guidance and Counselling Cell
- 14.Information and Communication Technology Cell
- 15.Programme Officer, NSS Chatia College & Coordinator, KKHSOU.
- 16.Environmental Studies, Skill Development Cell & Teachers' Unit of Chatia College
- 17.Extension Cell

In addition to these, there are various mandatory committees like ST/SC/OBC Committee, Construction Committee, Admission Committee, Academic Council and Purchase Committee which speaks volumes of the decentralization of administrative as well as academic mechanism of the institution.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

**6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc**

### Response:

The services of the employees of the institution were provincialized by the Government of Assam w.e.f. 14-08-2013 for which the institution follows all guidelines of the government regarding management and appointment of new employees.

The institution is permanently affiliated to the Gauhati University of Assam because of which the courses, syllabi, commencement of classes and conduct of examinations are laid down by the university. The institution regularly pays various fees related to enrolment and affiliation as and when required by the university.

The institution is recognized by the University Grants Commission (UGC) under Section 2(F) of the UGC Act 1956 and so all rules and regulations prescribed by the UGC related to the service and CAS promotion of the teachers are duly followed by the institution.

The Governing Body of Chatia College looks after the overall administration of the institution including the implementation of policies related to appointments, finance, academic, infrastructure etc.

The Academic Council is the decision making body in all academic matters of the institution. The Council convenes mandatorily at the beginning of every academic session and whenever the need arises for it.

The Admission Committee looks after the various issues related to the admission of the students such as intake capacity in various departments, reservation of seats etc. as per the decisions of the Academic

Council.

The Finance Committee in addition to handling all financial affairs of the institution ranging to payment of salaries to purchase of goods and as such it works closely with the Purchase Committee and Construction Committee.

The Grievance Redressal Cell and the Anti-Ragging Committee takes proper care to see that complaints of any category are properly and timely addressed and it is a matter of pride for the institution that no incidents of ragging has been reported in its history till date.

The purchase of books, upgradation of the library from manual to digital, organizing book fairs etc. are decided by the Library Committee.

The faculty members of the institution are appointed as per the guidelines laid down by the UGC and implemented by the DHE from time to time. The non-teaching staff are appointed according to the rules and regulations of the Government of Assam on a par with other clerical officials of the state.

The institution follows the 'Leave Rules' laid down by the Government of Assam in respect of the non-teaching employees, and those laid down by the UGC in respect of the faculty.

The institution has implemented e-governance in administration, finance, admission and support, examinations. Realtime electronic biometric capturing machine is used for maintaining the attendance of all the employees which produces accurate and unchangeable data. The institution has a dedicated website which provides an interface for students' admission, notices, events and important news related to classes and examinations. Online classes, applying for scholarships, use of PoS machine for fee collection, OPAC system in the Central Library etc. displays effective and efficient functioning of all the bodies of the institution.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.2.2 Implementation of e-governance in areas of operation

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

**Response:** C. Any 2 of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

#### Response:

As an institution the services of whose employees were provincialized by the Government of Assam, the welfare schemes and benefits availed by all government employees are available to all the employees of the institution. All the employees are subscribers of the New Pension Scheme (NPS) and along with the benefits of the NPS, the Group Insurance Scheme (GIS), gratuity, medical and house rent allowance are provided to all the employees. Leave benefits such as Maternity Leave, Child Care Leave (CCL), Paternity Leave, Duty Leave, Special Leave, Extraordinary Leave are provided to the employees in addition to the regular Casual Leave in accordance with the regulations of UGC and the Government of Assam.

The Performance Based Appraisal System as prescribed by the UGC is followed in respect of the Career Advancement Scheme (CAS) promotions of the teaching staff where the API Score is calculated per year based on their individual performances. The College authority prepares a performance appraisal report of each employee and forwards it to the President of the Governing Body for approval. This is done in a strictly confidential manner and these reports are sent directly to the office of the Director of Higher Education, Assam along with the individual proposals for promotion of the employees. The part of the PBAS report that deals exclusively with the duties and responsibilities rendered by the teacher within the institution is examined and verified by the IQAC and then forwarded to the Subject Expert and Vice-Chancellor's Nominee for approval.

The system of collecting feedback from students for every teacher of the institution is done by distributing hard copies of feedback forms among the students. The filled-up forms are collected by the Heads of the departments and prepares a report on the feedback received. The reports along with the feedback forms are then submitted to the IQAC who then prepares a 'Feedback Analysis' report based on the reports of all the Heads of the departments and on the basis of that analysis report, further course of action is decided.

The institution has a financial group named 'Thrift Society' where the employees deposit money monthly or annually and from which they can take long term or short-term loans. The interest earned per year on their deposit is distributed among the shareholders before the Durga Puja every year which has been greatly appreciated by all. In times of financial crisis and medical emergencies, the 'Thrift Society' of the institution has proved to be a great savior in distress.

There is a temporary canteen in the campus which is in the process of upgradation but nonetheless it has been providing clean and healthy food to the students and employees alike. The cleanliness and hygiene of the canteen is looked after by the college authority from time to time so that no complaint is raised on the quality of food served in the college. Free Wi-Fi is available for the teachers and employees along with internet browsing.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

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

**Response:** 18.58

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

2021-22	2020-21	2019-20	2018-19	2017-18
13	6	4	6	5

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

2021-22	2020-21	2019-20	2018-19	2017-18
11	12	12	12	12



File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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:

The power of the Drawing and Disbursing Officer (DDO) has been entrusted to the Senior-most Assistant Professor by the Government of Assam who is responsible for all financial decisions and management of transactions conducted with prior permission from the Governing Body which is the apex authority responsible for overall management of the institution.

Since the services of the employees have been provincialized by the Government of Assam, the institution receives various grants from the government from time to time. Grants for infrastructure development, purchase of library books, excursion of students, sensitization of colleges, development of playfield etc. have been received and utilized as per recommendations of the sanctioning authorities. Certificates of utilization are timely submitted to the office of the Director of Higher Education, Assam.

The college has been recognized by the University Grants Commission (UGC) under Section 2(F) of the UGC Act 1956 but it has not been considered eligible for 12(B) due to the absence of valid accreditation by NAAC for which the institution has not received any fund from the UGC, RUSA or any Central Government body yet.

Fees collected from students opting for paid admission and fees of students reimbursed by the Government of Assam under its 'Fee Waiver Scheme' are a regular source of income for the institution which is used in the conducting of various day-to-day activities, payment of bills, developmental activities etc.

The institution has a total of 11 funds which are fully audited by appointed Auditors from the Department of Finance and Accounts of the Government of Assam, and Chartered Accountants selected by the Governing Body of the institution. Audit from the Directorate of Audit, Local Fund, Govt. of Assam has been completed up to 2019-20 whereas audit by Chartered Accountant is up-to-date being completed up to 2021-22.

Income from lease of Borduwa Beel and Sootea Weekly Market has been a source of regular income for the college which is used for developmental works and payment of salaries to the non-sanctioned employees.

The College Budget is prepared by the Principal after analyzing the requirements of all the departments and the office after which it is discussed in a meeting of the Finance Committee and forwarded to the Governing Body for approval. The budget includes the amount of money to be spent in the coming year mostly on recurring expenses like payment of salaries of temporary employees, electricity bills, internet

bills, newspaper, transportation, communication and for meeting various contingencies like repair of sudden defects and damage in machinery and infrastructure.

The financial decisions concerning the Central Library are handled by the Chatia College Library Advisory Committee such as those relating to development and upgradation of the library, yearly purchase of books, utilization of funds etc.

Although the institution has received limited funds since the date of provincialisation, proper mobilization of funds and optimal utilization of its resources is reflected in the way money spent in managing the overall expenses without overstepping the boundaries of the previously fixed budget.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

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

### Response:

The Internal Quality Assurance Cell (IQAC) of the institution established in the year 2019 as per NAAC guidelines has a significant part to play in the overall growth and development of the institution. The teaching-learning process is accelerated by the IQAC which encourages and supports the departments in conducting various offline and online events including seminars, workshops, lecture series etc.

The IQAC functions as the coordinator of the various cells and committees of the institution and is responsible for assigning responsibilities of individual bodies to the faculty members and documentation of all institutional records and activities.

The 'Feedback Analysis' of the institution is done by the IQAC who analyses the reports of the Heads of the departments along with the feedback forms collected from students, teachers and stakeholders and prepares the final report for submission to NAAC.

The preparation and submission of the Self Study Report (SSR) for assessment and accreditation by NAAC also rests with the IQAC. The IQAC collects data from the 7 committees based on the 7 core criteria of NAAC and meticulously prepares the SSR for submission.

Participation in various ranking initiatives of the Govt. of India such as AISHE, ARIIA and NIRF is also done by the IQAC timely.

Memorandum of Understanding (MoU) has been established with the ICT Academy of Chennai and 3 neighbouring institutions of higher education due to the efforts of the IQAC which resulted in various academic exchange programmes that has benefitted the students of the institution.

The 'green campus' status of the institution is maintained by the IQAC which supervises the initiatives taken for the maintenance of the same such as tree plantation drives, cleanliness drives, waste disposal etc.

Some of the memorable initiatives undertaken by the IQAC with the various bodies of the institution in the year 2022 are:

- The Women's Cell organized an awareness programme on DOMESTIC VIOLENCE on 24-01-2022.
- The Research cell organized a workshop on RESEARCH METHODOLOGIES ON 24-01-2022.
- The ICT Cell organized a virtual Power Seminar on "Future of Work" for the students on 12-02-2022.
- A Parent-Teacher Meet was organized by the IQAC centrally on 21-02-2022.
- The Departments of Assamese, Education, Economics, English, Political Science, Sanskrit and Bodo in collaboration with the IQAC, Chatia College, organized a "Departmental Parent-Teacher Meet" on 21-02-2022.
- The Department of English organized a workshop on "Introducing AECC" on 26-03-2022. It was published in all the leading newspapers of Assam.
- The ICT Cell organized a Webinar on "Intellectual Property Rights" on 27-04-2022.
- The ICT Cell organized a virtual Power Seminar on "New Education Policy" for the students on 28-11-2022.
- Upgradation of the Central Library from a manual one to a digital library.
- Provision of free Wi-Fi for students in the Central Library.

The IQAC of the institution is supported by the Governing Body in all of its quality initiatives and approves the proposals forwarded by the IQAC regarding the institute or the CAS promotions of the teachers. Meetings of the IQAC are held 4 times every year.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 6.5.2 Quality assurance initiatives of the institution include:

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

**Response:** B. Any 3 of the above

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

##### Response:

In order to promote gender equity and equality, the college follows gender-neutral principle in its admission procedure and formation of the Students' Union Body. International Women's day is celebrated by organizing seminars and lectures by renowned personalities on various issues concerning gender disparities in our society, need of women empowerment, sex abuse in workplace, laws protecting the rights of women etc. The Department of Education in its adopted three primary schools takes initiative in making the girl students aware of sexual abuse and other issues related to women. The department also interacts with the mothers of the girl students of the institution about the ways to protect their daughters from sexual abuse. The syllabi of the different subjects also address issues related to gender equity and sensitivity.

The college shows gender sensitivity in terms of

##### a) Safety and Security:

- The issues of prevention, prohibition, and redressal of sexual harassment of female students and staff as well are taken care of by the Sexual Harassment Cell. The cell practices a robust mechanism to address complaints received.
- The phone number of the in-charge of the Sexual Harassment Cell and Students' Grievances Cell are circulated among the students and regular communication between the teachers and students through the various WhatsApp groups ensure that students have the phone numbers of all the teachers of the college.
- The college campus is under CCTV surveillance of four CCTV cameras installed at specific locations. While installing the cameras, special care has been taken to ensure that they do not compromise the privacy of any member or student of the institution. There are display signs indicating areas under CCTV surveillance.
- 1 Gate keeper/security personnel is usually posted to monitor and record the entry and exit of visitors.
- On special occasions like the college week, the college requests additional security personnels from the nearby Police Station.
- The college premise is well lit to ensure the safety aspect of the campus.

##### b) Counselling:

Counselling programmes on gender issues have been organized from time to time address issues like gender sensitive issues in the society, safety and security of girl students, mental and physical health and hygiene etc. The Women Cell of the institution was formed to ensure gender equity and sensitivity for all. The counselling sessions aim at creating awareness among the students to avoid stereotypes and prejudices that segregate women and men and limit a girl student's academic and career opportunities.

**c) Common Room and other facilities:**

The College has ensured availability of basic facilities for all female stakeholders.

- The college provides separate Girls' Common Room with attached washroom facilities for the female students and separate outdoor urinal and toilet is available for girl students.
- Sanitary napkins and basic first aid facilities are there in the girls' common room.
- College has a separate toilet for the female employees.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**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
Upload supporting document	<a href="#">View Document</a>

**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:** A. All of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

**7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and**

**responsibilities of citizens (Within 500 words)****Response:**

To produce future human resources noble in their attitude and respectful towards cultural, religious, regional, linguistic, communal and socio-economic diversities prevail in the society the institution conducts a number of activities within and outside the college campus. The college always aims to provide an inclusive environment for promoting tolerance and harmony towards these differences.

Different festivals, cultural events and commemorative days are celebrated for creating the feeling of oneness amongst the students and the staff as well. The Saraswati Puja is celebrated every year in which students irrespective of their socio-cultural and religious diversities take part and enjoy. Students of different communal, religious and cultural groups take part in the cultural events of other groups. The admission status of the college portrays the picture of linguistic, communal and religious inclusiveness. Students from all linguistic, communal and religious groups of the locality get enrolled every year in the college. The administration and staff motivate students to practice the belief of inclusive growth.

While participating in NSS activities, students imbibe the values of social responsibilities, togetherness, team work etc. Since a considerable percentage of students face financial hardship, teaching and non-teaching staff of the college provides financial help to the students coming from such socio-economically modest sections of the society so that they need not drop out from the educational opportunities. Thus a deep seated harmony prevails in the overall functioning of the college and the staff and administration with students work hard to create an environment of inclusive growth of all.

Sensitization of students and employees of the institution to the constitutional obligations is done through both the curricular as well as the extra-curricular activities. Most of the subjects in their prescribed syllabus have topics which sensitize the students about the constitutional obligations, values, rights, duties and responsibilities of citizen. There is a compulsory paper for all students on Environment studies in their 2nd semester in which they are taught global environmental concerns, environment acts, values, duties and rights to protect the environment etc.

In addition to the curricular activities many programs are conducted by institute regularly. Seminars, workshops, invited talks etc. are conducted on days of local, state, national and international importance on various rights, duties and responsibilities of citizen. To sensitize students and employees to the constitutional obligations, the institution observes commemorative days such as Republic Day, International Women's Day, World Environment Day, Independence Day, Gandhi Jayanti, National Education Day, National Voters' Day, Constitution Day, Human Rights Day, Earth Day, Martyrs' Day, Lachit Divas, International Day of Yoga, May Day, World Intellectual Property Day etc.

For creating awareness for protection of the environment, the college campus has been maintained as a 'NO TOBACCO ZONE'. For prohibiting the use of plastic the students are provided training in paper bag making. Under the theme 'CLEAN SOOTEA, GREEN SOOTEA' the college distributes dustbins at different places and initiates environment awareness programmes in the locality.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 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:

#### BEST PRACTICE - I

1. **Title of the Practice:** Fish cultivation in BORDOA BEEL by Chatia College.

#### 2.Objectives of the Practice:

i) To help the college during financial crisis through revenue generation.

ii) To create awareness amongst the students and local inhabitants of the area surrounding the Beel regarding utilization of adjacent water bodies for productive activities.

#### 3. The Context:

The area was large enough and during rainy season water inundation rendered the area unsuitable for fish cultivation and this situation was addressed through formation and development of flood barriers. The institution trained the inexperienced fishermen of the area in improved fish raising practices with the help of experienced fish farmers of nearby villages.

#### 4.The Practice:

- 1.**Notification:** A notice inviting tender is issued by the Principal and placed in the college notice Board and also informed to the fish farmers of nearby areas.
- 2.**Opening of tender:** The tenders received within the stipulated time are discussed in a meeting of 'Special Decision Making Committee' and 'Bondobasti Sub-Committee'.
- 3.**Deed of Agreement:** The highest bidder or the next suitable bidder is given the contract for a term of one year which usually starts from 1st May of the current year to 30th April of the following year. A 'Deed of Agreement' is prepared and signed accordingly.
- 4.**Realization of Revenue Earned:** The amount as per bidding agreement recovered in one installment as per agreement is deposited in the 'College Development Fund' to be utilized as per decision of the Governing Body.

#### 5. Evidence of Success:



Sl no	Financial Year	Target	Review/Results	
1	2016-17	51,000	Received Rs. Fifty one thousand only (Receipt no:221 03-05-2017) from Sri Dadul Das, Pahuchuwa gaon, Sootea.	
2	2017-18	50,551	Received Rs. Fifty thousand five hundred fifty one only no:219 Dated on 04-05-2018) from Sri Dadul Das, Pahuchuwa gaon, Sootea.	
3	2018-19	55,500	Received Rs. Fifty five thousand five hundred only (Receipt no:220 Dated on 14-05-2019) from Sri Dhruba Das ,Pahuchuwa gaon, Sootea.	
4	2019-20	45,000	Received Rs. Forty five thousand only (Receipt no:223 27-04-2022) from Sri Rabin Das, Pahuchuwa gaon, Sootea. Due to Covid Pandemic declared by the government. Due to this reason the college could not issue tender notice for the year 2020-21.	
5	2021-22	50,300	Received Rs. Fifty thousand three hundred only (Receipt no:224 on 14-07-2022) from Sri Rabin Das, Pahuchuwa gaon, Sootea.	

Record shows that in the year 1995-96 the college earned Rs 12,500 (Rupees Twelve Thousand Five Hundred) which was increased to Rs 15,151 (Rupees Fifteen Thousand One Hundred and Fifty One) in the year 2007-08. Due to the introduction of proper tender process, improving the bank of the *beel* and making of flood barriers, recent results indicate progressive increase in revenue earnings in last five years.

#### 6. Problems encountered and resources required:

Due to natural calamities like flood or drought-like situations the farmers engaged in the activity could not deposit the bidding amount as per agreement. In such situations the Decision Making and Bondobasti Sub-Committee through a meeting decides to reduce the bidding amount if found reasonable.

#### BEST PRACTICE - II

**1.Title of the Practice:** Running of 'Sootea Weekly Market' through Lease agreement.

**2.Objective of the Practice:** To raise revenue for Chatia college for its all-round development.

**3.The Context:** The college participates in the tendering process conducted by the *Sootea Anchalik Panchayat* and arranges for re-tendering by the Special Decision Making Committee and *Bondobasti Sub-Committee*.

#### 4.The Practice:

- 1.**Notification:** Collection of office notice and form (tender) from O/o The Anchalik Panchayat, Sootea.
- 2.**Participation:** Take part in bidding process of Anchalik Panchayat, Sootea.
- 3.**Result:** The Sootea Weekly Market is acquired for one year after meeting tender specifications.
4. **Retendering:** A notice inviting tender is issued by the Principal and placed in college Notice Board and also informed to the interested parties.
- 5.**Opening of Tender:** The tenders received within the stipulated time are opened in a meeting of Special Decision Making Committee and Bondobasti Sub-Committee.
- 6.**Deed of Agreement:** The highest bidder or the next suitable bidder is given the contract for a term of one year which usually starts from 1st July of the current year to 30th June of the following year. A deed of agreement prepared and signed accordingly.
- 7.**Realization of Revenue Earned:** The amount as per bidding agreement is recovered in two to three installments is deposited in the 'College Development Fund' to be utilized as per decision of the Governing Body.

#### 5. Evidence of Success:

Sl no	Financial Year	Target	Record of payments in Installment Receipt No/Date/Amount in Rs/-	Review/Results	
1	2016-17	1,90,000	308 /13-05-2017/80,000 309/29-06-2017/50,000  310/08-04-2017/40,000  311/18-03-2017/20,000  Amount= 1,90,000	Received Rs. 1,90,000/- from S Pahuchuwa Goan, Sootea.	
2	2017-18	3,50,000	312/14-12-2017/3,00,000  313/20-01-2018/50,000  Amount= 3,50,000	Received Rs. 3,50,000/- from S Pahuchuwa Goan,Sootea.	
3	2018-19	3,85,000	314/ 02/07/2018/2,20,000  315/ 01/10/2018/50,000  316/ 11/01/2019/25,000	Received Rs.3,85,000/- by Bora,Karati Goan,Sootea.	

			317/13/03/2019/50,000		
			318/13/06/2019/40,000		
			Amount=3,85,000		
4	2019-20	3,15,000	319/04/07/2019/3,00,000 321/05/08/2019/15,000 Amount=3,15,000	Received Rs. 3,15,000/- from Bora, Solal gaon, Sootea, out 100000/- has been donated to N Vidyapith.	
5	2021-22	20,000	322/20/01/2023 Amount= Rs. 20,000/-	Received Rs. 20,000/- from Sri Solal gaon, Sootea.  In the year 2020-21 the practice done because of the Covid-19 pandemic to the same reason, from 5th Sept, 2021, the college could not give notice in proper scheduled time 2021-22.	

**6. Problems encountered and resources required:** During the rainy season it becomes difficult to run the market by the approved bidder due to poor road conditions within and around the market. The situation becomes such that the market cannot be opened for 3 to 4 weeks in a month making the bidder unable to deposit the bidding amount as per agreement. The Decision Making and Bondobasti Sub-Committee through a meeting decides to reduce the bidding amount if prayed for by the bidder. Moreover, a substantial amount has to be borne by the college for repairing of the road of the market.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

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

**Response:**

The 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 Sootea 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 1982 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.

Providing holistic education to the economically weaker students of rural Sootea is the primary distinctiveness of the institution. Being the sole institute of higher education in Sootea 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 Sootea most of whose livelihoods are frequently affected by natural calamities like flood, man-animal conflicts, 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. The institution received its due recognition from the University Grants Commission under Section 2(F) of the UGC Act 1956 on 10th of November 2022. Since 2013 the institution has been participating in the All India Survey of Higher Education (AISHE), with ARIIA in 2022 and NIRF in 2023.

Memorandum of Understanding (MoU) has been signed with the ICT Academy of Chennai, Biswanath College of Biswanath Chariali, THB College of Jamugurihat, Chaiduar College of Gohpur, Shatabdi Tea Industry of Biswanath and I-Net Computer institute of Sootea for the promotion of collaborative exchange programmes to benefit the students. The college has Arts stream with 18 programmes in the Under Graduate level with honours course in 7 subjects and 1 certificate course. The alumni of the institution have shone in the regional as well as national level with their performances bringing laurel and glory. Progressing to higher education, students of the institution have cleared UGC-NET, TET conducted by the state and various other examinations while others have been placed in various academic and administrative posts of the central and state governments.

The student population of the college is multicultural and multilingual in nature and the five language and literature departments of Assamese, English, Sanskrit, Bodo and Nepali effectively addresses their needs. Of these five, the three departments of Assamese, English and Sanskrit offer Honours programmes in addition to its regular programmes. The Department of Sanskrit celebrates **Sanskrit Divas** every year and the college celebrates the **Saraswati Puja** every year which is attended by all students irrespective of community or religion.

It is a matter of great pride for the institution to be able to enroll more students in the **Reserved Category** than the desired limit by the government which is yet another step forward in empowering the students from the backward classes as can be seen from the following data-

Year	SC Applications	ST Applications	OBC Applications	Admitted	Total Student

<b>2017-18</b>	<b>16</b>	<b>45</b>	<b>91</b>	<b>152</b>	<b>285</b>	
<b>2018-19</b>	<b>23</b>	<b>57</b>	<b>171</b>	<b>251</b>	<b>368</b>	
<b>2019-20</b>	<b>33</b>	<b>44</b>	<b>179</b>	<b>256</b>	<b>363</b>	
<b>2020-21</b>	<b>15</b>	<b>79</b>	<b>107</b>	<b>201</b>	<b>368</b>	
<b>2021-22</b>	<b>16</b>	<b>73</b>	<b>135</b>	<b>224</b>	<b>376</b>	

The surplus students of the Reserved Category were admitted by adjusting them in the General Category so that no one is deprived of their right to education. Every year more than 50% of the applications for admission are received from students of backward classes which is expected considering the fact that the institution is surrounded by tea-gardens in its north and eastern side, flood-affected areas in its southern side and economically backward villages in its western side. This speaks volumes of the institution's fostering of inclusiveness in a multicultural and multilingual milieu.

Gender equality in student enrollment is reflected in the gradually increasing percentage of girl students admitted since 2017-

<b>Year</b>	<b>Total Students</b>	<b>Male</b>	<b>Female</b>	<b>Percentage</b>
<b>2017-18</b>	<b>773</b>	<b>388</b>	<b>385</b>	<b>49.80</b>
<b>2018-19</b>	<b>801</b>	<b>409</b>	<b>392</b>	<b>48.93</b>
<b>2019-20</b>	<b>790</b>	<b>392</b>	<b>398</b>	<b>50.37</b>
<b>2020-21</b>	<b>851</b>	<b>404</b>	<b>447</b>	<b>52.52</b>
<b>2021-22</b>	<b>819</b>	<b>393</b>	<b>426</b>	<b>52.01</b>
<b>2022-23</b>	<b>705</b>	<b>323</b>	<b>382</b>	<b>54.18</b>

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 conducts 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 *Bodo*, *Nepali*, *Karbi*, *Miching*, and *Tea-tribes*. *Bihu songs*, *Jikir songs*, *borgeet*, *lokageet* etc. form an integral part of every cultural event accompanied by the performance of traditional musical instruments such as *khol*, *taal*, *dhol*, *mridong*, *pepa*, *madol*, *baanhi*, *kham*, *nagara* and *gagana* 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.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

It is a fact that the area was devoid of a higher educational institution prior to 1982 and the people of the area established the institution without any Government fund at that time and to keep it operational required a sufficient amount of money which was managed by the institution by running the Sootea Weekly Market and the Bordua Beel.

In the growth of the institution, the role played by Shri Padma Hazarika, present MLA of Sootea Constituency in nurturing the institution, displaying his incredible versatility as the guardian of the College is acknowledged by all in Sootea. In 2014, a few posts of the institution were provincialized by the Govt. of Assam w.e.f. 14-08-2013 and the institute received a grant of Rs. 1 Crore which was utilized to construct the new RCC Academic Building and the Digital Library. The number of Government sanctioned posts of faculty members increased from 11 in 2014 to 21 in 2021 which has brought a great surge of relief to the teaching staff who were deprived of government salaries for a very long time.

Infrastructure also witnessed a massive rise with the construction of the new RCC building with the grant from the Government of Assam in 2015.

Construction of a ICT enabled Conference Hall is a new addition to the institution. This will enable both teachers and students to harness the benefits of ICT integration in education. The renovation of 'Girls Common Room' and College Canteen is one of the highlights of various construction works.

Addition of the National Service Scheme (NSS) Unit in the college has opened up new avenues for community based social activities which has strengthened the bond between the students and the members of the community.

Extension Activities in and around the region of Sootea has consolidated the position of Chatia College as the sole institution of higher education and has resulted in the influx of students in enrolment in the recent years.

Adoption of the village Matipahar has endeared the institution more among the rural community and the gap between the community and the institution is gradually lessening.

### Concluding Remarks :

The institution has struggled through numerous trials and tribulations to arrive at its present status by surviving the waves of financial and infrastructural deficiencies and shortcomings that has afflicted it since the days of its inception. Despite the difficulties the institution has emerged not only as a survivor but also has been able to help fellow institutions with financial as well as academic aid from time to time. The growth of the institution can be assessed from the gradual increase in student enrolment in the recent years. Being the only center of higher education in the area it becomes challenging for the institution during the time of admission to accomodate as many students of the rural areas as possible since they cannot afford to pursue higher education in distant institutions.

ICT Facilities in the institution saw a satisfactory growth in the recent academic year with the purchase of

computers for students as well as the IQAC, Office and Central Library and switching from BSNL broadband to Railwire Fiber broadband with Wi-Fi facilities of 100 Mbps for students and 50 Mbps for teaching and non-teaching staff.

Digitalization of Central Library has started in late 2022 with the implementation of the KOHA ILMS. The number of library books has also increased to 8027 in recent times.

Memorandum of Understanding (MoU) has been established with the ICT Academy, 3 HEIs, 1 Industry and 1 Professional Institute which has changed the way education is imparted to the students facilitating various student-teacher exchanges.

Addition of 3 new classrooms has only become possible after the completion of the new academic RCC building which has ensured the smooth conduct of honours classes in those rooms.

Establishment of IQAC in late 2019 is a big step in quality assurance initiatives which has made possible the recent preparations of the institution to invite the NAAC for assessment and accreditation.

Participation in ARIIA in 2022 and NIRF in 2023 being a single stream institution of Arts with just 18 programmes is a gesture of the institution's willingness to be a part of the national drive for ensuring quality in education.



## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.4.2	<p><b>Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</b></p> <p><b>2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>19</td><td>19</td><td>19</td><td>19</td><td>19</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>19</td><td>19</td><td>18</td><td>17</td><td>17</td></tr></table> <p>Remark : As per data template input is edited.</p>	2021-22	2020-21	2019-20	2018-19	2017-18	19	19	19	19	19	2021-22	2020-21	2019-20	2018-19	2017-18	19	19	18	17	17
2021-22	2020-21	2019-20	2018-19	2017-18																	
19	19	19	19	19																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
19	19	18	17	17																	
3.1.1	<p><b><i>Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</i></b></p> <p><b>3.1.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>0</td><td>0.17</td><td>1</td><td>1</td><td>1</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>0</td><td>0.17</td><td>1</td><td>2</td><td>1</td></tr></table> <p>Remark : Input is edited from supporting documents.</p>	2021-22	2020-21	2019-20	2018-19	2017-18	0	0.17	1	1	1	2021-22	2020-21	2019-20	2018-19	2017-18	0	0.17	1	2	1
2021-22	2020-21	2019-20	2018-19	2017-18																	
0	0.17	1	1	1																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
0	0.17	1	2	1																	
3.3.2	<p><b>Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years</b></p> <p><b>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</b></p> <p>Answer before DVV Verification:</p> <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr></table>	2021-22	2020-21	2019-20	2018-19	2017-18															
2021-22	2020-21	2019-20	2018-19	2017-18																	

14	4	4	2	4
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Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
6	4	4	2	4

Remark : Input is edited from the data template by avoiding same ISSN or ISBN no.

**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 :9

Remark : Input is edited from clarification documents.

**4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)**

**4.1.2.1. Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
7.62	1.19	8.88	31.52	26.3

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
7.63	1.20	14.77	43.31	31.67

Remark : Input is edited from supporting documents.

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
17.5	13.42	11.9	18.2	24.1

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
21.62	4.95	7.55	9.91	20.22

Remark : Input is edited from the clarification document.

### 5.1.3 **Percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

#### 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**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
3	0	0	0	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
164	0	0	0	0

Remark : Input is edited as per supporting documents.

### 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:

2021-22	2020-21	2019-20	2018-19	2017-18
31	9	6	7	19

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
15	16	6	2	2

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
114	193	143	71	90

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18

114	193	143	71	90
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Remark : Input is edited from clarification documents.

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:

2021-22	2020-21	2019-20	2018-19	2017-18
27	0	32	0	26

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
9	0	8	0	7

Remark : Input is edited from data template.

6.2.2

**Implementation of e-governance in areas of operation**

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : Input is edited from supporting documents.

6.3.3

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
17	6	8	6	5

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
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13	6	4	6	5
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**6.3.3.2. Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
11	12	12	12	12

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
11	12	12	12	12

Remark : Input is edited from data template.

6.5.2	<p><b>Quality assurance initiatives of the institution include:</b></p> <ol style="list-style-type: none"> <li><b>1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements</b></li> <li><b>2. Collaborative quality initiatives with other institution(s)/ membership of international networks</b></li> <li><b>3. Participation in NIRF</b></li> <li><b>4. any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc</b></li> </ol> <p>Answer before DVV Verification : A. All of the above          Answer After DVV Verification: B. Any 3 of the above          Remark : As per supporting documents input s edited.</p>
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**2.Extended Profile Deviations**

ID	Extended Questions																				
1.1	<b>Number of teaching staff / full time teachers during the last five years (Without repeat count):</b> Answer before DVV Verification : 25 Answer after DVV Verification : 28																				
2.1	<b>Expenditure excluding salary component year wise during the last five years (INR in lakhs)</b>  Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>57.32</td><td>30.06</td><td>11.95</td><td>18.40</td><td>29.98</td></tr></table>  Answer After DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>29.25</td><td>6.15</td><td>22.35</td><td>53.22</td><td>51.89</td></tr></table>	2021-22	2020-21	2019-20	2018-19	2017-18	57.32	30.06	11.95	18.40	29.98	2021-22	2020-21	2019-20	2018-19	2017-18	29.25	6.15	22.35	53.22	51.89
2021-22	2020-21	2019-20	2018-19	2017-18																	
57.32	30.06	11.95	18.40	29.98																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
29.25	6.15	22.35	53.22	51.89																	

