



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

LEDO COLLEGE

LEDO, P.O.- LEDO DISTRICT- TINSUKIA

786182

www.ledocollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

January 2019

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Ledo College was established on 2nd August in the year 1997. It is situated in the centre of Ledo from where the historic Stilwell Road connects the North-East India with China via Myanmar. Since inception the college has been performing a pioneering role in the spread of higher education amongst various ethnic linguistic groups of Assam, particularly from the Dehing Patkai region. The college possesses adequate number of class rooms including six number of audio visual smart class rooms (ICT) with a playground which measures to an area of 25 bighas of land by the side of Ledo Kacha Nalah (Ledo River) and the historic Ledo Air Strip. The college is permanently affiliated to Dibrugarh University. The college has occupied a place among only 40 colleges in Assam and 1087 in India, in NIRF, 2018. It has been included under Section 2(f) and 12(B) of UGC Act.1956. With effect from 14th August 2013 Ledo College is provincialised by the Govt. of Assam under the provincialisation of Services Act. 2011. Utmost importance is given to academic pursuits in the college. A lot of emphasis is given to character formation, moral education and acquiring good values of life. Classes are held regularly and are interspersed with class tests, unit tests and examinations. Overall, Ledo College emphasises on quality education, high social values and inculcating of right kind of attitude towards life that groom students as competent citizens and responsible members of the society.

Vision

Ledo College was established with the vision of strengthening the educational, social and cultural pillars of the vast area of upper Assam adjacent to bordering area of Myanmar and Arunachal Pradesh. Some of its visions include:

- To educate the upcoming youths according to the updated knowledge of the modern curriculum.
- To make the future generation of Ledo good and responsible citizens of India by the allround development of physical, moral, intellectual and spiritual side.
- To encourage the students of higher education upto degree level.
- To train the students for corporate life, leadership, discipline, self-dependence and environment friendly.
- To create a healthy intellectual environment in the surrounding places from Ledo College.
- To promote scholarship, statemanship, growing manpower.
- To improve the educational, social, economical, cultural and political aspects of the country.

Mission

- To organise and hold meetings, debate competitions, symposium, exhibition and national and International level seminars.
- To organise functions such as sports, music, fine arts, social service camps etc.;
- To manage the students' canteen and other things of a similar nature of common interest;
- To organise and participate in the inter-college and other tournaments
- To organise educational excursion,
- To visit different places in academic interest
- To enrich and empower the youth through quality education and to transform them into productive

human resource.

- To introduce innovative techniques for making teaching-learning process more effective.
- To sensitise students towards ethical and moral values and environment friendliness..

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The college is located in the easternmost corner of India that has renowned historical background in the field of coal industry since the British rule in India.

The institution has dedicated teaching and non-teaching staff and a good student strength, belonging to diverse ethnic groups.

The college has a well-stocked central library, departmental libraries.

It provides free internet and Wi-Fi facilities for the faculty members and students within college campus, girls hostel, departmental laptops, LCD projectors smart classrooms, laboratory and other resources, fitness Gym and play ground, drinking water facilities.

Effective implementation of the curriculum prescribed by the affiliating university.

The sincere and dedicated effort of the college is reflected in the academic performance of the students as well as progression to higher studies and placement.

The teachers of the college suggest their feedback to the affiliating university in curricular aspects.

Students are encouraged to interact with eminent personalities of different field, students of the other college and community members.

Apart from organizing seminar, workshop, Lecture Programme and demonstration, the institution encourages its faculty members to involve in Research work.

The IQAC is continuously involved in maintaining the quality environment of the College and it is supported by management and the stakeholders in the formulation and implementation of its policies.

Students are encouraged to publish their creative thoughts in the annual college magazine and the wall magazine. The different cells and committees and IQAC are actively involved in different student centric activities.

Students having lower percentage in entry level have passed the UG course with higher percentage under sincere and punctual guidance.

Consistently higher number of rural and female students- a key to equity and growth of rural and female literacy in Higher Education. Female students are relatively much higher in number in this institution compared to male.

Faculty co-operation with administrative decision making and vice-versa.

Good co-operation and harmonious relationship with society.

Teachers are involved in social service and different programmes in the area.

Good teacher-student-administration relationship.

Good performance of students in academic as well as extra-curricular activities.

Institutional Weakness

- One of the short comings of the institution includes no freedom to formulate a curriculum of its own, because it is fully designed by the affiliating University and the College has no choice in this aspect
- Financial constricts block the overall development of the College.
- Artificial flash flood due to unplanned actions by the authorities of the nearby coal-mines not only result in the loss of college property, but also hamper academic activities.

Institutional Opportunity

- The reputation of the college since its inception and the ability to live up to the stated vision and mission has placed it in great demand throughout the region. Therefore, the institution can expand through introduction of Major in the non-major subjects, introduce PG courses in some of the departments and offer skill based courses.
- It can also develop soft skill and inter-personal competency of students.
- Diploma courses such as tourism, entrepreneurship, etc. can be introduced.
- Further upgradation can be done with required equipments and softwares.
- The faculty members may avail of the research facilities offered by various funding agencies.
- Students can be involved in departmental research projects.
- For widening the scope for employment, short term courses or workshops can be organised.
- There is greater possibility of networking among the alumni.
- The institution can strive to remove the infrastructural inadequacies with grants received from RUSA, Govt. of Assam, etc.
- Quality enhancement programmes for the institution at large and students in particular can be organised with the active involvement of the various stakeholders.

Institutional Challenge

- The teachers are under pressure in completing their courses because regular classes are often hampered by frequent “Bandh” or their involvement in other govt. duties like Election, Gunotsav, census etc.
- The college has the challenge to develop collaborative research activities and consultancies along with the Teaching Learning process
- .One of the major challenge is to increase the involvement of parents and alluminies in different activities.

- The college has the challenge to fulfil the requirements of the student strength with limited faculty members.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The curriculum followed is primarily prepared and organized by the respective affiliating university. However, when the university seeks any suggestion and opinion regarding revision of prevailing syllabus, the college faculties provide full co-operation. Moreover, a number of teachers have actively participated in different workshops and seminars organized in relation to different aspects of curriculum development. The affiliating university (Dibrugarh University) has been working on and preparing for implementation of CBCS system as soon as possible, which is supposed to bring remarkable change in curriculum prescribed by the university, and the college has been co-operating well in this effort of the university. The principal and the teachers have been taking part in seminars, workshops organized by different colleges and the university itself regarding the process of implementation of CBCS system in Undergraduate level and the challenges to be faced and remedial measures to be taken. As far as the prevailing system is concerned the college strictly follows the rules prescribed in academic calendar and has been making all possible effort for providing the best out of the prevailing curriculum to the students. The college also provides maximum opportunity to the students in relation to the choice of subjects and guides them well to pick up the most suitable subject combination depending on the potentiality of the students.

Teaching-learning and Evaluation

The teaching-learning process is student-centric, more interactive and students are given opportunity to participate in the class. There is a provision of educational tours, use of library and e-resources to encourage them. There is a well-equipped central library with sufficient stock of books, e-resources and ICT is encouraged by the way of providing free internet through Wi Fi. Laptops, LCD projectors, smart classes are provided for effective teaching. The college faculty adopt some innovative teaching approaches like interdisciplinary lectures, talks by eminent persons, interactive sessions, extempore speeches on syllabi related topics etc.

The examination schedule is fixed by the parent university. The college plans and conducts sessional examinations in every semester through the academic committee. All internal examinations are conducted by the internal examination board headed by the Vice Principal with the approval of the Principal. Besides, various departments conduct unit test and class test for continuous evaluation. The evaluation of the answer scripts for University examinations are conducted in Zones constituted by the parent university. The answer scripts of the internal examinations are evaluated in college itself. The project reports and reports of Environmental studies and skill based courses are done by concerned deputed teachers.

Research, Innovations and Extension

The College tries to promote student and faculty for active participation in research and development. In the research committee, the Principal is the Chairman and HODs are members. The committee aims to organise seminars and workshops in order to promote faculty and students participation in research and also to give them opportunities to attend seminars and workshops.

The seminars and workshops are sponsored by UGC and ICSSR. The college spends a part of expenditure for refreshment of participators.

Furthermore, to carry out research activities, the college extends all possible help to the teachers like adjustment of class routine if necessary, to grant leave for attending Course work, presentation of papers in seminars, visit libraries etc.

The college always encourages the teachers to avail themselves of the funds from UGC and other funding agencies for taking up Minor and Major research projects.

B.A students under the semester system in skill based course and environmental studies and students opting for Education Major have project work as part of their syllabus. The topics of the project works are selected from relevant issues related to the course syllabus. The institution has a good library with a sizeable collection, which provides basic requirements for research in humanities. Apart from this, internet and ICT facilities are available and interested scholars can avail of such opportunities.

Infrastructure and Learning Resources

Spread over an area of 3 acres of land, the college is functioning with the grants and aids from UGC, Govt. of Assam, NECF, MP and MLA local area development fund, local donors' contribution, and to some extent by its own resources. The class rooms of the college are spacious with facilities like electricity, green and black boards, smart class room interactive panels (HD), modern audio systems with adequate number of desks and benches. The entire college campus including class rooms and exterior parts of women's hostel are under the surveillance of CCTV cameras. The college has wi-fi facilities for virtual connectivity.

The institution has a central library with large no of books, computers, photocopy facility spacious reading hall, server and digital operating system.

The college has a well-equipped auditorium cum seminar hall, which is used for various academic cultural and social programs. Apart from this, the college has NSS, NCC unit, a mini gym, one Girls Hostel, Red ribbon club, 24 x 7 power backup system, playground, canteen, open stage and other facilities.

Student Support and Progression

All information related to college and facilities for students are mentioned in details in the annual admission prospectus. The college has been offering Dr. Bhuminathan Scholarship, freships and awards to the meritorious, economically backward, excellent achievers in sports etc. Moreover, other students are encouraged to write articles in the college magazine.

Various Units, Committees and Cells like case counselling cell, Gender sensitization Cell, Anti-ragging committee, Committee to meet sexual grievance, IQAC, alumni, the teachers always provide necessary guidance and logical counselling to the students as and when required.

In order to enhance co and extra curricular activities of the students, the college is organizing annual college week, where satisfactory number of students participate.

The students within students' body run through their own constitution and the student representatives are elected democratically by the students.

Governance, Leadership and Management

The college works together with all its stakeholders for drafting and implementing of different policies and plans of the college. A number of committees are formed for specific purpose with due approval from the G.B. The college has a very transparent policy for addressing the grievances filled by teacher, non-teaching staff and students. The concerned cells and committees chaired by the head of the institute are always ready to address grievances.

The head of the institute always encourages the teaching and non-teaching staff on being empowered through participation in seminars, capacity building programmes, training programmes etc. The college has as crystal clear mechanism for monitoring the use of its financial resources. The college maintains different funds like General Fund, Games Fund, Examination Fund etc. whose accounts are maintained with separate cash book, Lesser book, passbook which are used for transaction.

The accounts are audited by certified chartered Accountant as well as govt. auditors. The main sources of funds of the college are students fees, funds received from UGC, State Govt. MP and MLA, contribution from local donors, local area, Development Fund, and seminar grants received.

The IQAC of Ledo College was established in the year 2016 Since its inception it has been working for the promotion of quality with the participation of the stakeholders.

Institutional Values and Best Practices

- Good faculty, student, community rapport.
- Adoption of cashless and digital payment
- Transparency in academic and financial matters.
- Extension works ranging from academic support to adopted schools and support to adopted villages.
- Existence and use of up-to-date smart classrooms.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	LEDO COLLEGE
Address	LEDO, P.O.- LEDO DISTRICT- TINSUKIA
City	Ledo
State	Assam
Pin	786182
Website	www.ledocollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Kripa Prasad Upadhyaya	03751-225443	9435337382	-	ledocollege@yahoo.co.in
IQAC / CIQA coordinator	Noble Kishore Buragohain	-	9854356747	-	noblekishorebrghn@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	02-08-1997

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

State	University name	Document
Assam	Dibrugarh University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	22-09-2006	View Document
12B of UGC	05-03-2013	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
--	----

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?	Yes
If yes, name of the agency	Sub Divisional Officer civil Margherita
Date of recognition	15-08-2006

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	LEDO, P.O.- LEDO DISTRICT- TINSUKIA	Rural	3	12154

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,English	36	HS	English,Assamese	450	422
UG	BA,Assamese	36	HS	Assamese	450	317
UG	BA,Bengali	24	HS	Bengali	100	40
UG	BA,Hindi	24	HS	Hindi	100	86
UG	BA,Economics	36	HS	English,Assamese	300	47
UG	BA,Education	36	HS	English,Assamese	450	211
UG	BA,Sociology	36	HS	English,Assamese	450	380
UG	BA,Political Science	36	HS	English,Assamese	450	229
UG	BA,History	36	HS	English,Assamese	150	35
UG	BA,Philosophy	36	HS	English,Assamese	300	91

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				10			
Recruited	0	0	0	0	0	0	0	0	5	5	0	10
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				11			
Recruited	0	0	0	0	0	0	0	0	5	6	0	11
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				6
Recruited	5	0	0	5
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				5
Recruited	0	5	0	5
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.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	3	3	0	6
PG	0	0	0	0	0	0	1	2	0	3

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	3	3	0	6
PG	0	0	0	0	0	0	1	3	0	4

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	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	1	0	1

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	1		0		1

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	189	8	0
	Female	308	3	0	0	311
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	3	5	5	9
	Female	7	7	9	10
	Others	0	0	0	0
ST	Male	7	9	15	23
	Female	16	16	19	26
	Others	0	0	0	0
OBC	Male	62	73	96	114
	Female	89	126	154	164
	Others	0	0	0	0
General	Male	25	32	47	52
	Female	84	101	123	105
	Others	0	0	0	0
Others	Male	31	25	8	21
	Female	31	29	12	23
	Others	0	0	0	0
Total		355	423	488	547

Extended Profile

1 Program

1.1

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

Response: 1

File Description	Document
Institutional Data in Prescribed Format	View Document

1.2

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

2 Students

2.1

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
547	488	423	355	298

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 the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
149	149	149	149	149

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
104	130	49	65	41
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**

2017-18	2016-17	2015-16	2014-15	2013-14
21	21	21	21	21
File Description		Document		
Institutional Data in Prescribed Format		View Document		

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

2017-18	2016-17	2015-16	2014-15	2013-14
21	21	21	21	21
File Description		Document		
Institutional Data in Prescribed Format		View Document		

4 Institution**4.1****Total number of classrooms and seminar halls****Response: 12****4.2****Number of computers**

Response: 8

4.3

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

2017-18	2016-17	2015-16	2014-15	2013-14
91.57	76.61	77.51	52.29	17.12

NAAC

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:

Curriculum delivery to the students is done through a well planned procedure, so that it becomes effective in making the students take good hold over the topic taught. The procedure followed includes the following

- Making a planned class routine by consulting all the HoDs of the departments
- Maintaining a planned class schedule and topic to be taught
- Catering to the difficulties faced by the students in understanding a topic
- Making use of field trips in related topics to help students get a real life understanding
- Taking extra classes in and out of the campus
- Helping students remove their confusions through phone calls at any time, after the study hours
- Following the academic routine
- Making use of Internet and ICT tools to help students understand a topic, when needed
- Making use of innovative teaching techniques
- Making equal class distribution among the teachers of each department
- Making good use of the blackboard
- Using dynamic way of delivering the classes
- Giving full freedom to students to ask any question any time regarding their confusion about any topic taught in the class
- Making the class student-friendly
- Completing of syllabi within the stipulated time and taking revision-classes on topics that students find difficult to understand and need revision for the same.
- Encouraging the students to make full use of the Library resources and online resources (reliable websites are made known) to understand a particular topic in the syllabus
- Lending books and hand-written notes to the students
- Making students understand a topic through proper examples as and when necessary
- Encouraging the participation of the faculty members in curriculum development workshops, seminars or discussions organized by the university or other institution so as to gather inputs for consideration and implementation.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 0

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 0

1.2.1.1 How many new courses are introduced within the last five years

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 0

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/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 Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

1. The institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional ethics into the Curriculum as per the Syllabus laid down by the university (Dibrugarh University) which the institution is affiliated to.

Gender :

- Feminist movement and meaning and importance of feminism is taught in English major and general course.
- Alternative English 4th Semester stories (like “A Wifes Letter” by R. Tagore) protest against suppression of women in the society
- Political Science 6th semester (Major) has entire paper (course) devoted to Women’s Studies
- Political Science 6th semester (Major) has an entire paper (course) devoted to Women’s Studies
- While dealing with social problems and social welfare, 4th semester Sociology (Major), discusses the problems of women

Environment and Sustainability :

- Environment Studies has been incorporated in the 4th semester as per the curriculum of Dibrugarh University for all programs
- A paper on Environment is devoted to 6th semester students of Economics (Major)

Human Values :

- Drama (like “King Lear”) and fictions teaching human values are incorporated in English(Major) syllabus
- Selected poems and drama (like “Rupalim”) teach human values and ethics, incorporated in Assamese (Major)
- Human values are incorporated in different topics in Philosophy.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 1.83

1.3.3.1 Number of students undertaking field projects or internships

Response: 10

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise

Response: B.Any 3 of the above

File Description	Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

Response: C. Feedback collected and analysed

File Description	Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.76

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	5	0	5	3

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 86.66

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
267	193	177	197	147

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
350	200	200	200	200

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 65.64

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

2017-18	2016-17	2015-16	2014-15	2013-14
126	114	91	88	70

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The institution, after fresh admission of students uses the policy of clearly knowing the potentialities and the competency of the students. To cater to the diverse needs of the students, separate approach is adopted with respect to slow learners, average learners and advanced learners. These three groups of students are given individual attention based on their ability to have a hold on the materials delivered with respect to the course taught to them. Slow learners are given remedial classes that provide them with the fore knowledge of a particular course. Similarly, quick learners are dealt with in the way that is most feasible to them in acquiring the knowledge of a particular course. A general approach is taken with respect to all the three categories of learners.

2.2.2 Student - Full time teacher ratio

Response: 547:21

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document

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:

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

The institution endeavours to make the learning experience more students centric

- Students are encouraged for active participation in the class by their interactions and urged to ask questions and discuss problems related to their course. They are urged to speak on specific topics in the classroom
- In order to make the learning more student-centric all the departments are equipped with laptops and some of the classrooms are equipped with LCD projectors and the teachers are urged to make maximum use of them
- The Smart Classroom is used for facilitating the use of ICT for the teachers and students alike.
- Field study plays an important role in certain disciplines. The students are taught to conduct field surveys and have to prepare the reports accordingly
- Students participate in outreach and extension programmes, whereby they learn by interacting with the community.
- Group learning, tutorials, educational tours to academic institutions and historical places are also some of the steps to make learning student centric
- Participatory learning activities such as quiz competition, annual magazine, wall magazine, departmental seminars, project work, assignments etc also encouraged
- Apart from it, extracurricular activities such as NSS and NCC activities are also undertaken by the college to develop participatory learning
- Students are encouraged to write articles for publications either outside the college or in the annual magazine, wall magazines etc. They are guided by the departmental teachers

Interactions on varied topics with eminent persons are encouraged

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 47.62

2.3.2.1 Number of teachers using ICT

Response: 10

File Description	Document
List of teachers (using ICT for teaching)	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 547:21

2.3.3.1 Number of mentors

Response: 21

2.3.4 Innovation and creativity in teaching-learning

Response:

- Innovating new methods of teaching-learning
- Encouraging students to read a topic at home, after summarizing it in the class, and calling them to ask questions regarding any confusion/clarification faced by them during self study
- Using examples that are interesting to the students in place of the outdated ones, in order to attract the attention of the students to a topic / idea taught
- Using newer and simpler methods of problem solving, especially in Economics (Major)
- Making frequent use of ICT tools
- Catering to the diverse needs of different levels of students
- Helping the students with teaching and learning outside the campus and fulfilling their needs through phone calls, e-mails and social media
- Different methods like projects work, assignments, recitation, quiz, local excursions essay writing extempore speech, poster competition, etc are used to make the process of learning, interesting besides enhancing the knowledge base of students on substantive aspects
- Inviting faculty of universities and other colleges as well as eminent academicians and other dignitaries to deliver specific course related aspects and also stress on value education.

2.4 Teacher Profile and Quality

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

Response: 210

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 8.57**2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	1

File Description**Document**

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)**2.4.3 Teaching experience per full time teacher in number of years****Response: 13.14****2.4.3.1 Total experience of full-time teachers**

Response: 276

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**Response: 4.76****2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description**Document**

Institutional data in prescribed format

[View Document](#)**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response: 0****2.4.5.1 Number of full time teachers from other states year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

1 Reforms in continuous Internal Evaluation (CIE) system at the institutional level

- Adhering to the system of continuous evaluation, the institution conducts seminars, group discussion, individual and group presentations, assignments, etc. for the benefit of the students
- Regular attendance is also a part of internal assessment
- There is continuous evaluation in practical classes too
- The departments have the freedom to select the type of internal assessment they would conduct to assess the students, except the sessional examinations
- For greater transparency, the internal assessment marks are displayed in the departmental notice boards
- The students are shown the evaluated answer scripts of the sessional examinations not only to maintain transparency but also as a remedial measure
- Questions in internal evaluations are set with a priority to probable questions that may be asked in the external examinations
- Marking in Internal examinations is done in a strict manner to make the students correct their writing and presentation skills

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The college maintains full transparency in internal assessment, but not at the cost of minimising the quality of such assessment. The focal points of internal assessment are listed below:

- Sessional tests are made on topics delivered, keeping in mind the significance level of the topics.
- Attendance of students is strictly maintained and proper weightage of attendance in internal assessment is given.
- Group discussions, home assignments, seminars are held as part of internal assessment.
- Marks of sessional tests are displayed on the Notice Board and answerscripts are shown to the

students.

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

Response:

There is a provision in the college to offer students a scope for reevaluation of answerscripts if they are not satisfied with the marks allotted to them. The process of reevaluation is time bound and efficient. Moreover, in sessional tests students are given freedom to enquire if the marks are not upto their expectations. They are clarified about their mistakes and in cases where a student deserves more marks, their scripts are reevaluated. The students can also avail the RTI act in case of any examination related grievence, with the help of the Principal's initiative.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The college adheres to the Academic Calendar published by the affiliating university and reflected in the Information Brochure. However, in case of minor alterations, that may be made from time to time, students are notified about such alterations.

The students are evaluated through sessional examinations, class room attendance, seminars, group discussions and assignments. The students are notified about the schedule of such evaluation programmes through the Notice Board.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The programme outcomes, programme specific outcome and course outcomes for B.A. (Major and Non-Major) Courses offered by the institution are displayed in the college website. At the same time, at the beginning of each new semester, the students are made aware of the same in their respective classes. The course outcomes are specifically discussed and formal/informal action plans are drawn up between the faculty members and the students. Each new batch of students is communicated through an orientation programme on the opening days of each new semester.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The institution has in-house methods for measuring attainment of Programme outcomes, Programme specific outcomes and course outcomes. These include sessional exams, seminars, home assignments, group discussions etc. The University exam held at the end of every semester is a verifiable measurement of the level of attainment. The sessional exams held by various departments are meant to gauge the subject specific knowledge of the students. The seminars and group discussions are meant to gauge the ability of students to put forward their thoughts and ideas on a particular subject in a public platform. Such test also examine the ability of students to articulate thoughts and present them in a comprehensive manner. The home assignments are meant to assess not only the writing skills of students but also their ability to make use of reference materials. While the ability of students to attain the objectives Programme outcomes, Programme specific outcomes and course outcomes are measured qualitatively through the in-house methods, a quantitative assessment is made only through the end semester examinations.

2.6.3 Average pass percentage of Students

Response: 68.42

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 104

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 152

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: 3.4

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.05

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

Response: 1

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 21

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The institution being an affiliated college has little scope innovation so far as the designing and modifying of the curriculum is concerned. However, some innovative practices have been introduced in delivering course contents to the students. Some of such initiatives include the use of internet and ICT tools, giving useful and constructive inputs on topics beyond the prescribed limit of the syllabus, teaching of human

values in and out of the campus, and the like. The faculty have also been undergoing various training programmes such as Orientation Programme, Refresher Course to scope of their knowledge on how to make the teaching-learning process a fruitful one. Best efforts have been made to synchronize the knowledge base to be delivered with the current trends that the students are familiar with and that which attracts their attention in making teaching-learning activity a smooth one.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of workshops/seminars during the last 5 years

[View Document](#)

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

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

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

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

Response: 1.1

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	13	4	3

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The college staff and students are engaged in various extension activities, ranging from academic service. The college has adopted two nearby secondary schools and one senior secondary school. The teaching faculty have been rendering the service of periodic teaching at these institutions on different subjects as per their curriculum.

Some of the teaching faculty have also been engaged in imparting subject-based training to the Civil service aspirants as part of the training initiative named "Praayas" taken up by the Sub-Divisional Office, Margherita Sub-Division, Assam. The faculties of the Department of Economics of four neighbouring colleges including this institution have been collaborating in teaching all the students of the concerned department from these colleges.

The teachers and students are involved in several mass awareness programmes on different issues of present-day relevance such as digital trading and training, cleanliness and sanitation, fostering harmony among the colourful ethnic groups inhabiting this locality, safety of women and safeguarding their rights, consciousness about AIDS and preventive measures, fighting child trafficking, discouraging the use of tobacco products and so on.

The college has also adopted one of the nearby villages and is working in the development and welfare of the community residing therein.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 2

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

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	0

File Description

Document

Number of awards for extension activities in last 5 years

[View Document](#)

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 2

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	2	0	0

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 45.93

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
450	350	320	000	00000

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

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

Response: 3

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	1	1	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The college, offering a one-stream course, has sufficient number of classrooms, though more classrooms are demanded with the rise of intake capacity combined with the implementation of semester system and the forthcoming CBCS system. There are six smart-classrooms at present and the remaining are well equipped to meet the needs of the students with adequate teaching-learning aids. The classrooms have sufficient lighting, ventilation and sitting arrangements for the teachers and the learners. For monitoring the classroom cum campus activities adequate number of close-circuit cameras have been installed. Safe drinking water is provided using modern water purifiers.

The college has un-interrupted power supply with the aid of high power solar plant, two generator-sets besides 3 phase electricity connection. This facility is sufficient enough to hold classes, examinations, presentations etc. in a smooth manner.

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

Response:

To develop and explore the potential excellence of the in sports and other extra-curricular activities, the college has provided an outdoor playground adjacent to the college campus besides providing one in-campus space for various indoor sports activities. Equipment for various indoor and outdoor games are made available to the students so that they can freely engage themselves in sports activities in off periods and after the class hours.

Different cultural activities are held in the college auditorium furnished necessary audio-visual accessories. Most of the instruments and facilities for performing cultural activities are facilitated by the college. Moreover, one open stage is constructed for the students to involve in different activities besides the curricular ones.

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

Response: 58.33

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 7

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 64.83

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
90.1	49.98	44.77	26.59	8.89

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

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

Response:

The College Library is equipped with SOUL as Integrated Library Management System (ILMS). Book data base has been created using this software.. The Library has automated circulation system and the process of barcoding to provide ease in circulation system. The automation process is partial. The catalog and circulation module is fully automated.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The Library has a few rare books kept aside to ensure safe access and better preservation. All these books are out of print and possess unique significance in the continuous process of the flow of information. These books are preserved nicely and handle with care. Dried Neem leaves are kept inside the books as natural way of preservation. They can be accessed with the permission of the Librarian.

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

Response: D. Any 1 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 3.99

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.42	1.74	8.23	5.95	1.61

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 9.68

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 55

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi**Response:**

The college has six number of updated smart class rooms with audio visual and projector facilities. It has free Wi-fi facility inside the campus with three numbers of broad band modems. Moreover, there is a server cum overhead scanner with five numbers of internet connectivity modems located in college library. The overhead scanner has been used to scan and digitize in order to preserve all the important documents, publications, research paper etc.

The institution updates its IT facilities at regular intervals in order to maintain a smooth functioning of the technological advancements adopted by the institution.

4.3.2 Student - Computer ratio

Response: 68.38

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Response: <5 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description**Document**

Facilities for e-content development such as Media Centre, Recording facility,LCS

[View Document](#)

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years**

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	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:

The college has various committees to look after and supervise and to ensure maximum utilization of infrastructure, facilities and equipments. The College has temporary staffs for maintenance of infrastructure facilities. The College invites technical expert from time to time from various agencies for check-up, repairing and maintenance of the equipments. The college also takes help of the engineers from PWD and architects regarding maintenance, repairing of buildings and other infrastructures.

For maintenance of various infrastructure facilities, white washing, minor repairing of wooden furniture, repairing of footpath and drainage etc. are done from time to time, as and when needed.

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 the last five years

Response: 12.72

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

2017-18	2016-17	2015-16	2014-15	2013-14
191	123	6	5	2

File Description

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

Document

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Response: E. 3 or less of the above

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 1.92

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

2017-18	2016-17	2015-16	2014-15	2013-14
2	45	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefited by VET	View Document

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

Response: No

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: 9.43

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

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	7	8	7

File Description

Details of student placement during the last five years

Document

[View Document](#)

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 0

5.2.2.1 Number of outgoing students progressing to higher education

File Description

Details of student progression to higher education

Document

[View Document](#)

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 1.64

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	1	0	4

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
152	175	90	77	62

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

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

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The college has a Student's Union body. The Students' Union of the college is constituted through a democratic process of election among the students of the college. Those who get the majority of vote are declared as elected for the various portfolio such as President, Vice-President, General Secretary, Assistant General Secretary, Cultural Secretary, Music Secretary, Major Games Secretary, Minor Games Secretary, Welfare Secretary, Magazine Secretary and Common Room Secretary.

There is a constitution of the Union Body. The Entire process of election and functions are held as per the guidelines of the constitution.

The members of the Union Body organize the annual college week programme, celebration of Teacher's Day, Saraswati Puja, Republic Day, Independence Day and many other programmes and functions held in the college.

Student representation and participation has been an integral part of academic various other activities of the college. There are representatives of students in various cell's and committees of the college.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 1

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

File Description

Document

Number of sports and cultural activities / competitions organised per year

[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The college has an Alumni Association. Though it is active it is yet to be registered. Over the year it has contributed significantly towards the development of the institution. The contribution of the Association is mainly through non-financial means with the objective of welfare of the students.

Besides, the welfare of the students, the Association is also concerned with creating a bond with the community.

The institution endeavours to network and collaborate with the Alumni by holding meeting and discussion with the alumnus. The Alumni are communicated and kept updated with college activities through social media.

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

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 0

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	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 an effective leadership in tune with the vision and mission of the institution

Response:

The aim of the college to provide access to education and develop intellectual potential of the region. In congruence with the national policies on higher education, the college aspires to prepare receptive and perceptive individuals who can bring about positive changes in the society. Our college gives importance to instill the students pedagogic as well as social values in turn making them employable and eligible for independent and positive role in the society. It also tries to introduce innovative techniques to help make the teaching-learning process more effective. Moreover, it has been trying to develop the potential of students in extra curricular activities.

The college works together with all its stakeholders for drafting and implementing of different policies and plans of the college. A no of committees are formed for specific purpose with due approval from the G.B. The college has a very transparent policy for addressing the grievances filled by teacher, non-teaching staff and students. The concerned cells and committees chaired by the head of the institute are always ready to address the stakeholders grievances and when course out.

The head of the institute always encourages the teaching and non-teaching staff or being empowered through participation in seminars capacity building programmes, training programmes etc. The college has as crystal clear mechanism for monitoring the use of its financial resources. The college maintained different funds like General Fund, Games Fund, Examination Fund etc. whose accounts are maintained with separate cash book, Ledger book, passbook which are used for transaction.

The accounts are audited by the certified chartered Accountant as well as govt. auditors. The main sources of funds of the college are students fees, funds received from UGC, State Govt. MP and MLA contribution from local donors, local area, Development Fund, and seminar grants received.

The IQAC of Ledo College was established in the year 2016. Since from the inception it has been working form the promotion of quality with the participation of the stakeholders.

6.1.2 The institution practices decentralization and participative management

Response:

The college has taken up various measures for decentralisation of power and such several committee has been set up with faculty members by the Principal of the college for overall management of admission, finances, academic co-ordination, conduction of examinations, promotion of research and extension activities, development of infrastructure facilities, maintenance of discipline, encouraging cultural and co-curricular activities and maintenance of healthy campus life. The Principal communities the assignment such duties to the respective members through official notifications. All the committees are headed by a convenor who convenes meetings with other members at regular intervals to chalk out plans and strategies

for execution.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

- The college encourages the organizing of seminars, workshops, symposia, etc for professional development and also provides financial support as per convenience.
- Leaves are granted to teaching and non-teaching staff for participating in professional development programmes.
- There exists regular government welfare schemes like medical leave, maternity leave, paternity leave, group insurance etc.
- With the approval of GB, an employee may be sanctioned advance salary during emergency.
- Teachers' Unit steps forward in providing mental and financial support to anyone if need arises.
- The faculty members are encouraged to participate leave for the same.
- Inter institutional linkage are established by allowing the faculty members to visit various institutions as resource persons.
- Faculty members and non-teaching members are delegated to participate in the programmes organised by the government and other social organisations.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The college has a Governing Body to look after the academic and administrative matters and to take decisions and make implementation of various crucial matters. The Governing Body is composed and functions as per the guidelines laid down by the Govt. of Assam. The Governing Body is formed by senior academician, the principal, university nominees, guardian and donor members, teacher and non-teacher representatives and IQAC member.

1. Principal:

Functions: Academic, administrative and financial functions are executed as per UGC and Directorate of Higher Education, Assam guidelines.

2. Vice Principal:

Appointment: Senior most faculty.

Functions: Academic, administrative .

3. Head of the Departments:

Appointment: On the basis of seniority.

4. Teachers:

Appointment: As per UGC guidelines. Initial appointment is the post of Assistant Professor. Promotion is made as per UGC guidelines and State Govt. norms.

5. Non-teaching staff:

Appointment and promotion: As per Assam government guidelines.

6. Service Rules : As per UGC and Government of Assam service rules .

7. Grievance redressal mechanism : Grievances are placed in meeting with Principal and Teachers' Unit and placed before the Governing Body in G.B. meetings through the Principal and Teacher Representatives. The Governing Body discusses the matter and takes appropriate actions for proper redressal..

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

Response: E. Any 1 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The college has some bodies, cells, committees, associations, clubs, etc. who have got specific functions.

Generally they are headed by a Chairperson and few member (stakeholders) including the Secretary/ Convenor.

Some of the cells are women's Cell, which holds meetings, programmes centred on gender sensitive issues. The Anti-ragging committee prevents ragging of fresh students in and out of the college campus.

In the same manner, various other Cells / Units have been smoothly carrying out their programmes and creating awareness among the students.

6.3 Faculty Empowerment Strategies

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

Response:

- The college encourages the organizing of seminars, workshops, symposia, etc for professional development and also provides financial support as per convenience.
- Leaves are granted to teaching and non-teaching staff for participating in professional development programmes.
- There exists regular government welfare schemes like medical leave, maternity leave, paternity leave, group insurance etc.
- With the approval of GB, an employee may be sanctioned advance salary during emergency.
- Teachers' Unit steps forward in providing mental and financial support to anyone if need arises.
- The faculty members are encouraged to participate leave for the same.
- Inter institutional linkage are established by allowing the faculty members to visit various institutions as resource persons.
- Faculty members and non-teaching members are delegated to participate in the programmes organised by the government and other social organisations.

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: 9.52

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

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	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 programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 15.24

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	3	5	0

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The institution has a system where the teachers submit their Self Appraisal along with supporting documents in a given format to IQAC in soft and hard copies. These records are maintained in IQAC and are utilized in the preparation of the Annual Confidential Report and other reports.

At the beginning of each academic session, the teachers are allotted their courses to be taught and number of classes by the HoDs. These are submitted to the Head of the institution. The teachers submit their teaching plan to the HoDs as well as the IQAC. The HoDs, Vice-Principal and IQAC ensure that the classes and courses are covered by the teachers duly.

Stakeholders, especially students' feedback plays a significant role in ensuring the performance of the teaching and non-teaching staff.

Student feedback on teachers is collected in two aspects : 1) General/ Attitude related and 2) Subject Related. Students give feedback on non-teaching staff in respect of their attitude and service provided. The Annual feedback collected by IQAC is both quantitative and qualitative. The IQAC analyses the feedback statistically. Feedback reports are submitted to the Head of the institution who in turn place them in the Governing Body for discussion and necessary action. These Feedback Reports also help in preparing the Annual Confidential Report of the teaching and non-teaching staff. The feedback Reports are uploaded in the college website.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution conducts internal and external audits regularly. The institution has conducted internal audit upto the current financial year and external audit upto the last financial year. The institution has conducted internal audit in various heads like General Fund, Library Fund, Building Fund, Welfare, Students Aid, Games, Union, Common Room, Fees, Development, Hostel, UGC and other grants received from state and central government from time to time. External audit on construction and other grants, as well as income and expenditure of internally generated funds have also been done through Chartered Accountants from time to time.

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

Response: 0.5

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

2017-18	2016-17	2015-16	2014-15	2013-14
.5	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

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

Response:

The College has an efficient financial system to manage its day to day activities and to mobilise resources in an effective manner.

For its overall development, the institution applies to different bodies like state government, UGC, CSIR etc for funds.

A tentative budget is prepared for allocating funds to different heads like library, physical, academic infrastructure etc.

Fee structure is decided by the G.B.

All fees / fines collected by the College administration through bank challans deposited under the respective heads of accounts.

The institution has been acting as cashless campus since 2012. All payments are made by cheques or NEFT/RTGS/IMPS by the Principal/Secretary of the college, subject to the approval of GB, In circumstance cash payments are made. All the cheques are A/c payee, for maintaining transparency and smooth audit.

In case of any purchase, quotations are invited from established firms. The purchase committee makes a comparative statement of the tendered quotations and the lowest bidder with requisite criteria (as per tender notice) is asked to supply the quoted materials. The payments are made only after receiving the material by A/c payee cheques.

For purchase related to laboratory, payments are made only after delivery and receiving the satisfactory verification report from the departments.

The planning committee approves usually plan estimate and other purchase from time to time for construction, renovation, upgradation and purchase.

A construction committee is constituted by the GB to look after all construction related works. The plans and estimates of the constructions other than the constructions under PWD, Government of Assam are prepared by the appointed Engineer of the College. For all constructions, tenders are invited from reputed

construction firms. A comparative statement of the tenders is prepared by the said committee and as usual, the lowest bidder with requisite criteria is considered. However, the GB reserves the right to cancel the order without assigning any reason thereof.

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 IQAC has contributed in institutionalising the quality assurance processes with respect to curricular, co-curricular, infrastructure, students support, values etc. by various methods. Out of these, mention may be made of the following best practices initiated by IQAC.

Extension activity : The College fraternity is committed to develop and implement Best Practices keeping in view two broad objectives i.e., Mobilisation of Students to ensure greater participation in community and social endeavours and to Establish Social Bonding through Community Services. Such a broad vision was envisaged to make the students aware about social responsibility and to imbibe them in democratic norms. The second objective was adopted with an aim of shouldering social responsibility and establishing social bonding so that the institute can develop a close social linkage. The IQAC in its response to social needs has taken initiative to adopt extension programmes in collaborative effort with different Cells, Departments, PTA of the college and NGO in tea gardens and schools.

Cleanliness activity : IQAC proposed a cleanliness drive in different phases like campus cleanliness and beyond campus as a part of the best practice of the college and also to create awareness among students. This drive is to be in support with the "Swachh Bharat Abhiyan" in the national perspective and to endorse the concept of "Think Globally Act Locality". The drive is aimed at achieving a cleanliness programme by enthusiastic students for maintaining a clean campus including departments, laboratories, etc.

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

Response:

The IQAC annually generates feedbacks from different stakeholders. Feedback on curriculum, evaluation system and teachers' quality are collected from students. Students give feedback on teachers on two aspects. 1. General/Attitude related and 2. Subject related in a five point scale. These are analysed statistically and submitted to the head of the institution who in turn places them in the Governing Body for discussion and necessary action. Feedback on curriculum is communicated to the affiliating university by the members of BoS and representative member of CDC.

Teachers also give their feedback on the different aspects of teaching learning process.

Feedback from guardians on course and evaluation is collected, analysed and submitted to the head of the

institution for necessary action.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

The college has been regularly targetting at and implementing with success, quality improvements in the last five years. Some of the major improvements made in the last five years include the following.

- Construction of Women's Hostel with the aid received from UGC (2014-15).
- Construction of a building which has been working as Auditorium-cum-smart classroom with free

- dual Wi-fi facility and audio-visual accessories.
- Application for introduction of commerce stream.
- Renovation of the Library building.
- Installation of bio-matric attendance system.
- Installation of surveillance mechanism with help of CC cameras of every nook and corner of the campus.
- Establishment of physical-fitness centre.
- Making provision for 24 x 7 power supply with 20 KV & 2 KV generators in addition to electricity and solar power.
- Constitution/renovation of drainage system and convenience rooms, pavements etc.

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 5

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
	2	2	1	0

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

The institution shows gender sensitivity and security of female students. Some of the focal points are given below:

1. Safety:

- Boundary walls around the campus restrict unauthorized entry inside the campus.
- Strict surveillance with sufficient number of CC cameras installed at every nook and corner of the campus right from the entrance gate help detect and take strict action against any unwanted behaviour with female students and employees.
- Women's Hostel is located at a very safe place, attached to the administrative building
- The Hostel is safeguarded with concrete boundary walls
- Presence of watchman, both at the campus and at Hostel premises 24x7
- The college has a Women Cell as well as a committee to address women related grievances
- Separate toilets for female students is provided

1. Counselling:

- Counselling programmes for women safety and security are organized by the Women Cell at a regular basis
- Besides counselling is done in and out of the class the faculties.

1. Common-room:

- Separate common room for female students is available.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 18.33

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 1100

7.1.3.2 Total annual power requirement (in KWH)

Response: 6000

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 55

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1100

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 2000

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management

- **E-waste management**

Response:

The institution has taken up various initiatives towards management of wastes of different types.

Solid waste management:

- Use of dustbins to collect solid wastes scattered around the campus. Such wastes are ultimately collected and disposed of in a separate area. Dustbins are cleaned regularly.
- The NSS unit of the college assists at intervals in cleaning the college premises
- One employee is recruited by the GB in contractual basis for purpose of maintaining cleanliness of the campus

Liquid waste management:

- Adequate drains and safety tanks are available for the proper management of liquid wastes

E-waste management:

- Nominal procedure is applied to dispose of E-wastes

7.1.6 Rain water harvesting structures and utilization in the campus**Response:**

The regional advantage of the location of the college is that it demands no harvesting rain water. Drinking water is available all round the year till present. There are sufficient water purifiers to supply safe drinking water to students and staff. The average rainfall of this area is very high which results in adequate ground water production which is sufficient in meeting the need of water for different purposes for the staff, students and hostel boarders.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**

c) Pedestrian friendly roads

- Plastic-free campus
- Paperless office
- Green landscaping with trees and plants

Response:

Most of the students commute by bicycles. Many students are from nearby areas and they come on foot. As the college is located at around a distance of 600 metres from the National Highway, those students who come by bus or other public vehicles, walk the distance upto the college from the highway. The roads are pedestrian friendly and all-weather compatible. Although the campus is not totally plastic-free, stress is given on minimizing the use of plastic in the campus as well as in its surroundings. Awareness programmes on harmful effects of plastic have also been conducted in the college.

Due to lack of proper infrastructure and funds, the goal of 'paperless office' has not yet been realized. However, digitization process has already been started and database management system at primary level have already been introduced.

The entire locality can be described as 'a green landscape'. There are plenty of trees and herbs including medicinal ones. A number of plantation has been done in the campus and have been taken proper care of.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**Response:** 0

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Details of expenditure on green initiatives and waste management during the last five years

[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities

5. Rest Rooms
 6. Scribes for examination
 7. Special skill development for differently abled students
 8. Any other similar facility (Specify)

Response: E. None of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 2

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 8

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	2	4	1	1

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff

Response: No

7.1.13 Display of core values in the institution and on its website

Response: No

File Description

Document

Provide URL of website that displays core values

[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description

Document

Details of activities organized to increase consciousness about national identities and symbols

[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: No

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 45

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	9	9	9	9

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The institution organizes the following National festivals and birth/death anniversaries of great personalities :

- Republic Day
- Independence Day
- Gandhi Jayanthi
- Teachers' Day (Dr. S. Radhakrishnan)
- Tithi of Sankardeva
- Birth anniversary of Dr. Bhupen Hazarika
- Death anniversary of Dr. Bhupen Hazarika
- Shilpi Diwas (Jyoti Prasad Agarwalla)
- Rabha Diwas (Bishnu Prasad Rabha)

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions. These heads are summarized as under:

- **Financial transparency**
 - **The college has been working as 'cashless campus' since 2014 for financial transparency**
 - All kinds of fees collected from the students, including fines are done in a cashless manner whereby students deposit the requisite amount in the Bank and get a receipt
 - Annual audit of all financial transactions is performed both internally and externally with the help of authorized officials regularly
 - Tender, construction and other construction/renovation committees are formed including professional members of different fields which leads to transparency, with regard to such works

- **Academic transparency**

- Academic calendar for colleges prepared by the affiliating university is strictly followed
- The academic calendar is attached in the information brochure for the students opting to take admission in UG classes
- Class routine in compatibility with the Academic Calendar is prepared, mentioning necessary details, such as classroom, teacher's name etc.
- The class routine is clearly displayed in a separate board for the knowledge of the students
- Answer scripts of sessional tests and home assignments are shown to the students after evaluation and their mistakes are corrected in their presence
- The Principal, as well as the Vice-Principal monitor the progress of the course and urges the teachers and the HoDs for smooth completion of the same in time, so that scope for revision is left
- Course elements prescribed by the affiliating university is strictly adhered to, even though constructive digressions are made in the course of the teaching process
- Feedbacks at regular intervals are taken from the students in all academic aspects and improvements/updates are made on shortfalls pointed out in the feedback

- **Administrative and auxiliary transparency**

- Most of the administrative decisions are made by consulting the faculties as well as student representatives
- The Governing Body includes teaching and non-teaching member representatives, guardian representatives so that decisions/recommendations made in the meetings become transparent
- Administrative and auxiliary decisions, wherever applicable, are displayed on the Notice board as well as on the college website

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

	Best Practice-I	Best Practice-II
1.Title	(A) Cashless Campus	(B) Involvement in
2.Objectives	To bring about complete financial transparency and to promote students to cashless/digital banking habits for making them up-to-date with the	Encouragement and people of the vicinity

	practices with the digital era.	round upliftment
3.Context	The mode of transactions through cash had not only become cumbersome but also was becoming a challenge towards handling and keeping in custody the cumulative volume of cash.	Goodwill, faith and to connect students relationship and res
4.Practice	All types of payments like salary, purchases, construction and development activities, bill payments etc. are made through account payee cheques, drafts or bank transfers like NEFT, IMPS, RTGS, Card payment and other e-banking facilities. All sorts of receipts like fees, fines and other financial liabilities of the students are collected through bank deposits in specific format available at office. The depositors get a copy of the triplicate format. Receipts and grants from Govt. and other agencies are realized through e-banking system.	Active involvement functions/locally on awareness program Digital awareness (on.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

As one of the vision of the college is to create a healthy and educational environment and focus is given much on the proportion of inter-ethnic and inter-cultural harmony among the local people of cultural diversity, by imparting the knowledge and responsibility of such bonding to the students belonging to diverse cultures.

From the date of establishment of this institution, it has been working actively to promote the feeling of welfare and inter-relationship among the diverse people of this locality. Moreover, as it also been seeing students coming from Arunachal Pradesh, the message of unity has also been spread outside the regional boundaries.

NAAC

5. CONCLUSION

Additional Information :

The college is located in the easternmost corner of Assam and is situated in the Assam Arunachal border. It is at a distance of 600 metres from national highway, adjacent to the Stilwell Road, and can be easily accessed. Moreover, it has a historical touch, as it is attached to the historic LEDO AIRSTRIP, reminiscent of the World War.

The college is rich in ethnic and cultural diversity. Students from diverse ethnic background make the college a colourful place.

The college is on the process of further improvements. The application for the introduction of Commerce Stream is one major step towards academic improvement.

Concluding Remarks :

The college is on the way to development. In its process of growth till date, it has overcome numerous obstacles. It has been aiming at further growth and development.

As the college is applying for 1st cycle of accreditation, the preparation of SSR has helped much in making us aware of our assets in a better way, alongside potential developments that can be made in the days to come.

We hope the entire process of accreditation will add much to our ongoing developments.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
2.1.2	<p>Average Enrollment percentage</p> <p>(Average of last five years)</p> <p>2.1.2.1. Number of students admitted year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>267</td> <td>193</td> <td>177</td> <td>197</td> <td>147</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>267</td> <td>193</td> <td>177</td> <td>197</td> <td>147</td> </tr> </tbody> </table> <p>2.1.2.2. Number of sanctioned seats year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>300</td> <td>300</td> <td>300</td> <td>300</td> <td>300</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>350</td> <td>200</td> <td>200</td> <td>200</td> <td>200</td> </tr> </tbody> </table> <p>Remark : Corrected as per comments provided by HEI</p>	2017-18	2016-17	2015-16	2014-15	2013-14	267	193	177	197	147	2017-18	2016-17	2015-16	2014-15	2013-14	267	193	177	197	147	2017-18	2016-17	2015-16	2014-15	2013-14	300	300	300	300	300	2017-18	2016-17	2015-16	2014-15	2013-14	350	200	200	200	200
2017-18	2016-17	2015-16	2014-15	2013-14																																					
267	193	177	197	147																																					
2017-18	2016-17	2015-16	2014-15	2013-14																																					
267	193	177	197	147																																					
2017-18	2016-17	2015-16	2014-15	2013-14																																					
300	300	300	300	300																																					
2017-18	2016-17	2015-16	2014-15	2013-14																																					
350	200	200	200	200																																					
2.1.3	<p>Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years</p> <p>2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>127</td> <td>114</td> <td>91</td> <td>88</td> <td>70</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>126</td> <td>114</td> <td>91</td> <td>88</td> <td>70</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	127	114	91	88	70	2017-18	2016-17	2015-16	2014-15	2013-14	126	114	91	88	70																				
2017-18	2016-17	2015-16	2014-15	2013-14																																					
127	114	91	88	70																																					
2017-18	2016-17	2015-16	2014-15	2013-14																																					
126	114	91	88	70																																					

Remark : Please provide the admission list of students in the reserved category with supporting documents. This was asked earlier and still has not been provided

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

3.1.1.1. Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0.6	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : The grant award letter does not quote the amount

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Answer before DVV Verification : Yes

Answer After DVV Verification: No

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Answer before DVV Verification : Yes

Answer After DVV Verification: No

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	0

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training,

research, etc during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	1	1	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	1	1	0

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : Without an e-copy the MoU will not be considered

4.2.5 Availability of remote access to e-resources of the library

Answer before DVV Verification : Yes

Answer After DVV Verification: No

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year

Answer before DVV Verification : 160

Answer after DVV Verification: 55

Remark : The scan copy max numbers on a day is 72. Average of the provided days (72, 66, 55, 34, 50) is 55

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities

excluding salary component, as a percentage during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
61.55	50.70	47.43	28.31	9.70

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : Only Expenditures related to Maintenance and not CONSTRUCTION. Also, the abstract needs to be duly certified by Chartered Accountant

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

5.1.2.1. Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : No sanction letter provided

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

Answer before DVV Verification : Yes

Answer After DVV Verification: No

Remark : The document cannot be considered. Only typed document with Structure of committee and grievance mechanism will be considered

5.2.2 Percentage of student progression to higher education (previous graduating batch)

5.2.2.1. Number of outgoing students progressing to higher education

Answer before DVV Verification : 32

Answer after DVV Verification: 0

Remark : No Admit card from Dibrugarh University provided.

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	3	3	3	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

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

Answer After DVV Verification: D. Any 1 of the above
Remark : Only NIRF Participation

7.1.1	<p>Number of gender equity promotion programs organized by the institution during the last five years</p> <p>7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 510 1046 645"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>2</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 721 1046 855"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td></td> <td>2</td> <td>2</td> <td>1</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2	2	2	1	0	2017-18	2016-17	2015-16	2014-15	2013-14		2	2	1	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	2	2	1	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
	2	2	1	0																	
7.1.10	<p>Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1057 1046 1191"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>3</td> <td>3</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1267 1046 1402"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	1	1	3	3	1	2017-18	2016-17	2015-16	2014-15	2013-14	2	0	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	1	3	3	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	0	0	0	0																	
7.1.11	<p>Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)</p> <p>7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1684 1046 1818"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>4</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1895 1046 2029"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>2</td> <td>4</td> <td>1</td> <td>1</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2	2	4	1	1	2017-18	2016-17	2015-16	2014-15	2013-14	0	2	4	1	1
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	2	4	1	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	2	4	1	1																	

	Remark : Duplication with previous metric																				
7.1.12	<p>Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: No</p>																				
7.1.13	<p>Display of core values in the institution and on its website</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: No</p>																				
7.1.15	<p>The institution offers a course on Human Values and professional ethics</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : This metric is not about code of ethics but course on professional ethics</p>																				
7.1.16	<p>The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : Again, this is not about code of Ethics</p>																				
7.1.17	<p>Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years</p> <p>7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>18</td> <td>17</td> <td>17</td> <td>18</td> <td>16</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>9</td> <td>9</td> <td>9</td> <td>9</td> <td>9</td> </tr> </tbody> </table> <p>Remark : No enough documents to support. However, based on the actual list provided, the numbers are corrected</p>	2017-18	2016-17	2015-16	2014-15	2013-14	18	17	17	18	16	2017-18	2016-17	2015-16	2014-15	2013-14	9	9	9	9	9
2017-18	2016-17	2015-16	2014-15	2013-14																	
18	17	17	18	16																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
9	9	9	9	9																	

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>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	1	1	1	1	1	2017-18	2016-17	2015-16	2014-15	2013-14	1	1	1	1	1
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	1	1	1	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	1	1	1	1																	
2.2	<p>Number of sanctioned posts year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>10</td> <td>10</td> <td>10</td> <td>10</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>21</td> <td>21</td> <td>21</td> <td>21</td> <td>21</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	10	10	10	10	10	2017-18	2016-17	2015-16	2014-15	2013-14	21	21	21	21	21
2017-18	2016-17	2015-16	2014-15	2013-14																	
10	10	10	10	10																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
21	21	21	21	21																	
3.2	<p>Number of computers</p> <p>Answer before DVV Verification : 10</p> <p>Answer after DVV Verification : 8</p>																				