



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

UTTAR BARPETA COLLEGE

VILLAGE- DHANBANDHA, P.O-SONKUCHI, DIST. - BARPETA
,ASSAM,PIN-781314
781314
www.uttarbarpetacollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Uttar Barpeta College, established in the year 1991, is a UGC recognized college under section 2(f) and 12(B). It is located in Dhanbandha, a village situated in north side of Barpeta town. The college is affiliated to Gauhati University (Assam) and provincialised by the Government of Assam in 2013. In spite of the remote geographical location and other constraints, the college has successfully fulfilled the rural demands of Higher Education. This newly provincialised rural institution of Higher Education in Assam is surging in terms of infrastructural development and academic excellence ever since its establishment. Right from the beginning till the provincialisation the college was run by the local public. A co-educational college with an area of 11.55 acres caters to the academic need of many rural and poor students most of whom come from nearby villages, some from far flung areas and some from town areas belonging to different sections of society. The college is located beside the Barpeta-Garemari connecting road and is well connected to Barpeta-Howly road to reach all bus and railway services.

During the long history of more than 30 years, the college has introduced undergraduate courses in the departments of English, Assamese, Education, Political Science, Economics, Arabic, History and Philosophy under arts stream. There are 25 full time teachers, 12 of them are Ph.D. holders and 5 of them are NET/SLET holders. The faculty members are actively engaged in academic and related book and article publications.

The college has a well-maintained playground, a garden, parking places, a canteen, two RCC building along with an Assam type and L-size long house, toilets and bathrooms separately for boys, girls and staff. The college has a library with a reading room managed by one Librarian, one Assistant Librarian and one Library Bearer. The Government of Assam has established a memorial open stage on the name of Bhupen Hazarika who was a famous singer. Though a sizeable section of the students consists of first generation learners, the college has been producing good students with good results in every academic session. The college has also a plastic-free environment.

Vision

Our vision is to encourage the students and help them becoming socially responsible and law abiding citizen of India irrespective of the diverse socio-economic status, religion, caste and creed. We always aim at empowering the students for capacity building, inculcating basic moral values, community development and access to poor and socially backward groups of human resources in the light of changing socio-economic and cultural development along with all round education related teaching-learning improvement. Another vision is to empower the students to become technologically expert, innovative and emotionally matured. We have been trying since its establishment and will also be continuously trying to train them to face the challenges of the quality education with good teaching-learning interactions fully with the students and partially with their guardians.

Our dreams and visions are dealt with the absolute and holistic development of the college and making it meaningfully pertinent in the academic map of India and thus an integral part of the global educational society. We believe in our confidence and our constant toil towards achieving our ultimate goals of imparting quality education through proper and systematic teaching. We believe in Swami Vivekananda's energizing call: "Arise ! Awake ! and stop not till the goal is reached".

Mission

- * To attain curricular and extra-curricular excellence,
- * To motivate the students and teachers towards continuous teaching-learning process,
- * To enhance the potential of students so that they venture beyond the prescribed curriculum,
- * To believe in encouraging and nurturing diverse talents and aptitude of the students,
- * To provide an environment most conducive to learning and create a stimulating intellectual atmosphere on the college campus,
- * To achieve academic excellence,
- * To ensure a holistic development of the students,
- * To establish a good relationship between institution and society,
- * To offer excellent education to all and serve the society by developing future leaders in academia with our commitment, dedication and devotion,
- * To foster the pursuit of excellence and the spirit of healthy competition and prepare the students for the real world by facilitating their participation in competitive, academic, sporting and cultural activities,
- * To facilitate the adoption of sustainable development perspectives and actions as ways of life,
- * To be conscious of the social responsibilities towards the rural and semi-urban communities in the neighbourhood.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- * Established in 1991, the college is the premier higher educational institution of Assam. Reputation of the college as an iconic institution has created historical benchmarks in the domain of education in the areas for the past 30 years.
- * Education here is not viewed merely as classroom teaching but also as a means of inculcating values of humanity, brotherhood, equality and justice.
- * The focus is on giving equal importance to curricular and co-curricular activities for all round development of the students by equipping them with life skills.
- * The college deals with only arts stream and it is a co-educational institution offering undergraduate courses in 9 programmes of 8 departments.
- * There is a digitized library with a large collection of text books and reference books.
- * Administrative functioning of the college is efficient and transparent. The college has 8 computers for official works and uses technology to maximum possible extent.
- * Presently, we have 25 full time teachers, 12 of them are Ph.D. holders, 5 of them are NET/SLET holders and 1 of them is M. Phil. holder .
- * The college emphasizes student-centric learning and skill development.
- * The college possesses dedicated, sincere and experienced faculty whose members are expert in the respective disciplines.
- * The college is a ragging free campus.
- * The college keeps the records of all examinations every year.
- * The college has a digitized seminar hall.
- * The departments of English and Assamese offer an ever-spreading wall magazine catering a stimulating treat to the curious and creative minds.
- * The college has 10 classrooms and a huge playground for holding sports and other cultural activities.
- * The college has a laboratory in the department of Education.

Institutional Weakness

- * No honours courses in the subjects like English, Economics, History and Philosophy.
- * Large section of the students is first generation learners and educationally backward and leads to initial problems of comprehension and communication.
- * There are many students on whom their family depends for livelihood and so they cannot devote full time to their faculty development.
- * The college needs more space for classrooms and library.
- * No residential facilities for the teaching staff.
- * No hostel facilities for the students.
- * There is a need to enhance the scope and facilities for research in the college.
- * There is an ordinary canteen which is not well equipped.
- * There is no Auditorium Hall and no facilities for Gymnasium.
- * There is only one teacher in the department of Philosophy and more teachers should be appointed in this department.

Institutional Opportunity

- * The college has the potential and prospect to run new courses at the undergraduate level.
- * The college has a motivated Internal Quality Assurance Cell (IQAC).
- * Honours courses in Economics, History and English can be started.
- * The college has a wide playground and through optimum use of it the college can do much better in sports and games in particular in team games like football, volleyball, cricket, etc.
- * There is enough space in the college for extending the existing buildings or create new ones.
- * The construction of new administrative building is in progress.
- * Some other departments like Mathematics and Anthropology can be opened.
- * Residential facilities for the teachers can be provided and hostel facilities for the students should be started.
- * Activities of Alumni Cell of the college should be updated.

Institutional Challenge

- * Need for introducing honours courses for the subjects like Economics, History and English.
- * Need to appoint teachers in the department of Philosophy.
- * Introducing vocational courses or some job oriented courses.
- * Full automations of the college library and seminar hall.
- * To overcome excessive reliance on government grants for developmental works.
- * Infrastructural constraint in terms of space for classrooms and library is a challenge that has to be overcome.
- * Running a full-fledged and well-equipped canteen.
- * Challenge to start and complete an Auditorium Hall and a Gymnastic Hall with all facilities.

- * Challenge to start and complete residential facilities for the teachers and hostel facilities for the students.
- * The college is consistently endeavouring to enhance the employability of the students.
- * Motivating the teachers to adapt new technology is a challenge.
- * There is a need to find a better balance between teaching and research activities to be carried out in the college.
- * Challenge to maintain student discipline.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Right from its establishment till today the college has set forth a clear and focused vision for itself in the form of providing quality education along with holistic development of students. Developing an ardent quest for knowledge, freedom of expression, respect for culture, generating sensitivity towards one's environment are some of the focal points around which the college works. The college offers 9 undergraduate programmes. The various departments and committees are running comprehensive programs for the betterment of the students in particular and society in general. The committees like Women's Harrassment Cell, Anti-Ragging Cell, Publication Cell, etc have been created to address the special needs of the students. Continuous efforts are made to update all college infrastructures like college library, college office, classrooms, etc. The difference between literacy and education is well understood at the college. Focus is on imparting knowledge that goes beyond the syllabus and transcends the confines of the classroom. The college encourages improvisation in teaching pedagogies and to optimise curriculum delivery and maintain quality of learning.

The college mandatorily follows the CBCS curriculum prescribed by the affiliating university i.e. Gauhati University. Students come from various backgrounds and a sizeable section is first generation learners. They feel the absence of quality textbooks in their mother tongue. The problem of medium of instruction however is gradually overcome with time and help from the teachers. The college maintains a well planned and transparent online admission process through the GU portal where details of programs offered, date of publication of online forms, date of admission along with other minute details are furnished. The same notices are also displayed in college notice board and in various Whats App groups. Over and above the traditional lecture-based class, the faculties give more stress on an interactive mode of teaching. The college library has been digitized and it has internet facility for the official works.

Teaching-learning and Evaluation

The college admits students through online counselling which is well planned, transparent and effective process carried out as per the norms and guidelines laid down by Gauhati University. The details of programs offered, date of publication of online forms, date of admission and all other relevant details are published in the GU portal and the college displays these informations in different WhatsApp groups of the college. The teachers of all the departments of the college monitor and evaluate the quality of teaching-learning and the IQAC ensures the proper implementation of suggestions by forwarding them to the principal and pursuing relevant matters. All programs and schedules are prepared looking at the academic calendar of the college. More stress and encouragement is given to interactive mode of teaching and the students are given opportunity to ask questions and share their views on any particular topic. Efforts are taken to supplement classroom learning by co-curricular, extra curricular and extension activities. Accordingly cleanliness and beautification drives are taken periodically and programs involving sensitizing students on gender harassment, societal issues, etc are undertaken. Students are encouraged by mentors to activities like writing on wall magazines, plantation, debate

and engage in seminar presentations, etc. Besides conventional methods of teaching, innovative methods are also used to impart knowledge to the students based on the syllabus framed by Gauhati University for various courses. Interactive instructional techniques like presentation of seminar papers, projects, etc. enhance the teaching-learning experience and to have better understanding of the subject matters.

Research, Innovations and Extension

One of the recognized objectives of the institutions of higher learning is to foster a spirit of research amongst students and faculties. The college therefore encourages the teachers for research activities. Academic activities like seminars and co-curricular activities are some features of the college calendar. These activities and some other extension activities like organizing seminars, celebrating Independence Day and Republic Day help in arousing the curiosity of the students and faculty members towards new activities and provide a platform to share their knowledge with the large audience. Academic findings of the faculties of the college in various fields have been beneficial to their respective disciplines and society at large. Many members of the faculty are also engaged in publication of books and seminar papers in international journals. Other publications including article in newspapers and magazines are also brought out regularly. The college encourages students and teachers to participate in conferences, seminars, workshops, faculty development programs, orientation programs, refresher courses, etc.

A few teachers are also associated with publishing text and reference books which will be beneficial for the student community in general. Some teachers of the college deliver extension lectures in the college as per the norms of faculty exchange-programme.

Infrastructure and Learning Resources

The college is spread over 11.55 acres of land with approximately 8000 square feet of build up cover area. There are 10 classrooms and one seminar hall with ICT facilities, one library, one reading room, one girls` common room, one general office room, toilets and bathrooms separately for boys, girls and staff. Tutorial classes are held for students. Seminars are organised with teachers and students. Students are enriched by the prescribed curriculum of the affiliating university and also through team works like plantation programs, debate programs, cleanliness and beautification of campus, sensitization programs on gender equality and inclusivity. Teachers act as mentors to students in various departments addressing their concerns and academic problems. Class level interaction, informal interaction beyond classroom, internal examinations as well as university examinations are tools to check student progress. Students who are not satisfied with the marks they get in an examination are given the scope to apply for re-evaluation. The IQAC plays a continuous pivotal role in monitoring the teaching-learning process, implementation of the teaching plan, analysing the inputs from the feedback system and using these for improvement in respective fields or recommending the same to the principal of the college.

The college as per government rules seriously maintains the admission process from reserved categories. Special care is given to ensure that eligible students get scholarship. The college has computers, xerox machines and printers and these are used for the works of teaching-learning process. The college has always been proactive in creation and enhancement of infrastructures for effective teaching and learning. The college has its own website and different Whats App groups which are updated regularly for disseminating information on important news and events. The college plans to convert classroom into ICT enable classroom. The college plans to set up more computers as per requirements.

Student Support and Progression

The college has a wide playground and students have scope of playing and participating football, cricket, volleyball and other games. The college has an active Grievance Redressal Cell that takes first hand care of the grievances of students and employees. There is also an Anti-ragging Cell that acts as per UGC guidelines. There is a Women's Harrassment Cell that works for the gender equity. The college has a garden that is decked with plants and flowers so that the campus looks attractive and beautiful. Educational excursions and field works are organised at regular intervals. The Students` Union Body of the college is engaged in various social works like tree plantation, awareness camp, etc for villagers and camp with the college dropouts, etc. at periodic intervals in which many students participate and work together for the betterment of society. All SC, ST, OBC and minority communities have been benefited by scholarships provided by the Government of Assam. Some students have passed LLB, ITI, MA and other similar examinations. For the last 5 years, notable number of students joined in different government and non- government sectors. Some of the students have won college level recognition in sports. The Students` Union Body of the college organises competitions in sports with great enthusiasm. For smooth running of the college in relation to the students learning progression and other facilities the principal has formed Student Support and Progression Committee. The college provides a wide range of scope for the students to attain proper exposure in all spheres. Social justice is given utmost priority. The Cultural Committee organises cultural programs to explore their potential and to provide them a platform to exhibit their skills. Thus, it is ensured that the students moving out of the institution are not only enriched with knowledge and skill from their career perspective but they are also physically, mentally, emotionally and socially strong so as to be worthy citizens of the nation.

Governance, Leadership and Management

The Governing Body is the highest administrative body of the college with the principal as secretary and representatives from teaching and non-teaching staff. The statue of the affiliating university and rules of the Government of Assam are followed. There are government and university nominees in this body. All major decisions regarding development, infrastructure, financial management, academic affairs, admissions, governance and grievances are taken by the Governing Body. The IQAC makes recommendations to the principal and these are put forward for consideration before the Governing Body and followed if implementable. For smooth running of the college there are some non-statutory committees like Library Committee, Grievance Redressal Committee, Cultural Committee, Infrastructure and Learning Resource Committee, Governance and Leadership Management Committee, etc. The college conducts various internal and external audits every year. Teachers are encouraged to attend seminars and symposium as well as to present academic views and engage in academic publishing as well as presenting papers in seminars. The college website is regularly updated to provide exhaustive information regarding the overall functioning of the college. All employees assist the principal in running the administration of the college.

Institutional Values and Best Practices

In its journey of over 30 years, the college adopted some best practices and constantly innovated in all spheres of college life. A seminar was organised on 12/02/2022 on "Employability to Deployability`` by the IQAC under the supervision of ICT Academy, Guwahati. Some extra-curricular and co-curricular activities are

performed by the college. Spread over 11.55 acres, efforts are made to sensitize the staff and the students to play a proactive role in maintaining and preserving a clean, green and pollution free environment. Plantations and watering on plants are regular activities undertaken by the Students` Union Body. The college building is designed in such a way that it is very well lit classrooms and office. Infrastructure facilities are upgraded on a regular basis. The college has adopted the practice of promoting environment consciousness. Teachers and students actively participate in afforestation and effort is on to maintain the college campus eco-friendly. College Week Festival is organized every year in the college campus which provides an opportunity for the students to exhibit their talents. Gender equality is given high priority in the college. Student friendly and secure atmosphere in the college have encouraged girls to seek admissions. Some other facilities are as follows-

- * Online admissions ensure transparency and clarity.
- * College campus is plastic free, clean and tidy.
- * The students participate in preparing wall magazines every year.
- * The college is a non-smoking zone.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	UTTAR BARPETA COLLEGE
Address	Village- Dhanbandha, P.O-Sonkuchi, Dist. - Barpeta ,Assam,Pin-781314
City	GUWAHATI
State	Assam
Pin	781314
Website	www.uttarbarpetacollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Jaher Ali	091-6003592209		-	
IQAC / CIQA coordinator	Jahidul Islam Khan	091-9954325213	9954325213	-	jahidulislamkhan306@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	09-10-1991

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

State	University name	Document
Assam	Gauhati University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	03-03-2014	View Document
12B of UGC	03-03-2014	View Document

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

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

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Village- Dhanbandha, P.O- Sonkuchi, Dist. - Barpeta ,Assam,Pin-781314	Rural	11.55	743.224

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese	36	HS	Assamese	600	423
UG	BA,Political Science	36	HS	Assamese	350	333
UG	BA,Education	36	HS	Assamese	475	441
UG	BA,English	36	HS	English	600	241
UG	BA,Arabic	36	HS	Assamese	100	49
UG	BA,Economics	36	HS	Assamese	85	37
UG	BA,History	36	HS	Assamese	70	21
UG	BA,Elective Assamese	36	HS	Assamese	86	13
UG	BA,Philosophy	36	HS	Assamese	110	59

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	17	4	0	21
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				4			
Recruited	0	0	0	0	0	0	0	0	3	1	0	4
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				1
Recruited	1	0	0	1
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	8	2	0	10
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	9	2	0	11
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	911	0	0	0	911
	Female	706	0	0	0	706
	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	17	4	5	1
	Female	2	0	3	2
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	4	4
	Female	0	0	1	0
	Others	0	0	0	0
General	Male	160	154	164	440
	Female	95	83	64	134
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		274	241	241	581

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Multidisciplinary education is a unique educational approach of NEP- 2020 that allows the students to learn distinct subjects from various disciplines. Our college has been dealing with some multidisciplinary
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	<p>approaches. A student of Education major can study Assamese, Political Science or History. In this way, a student of any major subject can study any other two combination subjects. The students of BA first, second, third and fourth semesters can study in this multidisciplinary method. Students of general course can study English, Assamese and any other two combination subjects altogether. All the students of BA 3rd semester compulsorily study a subject that is Environmental Study. All the teachers of all the departments can teach the topics of the subject and help the students to pursue education on environment with special reference to other subjects. Thus, multidisciplinary process of our college empowers the students to see tangible correlations across subject matters. Outside of the classrooms, students can be assigned homework as individuals or in groups. Thus, the mission of our college is to model and promote encouragement with scholarly and reflective teaching practices to support the academic development of all teachers and students.</p>
2. Academic bank of credits (ABC):	<p>The 3 year multidisciplinary BA programme shall be the preferred option since it allows the opportunity to experience the full range of holistic and multidisciplinary education in addition to a focus on the chosen major and minor as per the choices of the students. As per the guideline of NEP-2020 an Academic Bank of Credit (ABC) shall be established or registered which will digitally store the academic credits earned from various recognised institutions of Higher Education so that the degrees from such an institution can be awarded taking into account credits earned. Only credit submitted by an authorised institution will be accepted by the ABC for storage and validation. Our college is encouraging the students about the features and benefits of the ABC which will facilitate the academic mobility of our students with the freedom to study across the institutions of Higher Education in Assam or in the whole of India with an appropriate credit transfer mechanism from one programme to another leading to attain a degree.</p>
3. Skill development:	<p>Succeeding in college does not just mean sitting in class, taking notes and doing well on Exams. Possessing certain skills will help the students to be successful in all aspects of college inside and outside the classrooms. In our college, the students encounter</p>

	<p>teachers and staff members who communicate with the students in a variety of ways. We encourage our students to be prepared to communicate in different ways with different people. Our students have an habit to discuss their problems with other students. They also try to solve their problems in their college classes with their classmates. This is a good thing since many careers require collaboration. We help our students by giving them hypothetical questions and let them think for the best solutions. There is a subject on English Communication in our college which encourage the students to enrich their communicative skill. There is a course on creative writing which is also a media through which the students of our college can increase their skills. In most of the departments of our college skill enhancement course is included for the skill improvement of the students across different programmes.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Appropriate integration of Indian knowledge System on education and environment will be incorporated in an accurate and scientific manner throughout the college curriculum as per the guidelines of affiliated university wherever relevant. In particular, Indian Knowledge Systems including local and traditional ways of learning will be covered in the subjects of linguistics and literature. Scientific courses in tribal practices, forest management and conservation should also be made available in our college programmes. All languages in India and their associated arts and culture will be documented if possible through an online platform or portal in order to preserve all Indian languages and their local arts and culture. The students of our college will be encouraged to study Indian arts and culture with local masters.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Outcome based education is a system where all the aspects of education are focused on the outcomes of the course. The students of our college take up courses with a goal of developing skills and gaining knowledge. They have to complete the goal by the end of the course. Our faculty members guide the students based on the target outcomes. This system brings clarity among our teachers and students. The students have the freedom of learning in their own ways. This education system of our college under the guidances of affiliated university i. e. Gauhati</p>

	<p>University involves our students taking responsibilities for their goals. It improves their skills continuously in the long run. Such a teaching-learning process increases the chances of gaining certification from affiliated university and opening the doors of quality education for students. Our college is dealing with CBCS patterns which provide an opportunity for students to choose courses from the prescribed ones comprising compulsory core courses like ASM-CC-1016 and ENG-CC-1016, electric combinations or skill based courses which are evaluated on grading system and it is considered to be better than the conventional marks system.</p>
<p>6. Distance education/online education:</p>	<p>The affiliated university of our college has distance education system. The Institute of Distance and Open Learning (IDOL) is working under Gauhati University. It was established in 1998. It has undergraduate, postgraduate and postgraduate diploma programmes. Some of our alumni students are studying through this distance education system of IDOL under Gauhati University. Some of the alumni students of our college are also studying in Krishna Kanta Open University of Assam. We always encourage our students to study in such distance or open institutes. We encourage them about online or distance learning courses highlighting the benefits of distance or online learning which are as follows- 1. It is flexible, 2. It saves time, 3. It allows students in maintaining time management skills, 4. It helps students to develop their technical skills. It is mentionable that our college has not any online platform. During the last two pandemics of Covid-19, we provided all academic informations of our college through different and separate Whats App groups of all semester students and all employees.</p>

Extended Profile

1 Program

1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
173	173	148	148	148
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
9	9	9	9	9

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
581	241	241	274	434
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
270	270	270	270	270

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
102	148	142	123	97

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
23	23	23	23	23

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
19	9	9	9	9

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 11

4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
8.40	45.07	19.16	59.01	20.28

4.3

Number of Computers

Response: 8

4.4

Total number of computers in the campus for academic purpose

Response: 8

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Academic Calendar:-

Uttar Barpeta College ensures effective curriculum delivery through a well planned and documented process. The curriculum it follows is that prescribed by Gauhati University. Based upon the University Academic Calendar, the college IQAC prepares the annual academic calendar prior to the commencement of the academic year.

Distribution of Syllabus: The college in general holds meetings at the end of the academic year to discuss the course distribution for the next academic session taking in mind the credit according to CBCS system as well as experiences of the previous academic year. Based on the expertise of individual professor, the syllabus is allotted by the heads of the departments and the name of the respective teacher is duly inserted in the departmental routine.

Teaching Methods: Theory and Practical classes are held according to the routine. However, as the course comes completion often teachers take additional unschedule classes based on the request of students as well as depending on the urgency to complete the allotted syllabus. Further the students are benefitted from tutorial/ remedial classes as well as teachers - students interaction on topics mentioned in the syllabus.

The curriculum is divided into various sections/ units which teachers follow as a guideline to impart lessons. Teachers plan their teaching methodology keeping in mind different levels of the students like advanced learners, average learners, slow, learners etc.

Some departments arranged educational tours, field trips or effective delivery of curriculum which are done in a planned manner.

Mentors are assigned to the students to address the personal needs as well as academic needs of the students. Every department keeps a record of the theory and practical classes taken by various teachers.

The college library provides necessary learning resources. The library has been setup in order to enhance the in-depth knowledge of the students.

Evaluation of Students' Progress: Internal examinations like the class tests, unit tests, etc. are conducted to check whether the students have acquired knowledge. Regular parent - teacher meetings are held which give teachers' linking about the general perception above the parents regarding the teaching - learning process pursued and give us a chance to rectify, improve and upgrade.

The IQAC monitors the feedback of students regarding curriculum implementation for the overall development of all the students.

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

Response:

The college adheres to academic calendar for the conduct of CIE right from the beginning to the end of each academic calendar in all the evaluation processes in UG level. The Continuous Internal Evaluation is an integral part of teaching - learning system. As the college follows the Academic Calendar of Gauhati University, the dates announced by GU become the deadlines for the institution.

The Internal Evaluation is done on the basis of class tests, Unit Tests and Internal Exams. As far as the matters of class test are concerned, the departments fix the date after the completion of certain chapters and conduct it but for unit tests and Internal Exams the dates are fixed by the examination department along with the principal and Exams. are conducted accordingly. The principal displayed the notices and examination routine as well in time and students are informed accordingly. These dates are adhered during each semester.

The CIE under recently implemented CBCS has been turned as Continuous Internal Assessment (CIA). It consists of 20 marks out of 100 marks of theory papers. For all these purposes the college follows its academic and activity calendar strictly and departments are told to complete the syllabus and the curriculum well in time. However, a lot depends upon the dates and schedules fixed by the parent university.

The institute makes every possible effort to adhere to the academic calendar. As a tool of continuous internal evaluation, the Unit Tests and Internal Exams. are held according to academic calendar. Internal assessment marks are given to the students on the basis of their marks in these tests.

Although academic calendar of the university does not provide any specific dates for the conduct of CIE, the institution completes its CIE work within the session period. The whole process is transparent and the students have an easy access to their records. In-case of any discrepancies, they can get suitable corrections made in their scores of internal evaluations. Thus, Continuous Internal Evaluation (CIE) work is conducted throughout the session with adherence to the academic calendar.

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

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

Response: D. Any 1 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 09

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 0

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

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

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

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 faculty of our college is always very conscious of the cross cutting issues that creep in the society directly or indirectly and influences socio- political atmosphere of the world.

In contemporary Indian society there are numerous cross cutting issues relevant to gender, environment and sustainability , human values and professional ethics . It is the demand of the day that the future generation should be aware of these issues. Therefore, efforts have been made by the university to include these issues in the curriculum . The college at the same time has a strong lineage of mainstreaming these socio- cultural issues in the curriculum and teaching pedagogy. The course contents of almost all subjects pertaining to Arts Stream have strong focus on the issues related to gender, environment and sustainability, human values and professional ethics.

Gender Sensitization: The college has succeeded in its efforts to uphold gender equality. It becomes evident from the strength of the girls in the overall enrolment of students. Moreover, they participate in all co- curricular activities conducted at the college level competitions. A Women Cell exists in the college and it functions meticulously well by creating awareness to establish individuality and self identity. Many co- curricular activities are conducted for boosting the moral of girl students. As per the prescribed curriculum , a course on environmental studies is taught to all the students of BA 2nd Semester (CBCS). Cleanliness drives are often undertaken by tthe Students' Union Body of the college to generate awareness about the general hygiene and to keep the college premises and its surroundings clean.

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

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

Response: 2.08

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

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

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 14.11

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

Response: 82

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

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

Response: C. Any 2 of the above

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

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

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

Response: D. Feedback collected

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 59.03

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

2020-21	2019-20	2018-19	2017-18	2016-17
581	241	241	274	434

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
600	600	600	600	600

File Description

Institutional data in prescribed format

Document

[View Document](#)

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

Response: 4.07

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

2020-21	2019-20	2018-19	2017-18	2016-17
7	13	4	19	12

File Description

Institutional data in prescribed format

Document

[View Document](#)

2.2 Catering to Student Diversity

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

Response:

The institution assesses the learning levels of the students in two ways at the time of the commencement of the classes. Students enrolled in various disciplines are identified as slow and advanced learners based on their marks obtained in their Higher Secondary Final Exams. This helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners. The teachers and Principal extend valid support in classifying the students with reports based on observation and class tests. Moreover, the wide range of continuous assessment components that includes Home Assignments, Class Assignments, Seminars and Group Discussions, Unit Tests, Class Tests, Projects and Attendance enables effective assessment of learning levels of students.

In addition, teacher-student interactions and reports of IQAC also help in identification of different levels of learners. Faculty members and various committees and cells regularly review the academic progress and counsel students to improve their performance to ensure their academic growth. Apart from this, sessions are also included to inculcate positive attitude and competitive spirit. This process helps as a base for monitoring the future progress of the students.

Strategies adopted for slow learners :

1. Remedial classes are conducted with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them to catch up into their peers.
2. Group discussion is also encouraged with the help of the advanced learners.
3. Academic and personal counselling is given to the slow learners by the teachers and the counselling cell.
4. Bilingual explanations and discussions are imparted to the slow learners after the class hours for better understanding.
5. Provision of simple and standard lecture notes/course materials .

Strategies for the advanced learners :

1. Coaching is given in Skill Development Courses like Communicative English and skill enhancement courses on Education, Assamese, Political Science and other subjects.
2. Advanced learners are encouraged to enrol in MOOC Courses – Swayam,
3. Provision of additional learning and reference material.
4. Assignment and Student Seminars on contemporary topics to improve their academic performance.
5. Participation by the students in the competitions such as Debate and Extempore Speech. Discussion, Problem Solving – Decision Making Exercises and Quiz Programmes are also encouraged.
6. Students are motivated to participate in extra-curricular activities, exhibitions and cultural competitions.

The academic achievements of the students are extremely motivated and highly praised by the college by celebrating College Week Festival every year. Students of any category are encouraged to interact with

any teacher of their choice or the Principal at anytime in the college for academic assistance. Outside college hours any student can interact with teachers over the mobile phones or through Whats App groups. This helps students to overcome any doubt through direct interaction at any period of time. Students of all classes are encouraged to attend seminars organised by any department or the college as a whole. Educational tours or field studies on the subject of Environmental Study are arranged by the college every year. During the last few years, the field study was compulsory for all the students of BA 3rd Semester but recently it has been prescribed as compulsory for all the students of BA 2nd Semester.

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

Response: 25.26

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The college practices a teaching methodology which focuses on imparting education through a student centric approach. This methodology helps to transform students from being relegated to the role of passive recipients, apart from boosting their confidence and encouraging independence. Since students vary in their ability to comprehend and absorb, it is not possible to address the needs and expectations of individual students and expect a uniform learning outcome from them all in a teacher centric class. The teacher facilitates learning by allowing each individual student to comprehend at their personal level by ensuring their involvement in class activities so that they can absorb and grasp information at their own step.

Courses of the college are defined highlighting course objectives, programme specific objectives and programme outcomes. This provides a comprehensive understanding to the student right at the beginning of the course as to what should be the primary focus. It also helps them in self-evaluating their performance at the conclusion of the course. Feedback of the course and teachers given by students of all semesters provides an opportunity to identify any problem which can then be addressed.

Teachers make classes as interactive as possible and encourage innovative thought and noble interpretations. Field Work and Projects are some of the means utilized by the departments to provide experiential and participative learning.

Internal assessments are so planned so as to encourage students to work independently. Written Assignments are required to be submitted by students and these need to be done individually by researching on the given topic so as to enhance confidence, develop writing skills and own style, apart from inculcating an interest in research activities. Seminars, which form the second component of internal assessment, help students to present their assignments before the entire class helping them overcome stage fear and develop oratory powers.

Apart from these, the subjects/courses in Environmental Study, Education, Assamese, Arabic etc. involve field work and projects which help students to acquire experiential learning and problem solving

ability.

Discussions and debates on contemporary issues are encouraged so that students can reflect and analyse by eliciting responses to the subject under discussion. Ability Enhancement, Generic and Skill Enhancement courses are offered to provide and prepare students for life.

Student representation of Students` Union Body is an important initiative taken by the college. Representatives of students serve as members on committees like Internal Quality Assurance Cell, Internal Complaints Committee, Grievance Cell in order to involve them in the decision making process and maintain transparency apart from inculcating a sense of responsibility in them.

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

Response:

The two pandemics significantly changed the way in which students are taught. The physical classes in our college were replaced by online live/recorded sessions at home. And smart/mobile phones were the alternatives of books.

However, this sudden change made it hard for teachers to teach their students. Hosting classes, managing homework becomes quite bothering through messages in What's App group.

Fortunately, some ICT tools for teaching and learning could make the teaching experience fun for both the students and teachers. Uttar Barpeta College follows ICT enabled teaching in addition to the traditional classroom education. Due to lockdown, teaching was fully conducted in an online mode. The faculty used various ICT enabled tools to enhance the quality of teaching-learning . Some of these tools are--

- * The faculty members used Google meet or Zoom to conduct interactions.
- * WhatsApp groups are used as platforms to communicate, make announcements, address queries and share information.
- * To teach problem solving subjects in an online mode, faculty have used various online tools like-Microsoft teams, Google meet, etc.
- * Seminars are held in Microsoft Teams.

Microsoft Teams has been adopted by the College as a unified platform for online teaching, facilitating enriched teacher-student interactive and interface. It integrates different ICT applications to build collaborative classrooms. Teachers share reading materials and other academic informations through different What's App Groups. The assignment feature helps in end-to-end assignment management and in providing effective and timely feedback.

ZOOM platform is also used to conduct meetings and organise seminars. ZOOM allows the teachers to interact with students through an in-session chat option. The teachers use the ZOOM platform extensively to present lectures in the Teaching Learning Centre (TLC).

Google Meet is used to host a video session/lecture. Teachers can invite upto 100 participants and record

the sessions for later access.

Students can also use the mobile applications of all the above video conferencing tools for easy access.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	View Document

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

Response: 193.67

2.3.3.1 Number of mentors ?????????????? ???????

Response: 03

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

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 228.65

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 30.43

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

2020-21	2019-20	2018-19	2017-18	2016-17
07	07	07	07	07

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 21.13

2.4.3.1 Total experience of full-time teachers

Response: 486

File Description	Document
Institutional data in prescribed format	View Document

2.5 Evaluation Process and Reforms

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

Response:

The college within the scope of the guidelines of the affiliated university tries to bring better reliability and accountability in the evaluation process. Continuous Internal Evaluation helps in the improvement and assessment of the learning outcomes. The mechanism of internal assessment is transparent and robust.

The college ensures and lets the students to know about the syllabus as well as the evaluation process. The students are informed about the evaluation process and the schedule of examinations. The departments also have certain flexibility in deciding the kind of assignments to be given to the students so that creativity is not compromised. Guidelines for internal assessments based on Unit Tests are prepared as per university rules and are made available to all faculty and students. Two Unit Tests are conducted for the students and best of these two tests is selected for final marking. Dates for class tests and submission of assignments are notified by the respective departments at least a week in advance. After taking answer sheets and assignments marks are recorded. Marks obtained are discussed in the class in terms of their performance. Students are also assessed by the teachers based on their overall participation in the class activities. Assessments including tests, assignments and projects of the students are mentored by teachers at regular intervals. The courses on projects works are available in the departments of Arabic, Education and Assamese.

The process of evaluation and marking for the internal assessments is impartial and transparent. Marks

are awarded on the basis of student's performance, active participation, regular attendance, leadership qualities and their contribution and cooperation in the enhancement of the reputation of the college.

As per the university guidelines the internal assessment of students is prepared on the basis of the assignments they submit, their performance in class test and as per their attendance record. Laboratory practicals are also a part of internal assessment in the department of Education. In some practical Exams, an external examiner is also called which is also as per the university guidelines for conducting fair and transparent laboratory practical works.

Thus, our institution follows all the university guidelines regarding internal assessment and also takes the necessary steps at its own level so that internal assessment covers all aspects of the performance of the students with the main focus on their learning and also ensures maximum transparency.

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

Response:

As the examination as well as examination related works are controlled by Gauhati University itself so the college has no power to address the process. Students need to apply to the university regarding any correction in mark and re-evaluation or scrutiny process related to examinations. The administrative office of the college along with the examination department guides the students about filling the forms and its verification process. Issues related to mark sheets, admit cards and absence of the students in the examinations are promptly forwarded to university for process by the principal of our college. The students' grievances are forwarded to the university for timely redressal.

The mechanism to deal with university examination grievances with regard to college administration is made transparent through observing ongoing examination by the Principal of the college. Asstt. Officer-In-charge is appointed by the Principal as well as supervising officer is appointed by the university.

For examination related issues there is an Examination Body in the college. The Assistant Officer In-charges of the examinations look after the issues like internal examination, filling up forms, distribution of admit cards, notification related to various Exams., management of examination on paper wise and forwarding of application to university for any required rectification and submission of examination records to the university through the Principal of the college.

The examination process of internal examinations, unit tests and class tests are conducted by the respective departments of the college . The scheduling of examinations, setting up of question papers, conduct of examinations, evaluation of scripts of unit tests and internal examinations are all controlled in the college level by the respective departments. The scheduling of examinations, setting up of question papers, conduct of examinations, evaluation of scripts of all semester end examinations are controlled in the university level by the Examination Branch of the university.

As far as grievances related to end semester examinations are concerned the college adopts the procedure prescribed by the affiliated university. Applications and complaints in this regard are timely and effectively forwarded by the Principal of the college to the Controller of Examinations of the affiliated

university. The Examination Body of the college takes utmost care of informing and guiding the students with regard to examination rules and regulations of the affiliated university.

For the ease and comfort of the differently-abled and sick students especial sitting arrangement is ensured by the Examination Body of the college.

Students have the freedom and right to meet the Principal directly with regard to any grievances.

2.6 Student Performance and Learning Outcomes

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

Response:

All the colleges under Gauhati University have been following CBCS pattern of syllabus since 2019 onwards. Students of each department are encouraged and motivated by the respective teachers for their better career option.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution.

*The college has clearly stated learning outcomes of the programs and courses offering in the college and the following mechanism is followed to communicate the learning outcomes to the teachers and students.

* Hard copy of syllabi and learning outcomes are available in the college/departments for ready reference to the teachers and students.

* Learning outcomes of the programs and courses are highlighted and made aware to the students in the induction ceremony-cum-orientation programme at the beginning of the session.

* The importance of the learning outcomes has been discussed and communicated to the teachers in staff meeting and IQAC meeting.

The College offers degree in Bachelor of Arts (B.A) with different combinations. Students have the option to choose between English and Assamese (MIL) as a linguistic course. The other subject areas include Political Science,, History, Education, Assamese Elective, English, Arabic, Economics, Philosophy at all semesters and Environmental Studies at 2nd semester. The students go through a well-defined study programme for their all-round development. Following the successful accomplishment of BA, students can look for jobs or go for higher education such as postgraduate degree in any of the areas after graduation has been completed. Following are the major outcomes of this programme:

1. Students can go for a career option in various areas following successful accomplishment of their Bachelor of Arts degree. Employment opportunities include Historian, Economist, Educationist, Political Scientist, Social Activist, Lawyer, Journalist and so on.
2. This course also offers opportunities to undergraduates in Banking jobs, Defence and Railway services. They can appear for almost every Exam. where science is not the basic eligibility.
3. After completion of this course students can go for M.A, M.Ed and choose teaching as career either in school or in college.
4. Study of Political Science and Education makes students socially aware. They know the problems of

society. Thus many choose to work in NGOs and some open their own.

5. Students having degree in B.A. have aim to appear in any Exam. for diversity. Many arts students pursue their career in Management and Marketing.

The college follows the Choice Based Credit System (CBCS) to widen the teaching and learning activities by which students have the flexibility to opt for courses of their choice. The curricula under CBCS have been strengthened with the introduction of OBE and the courses have been reinforced with desirable outcomes. Evaluation system has been modified to evaluate the courses with respect to the desirable outcomes. OBE helps the learners to achieve higher order learning levels based on the courses and develop different skills as expected in each course. Moreover, it inculcates employability and entrepreneurial skills in the students.

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

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

Response:

At the beginning of every semester/year, the teacher conveys Course Objectives (CO) at the introductory part of respective subjects. The copies of the syllabi are kept in the department. It is distributed at the beginning of the semester. Further, the faculty of every subject explains the course objectives, evaluation pattern, marking scheme etc. to the students. It is also given in the syllabus of each subject.

Following are the evaluation process of PO and CO of the college--

- (i) Two Unit Tests in each semester as decided in the syllabus
- (ii) Black-board presentation
- (iii) Quizzes or objective questions, if needed.
- (iv) Class Tests
- (v) Verbal knowledge test activities in the classes.
- (vi) Field/Project work for Environment Studies, Education, Assamese and Arabic. Marks of these tests and field trip and projects are recorded in a register by the respective teachers of concerned departments. The marks of internal exams are also recorded in this way.
- (vii). The institute provides opportunities to students to exhibit their understanding through the medium of expression i.e. oral or written. The outcome of the entire exercise is that the evaluation method does not become a hurdle while evaluating.
- (viii). Keeping this view in mind, some extra-curricular activities are subject and topic based (e.g. Republic Day celebration, Independence Day celebration, Voter's Day Celebration, Organising Seminars, etc.).
- (ix). The institute follows the evaluation process of Gauhati University as described above. This type of evaluation includes term end internal assessment, concurrent evaluations and external examinations conducted at the end of the course.

The course outcomes is measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation and result. At the departmental level the Heads of the Departments and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the students whom they identify as relatively average. The 75 percent of compulsory attendance to qualify for writing the examination of the courses is adhered to ensure students participation in the class.

The general programme outcomes for all programmes across the disciplines of study in the college are that the students are encouraged in problem solving, establishing of new perspective, etc.

The attainment of programme outcomes is measured through students' progress to higher studies, either in Gauhati University or in any higher educational institution in India or abroad. Another, measurement of attainment is students' placement in companies, law court and institutions.

The feedback system of different stakeholders which is in place in the college helps it to measure and reckon the attainment of the programme outcomes. The online student feedback system provides information pertaining to the relevance of the course, availability of the course material and course's importance in terms of employability and so on which are pertinent questions and which help the college to measure its learning outcomes.

2.6.3 Average pass percentage of Students during last five years

Response: 91.47

2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
58	50	81	57	48

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

2020-21	2019-20	2018-19	2017-18	2016-17
62	62	81	64	51

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process**Response:** 3.39

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

3.1.2.2 Number of departments offering academic programmes

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

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years**Response:** 0**3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description**Document**

Institutional data in prescribed format

[View Document](#)**3.2 Research Publications and Awards****3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****Response:** 0.35**3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	02	02	02

File Description**Document**

Institutional data in prescribed format

[View Document](#)**3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

3.3 Extension Activities

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

Response:

The college exercises different extension activities like Independence Day and Republic Day celebrations and some other awareness programmes to carry out in the neighbourhood community, sensitizing students to social issues for their holistic development and impact.

- The college organises awareness campaign on Legal Rights of citizen,
- The college organises awareness campaign for Voter`s Day,
- The college distributes books and other study materials to poor students,
- The college organises awareness program on health and hygiene,
- The college organises meetings with the help of Women's Harrassment Cell on gender equity and justice,
- The college elebrates Republic and Independence Days every year in full swing to make the people understand the contribution of our freedom fighters,
- The college organises cultural programme and sports to create healthy environment ,
- * The college organises seminars to heighten the knowledge of the students.

Exposure to extension and outreach activities sensitize the students towards social issues and also to legal and social remedies for matters like domestic violence, dowry, child abuse, beggars, female child, victims of violence, old and infirm, etc.

The activities conducted lead imbibing the values of social responsibility such as:

1. To help people in need and distress,
2. To understand and share the need of under privileged children ,
3. To promote cleanliness in all span of life and common places,
4. To acquire social values and a deep interest in environment related issues.

Learning outcomes of the activity:

1. Enlarge the knowledge of societal issues and problems to search solution by getting involved with their lives.
2. Build up relation and tie up with organizations or NGO to carry forward humanitarian work in future.
3. Develop a passion and brotherhood towards community, affected people/animals and destitute.

4. Develop skill and aptitude for problem solving.
5. The skills developed include social skills, communication skills, management skills, leadership skills, analytic skills, perceptual skills, etc.

The college celebrates Independence Day every year on 15th August with flag hoisting ceremony followed by recitation of the National Anthem highlighting the constitutional spirit of liberty, harmony, equality, justice and fraternity. Every year on 26th January, the college celebrates Republic Day in its campus with great gratification to honour the date on which the constitution of India came into effect. This day highlights the importance of constitutional values, rights, obligations and social harmony.

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.4 Collaboration

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

Response: 5

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

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	01	01	01

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The college has a minimum physical and academic facilities required as per University Grant Commission guidelines to run the different programmes. The college campus area is 11.55 acres. The various departments in Arts stream like English, Assamese, Education, Pol.Science, History, Philosophy, Arabic and Economics are located in the building campus. A single laboratory and a single seminar Hall are well equipped. Besides the buildings, the college has spacious playground for sports activities. The college is trying to cultivate an atmosphere providing the importance to extra-curricular and support services organized by the Students`Union Body and representatives of students.

- *The college has a surrounding fishery under fish harvesting scheme.
- *The college campus is maintained with cleanly and neatly atmosphere.
- *A spacious garden with pavements and pavers in the campus is developed for students' service.
- *The college is well-equipped with the physical and a minimum technology-enabled infrastructure that supports to run smoothly the existing academic programmes and administration.
- *Well-furnished 10 classrooms with minimum facilities.
- * 01 seminar hall with minimum facilities
- * Only 01 laboratory in the Department of Education with minimum equipments.
- * Spacious seating arrangements with the qualitative furniture.
- * Cleanliness, light and ventilation facilities are maintained in the classroom.
- * Black Boards are available in the classrooms.
- * A well-furnished computerized administrative office along with minimum ICT enabled facilities.
- * An open stage donated by the Government of Assam on the name of famous singer Dr Bhupen Hazarika.
- *A well-constructed inter-campus road surrounding with trees with scenic beauty.
- *Pure drinking water facilities through aqua guard filter system.
- *Separate bathrooms with water facilities.
- *An entry gate displaying its identity.
- *A girls hostel in construction process.
- *An administrative building in construction process.
- * A generator for connecting electrical supply.
- * A library with a minimum facilities.
- *A minimum standard canteen.

In this way, the college ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the college to establish a pedestal for the integral innovation, team spirit, originality and competence in the students, expose them to face the global challenges and become pioneers of Indian vision of modern society.

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

Response:

Uttar Barpeta College with its compulsory Core Courses, Honours Generic, Regular Courses, Regular Generic, Regular Elective and Continuous Evaluation System integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has minimum facilities for sports, games and cultural activities. The campus of the college can be divided into three parts:-(1) Building Complex, (2) Surrounding Fishery and (3) Playground Complex. The college has a wide green playground with a scenic beauty on which sports and outdoor games like cricket, football, volleyball, badminton, running and jumping competitions, etc. are generally and frequently held. The college has some facilities of indoor games like carrom, chess, ludo, etc. The college has minimum well-equipped single seminar cum conference hall for organizing seminar, annual functions and cultural events. Some cultural events like Freshman Social functions are organized on the Open Stage which is donated by the Assam Govt. on the name of famous singer Dr Bhupen Hazarika. Students are very much encouraged to participate in the cultural events held in the college like Freshers and Annual Sports. Students are even sent to other colleges for intercollegiate competitions like Quiz, Debate and Extempore Speech competitions.

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

Response: 9.09

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 01

File Description

Document

Institutional data in prescribed format(Data template)

[View Document](#)

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

Response: 53.37

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

2020-21	2019-20	2018-19	2017-18	2016-17
5.07	11.48	9.97	54.84	7.31

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

4.2 Library as a Learning Resource

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

Response:

Library is considered as the brain of any educational institute, be it small or large colleges or universities. Today educational institutes understand the importance of library in increasing educational standards. With the evolution of digital content, it becomes more important to manage catalogue of educational information with scalable Library Management System that will support the general prerequisite of the library like accession, catalog, circulation etc.

Our library is fully automated using two library management softwares to provide intranet and internet access to library resources. The automation process has been started in 2022.

To meet the growing needs for electronic resources and for maintaining highest academic integrity various steps were undertaken by the library during the past few years. This includes integration of various print and electronic resources, creation of institutional repositories, digitization of rare books/documents.

Books are classified according to department wise and subject wise and are placed on the stacks. We check the availability of a particular book.

We have reference books, newspaper, and magazines. UG students are allotted with 2 or 3 books for 15 days and faculty members are issued 2 books for 30 days for a semester. Property counter facilities are available in our library.

*Before entering the library users should live their belongings at the proper counter and entry in the gate register.

*Users are reminded with information about the renewals of books and overdue.

*Strict silence should be observed in the library.

*Books will be issued only under the non- transferable library ID number of the member and the College ID card.

*Members shall be held responsible for damage or loss of books they borrowed.

*Incase of damage or loss of a book, the borrower should provide a new copy.

*All books should be returned at the end of every semester.

*Books should not be sub- lent.

*Cell phone is strictly prohibited inside the library.

*The reference books and journals are not allowed to take out of the library.

The college has a well- equipped computerized library with more than 52438 books and some magazines.

The library is open from 9 a.m. to 4 p.m. during working days and it is closed during vacation and Sundays. During working hours, facilities available include borrowing/returning/ renewal of books.

4.2.2 The institution has subscription for the following e-resources

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

Response: E. None of the above

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

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.66

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

2020-21	2019-20	2018-19	2017-18	2016-17
0.32	0.2	0.4	2.05	0.35

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

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for

online access) during the latest completed academic year

Response: 1.66

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

Response: 10

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

There are minimum technological facilities available in the college. CCTV has been installed in some important parts of the college. The college has website portal, Email ID and internet connection in the Principal's chamber and in Office Room. Online seminars are organised through Google Meet, Microsoft Teams and Zoom Apps. Materials of online classes and other related official informations are provided to the students through What's App groups separately for all semesters. There are not any smart classroom, smart laboratory, digitally equipped conference hall and digitally equipped laboratories available in the college. The upgradation work of a laboratory for the department of Education is also under consideration. A well equipped computer laboratory is also necessary in the college. The students of the college are facing problem for the lack of computer laboratory. The old college building, that is an Assam type house, and the library part of it need to facilitate with the Wi-Fi connectivity. There is a plan to extend the Wi-Fi connectivity facility to the new administrative building which is under construction process. There is a need of open access of Wi-Fi connectivity to all students and the staff members of the college. All the departments of the college have to be provided with computer and other related accessories. The teaching members can't use the ICT in the classrooms although it is necessary and needed. The different educational sites can't be shown to the students with the help of digital device. A very few of the official work is being done with the help of ICT. The college can't regularly maintain the IT facilities. Following are some basic facilities which are necessary to be implemented :-

- * Computer is necessary for formatting in regular basis.
- *The college itself has to format the computer without no fees and by the help of computer operator.
- *Anti-virus is to be regularly installed in computer.
- * All computers must have anti-virus
- *Wi-Fi connectivity in Principal chamber and Office-room, IQAC room, various departments, library and laboratories.
- * CCTV must be widely installed in every classroom and at all part of the college.

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

Response: 72.63

File Description	Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution**Response:** E. < 5 MBPS

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

4.4 Maintenance of Campus Infrastructure**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)****Response:** 9.97**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
1.39	.25	2.78	2.71	2.77

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

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

Uttar Barpeta College with its compulsory Core Courses, Honours Generic, Regular Courses, Regular Generic, Regular Elective and Continuous Evaluation System integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has minimum facilities for sports, games and cultural activities. The campus of the college can be divided into three parts--(1) Building Complex, (2) Surrounding Fishery and (3) Playground Complex. The college has a wide green playground with a scenic beauty on which sports and outdoor games like cricket, football, volleyball, badminton, running and jumping competitions, etc. are generally and frequently held. The college has some facilities of indoor games like carrom, chess, ludo, etc. The college has minimum well-equipped single seminar cum conference hall for organizing seminar, annual functions and cultural events. Some cultural events like Freshman Social functions are organized on the Open Stage which is donated by the Assam Govt. on the name of famous singer Dr Bhupen Hazarika. Students are very much encouraged to participate in the cultural events held in the college like Freshers

and Annual Sports. Students are even sent to other colleges for intercollegiate competitions like Quiz, Debate and Extempore Speech competitions.

All such activities have positive impact on the students and these steps develop the relationship of student community, leadership skill and their self confidence. These also help in cultivating hidden personality of students and create awareness among them.

The college provides lot of importance to holistic development and societal needs by motivating students and conducts many activities focusing on social issues during last five years. All the teachers and employees work extensively on the societal issues in the neighborhood of the college which the Union Body of students sensitizes towards social issues. These activities develop students into ideal citizens with high moral values and societal responsibility.

The college has a minimum physical and academic facilities required as per UGC guidelines to run the different programmes. The various departments in Arts stream like English, Assamese, Education, Pol. Science, History, Philosophy, Arabic and Economics are located in the building campus that covers 8000 sq. ft./743.224 sq. mtrs. A single laboratory and a single seminar hall are well-equipped. Besides two buildings, the college has spacious playground for sports activities. The college is trying to cultivate an atmosphere providing the importance to extra-curricular and support services organized by the Students` Union Body and representatives of students.

- * The college campus covers an area of 11.55 acres .
- * The college has a surrounding fishery under fish harvesting scheme.
- * The college campus is maintained with cleanly and neatly atmosphere.
- * The college has a well-constructed inter-campus road surrounded with various trees of scenic beauty.
- * A spacious garden with pavements in the campus is developed for students` service.
- * The college is well-equipped with some physical facilities and a minimum technology-enabled infrastructure that supports to run the existing academic programmes and administration smoothly.
- * The college has a digitized library with a minimum facilities. The library has a reading room for students and all the books are bar coded with ILMS. The library is semi-automated at present and the process of full automation is in progress. There are many bookshelves in the library with available records of all the books. The library has a large number of books on various subjects. There is a good stock of encyclopaedia and other valuable books.
- * The college has 10 classrooms with minimum facilities.
- * The college has only 01 digitized seminar hall in which conferences and seminars are organized.
- * The college has only 01 laboratory in the Department of Education with minimum equipments.
- * The college deals with spacious seating arrangements with qualitative furniture.
- * Cleanliness, light and ventilation facilities are maintained in the classrooms.
- * Blackboards are available in the classrooms.
- * The college has a well-furnished computerized administrative office room with minimum ICT enabled facilities.
- * The college has an Open Stage donated by the Government of Assam on the name of famous singer, Dr Bhupen Hazarika.
- * The college provides pure drinking water facilities through aqua guard filter system.
- * The college has separate bathrooms with water facilities.
- * The college has an entry gate displaying its identity.
- * The college has a girls` hostel which is in construction process.
- * The college has an administrative building which is also in construction process.
- * Electricity facilities are available in the building campus.
- * The college has a generator for connecting electrical supply.
- * The college has placed CCTV cameras in some important places to keep active look for all necessary

purposes.

* The college has a minimum standard canteen.

The IQAC and other committees and cells of the college continuously work for the maintenance of infrastructure facilities and utilizing physical, academic and support facilities like library, sports, classrooms, cultural programmes, etc.

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 100

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

2020-21	2019-20	2018-19	2017-18	2016-17
581	241	241	274	434

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

1.Soft skills

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

Response: D. 1 of the above

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

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

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

Response: D. 1 of the above

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

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

Response: 1.1**5.2.1.1 Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
01	00	02	00	03

File Description**Document**

Institutional data in prescribed format

[View Document](#)**5.2.2 Average percentage of students progressing to higher education during the last five years****Response: 6.86****5.2.2.1 Number of outgoing student progressing to higher education.**

Response: 07

File Description**Document**

Institutional data in prescribed format

[View Document](#)**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)****Response: 0****5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	0000

File Description	Document
Institutional data in prescribed format	View Document

5.3 Student Participation and Activities

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

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

Response:

The college has a Students' Union Body which is constituted with the students of all semesters of the college. The members of this body participate in brain storming sessions and formal meetings called for formulating strategies for the overall curricular, co-curricular and extra-curricular development of the students. The members of the body and other students actively participate in seminar or workshop to enrich their knowledge and new career options in their subject. Students' Union Body of the college is constituted with academically strong students as its members. It is constituted through interview process by an Interview Body formed by the Principal of the college. It operates with a sense of responsibility in dealing with the student concerned activities. The college also encourages participation of student representatives in various decisions making, academic and administrative committees,

Functions of Students` Union Body:

*Various events/activities like seminars or workshops, skills/knowledge enhancement programmes, etc. are conducted in alliance with respective committees or cells.

*They meet once in a year to fix the dates of Annual Functions i.e. College Week and Freshmen Social.

*They participate in various practices and works as organisers in all the functions and activities like College Week, Freshmen Social, Celebration of Independence Day, Celebration of Republic Day, etc.

*Representatives of students along with Anti-Ragging committee promote an ambience conducive for the institute to be a ragging-free campus.

*They look after Anti-Ragging initiatives, Alumni Cell, Grievance Redressal Cell, Health Cell, etc.

*The Students` Union Body addresses the problems pertaining to classroom, infrastructure, library, water, hygiene, etc. to redress the students` grievances. It refers to the administrative authorities for the improvement of the quality of students` life in the institute.

Students have active representation on academic and administrative bodies and committees of the college. Students have strong representations in all cultural and sports and games committees and help in organization and management of events. Students manage the entire functioning of the extra-curricular events and competitions throughout the year. Students organize and celebrate the National Teachers Day, on Sept. 5, every year by honouring teachers and presenting cultural programme, They also organize some other national celebrations that include, Independence Day, Republic Day and social service activities. The annual College Week and Freshmen Social Functions are organised by the college with the help of the students which involve a variety of innovative competitions, games and sports and cultural programmes.

Role of the Students` Union Body :

1. To officially represent all the students in the college.
2. To identify and help to solve problems encountered by students in the college.
3. To communicate its opinion to the school administration on any subject that concerns students and on which the council wishes to be consulted.
4. To promote and encourage the involvement of students in organizing college activities.

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

Response: 2

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

2020-21	2019-20	2018-19	2017-18	2016-17
02	02	02	02	02

File Description	Document
Institutional data in prescribed format	View Document

5.4 Alumni Engagement

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

Response:

The reputation of an educational institution lies on the past and present of its students. Faculty and staff also play a vital role. The Alumni Association of our college was officially formed with a purpose to face certain matters of our outgoing and ex-students for the quality enhancement process of the institution. The alumni, who have been successfully deploying their services in various sectors, went on putting its contribution to enhance the quality culture. They encourage our students to carve excellence for an integral development. Besides, the association always appears before the college management and staff members with their innovative suggestions to upgrade institute's social commitment stature. Some of the alumni come to the cultural programmes and prize distribution ceremony of the college on the occasion of the College Week and few of them deliver their views and suggestions on the relevant socio-cultural themes to pour a sense of concern and responsibility among the students. Actually, the association strives to remain adjunct to the college and society to transmute the best on both the sides.

The association normally endeavors to formulate the student welfare scheme to benefit the needy students who come from lower economical groups. As a result of it, the student welfare scheme has, even though a smaller, but momentous contribution in the hour of student's economical need. The efforts initiated by the alumni association for the construction of boys' hostel are significant in its own way and enough to state their genuine concern for students' welfare. The boys' hostel is still in the process of decision but the adaption of taking a resolution of the association for its actual formation deserves a special mention. The alumni association, in this way, mirrors the positive efforts undertaken by the institute to enhance the quality at external as well as internal level. It has a pivotal role in shaping and preserving a lasting relationship between the former and existing students on the one hand and the institute and the society on the other.

The institute has an Alumni Association for building strong bond between alumni and present students. The alumni give support to the students through interaction, guidance and suggestions. The Alumni Association of the college is called Alumni Cell and it was formed by the principal of the college. The Convenor of the cell is Dr. Md. Jabbar Ali who is an Assistant Professor in the Department of Political Science of our college. The mission of the Alumni Cell is to foster a mutually beneficial relationship between the Institute and its alumni. Alumni meet is arranged for one day every year.

Objectives and Activities:

- *To encourage and promote close relations between the institution and its alumni,
- *To promote and encourage friendly relations between all members of the alumni body, an interest in the affairs and well-being of the institution,
- *To provide and disseminate information regarding personal matters of faculties and students to the

alumni.

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

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

The college follows its vision and mission to serve better for the overall sides of the college. The governance matches vision and mission of the college. Our vision and mission in short are as follows:

Vision:

Our vision is to encourage the students and help them becoming socially responsible and law abiding citizen of India irrespective of the diverse socio-economic status, religion, caste and creed. We always aim at empowering the students for capacity building, inculcating basic moral values, community development and fair access to poor and socially backward groups of human resources in the light of changing socio-economic and cultural development along with all round education related teaching-learning improvement.

Mission:

- * To provide an environment most conducive to learning and to create a stimulating intellectual atmosphere on the college campus,
- * To achieve academic excellence,
- * To ensure a holistic development of the students,
- * To establish a good relationship between institution and society,
- * To offer excellent education to all and serve the society by developing future leaders in academia with our commitment, dedication and devotion,
- * To foster the pursuit of excellence and the spirit of healthy competition and prepare the students for the real world by facilitating their participation in competitive, academic, sporting and cultural activities,
- * To facilitate the adoption of sustainable development perspectives and actions as a way of life,
- * To be conscious of the social responsibilities towards the rural and semi-urban communities in the neighbourhood.

Reflective of Governance :

The empowered team of the college involves Principal, Coordinators and Convenors of different committees, Teaching-staff, IQAC committee, non-teaching and Students`Union Body and alumni. The principal monitors the mechanism regarding administration and academic process. It also ensures proper functioning of the policies, rules and action-plans of the college. There are many committees to support the vision and mission of the college. All the committees take its responsibility for the plans and activities and successfully tackles these responsibilities in every academic session. The teaching-progress is checked by teaching register. Principal continuously monitors each room individually by CCTV installed for

movement of students in veranda and outside of the campus. The perspective plans are implemented by principal with Governing Body headed by himself. It deals with the finance received for the various grants and amount received from other sources from overall development and maintenance of the

college. The financial requirements are proposed by various committees and the Principal and GB approves it.

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

Response:

The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. Right from the Principal of the college, President of Governing Body or Convenors or Coordinators of different Committees or Cells of the college consisting of the teachers and students have a role to play in building the management and governance capacity of the college. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the overall growth of the college. The college focuses keen on decentralization by intending equal opportunity and equal role to participate in the functioning of the institution management comprising of Management Committees and Governing Body and each committee has been provided with specific functions catering to the needs of institution for the ongoing progress and development of the college.

Principal Level :

Principal is the Secretary of the Governing Body and chairperson of the IQAC. The Principal in consultation with the teachers of different committees/cells implements of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the Governing Body, the IQAC and the teachers of the college. Faculty members are given representation in various committees/cells nominated by the principal and the Governing Body. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members.

Faculty Level:

Each committee consists of permanent faculty teachers and they perform their duties efficiently in interest of the college. Each committee conducts meeting on regular intervals to discuss the matters which are relating to the improvement of the college. The teachers or professors of the college provide necessary suggestions to the students for every step of work for the overall growth and development of the college. For the Students` Union Body, the teachers are given charges against all the portfolios for the smooth functioning of every programme with the members of Students` Union.

The college promotes the culture of participative management at the strategic level, functional level and operational level. The Principal, Governing Body, teachers and the IQAC are involved in defining policies & procedures, framing guidelines on rules & regulations, pertaining to admission, examination, code of conduct-discipline, grievance, support services, finance etc . Faculty members share knowledge among themselves, students and staff members while working for a committee. The Principal and faculty members interact with government and external agencies & faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related,

co-curricular and extra-curricular activities.

In order to ensure the inputs of various functionaries of the college there is a system of delegation of authority. It leads to effective leadership in the end. It reflects positively in the overall management and governance of the college.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Curriculum Development:

The college has no scope to adopt any strategy for the quality improvement in curriculum development as the institution is an affiliated college and it mainly follows the curriculum prepared by the affiliating university i.e. Gauhati University.

- 1] The college has 8 departments for proper execution and check for curriculum.
- 2] As per the needs of the students and job prospect value added courses are conducted.
- 3] College faculties follow their respective curriculum.
- 4] The various committees of the college also ensure well planned educational development under IQAC promotion for co-curricular and various academic initiatives.

Teaching and Learning:

Some of the quality improvements for teaching-learning are group discussions among the students, applying curriculum related materials, providing writing assignments and projects to the students .

- 1] The prime responsibility of the IQAC is to plan and supervise various activities which are necessary to increase quality of education in the college.
- 2] Student centric method as well as innovative teaching methodologies are used to develop overall strength of student as well as staff.
- 3] Under the guidance of IQAC, each department is promoting the quality enhancement activities in academics through arranging seminars on different subject.

Examination and Evaluation:

Quality improvement strategies adopted for examination and evaluation are:- the announcement of examination schedule well advance in time, the preparation of question papers in the pattern of the affiliating university, the systematic distribution of invigilation duties among the teachers, the conduct of examinations in a strict disciplined manner with no scope for use of unfair means, providing quality answer scripts to the students, timely evaluation of the answer scripts, providing second chance for the candidates in case of illness or other inconveniences,etc.

The quality improvement strategies for library and physical infrastructure include the initiating of the process of overall development of the college library, annual budget allocation for the procurement of books, the purchase of the books through the concerned departments, the purchase of laboratory

materials for the Education Department and the maintenance and improvement of ICT facilities in the college.

1] Library is well equipped with reference books, textbooks, periodicals and newspapers etc.

2] The Library housekeeping operations are maintained in a minimum way.

3] Library Collection :

*Text Books

*Reference Books

* Magazines

* Newspapers

4] Total 08 computers are connected with access to internet connection for the overall works of the college.

File Description	Document
Strategic Plan and deployment documents on the website	View Document

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

Response:

Administrative Setup:

Uttar Barpeta College has been established in 1991. It has a Governing Body to monitor all academic works and for achieving the vision and mission of the institution. It has an effective organizational structure which monitors and improves the institution. The Principal, Dr. Jaher Ali, is the chief executive and academic officer of the college. He is responsible for administration and organisation of teaching, administrative and extra-curricular activities of the college.

Governing Body and its Functions:

The Governing Body is a policy making body of the college and meets frequently and discusses the agenda prepared by the Principal. Its functions are as follows-

1. To ratify the decisions of the academic and other committees of the college .
- 2.To appoint Principal, the teaching and non teaching staff on the recommendations of the selection committees constituted.
3. Scrutinizing and approving the budgetary proposals.
4. Suggesting and approving the student development programs.
5. To monitor and evaluate the teaching programs in the institute and suggest remedial measures.

Internal Quality Assurance Cell:-The college has a IQAC which is a UGC mandated body to ensure quality improvement in the field of academics, planning and administration of the college.

Functions of IQAC:

1. IQAC is responsible for fixing quality parameters for various academic and administrative activities

2. Monitoring the organization of class work and related academic activities.
3. Conducting Internal Quality Audits periodically to verify the effectiveness of measures taken in reaching the quality parameters.
4. Documenting various programs/academic activities leading to quality improvement and reviewing their effectiveness in quality improvement/sustenance.

Service Rules:

The service rules of the Principal, teaching and non-teaching staff are determined by those as laid down by UGC and adopted by the Government of Assam and Gauhati University from time to time.

Procedures:

All the procedures related to admissions, recruitments, leave, salary, promotion, purchase of equipments and other objects and construction for augmenting infrastructure of the college are followed as per the guidelines and rules of UGC, Government of Assam and Gauhati University.

6.2.3 Implementation of e-governance in areas of operation

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

Response: E. None of the above

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

6.3 Faculty Empowerment Strategies**6.3.1 The institution has effective welfare measures for teaching and non-teaching staff****Response:**

Uttar Barpeta College has some effective welfare measures in place for its teaching and non-teaching staff. Since the college is an affiliated college of Gauhati University, the welfare schemes for teaching and non-teaching staff are available at university level. The welfare schemes available for the teaching and non-teaching staff are implemented as per the guidelines and rules of UGC and GU. The college itself follows the norms and ordinances of UGC and GU regarding the welfare measures of teaching and non-teaching staff. The college itself does not have the authority to change any of the welfare measures that have been fixed by the authorities of UGC and GU. However, teaching and non-teaching members make their association and every member can contribute into it and can be utilized in any substantial welfare measure of any staff member. The various welfare measures of our college are as follows:

1. Medical Allowance

2. Maternity Benefits as per norms
3. Child Care
4. All the non-doctoral staff members are encouraged to get enrolled for part time Ph.D. programme.
5. Opportunities for international exposure as per norms.

The following facilities are also provided to the employees of teaching and non-teaching staff members for efficient functioning :

1. Medical Leave
2. 24 hour power back-up (100%) through generator
3. Computing Facility
4. Identity Cards
5. Pure water supply through aqua guard filter for drinking.
6. Continuous water supply in all the bathrooms.
7. There are separate parking facilities for teaching and non-teaching members within the campus.
8. Casual Leave
9. Earned Leave
10. Academic Duty Leave to teachers for attending conferences, seminars and official meetings.
11. Special Leaves or Additional Casual Leaves for female staff
12. Maternity Leave

The staff members are encouraged to give suggestions and regular feedback to improve the welfare measures in the college.

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

Response: 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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description

Document

Institutional data in prescribed format(Data template)

[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

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

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

Response: 26.96

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

2020-21	2019-20	2018-19	2017-18	2016-17
11	07	03	06	04

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

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

Response:

The college has performance based appraisal system for the assessment of teaching and non- teaching staff. The appraisal report is based on the annual performance of the employees on the basis of their academic and other extra- curricular activities.

Performance Appraisal System for Teaching Staff:-

The teacher, as a person and teacher as performer, is one of the mandatory assessment for his/her performance that is appraised through his/her implementation of methodologies in classroom lectures, seminars, tutorials, course delivery, question paper setting and evaluation of academic achievements, etc.

Besides, student feedback and pass percentage of the course are also considered. The performance of the faculty is evaluated based on professional contribution to academics, contribution to short term training courses, performing invigilation duties, contribution to college administrative bodies such as Governing Body members, members or Convenors or Co-ordinators in different committees/cells, etc. Financial support to the faculty is rendered with the motive to enhance or upgrade their knowledge through their participation in conferences, workshops, publications, duties as Supervising Officers in different Exams., awards, honours, fellowships, etc.

Performance Appraisal System for Non-teaching Staff:

A few strategies are observed in appraising non-teaching staff's performance. This includes technical contribution of individuals such as subject knowledge, awareness, productivity, quality, innovation willingness to learn, diligence, etc. Besides they also assess the behavioral aspects like group behaviour, acceptability, punctuality, etc. The Principal directly monitors the non-teaching staff and regularly suggests them to supervise the administrative and financial aspects such as fee collection, scholarship status, etc. The non-teaching staff has to keep a record of their work in prescribed format.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college conducts internal and external financial audits regularly. It has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted yearly/half yearly by the internal financial committee i. e. Governing Body of the college. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to the management of the institution through the principal. External audit is conducted once in every year by an external agency. The mechanisms used to monitor effective and efficient use of financial resources are mentioned below:

- * Before the commencement of every financial year, the principal submits a proposal on budget allocation by considering the recommendations made by the heads of all the departments to the management.
- * College budget includes recurring expenses such as electricity bill, internet charges, maintenance cost, academic and infrastructural expenses, stationery and other consumable charges, etc. and non-recurring expenses like equipment purchases, furniture and other development expenses.
- * The expenses will be monitored by the Governing Body as per the budget allocated by the management.
- * The depreciation costs of various things purchased in the preceding years are also worked out.

Process of Internal Audit:

All vouchers are audited by the Governing Body of the college on yearly/half yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The books of accounts, vouchers

for transactions, grant orders and completion reports are all collected and verified, The collected materials are scrutinized to check whether the regulations and accounting principles are followed while maintaining the books of accounts. The balances of cash books are verified with the bank statements and the physical cash in hand available at the end of the year. After the proper verification and scrutiny of the materials, a report is thereby prepared highlighting any discrepancies if found and with suggestions on its rectification. The same process is being followed for the last five years.

Process of External Audit:

The accounts of the college are audited by account agency regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit and the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The college has not come across with any major audit objection during the preceding years. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels. The audited statement is duly signed by the authorities of the management and accountant. The external audit is conducted by the local Chartered Accountant. The periodicity of such an audit is however at the discretion of the aforementioned department.

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

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

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

Response:

The college always monitors the effective and efficient use of available financial resources for the infrastructure development to support teaching learning process. The funds are utilized for all recurring and non-recurring expenditure. The institution has a well-defined mechanism to monitor effective

utilization of financial resources for the development of the infrastructure to augment academic needs. All the administrative and academic heads along with coordinators of IQAC and Convenors of different cells help to monitor effective utilization of financial resources for the development of the infrastructure to augment academic needs. The finance committee prepares an annual budget estimate duly considering the proposals received and also the recommendations of the principal and management. All the major financial decisions are taken by the institute's financial committee and Governing Body (GB). Institute adheres to utilization of budget approved for academic expenses and administrative expenses by management. All transactions have transparency through bills and vouchers.

Sources of funds are as follows:

1. Fees: Fees charged as per the university and government norms from students of various granted and self financed courses.
2. Salary Grant: The College receives salary grant from the State Government of Assam. For this, the college prepares and sends an annual budget of the estimated salary grant required to the State Government. This grant includes salaries of the permanent teachers and non-teaching staff.
3. UGC Grants: Our College is under 2(f) and 12B as per UGC Act and Permanent Affiliation of Gauhati University. So, we receive grants from the UGC for the development and maintenance of infrastructure and upgrade of the learning resources

Our resource mobilization policy and procedures are as follows:

1. The institution sets up committees as per the directions of the UGC/NAAC.
2. The committees in close coordination with the Principal and the IQAC monitor the mobilization of funds and makes sure that the funds are spent for the purpose for which they have been allocated.
3. The Governing Body takes care that purchases are done properly and in accordance with the rules.
4. The Governing Body takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings.
5. Regular internal audits from the Chartered Accountant and external audits from the government make sure that the mobilization of the resources is being done properly.
6. The time-table committee looks after the proper utilization of classrooms and laboratories.
7. Campus cleanliness and its utilization is monitored by the different committees or cells of the college.
9. To ensure the optimum utilization of resources, the Principal issues directions.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

The Internal Quality Assurance Cell (IQAC) has been established in the college at the instance of the National Assessment and Accreditation Council (NAAC) as a quality sustenance measure. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in overall performance of the college. The IQAC is responsible to make a significant and meaningful contribution in the 1st cycle accreditation of the college. The IQAC will channelize all efforts and measures of the

institution towards promoting its academic excellence.

The objectives of the IQAC are:

- * To ensure continuous improvement in the entire operations of the institution.
- * To ensure stakeholders connected with education, namely parents, teachers, staff, employers, funding agencies and society in general for its own quality and probity.
- * To develop a quality system for conscious, consistent and programmed action to improve the academic and administrative performance of the institution.
- * To promote measures for driving institutional functioning towards quality enhancement and institutionalization of best practices.

Aims of IQAC:-

- * To ensure a heightened level of clarity and focus in institutional functioning towards quality enhancement of the quality culture of NAAC for Quality and Excellence in Higher Education.
- * To promote measures for the functioning of the institution towards quality enhancement through initialization of quality culture and institutionalization of best practices.
- * To act as a dynamic system for quality changes in the institution.
- * To build a better internal communication.

Functions of IQAC:-

- * Development and application of quality benchmarks/ parameters for the various academic and administrative activities of the institution.
- * Arrangement for feedback responses from students, alumni and teachers on quality related processes of the institution.
- * Dissemination of information on the various quality parameters of higher education.
- * Organization of seminars on quality related themes and promotion of quality circles.
- * Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

Strategies of IQAC:

1. Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
2. The relevance and quality of academic programmes.
3. Optimization and integration of modern methods of teaching and learning.
4. The credibility of evaluation procedures.

Feedback System:

IQAC has developed an online pro- formas of feedback for students, alumni and teachers to gather information from the students about the courses of their study, their objectives, relevance, availability of learning resources, teaching methodology and so on. However, this online feedback system has been introduced and implemented as a quality initiative and a way to make student and teacher feedback system more effective and efficient, as it involves all the students and teachers of the college to assess and improve the curriculum of the programmes of study, and quality of teaching and learning in the college. The college consolidates the feedback collected for consideration by the Internal

Quality Assurance Cell. The feedback collection process was also provided online through institutional What's App groups. The feedback received is utilized for quality enhancement and improvement in various aspects such as curriculum enrichment and infrastructural facilities which result in student progression and quality education. This overall helps in making the institute as a center for excellence.

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

Response:

Since the establishment of Internal Quality Assurance Cell (IQAC) its focus on improvement of quality is being done by various methods. For this the college reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities. Some examples are as follows:

(1) Academic review in beginning of the session: At the beginning of the new session, a new time-table is prepared, the academic calendar of the university and college is discussed and other committees for the college activities are constituted. Before all examinations, the instructions to invigilators, workers and examination committee members are given by the Examination Body.

(2) ICT based Teaching and Learning:

The Seminar Hall is equipped with digital and ICT supportive equipment such as digital boards, screen and projectors, etc. Continuous efforts were made in this regard to ensure effective learning. In the college, 08 computers are accessible to the official works. College campus is internet and Gio connection enabled so that both students and teachers can conduct online classes through Zoom meetings and Google Meet.

Mentor-Mentee System:-

All the students are distributed among the teachers and the teachers act as mentors for them. The mentors monitor the students for overall development and counsel them when ever required. The mentors also address the grievance of the students. The IQAC also takes up the responsibility of developing the skills among the students and teachers mostly newly entered into the service so that the entire college fraternity gets benefited out of it.

(3) The institution reviews its teaching learning process, structures & methodologies of operations through IQAS. The IQAS holds meetings periodically. With the Heads of the Departments under the chairmanship of the principal to review the progress of academic activities such as the number of classes held, syllabi covered in subject, Internal Examinations conducted and teaching diaries are verified with annual plan, if any, in administrating various programmes. with administrative staff to review the progress in respect of college administration and steps to be taken for improvement. IQAS conducts periodic review of the academic and administrative functioning. Further, the IQAS collects feedback information from students on teaching-learning performance. The information obtained is analysed and steps to be taken for necessary improvements are passed on to the concerned departments. The learning

outcomes are reviewed after conducting of Internal Examinations and it calls for a one-on one meeting with the faculty of each department to make an assessment of their performance. It evolves mechanism to record and monitor the performance of each student through concerned departments.

6.5.3 Quality assurance initiatives of the institution include:

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

Response: D. 1 of the above

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

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response:

The concept of gender equity refers to fairness of treatment for both women and men according to their respective needs. This may include equal treatment or treatment that is different but which is considered equivalent in terms of rights, benefits, obligations and opportunities.

Safety and Security:

The college accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a fool proof vigilant system so that every student, especially girl students will feel secured and protected to pursue their educational endeavors. In this regard some initiatives have been taken by the institution to foster gender equality and gender sensitization programs thereby to ensure safety of girl students.

CCTV Camera:

24 hour CCTV surveillance is maintained in the college. It helps to keep a check on anti-social activities. Students and other employees in the college too remain cautious about the surveillance. Discipline is also maintained and it also provides a sense of security to the students and even their guardians. Students keep identity cards at all times to ensure their identity. The institution takes good care of the students in every aspect. To have a hawk eye, the institution has installed CCTV cameras at key places in the campus. In the beginning of every academic year, awareness program is organized to all the students on legal protections relating to girl's security.

Common Room:

A Girls` Common Room with an attached toilet is the primary facility required for the girl students to meet to their personal needs. As such the institution has provided a Girls` Common Room to the girl students with adequate seating facility. Desks, benches and attached toilet along with electricity are made available to the girls in the common room. Besides the common room for the girls, there are separate wash rooms and toilets for boys and staff.

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

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

Response: E. None of the above

File Description	Document
Geotagged Photographs	View Document

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

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

Response:

Uttar Barpeta College facilitates several techniques for the management of degradable and non-degradable waste. The primary focus is to reduce, reuse and recycle the waste. The college management has also advised to refuse anything which is not needed. It has different dustbins to segregate the different wastes. There are committees that deal with the minimization of waste. Every day the waste is collected in bins and disposed to a place where it can be converted into manure and the dry leaves are burnt. For solid waste management different bins have been placed at different places. It is also ensured that the recycling of all these components is done in minimum cost and labour. Suitable techniques are applied for disposing of solid waste. The garbage generated is preferably treated at the site of generation. For the personal protection it has been advised to use masks while handling the waste. The college follows Swach Bharat Mission.

Waste recycling involves the collection of waste materials and segregation of the waste material. The college encourages the students and Grade-4 employees to meet the need of recycling the waste. It is trying to get in touch with the top level administration and their support to ensure that the waste is properly recycled. An overview is done to identify where the recyclable materials are generated in order to place the bins efficiently for recycling. Moreover, the college is also looking for the possible substitutes to deduce the waste to the best possible extent.

Solid Waste Management:

The college does not generate liquid or biomedical waste and other hazardous chemical or radioactive waste. The solid wastes generated in the campus are related to the day to day activities of the college. The solid waste is segregated into degradable and non-degradable waste by using separate waste baskets in different parts. The students are encouraged to discard their waste to different baskets based on the type thus promoting segregation of waste.

- It is segregated at source and collected by Grade-4 employees to dispose of properly.
- * Cardboard, newspaper and stationery are systematically collected, segregated and sold to authorize vendors for its recycling.
- College adopts almost paperless concept by digitization of office procedures through electronic means via Whats App groups and Email thus reducing paper-based waste and reduce carbon dioxide emissions.

- Use of paper printed on one side is encouraged in sending fax, print drafts before final document, meeting minutes, memos and notes in office practices as environmentally preferred alternative to waste management to reduce pollution.
- Students are encouraged to use waste paper and newspaper in creative practices during various extra-curricular activities.

File Description	Document
Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

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

Response: C. 2 of the above

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

7.1.5 Green campus initiatives include:

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

Response: C. 2 of the above

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

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

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

Response: E. None of the above

7.1.7 The Institution has disabled-friendly, barrier free environment

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

Response: E. None of the above

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

Response:

The college conducts several programs for providing an inclusive environment. It takes various initiatives for promoting tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. The college organizes various cultural programs to celebrate the cultural diversity of India. Students from various rural, urban and cultural backgrounds participate in such programs and present their regional or cultural folk songs and dances. Apart from these occasions, annual cultural events of College Week and Freshmen Social Festival are organized by the college with the help of the Students` Union Body. To cater to the linguistic diversity, all student related competitions like Essay Writing, Quiz Competitions, Extempore Speech and Debate Competitions are conducted in two languages, Assamese and English. The college conducts seminars to promote communal harmony and tolerance and to promote linguistic harmony between Assamese and English. The college organized a seminar on "Employability to Deployability" held on 12/02/2022 and another seminar on "Bihu ek Samikhya" held on 16/06/2022 to let the students know about the importance of employability, deployability and about the Bihu festival of Assam. The Principal of the college Dr. Jaher Ali inaugurated the sessions.

The college celebrates Independence Day every year on 15th August with flag hoisting ceremony followed by recitation of the National Anthem highlighting the constitutional spirit of liberty, harmony, equality, justice and fraternity. Every year on 26th January, the college celebrates Republic Day in its campus with great gratification to honour the date on which the constitution of India came into effect. This day highlights the importance of constitution. All stakeholders of the college take an oath on this day to ensure that constitutional values, rights, obligations and social harmony are preserved for the betterment of India. The Principal of the college Dr. Jaher Ali and some teachers deliver their speeches on the significance of this day and about the importance of preserving constitutional rights and social harmony.

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

Response:

The college organizes various programs from time to time for the promotion of constitutional values, rights, duties and responsibilities of citizens. The college designs various activities to create awareness about the national identity and symbols. Moreover, these are aimed to familiarize its stakeholders about fundamental duties and rights of the Indian citizens.

The college celebrates Independence Day every year on 15th August in its campus. The day marks the importance of freedom. On this day, flag hoisting ceremony is organized followed by recitation of the National Anthem. The Principal, Dr. Jaher Ali, delivers a message on the importance of freedom and the glory of Indian freedom struggle. The ceremony aims at highlighting the constitutional spirit of liberty, equality, justice and fraternity. Several historical events based on freedom fighters are mentioned to familiarize and encourage the stakeholders about the struggle and sacrifices which the freedom fighters gave for the nation. Moreover, patriotic songs are also sung among students to spur the love for the motherland.

Every year on 26th January, the college celebrates Republic Day in its campus with great gratification to honour the date on which the constitution of India came into effect. This day highlights the importance of constitution. All stakeholders of the college take an oath on this day to ensure that constitutional values and rights are preserved for the betterment of India. The Principal of the college Dr. Jaher Ali and some teachers deliver their speeches on the significance of this day and about the importance of preserving constitutional rights and values.

The college reminds the students every year on 26th November about the Constitutional Day with a view to commemorate the adaptation of the Constitution of India. It reminds the highlighting efforts of the makers of constitution. The college also celebrates Voters Day to bring awareness among the general masses about the importance of vote.

The college also facilitates the selection of the members of Students` Union Body every year as per the rules of the college which is helpful in the promotion of democratic values in the college.

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

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

Response: D. 1 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	View Document

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

Response:

To maintain harmony and healthy working atmosphere and to make the students aware of the national pride and rich cultural heritage, a few national commemorative days are regularly being celebrated and observed in the campus of Uttar Barpeta College. The college believes in celebrating events and festivals. It is an integral part of learning and building a strong cultural belief in a student. The college makes tremendous efforts in celebrating the national days, events and festivals throughout the year. Our students are on a mission towards better India by breaking the boundaries of religion and caste.

Republic Day:

Republic Day is celebrated every year on January 26 to commemorate the adoption of our constitution. Various formal events including flag hoisting and march-past are organized on this day which are followed by constitution awareness program in which students and staff members are made aware of their duties towards our nation and rights given to them by our constitution.

Independence Day:

It is celebrated every year on August 15 and is a grand event marked with the flag hosting by the principal well-practiced march-past by many students. Cultural activities related to independence movement are exhibited.

Every year the college celebrates these national festivals with pomp and gaiety by hoisting the national tricolour in the main campus. After unfurling the flag, students sing the National Anthem and other patriotic songs. On these occasions, the Principal of the college, Dr. Jaher Ali, delivers his valuable messages on the significance of independence and republic days of India.

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:

Uttar Barpeta College runs with many best practices. It tries its best to inculcate human values and ethical ideas among the students. Two best practices of the college are as follows:

BEST PRACTICE- I

1. Title of the Practice: Seminar for students organised by IQAC
2. Context:

Uttar Barpeta College organised an online seminar on 12/02/2022. It was conducted by the IQAC of the college under the supervision of ICT Academy, Guwahati. The principal of our college, Dr. Jaher Ali,

inaugurated the session.. It was performed through Microsoft Teams App. All total 210 students and 22 teachers participated in the seminar. The students of the college are mostly rural based and hence lack communication skills. It is very difficult for them to speak in language other than their mother tongue. This initiative is a step to enhance their communication skill. It is also to help the students to make use of ICT as one of the learning tools. The issues that have to be addressed are to help them in improving their use of English language and to provide assistance on the use of computers as many students are not yet computer literates.

3. Objectives:

*The aim of the practice is to enhance the students' learning ability.

*The main concepts of this practice are--

- To teach the students the process of independent learning and guide them to do literature survey,
- To learn and know the use of ICT as a tool of learning and to enhance their communication skill,
- To learn about the basic method of paper writing and to inculcate a healthy spirit of competition among students.

4. Practice:

The students are to do survey of the topic in literature using library and internet. They have to keep the references. They then make a power point presentation enabling them to learn the use of ICT. They present their prepared topic in the presence of their teachers and students.

5. Impact and Success:

- * Informal feedback has been received from teachers of the college that our students have done better in seminar presentations.
- * They have won inter college competitions whenever they are held which involves presentations on seminars.
- * They have improved their overall approach of their study.
- * Provide evidence of success such as performance against targets and benchmarks and review results.

BEST PRACTICE- II

1. Title of the Practice : Extra & Co-Curricular Activities

2. Context :

The prevailing system of higher education in the region focuses mainly on academic aspects and performance at the expense of other innate talents in the students. In order to bridge this gap, co-curricular activities have been adopted as one of the best practices by the college. The rationale behind this practice is to ensure the artistic and creative talent development of the students along with the pursuit of their academic degree. It also enables the teacher to act like advisor, motivator, communicator and coordinator so that the students could gain maximum of finer aspects of co-curricular activities. It develops a sense of belongingness among the students as well as the teachers. It helps the students to enhance social interaction, leadership, teamwork, healthy recreation, self-discipline and self-confidence.

3. Objectives :

In line with the institutional vision, extra & co-curricular activities have been adopted as a best practice by the college with the following objectives --

- To project an institution that moulds and provides all round development in the student's educational phase.
- To develop in the students the need for holistic growth- academic, physical, spiritual as well as mental development.
- To tap and nurture the various inherent talents in the students.
- To promote interaction, develop responsibilities and initiation of leadership training and qualities.
- To promote healthy spirit of competition where students learn by experiences.

4. Practice:

The work of extra and co-curricular activities is carried out by the principal in consultation with other concerned committees. The various activities conducted are highlighted as follows:-

Annual College Week:

The annual College Week is organised to involve the students for physical and team spirit development. In this college festival, students are identified on performance basis for selection to other sport competitions.

Quiz, Debate and Essay-writing:

These competitions are organised with the intent of knowledge assimilation, to develop rhetorical skills to enable simultaneous improvement in academics also.

Organising Field Study:

This programme is conducted to enable students to appreciate the learnings in class. Students are able to link theory to practice additionally through internships.

5. Impact and Success :

The positive outcome of the practice can be highlighted as follows--

- Improvement in student's attendance.
- An increase in the confidence level of the students in facing the crowds/audience in any functions organised.
- Such activities divert the student's attention from harmful activities like drugs, alcohol, etc. It channelizes their energies into fruitful activities.
- Improvement in the leadership qualities and teamwork.
- Development of inter-personal and organisational skills.

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 role of higher education in nation building and facing the challenges of globalization is being discussed world over. As far as the developed nations are concerned, they have a well-developed system of higher education, capable of taking care of the twin problem of quantities and qualities of higher education. This vision of imparting higher education for our youth, if not implemented with a missionary zeal we may not succeed in our endeavor of transforming our country to a developed economy. It is under this global and national context that Uttar Barpeta College tries to gear up the process of Learning, Teaching and Assessing strictly adhering to the four pillars of learning as designed by UNESCO in Paris Convention (1998) as one motto-- Learning to Know, Learning to Do, Learning to Live Together and Learning to Be. The functioning of the institutional bodies is effective and efficient which is reflecting through policy implementation, administrative setup, appointment and service rules. Effective and efficient functioning of the college is governed through different administrative sections as specified in college rules which are provided for demonstrating effective and efficient functioning of the institutional bodies.

Decentralization and Participative Management:

The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. Right from the Principal of the college, President of Governing Body or Chairman or Convenors or Coordinators of the Management Committees consisting of the teachers and students, all the stakeholders have a role to play in building the management and governance capacity of the college. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the overall growth of the college. The college focuses keen on decentralization by intending equal opportunity and equal role to participate in the functioning of the institution management comprising of Management Committees and Governing Body and each committee has been provided with specific functions cater to the needs of institution for the ongoing progress and development of the college. Management Committees take care of infrastructure facilities which fulfil the quality and the required needs of the higher education bodies to reach the set goals of the college. It also extends all the amenities for the teaching and non-teaching faculty and students. The Governing Body takes care of financial management and the implementation of facilities for the institution with the aim to upgrade the standard of amenities which supports effectively the teaching-learning aspects. It guides and articulates the available resources and provides freehand to the head of the institution to carry out the activities in order to reach the expected maximum standard in turn to motivate the teaching and non-teaching faculty to work according to the goal set. Teacher-guardian committee is available in college taking care of students from 1st Semester of first year of student's admission. The Principal, Heads of the departments, teaching and non-teaching faculty along with Students' Union members or representatives together concentrate on fostering the progress of institution by sharing the responsibilities for the growth of institution and to act according to the aims and objectives of the institution.

Principal Level :

Principal is the Secretary of the Governing Body and chairperson of the IQAC. The Principal in consultation with the teachers of different committees plans and implements different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the Governing Body.

5. CONCLUSION

Additional Information :

Uttar Barpeta College always aims at progressing towards academic interactions with other institutions at district and state levels. This will help students and faculty of the college to develop a broader perspective and it will also serve society. For the last 30 years of its history, the continued success and attempt of its structures, organisations, students and faculty over this time show that it has consistently adapted to change the state educational environment. The college strives to maintain and sustain standards of teaching-learning and innovation which continue to guide curricular, co-curricular and extension activities of the college.

The vision and mission of the college are communicated to the students and teachers of the college at various stages. The freshers or new students are apprised about the vision and mission through prospectus, different Whats App groups and colleges website. Subsequently, classroom teaching, debates, discussions, cultural activities, sports and other services change the above into reality. Teachers are made aware of these activities through Staff Unit meetings.

The present leadership of the college encourages decentralization and participation of all stakeholders and this leadership contributes to a smooth teaching-learning process. The administration has also been sensitized to the needs of the students and other stakeholders. Apart from the academic performance of its students, the college is also known for its cultural and sports activities. Students of this college regularly participate in cultural and sports activities and try their best to win and obtain prizes at various levels.

The college serves under privileged, marginalized and educationally backward communities of the district of Barpeta belonging to low-income household. The college also attracts poor and girl students of rural areas by providing Govt. scholarship and free admissions.

Concluding Remarks :

Uttar Barpeta College is a dynamic college offering a host of opportunities to students as well as the faculty members. Regular and rigorous classroom teachings with innovative pedagogical methods ensure that the academic environment is conducive for student growth. For the desirable growth of any academic institution, research forms an integral part. The congenial atmosphere existing within the college encourages the faculty members to forge ahead with their research pursuits. The college has got an excellent infrastructure and strives to improve upon it continuously. The students of the college try to reach great heights and to win laurels for the college. The students and faculty members are encouraged to organise and attend workshops, seminars, conferences, etc. The college has well maintained infrastructure, talented faculty, a laboratory in the department of Education, computers for official works and digitized library and seminar hall with minimum facilities. Besides curricular activities, the college promotes co-curricular and extra-curricular activities for an all-round development of the students. Teaching is the foremost priority of the college. Different cells and committees are working effectively to address the academic, personal, career and psycho-social issues of the students. The college is trying to renovate its buildings, upgrade its infrastructure and accordingly it is attracting the students of remote and rural areas.

Our vision is to establish this college with adequate, academic and physical infrastructures with the helps of UGC, Gauhati University and Government of Assam. Keeping in view of talented teachers, enrolment and success rate of students, teaching-learning facilities, diversified courses, well maintained and sufficient infrastructure and zeal of management and faculty to obtain excellence in future, the college is all set to achieve new strides in higher education after getting the 1st cycle of NAAC accreditation which it duly deserves and earnestly hopes.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years</p> <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University <p>Answer before DVV Verification : D. Any 1 of the above Answer After DVV Verification: D. Any 1 of the above</p>																				
1.2.1	<p>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>1.2.1.1. Number of Programmes in which CBCS/ Elective course system implemented. Answer before DVV Verification : 9 Answer after DVV Verification: 09</p>																				
1.3.2	<p>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</p> <p>1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>4</td> <td>4</td> <td>4</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>4</td> <td>4</td> <td>4</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	4	4	4	4	4	2020-21	2019-20	2018-19	2017-18	2016-17	2	2	4	4	4
2020-21	2019-20	2018-19	2017-18	2016-17																	
4	4	4	4	4																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
2	2	4	4	4																	
1.3.3	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year</p> <p>1.3.3.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 186 Answer after DVV Verification: 82</p>																				
1.4.1	<p><i>Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</i></p>																				

1) *Students*

2) *Teachers*

3) *Employers*

4) *Alumni*

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

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

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

Options:

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

Answer before DVV Verification : B. Feedback collected, analysed and action has been taken

Answer After DVV Verification: D. Feedback collected

Remark : DVV has updated the data as per the documents provided by the HEI

2.1.1 **Average Enrolment percentage (Average of last five years)**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
581	241	241	274	434

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
581	241	241	274	434

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

Answer before DVV Verification:

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

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
7	13	4	17	12

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
7	13	4	19	12

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

2.3.3.1. **Number of mentors ?????????????? ???????**

Answer before DVV Verification : 15

Answer after DVV Verification: 03

2.4.2 **Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	10	10	09	8

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
07	07	07	07	07

Remark : DVV has updated the data as per the HEI clarification response recieved.

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

2.4.3.1. **Total experience of full-time teachers**

Answer before DVV Verification : 19.44

Answer after DVV Verification: 486

2.6.3 **Average pass percentage of Students during last five years**

2.6.3.1. **Total number of final year students who passed the university examination year-wise during the last five years**

Answer before DVV Verification:

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

58	50	81	57	48
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
58	50	81	57	48

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

Answer before DVV Verification:

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

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	02	02	14

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	02	02	02

Remark : HEI has not provided any documentary proof regarding papers published in the journals notified on UGC website,

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	01	01	01

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	01	01	01

3.4.2 Number of functional MoUs with national and international institutions, universities,

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
01	00	00	00	00

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**4.1.3.1. Number of classrooms and seminar halls with ICT facilities**

Answer before DVV Verification : 01

Answer after DVV Verification: 01

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
50.7	11.48	9.97	54.844	7.31

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5.07	11.48	9.97	54.84	7.31

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**4.2.3.1. Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
.32	.2	.4	2.05	.35

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0.32	0.2	0.4	2.05	0.35

Remark : As per details provided by the HEI

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

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

Answer before DVV Verification : 31

Answer after DVV Verification: 10

Remark : DVV has updated the data as per the document provided by the HEI clarification response.

4.3.3 Bandwidth of internet connection in the Institution

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

Answer After DVV Verification: E. < 5 MBPS

Remark : HEI has not provided the required documents.

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1.39	.25	2.78	2.71	2.77

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1.39	.25	2.78	2.71	2.77

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
581	241	241	274	434

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
581	241	241	274	434

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

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

Answer before DVV Verification : D. 1 of the above

Answer After DVV Verification: D. 1 of the above

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

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

Answer before DVV Verification : D. 1 of the above

Answer After DVV Verification: D. 1 of the above

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
04	00	01	03	03

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	00	02	00	03

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

5.2.2.1. Number of outgoing student progressing to higher education.

Answer before DVV Verification : 07

Answer after DVV Verification: 07

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
02	02	02	02	02

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
02	02	02	02	02

6.2.3 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 : D. 1 of the above

Answer After DVV Verification: E. None of the above

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
11	07	03	06	04

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
11	07	03	06	04

6.5.3 Quality assurance initiatives of the institution include:

	<ol style="list-style-type: none"> 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements 2. Collaborative quality initiatives with other institution(s) 3. Participation in NIRF 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) <p>Answer before DVV Verification : D. 1 of the above Answer After DVV Verification: D. 1 of the above</p>
7.1.2	<p>The Institution has facilities for alternate sources of energy and energy conservation measures</p> <ol style="list-style-type: none"> 1. Solar energy 2. Biogas plant 3. Wheeling to the Grid 4. Sensor-based energy conservation 5. Use of LED bulbs/ power efficient equipment <p>Answer before DVV Verification : D. 1 of the above Answer After DVV Verification: E. None of the above</p>
7.1.4	<p>Water conservation facilities available in the Institution:</p> <ol style="list-style-type: none"> 1. Rain water harvesting 2. Borewell /Open well recharge 3. Construction of tanks and bunds 4. Waste water recycling 5. Maintenance of water bodies and distribution system in the campus <p>Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: C. 2 of the above</p>
7.1.5	<p>Green campus initiatives include:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above Remark : As per the documents provided by the HEI</p>
7.1.7	<p>The Institution has disabled-friendly, barrier free environment</p> <ol style="list-style-type: none"> 1. Built environment with ramps/lifts for easy access to classrooms. 2. Divyangjan friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading

software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Answer before DVV Verification : D.1 of the above

Answer After DVV Verification: E. None of the above

7.1.10

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

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

Answer before DVV Verification : D. 1 of the above

Answer After DVV Verification: D. 1 of the above

2.Extended Profile Deviations

ID	Extended Questions																				
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>9</td> <td>9</td> <td>9</td> <td>9</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>9</td> <td>9</td> <td>9</td> <td>9</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	9	9	9	9	9	2020-21	2019-20	2018-19	2017-18	2016-17	9	9	9	9	9
2020-21	2019-20	2018-19	2017-18	2016-17																	
9	9	9	9	9																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
9	9	9	9	9																	
2.1	<p>Number of students year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>581</td> <td>241</td> <td>241</td> <td>274</td> <td>434</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>581</td> <td>241</td> <td>241</td> <td>274</td> <td>434</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	581	241	241	274	434	2020-21	2019-20	2018-19	2017-18	2016-17	581	241	241	274	434
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581	241	241	274	434																	
2.2	<p>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17															
2020-21	2019-20	2018-19	2017-18	2016-17																	

2020-21	2019-20	2018-19	2017-18	2016-17
45	45	45	45	45

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
270	270	270	270	270

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
58	50	81	57	48

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
102	148	142	123	97

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

Answer before DVV Verification:

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

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
23	23	23	23	23

3.2 **Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
19	9	9	9	9

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
19	9	9	9	9

4.1 **Total number of classrooms and seminar halls**

Answer before DVV Verification : 11

Answer after DVV Verification : 11

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
8.40	45.07	19.16	59.01	20.28

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
8.40	45.07	19.16	59.01	20.28

4.3

Number of Computers

Answer before DVV Verification : 8

Answer after DVV Verification : 8

4.4

Total number of computers in the campus for academic purpose

Answer before DVV Verification : 8

Answer after DVV Verification : 8