YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution   KOKRAJHAR GOVT. COLLEGE

- Name of the Head of the institution   Dr. Dimacha Dwibrang Mwchahary

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   03661270245

- Mobile No: 8638471995

- Registered e-mail   principalkokgc@gmail.com

- Alternate e-mail   kokrajhargovtcollege32@gmail.com

- Address   W/NO-6, KOKRAJHAR TOWN

- City/Town   KOKRAJHAR

- State/UT   Assam

- Pin Code   783370

2.Institutional status

- Affiliated / Constitution Colleges   Affiliated

- Type of Institution   Co-education

- Location   Urban

- Financial Status   UGC 2f and 12(B)

- Name of the Affiliating University **Bodoland University**

- Name of the IQAC Coordinator **Dr. Gauri Sankar Narzary**

- Phone No. **9864745333**

- Alternate phone No. **03661270245**

- Mobile **8638471995**

- IQAC e-mail address **coordinatorkokgc@gmail.com**

- Alternate e-mail address **principalkokgc@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.kgc.edu.in/2024/07/19/aqar-2022-23/

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.kgc.edu.in/academic-calendars/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**71.05**	**2004**	**03/05/2004**	**02/05/2009**
Cycle 2	**B**	**2.23**	**2015**	**15/11/2015**	**14/11/2020**
Cycle 3	**B++**	**2.78**	**2023**	**01/09/2023**	**31/08/2028**

6.Date of Establishment of IQAC   **19/08/2002**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	**nil**	**nil**	**nil**	**nil**

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

- Upload latest notification of formation of IQAC   View File

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

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File](#)

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

- If yes, mention the amount

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

1. Establishment of a General Computer centre with 100 Nos. of PCs. 2. Vertical extension of Block-B (Arts Block) for classrooms 3. Land acquisition for extension of campus and proposed Kokrajhar University 4. Procurement of 16 Nos of computers for Mathematics Laboratory. 5. Renovation of Conference Hall into a smart-room. 6. Additional procurement of smart interactive panel/board (3)

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

Plan of Action	Achievements/Outcomes
1. Establishment of a General Computer centre with 100 Nos. of PCs.	**1. a General Computer centre with 100 Nos. of PCs is established**
2. Vertical extension of Block-B (Arts Block) for classrooms	**2. Vertical extension of Block-B (Arts Block) is done to create 7 classrooms**
3. Land acquisition for extension of campus and proposed Kokrajhar University	**3. Aland measuring K L is procured**
4. Procurement of 16 Nos of computers for Mathematics Laboratory.	**4.16 Nos of computers for Mathematics Laboratory have been purchased**

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	**26/12/2024**

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
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• Designation	Principal
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• Location	Urban
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- Name of the statutory body

Name	Date of meeting(s)
Governing Body	26/12/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Yes	23/02/2024

15.Multidisciplinary / interdisciplinary

Kokrajhar Govt. College (KGC) has 19 departments spanning across Sciences, and Arts stream and hence is fully prepared and geared up for offering a complete multidisciplinary and Interdisciplinary experience to its learners. The various departments of the college already offers elective papers to students from other departments as part of their curriculum. KGC being an affiliated College of Bodoland University of Kokrajhar completely adheres to and follows the course structure and curriculum as approved by the University. Thus the college will implement in letter and spirit the curriculum and course structure as formulated by the University as per NEP. The college has necessary expertise to implement the curricula linkages and integration between Arts and Science. The College will implement and provide courses involving flexible and innovative curricula as per the list approved by the University. The college boasts of a very active and vibrant NSS, NCC and ECO club. The college has adopted villages of rural Kokrajhar. Through these initiatives the college is already involved in community engagement and service, environmental education and value based education. The college will adhere to the 4 year curriculum framework with multiple entries and exits as provided by the University. The college already has a well established framework for offering elective courses in which student strength varies every year, hence is completely prepared for this concept of multiple entries and exits in accordance with its history of establishment and mission & vision, the teaching learning method adopted in the institution emphasizes blending of academic and social responsibility among its students. The Environmental Studies

subject is compulsory for students of all subjects of both streams to make them aware of environment and issues faced by the world we live in. Students are offered SEC along with add-on courses of regular syllabus. Social service activities conducted by NSS, NCC, Clubs and Cells of the college sensitized students on educational, social, physical and mental health issues.

16. Academic bank of credits (ABC):

Academic bank of credits (ABC) ID is now mandatory for all the students enrolled from the 2023-24 academic session, who are admitted through E Samarth admission poral. The affiliating university and college have ensured that all the students admitted from 2023-24 session created their ABC ID.

17. Skill development:

The college offers its students elective Skill Enhancement Courses as per their curriculum designed by the affiliating university. Such courses in Assamese, Manuscript Preparation, Bodo, Material Culture of Bodos, Bodo Creative Writing, Traditional Bodo Medicine, Horticulture, Candle Making, Soap Making, Computer Application, Stress Management, Teacher Eligibility Test, Business Communication, Creative Writing in English, Translation Studies, Photography, French, Tourism, Basic in HTML, Basic of MS Office, Programming in C, Use of MSExcel in Data Analysis, Yoga, Electrical Wiring, Course in Sericulture, Nutrition and Health, Bioinformatics, Panchayati Raj and Rural development, Human Rights, Basics of Big Data, Awareness on Cyber Crime & Security, Human Values & Professional Ethics, Personality Development, Art & Film Appreciation, Research Methodology & Data Analysis focus on equipping students with entrepreneurial skill and employability as well as provide value based education and inculcate professional ethics and civil rights. The Environmental Studies course is a part of the ability Enhancements courses. The institution provides opportunities for experiential learning and skill development through fieldworks, industrial visits, projects works and hands-on learning methods. In addition extension services and community development programmes are carried out to fulfill its mission to integrate in the students the ennobling virtues of Indian ethos and values, tolerance and cooperation and a sense of appreciation of traditional and cultural inheritance of the nation and create unity and integrity among the people.

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

Since the mission of Kokrajhar Govt. College is to integrate in

the students the ennobling virtues of Indian ethos and values, tolerance and co-operation and a sense of appreciation of traditional and cultural inheritance of the nation and create unity and integrity among the people, it has incorporated Indian traditional knowledge in all the fields of education. The Academic Syllabus of the affiliating university encompasses IKS in every subject. The following are some of the cases where the college exclusively works on IKS: • In regard of promotion of Indian languages, the institution hosts maximum number of Indian languages, viz. Assamese, Bengali, Bodo, Hindi subjects in degree courses. Students can also opt for Nepali language if he/she desires it as Modern Indian Language . • "Bonjar", the Annual Festival of the college organizes literary, debates, quiz etc. competitions on Indian tradition, history, and so forth. The sports events encompass Indian traditional sports and the cultural events promotes India's rich cultural heritage among all students through music, dance, and cultural showcase. • Ishan Muchahary Memorial Day Celebration exclusively promotes Bodo literature and culture. • The Annual college Magazine "Bwhwijiri" ensures scopes for young budding writers to write in their mother tongue and is published incorporating articles in Assamese, Bengali, Bodo, Hindi, and thus it encourages students to write in Indian languages . • "Onzima", the annual magazine of Kokrajhar Govt. College Bodo Students' Literary Society publishes writings in Bodo to preserve and promote Bodo Language and literature. • College organizes Hindi Divas annually • The Botanical Garden of the college has traditional medicinal plants to familiarize students about our rich tradition of Ayurveda. • Philosophy department organized a Seminar on "Ethics, values and Human Society" in collaboration with Philosophical Forum, Kokrajhar Govt. College. • Departmental seminar cum invited lecture on "The Purusarthas: Four supreme Values in the Context of Indian ethics

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

The college has established a robust and credible continuous evaluation and internal assessment system to constantly monitor the progress of all its students including their regularity. Based on these assessments the faculty plans their intervention to help the weak students and slow learners so that they can also cope with the rigor of the curriculum. Kokrajhar Govt. College ensures student-centric model in both academic and co-curricular activities. IQAC of the college has always ensured to make teachers aware of Outcome based Education (OBE). All the faculties of the college are well-informed about OBE. Teachers of the college get ample opportunity to design the syllabus of its

affiliating university. All courses of the affiliating university are under OBE standard with Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) specified and these are displayed on the institutional website. The Student Induction Programme, an orientation on the concept of outcomebased education and programme outcomes are done for the students. The teachers in every department informs the course outcomes of each course on the commencement of the first class to the students. The College has devised different methodologies for assessing the attainment of Programme outcomes and course outcomes. Attainment of the desired outcome of the courses and programmes has been prioritized by the institution. The IQAC discusses the results of assessment of the outcomes and adopts proper measures to improve the teaching-learning process. • Direct Method of assessment is applied where the performance of students is analyzed in the Internal Assessment and End Semester Examination. • In the Formative and Summative evaluation where the summative assessment is made through the semester examination of the affiliating university, and counts 80% of the assessment in a course and the other 20% of weightage for internal assessment is used for the formative assessment of the student, if a student gets 60% in a question from one unit, then as per Bloom's Taxonomy, she/he has understood the unit at a specific level and the respective CO has been attained. • Feedback on the courses collected from students in order to assess the attainment of Programme Outcomes. • The course teacher identifies the Performance Indicators in a specified manner. • Performance Indicators are the expectations of student's attainment of the outcomes that are done by assessing the written, oral and practical mode of evaluation . • A strong time bound framework is also devised to complete the task in time. • IQAC carries out academic audit of the results of the final year students with an aim to improve the COs

20.Distance education/online education:

The college has subscribed to Cisco Webex meeting and Google Suite free version which includes all Google tools like Google Meet, Jamboard, Google Classroom, Google Calendar to develop and deliver the entire teaching learning process in an online environment in addition to offline teaching and interaction. During the Covid-19 lockdown period teachers used these platforms to conduct of online classes, management of attendance, submission of assignments, webinars, training programs, etc. Teachers also launched their own YouTube channels along with official channels of the college to deliver e-content, videos and

to publish webinar and videos of college programmes. Presently, Environmental Studies, a foundation course for undergraduate students is taught online using Cisco Webex. Department of Computer Science offered certificate course in computer application in blended mode where theoretical classes were held online whereas practical were conducted in offline mode. The college has registered in SWAYAM portal and students are enrolled in MOOC courses present there as per the NEP course framework. The institution also host a study centre of IGNOU, which is a university of distance learning

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	31

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	3110

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	930

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	600

File Description	Documents
Data Template	View File

3.Academic

3.1	**127**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**75**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**68**
Total number of Classrooms and Seminar halls	

4.2	**105.76**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**178**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Academic Council of the college regulates, monitors andensures literal implementation of the academic schedules published at the beginning of the academic session. The council, through the principal of the college, directs the various departments to conduct departmental classes, seminars and field studies.The

council adheres to strict implementation of the academic schedules like sessional examinations as published by it in the academic calendar. The Academic Council, through the Routine Committee, also ensures spaces for the remedial classes/tutorials in the weekly routine to facilitate slow learners. The faculty members record the activities daily in the departmental log book. Complaints/feedbacks, if any, from the departments with regard to the problems faced in the process of smooth implementation of the chalked out plans are addressed by the academic council in consultation with the IQAC and the Principal

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.kgc.edu.in/wp-content/uploads/2024/02/Completed-TDC-Class-Routine-for-2023-24.pdf

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

Yes, the institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE). The academic calendar is created using the declared calendar of the affiliating university as a guide. This enables the institution to efficiently adhere to the calendar's time-table. Sessional examination are scheduled for all semesters.The schedule of the examination is explicitly stated in the Calendar for the conduct of Continuous Internal Examination. Arrangements for the conduct of co-curricular activities are also prepared during the planning of the academic calendar. Activities such as subject association formation, guest lectures, and field trips, as well as for Extension activities, sports, exhibitions, and annual events are examples of extracurricular activities. The teachers record classes in log book through daily notes. They keep an eye on things and make sure the curriculum delivery time-table is being followed in accordane with the lesson plan chalked out at the begining of the semester.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://www.kgc.edu.in/academic-calendars/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University **A. All of the above**

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

1.2 - Academic Flexibility

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

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

29

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

0

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

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

Relevant Issues of Gender, Environment and Sustainability, Human Values and Ethics are integrated in the syllabus. Philosophy encompasses Applied ethics, Professional ethics, Feminism. English Literature has exclusive paper on gender designated as Women's Writing in English. Political Science includes paper of Human Rights, Gender and Politics.Environmental Studies has a course containing topics on bio-diversity, climate change, environmental degradation, environment and human resource. Events and activities are regularly organized by departments/Cells to make students aware on important contemporary issues viz. gender equality, climate change, environmental protection. The College organizes Social Outreach Programme on these issues through a range of activities/ programmes/ lectures showcasing gender and

environmental issues to sensitize people.The institution carries out a plantation programme on "World Environment Day" every year.

The Eco Club works to create and make students aware about an eco-friendly environment. The boys and girls wing of NCC and NSS unit of the College has taken up activities like plantation, awareness programme on gender, health and human rights. The institution encourages gender equity within and outside the campus.

The Women Cell is committed to foster the strength of female teachers and students and to create a sensitized environment towards gender equality.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

12

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

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

373

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.kgc.edu.in/feedback-reports/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1436

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

880

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

In every academic session, students are assessed by the teachers on the basis of classroom performance, individual interactions, sessional examinations and participation in diverse activities in the college. The slow learners and advanced learners are identified from their performance and in the above activities. To achieve the goal of enhancing the learning experiences of the advanced learners and the slow learners, the college adopts various strategies. Following initiatives are undertaken for helping the Slow Learners.

- **Slow learners are given Tutorial Classes as pre-appropriated Routine.**
- **Personal Guidancce is provided for bringing them to pick up pace.**
- **Guardians are also briefed about the performance level of their wards. Local languages are also used in addition to English**

Opportunities for Advanced Learners:

- **Advanced Learners are motivated to participate in MTTS (Mathematics Training and Talent Search) programmes.**
- **Advanced students are guided to use progressive library resources. The N-List membership enhances their cognitive skills.**
- **They are guided outside the contact hours in platforms like Google Meet and WhatsApp.**
- **In addition to these, various hands-on training programmes are organised**

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
3110	**127**

File Description	Documents
Any additional information	**No File Uploaded**

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

Various student centric methods are adopted by the college to ensure active participation of students in the teaching learning process

Experiential Learning:

Various student centric methods are adopted by the college to ensure active participation of students in the teaching learning process

Experiential Learning:

- **Industrial Visits: Students are taken to industrial sites periodically.**

- **Field Study:** Field study is planned once in every academic session.
- **Educational Excursion:** Educational Excursions are also organised.
- **Outreach Programmes:** Students are taken to nearby villages. Workshops: Workshops are arranged in the college campus.
- **Webinars:** Online Interactive Learning with Experts are arranged.
- **College Sports,Cultural Activities and Inter-College competitions Youth festivals are also part of this learning

Participative Learning:

- Departments adopt the following methods for effective participative learning:
- Community Surveys, Group Discussion, Project work, Departmental Seminars, Quiz Competitions, Home assignments, Cleanliness drive
- MoUs have been signed with the following institutes of repute for enhanced learning :

International Institutions like Rangamati Science and Technology University, Bangladesh and Mahachulalongkornrajavidyalaya University of Thailand are signatories.National institutes like IIT, Bombay and CIT, Kokrajhar are cosigners. Regional institutions like Science College, Sapatgram College, Assam Down Town University, etc. are partners.

Problem Solving Methodologies:

The following means are adopted by the concerned departments to enhance the learning experience through problem solving:

- Practical works
- Assignments and Projects and Self-assessment
- Group learning
- Online tests

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

The college has prioritized use of ICT in teaching -learning in the subjects Assamese,Bengali, Bodo, Botany, Chemistry, Computer Science, English, Economics, Education, Geography, Hindi, History, Logic & Philosophy, Mass Communication, Mathematics, Physics, Political Science, Statistics, Sociology and Zoology.

E-resources and techniques like Google classroom, Google meet, E-books, EJournal, WhatsApp, PPT Slides, Multimedia classes, AudioVisual Teaching aids, Matlab, You tube Channel are used for teaching learning process. Central library have networked internet connections. Campus is wi-fi enabled. Faculty members are encouraged to use digital tools, online portals such as National Digital Library, SWAYAM, SAMARTH, etc. and N-LIST consortia subscription of the institute, which facilitates teaching learning. During the Covid 19 pandemic institution subscribed to G-suite and Cisco Webex meeting which was effectively used for conducting regular classes. This Cisco Webex is still used to conduct online classes as per requirements. Google classroom is used in posting and receiving assignments, post educational resources and materials. Google forms are used to evaluate students, etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.kgc.edu.in/ict-enabled-facilities/

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

2.3.3.1 - Number of mentors

126

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

127

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

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

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

49

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

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

2.4.3.1 - Total experience of full-time teachers

1290

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<u>View File</u>

2.5 - Evaluation Process and Reforms

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

Internal Assessment is done by each department at both UG and PG levels of the institution as part of the rules set by the affiliating University. Students' progress and performance evaluation is done by teachers frequently in the respective departments. Internal assessment marks of students are recorded on the basis of their performance in sessional examinations, their participation in departmental seminars/group discussions/departmental quiz, class attendance, assignment etc.The results of the sessional exams are displayed in the departmental notice boards for the students. Moreover, the students are allowed to see their checked examination scripts. This is done to make the students aware of their mistakes and to highlight the areas where scope lies to score better marks. The teacher also appreciates top best performances of students for boosting their morale. Such evaluation process makes the students more refined and confident for the end semester (final) examinations conducted by the university.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

The institution has a regular and continuous culture of conducting examinations in departmental level and centrally. It is mandatory for all the students to appear in the examinations and the whole process of evaluation is very transparent and organized. Utmost care is taken by each department of the institution in terms of

examination grievances so that they are redressed on time-bound basis. Students having grievances regarding marks obtained under different category of questions or the issues of wrong calculation, omission of marks in the internal examinations conducted by the college are reported to the respective Head of the department who take immediate recourse to the problem.

Students have the freedom to approach the Principal directly with regard to any grievances. On the other hand grievances related to examinations conducted by the University are mainly dealt with the administrative office. If any student comes with any grievance, he or she is generally guided by the college office to apply in a proper online or offline system. Later these grievances areforwarded to the Universities or Council for rectification.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The institution has uploaded Programme Outcomes, Program Specific Outcomes, and Course Outcomes for M.A./M.Sc. and B.A. /B.Sc. They have been finalised and submitted on the institutional website in accordance with the ethos of the affiliating website in accordance with the ethos of the affiliating university.The College sets out teaching plans to achieve Programme Outcomes, Program Specific Outcomes, and Course Outcomes which commence with departmental meetings. The IQAC informs staff of the learning outcomes and distributes the UGC model curriculum's Programme Outcomes, Program Specific Outcomes and Course Outcomes for implementation into the institution's curricular transaction. At the beginning of each course, teachers notify students about the course outcomes in the classroom. The Student Satisfaction Survey (SSS) is another analysis used by the college to get feedback on how well students are meeting their learning objectives. Thus, the institution uses the above mentioned methods to inform students and faculty about course and programme learning objectives.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

The evaluation of attainment of Programme Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (CO) is primarily made on the basis of the performances of the students in summative and formative assessments in the courses. The summative assessment is made through the semester examination of the affiliating university, and counts 80% of the assessment in a course. The other 20% of weightage for internal assessment is used for the formative assessment of the student. The knowledge and skills aimed for the course outcomes are assessed through the semester examination, sessional examinations, along with a process of continuous internal evaluation that includes home assignments, group discussions, seminar presentations, quizzes, etc., throughout the semester. Learning outcomes of the students are regularly monitored by the departments and appropriate remedial measures are taken for desired course outcomes. Moreover, departments assess the program specific outcomes after semester results and chalk out desirable interventions to achieve betteroutcomes. In addition IQAC carries out academic audit of the results of the final year students with an aim to improve the COs. The POs have been uploaded on the College website. The attainment of PO is assessed through the student progression record of alumni of the institution.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.kgc.edu.in/programme-outcomes/

2.6.3 - Pass percentage of Students during the year

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

600

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.kgc.edu.in/annual-report/

2.7 - Student Satisfaction Survey

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

https://www.kgc.edu.in/2025/02/06/student-feed-back-2023-24/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

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

0

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

3.2 - Research Publications and Awards

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

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

46

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers

published in national/ international conference proceedings per teacher during the year

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

62

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

3.3 - Extension Activities

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

Kokrajhar Govt. College organized severalnumber of extension activities involving the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the current academic year.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	<u>View File</u>
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through

NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

18

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

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

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

1321

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

3.4 - Collaboration

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

4

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Kokrajhar Govt. College gives top priority to fulfill the requisite norms provided by the affiliating university in terms of infrastructure, teaching-learning facilities, ICT tools etc. Every department has been provided with sufficient numbers of classrooms, laboratories, stock books, record keeping books, attendance registers and all other relevant materials required for teaching learning process. Most of the departments are provided with ICT facilities like Laptop, Projector, smart interactive panel/board,etc. The science departments are well established and fabricated with well equipped laboratories which cater the need for under graduate as well as post graduate curriculum of the affiliating universities. Apart from central library, all the

departments have their own seminar library for their students as well as teachers. The college campus is fully equiped with WiFi facilities for faculties, students and office bearers. The campus has facilities like Computer Centre, Students Day Home, purified drinking water facilities, Canteen, etc. which are used optimally by the stakeholders.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.kgc.edu.in/hostel/

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

- **There is an open-air space for open air programs.**
- **There are outdoor facilities for Football, athletics and other track and field events, separate volleyball court, as well as facility for badminton which is shared by Kokrajhar District Sports Association as per MoU.**
- **Students' Day Home accommodates facilities for table tennis, carrom, chess etc.**
- **Yoga Day is celebrated regularly with Yoga demonstrated by experts.**
- **Kokrajhar Govt. College Students Union is dedicated to sports & cultural activities round the year and the annual festival titled "Bonjar Festival".**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.kgc.edu.in/sports/

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

39

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

39

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.kgc.edu.in/ict-enabled-facilities/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

43.03

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The College library has a collection of about 34741 copies of text and reference books covering a wide range of subject.The library is fully automated with the SOUL (Software of University Libraries) software Version: 2.0,2023.It also has DSpace (Digital Library Software) facility.The LMS has components namely, shelf management, library stock verification, library membership, membership login, issue books, return books, The OPAC (Online Public Access Catalogue) facility is available in the ILMS for the status of a book such as available/issue, shelf number, accession number, and the bibliographic information. Accesses to online resources such as N-LIST, DELNET, etc. are also available in the library. Books, theses and journals by keyword of title, author, ISBN/ISSN No., publisher, subject and accession number, etc. can

be searched anywhere in the world through an internet connection and get the information about required collection like the status of books, number of copies and location of the document in the library and other bibliographical details. Information like the rules, facilities, instructions, and services of the central library can be obtained from the library webpage (https://www.kgc.edu.in/library/). The webpage also provides the latest updates and displays the remote access facilities of some databases subscribed by the library.There are 11 computers with internet and online UPS facilities in the library. The computers are used for various academic purposes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://www.kgclibrary.in/

4.2.2 - The institution has subscription for the A. Any 4 or more of the above **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

0.809

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

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

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

155

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

The college upgrades its IT facilities frequently as per the needs and requirements. These include an increase in the number of computers, internet connectivity, a new institutional portal, the appointment of a System Administrator, portal updating, setting up of ICT-enabled classrooms and seminar halls, online admission, library digitization, etc. A new dynamic institutional portal (www.kgc.edu.in) has been designed to meet the rising demands in the educational and administrative domain. Kokrajhar Govt. College uses Information and Communication Technology (ICT) tools for effective teaching-learning in the classroom. Departments like Botany, Chemistry, Computer Science, English, Education, Geography, Mathematics, Physics, Statistics, Zoology, etc,use the ICT tools for better improvement and understanding in the classroom. The departments of Physics, Economics, and Sociology,etc. have their own web page. ICT tools include E-resources and techniques like Google classroom, Cisco Webex meeting, G Suite for Education, Google meet, Power Point presentations, E-books, EJournal, WhatsApp, Multimedia classes, Practical Oriented AudioVisual Teaching aids, Scilab, Python, MySQL, Linux, Libre office,Youtube Channel etc.The college also has the access of the softwares like -Mathematica-12.0, MATLAB-

R-2016, SPSS-24, Chem Office-2004, ARCGIS, JCPDS data file for X-Ray diffraction, Multisim (free version), VESTA etc

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.kgc.edu.in/ict-enabled-facilities/

4.3.2 - Number of Computers

178

File Description	Documents
Upload any additional information	View File
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

85.62

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

- **Planning Board: Procedures and policies for utilizing and maintaining various facilities, proposal for newconstruction, alterations in any part of the building are planned properly by this board.**
- **Construction Committee: The Committee of the College looks after additions and alterations in any part of the building. Apart from those members, 18 members of non-teaching staff have been permanently engaged to keep the campus clean.**
- **Sports Facility: The institution has MoU with Kokrajhar District Sports Association(KDSA) which maintains all sports facilities and training facilitating sports potential of the college.**
- **College Canteen: College has a well ventilated, spacious canteen for the students as well as the teachers. The authority makes sure that the students can enjoy fresh, healthy and delicious foods at the best affordable price.**
- **Hostel Management: The College provides minimum facilities in the matters of utensils, furniture, newspapers but not electricity bulb to individual students for study/ reading purpose. Details of hostel rules and regulations, management system and mess system are elaborated in the Hostel Bulletin, which is provided to the selected candidates during admission to the College.**
- **Library Facility: A student can borrow books from the library on production of Library Cards, which are issued to the students after admission. For smooth functioning of the library, there is a Library Advisory Committee. The Library Card issued to the students remains valid for one academic year. A student can borrow books for a maximum period of 14 days from the date of issue.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

370

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

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

02

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

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

C. 2 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

319

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

319

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

22

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

201

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

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

09

File Description	Documents
Upload supporting data for the same	[View File]
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

09

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

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

The college has an elected students' union body by the name "Kokrajhar Govt. College Students Union (KGCSU)". The union comprises of 12 executive members headed by the Principal of the college as Chairperson. The executive body has the portfolios of (1) Vice president (2) General Secretary (3) Assistant General Secretary (4) Major Games Secretary (5) Minor Games Secretary (6) Debate and Symposium Secretary (7) Cultural Secretary (8) Social Service Secretary (9) Literary Secretary (10) Music and Song Secretary (11) Boys' Common Room Secretary and (12) Girls' Common Room Secretary. Prof-in-charges are attached to each portfolio,

appointed by the Principal. The executive members of the union take an active role in organizing different activities for the students in the college campus. The union also works in facilitating deserving students in participating different events organized at the district/state/national level and international level. KGCSU also takes active part in different programs and workshops. They also perform activities in collaboration with some other cells of the college like the NSS, NCC, Women cell, KGCBSLS, etc. The members of KGCSU have representation in (i) Anti Ragging Cell, (ii)Students' Affairs Sub Committee, (iii) Phanindra Nath Brahma Memorial Trust, (iv) Extension Service Cell, (v) Women Cell.

File Description	Documents
Paste link for additional information	https://www.kgc.edu.in/union-body/
Upload any additional information	No File Uploaded

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

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

02

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The college has a rich legacy of brilliant alumni. The Alumni association of Kokrajhar Govt. College is a vibrant wing of the

age-old institution with chapters like departmental alumni, Boy's hostel alumni etc. The alumni association meets with current batches and mentors them through the networking forums to the best of their abilities. Through these alumni meets, a strong bond is created between the passed out students and the current batch. The association encourages the meritorious students of the college by rewarding cash with certificates. From time to time the association also organizes orientation programme on career options and opportunities for the students. Programmes like World Environment Day, essay competition etc. are observed by the college in collaboration with the association and plants saplings as a small contribution towards making this earth a better place to live in. The association also contributes towards the infrastructural development of the college campus. Whenever situations like flood, community clashes occur, the association generously donates the amenities to the victims or needy ones. College Alumni Association registration number is RS/KJR/253/U/12 of 2020-21.

File Description	Documents
Paste link for additional information	https://www.kgc.edu.in/alumni/
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Mission of the College: The college was established in 1959 with a noble mission of providing higher education to the underprivileged people of this part of the Country when higher education was a distant dream for most of the people. The college was to provide the people an opportunity for higher education so that they could shoulder the responsibility of educating their people on large scale.

Like any other backward places of India, the society of this area had suffered from a variety of social evils, such as superstitions, crude social practices, prejudices, etc. The mission of this college was to promote scientific, rational and secular outlook among the people and to help them overcome superstitions, evil social practices and to inculcate a rational behaviour.

Gradual progression to higher studies was another mission of this college, so that after completion of college education, successful students would have the opportunity to attain higher education in Universities and technical institutions. In this regard, the College gives special emphasis on the following points in relation to quality improvement:

* Quality Education with Social Responsibility.

*Effective Social Organization and Social Harmony

*Institution with Environmental Responsibility as the need of the hour is to inculcate the spirit of responsibility and care for the environment.

File Description	Documents
Paste link for additional information	https://www.kgc.edu.in/about-us/
Upload any additional information	No File Uploaded

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

Kokrajhar Govt. College epitomizes effective leadership through its institutional practices of decentralization and participative management. The college operates on a decentralized and participative mode, actively involving all stakeholders in decision-making processes to ensure both social and educational empowerment of the community. This inclusive approach extends to outreach programs, fostering sustainable development and gender equity. The organizational composition is a testament to the commitment to decentralization, with a well-structured framework including the Principal, HoDs, Academic Council, IQAC, Teaching and Non-teaching staff, various cells & committees, Alumni Association, and Students Union. The inclusion of members from various levels of the organizational hierarchy, along with a focus

on gender diversity, ensures a comprehensive and diverse perspective in decision-making. Regular gatherings at different governance levels facilitate the practice of decentralization, allowing everyone to contribute to institutional matters. The effective strategy for delegating authority and providing operational autonomy empowers academic departments, cells, and associations. Heads of Departments (HODs) and faculty members are granted the freedom to make decisions, fostering constructive growth. Co-curricular and extension activities are efficiently managed by Cell coordinators, showcasing a distributed leadership approach. The visible enhancements in campus infrastructure underscore the success of this decentralized governance model, elevating the institution to the next level and reflecting the efficacy of participative leadership at the College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Every year at the end of the academic session, Kokrajhar Govt. College prepares strategic/perspective plan for the upliftment of the institute. In the year 2023-2024 plans were:

1. Establishment of a general computer centre with 100 nos of PCs.

2. Verticle extension of Block-B (Arts Block) for class rooms.

3. Land acquisition for proposed Kokrajhar University.

4. Procurement of 16 nos. of computers for Mathematics Laboratory.

5. Renovation of conference hall into a smart room.

6. Procurement of additional smart interactive panel/board (03).

The college put a wholesome effort to deploy the perspective plan of the year 2023-2024 to practice. In this context, Block-B has been extended vertically, land procured for proposed Kokrajhar University, 16 nos. of computers procured for mathematics laboratory and additional smart interactive panels were procured.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

*Administrative Set Up: The college functions under the supervision of the Department of Education, Govt. of Assam and the Director of Education, Bodoland Territorial Council (local governance). Principal is chairperson of all committees of the college, who coordinates all academic and non-academic activities of the college. Vice Principal of the college assists the Principal and in-charge of all academic activities of the college. All Head of the departments are in-charge of their individual departments. College central Library is controlled by the librarian under the supervision of the Principal.

*Appointment: Appointments of the teachers are done by the Commissioner/Secretary of Department of Education, Govt. of Assam after the selection and recommendations of Assam Public Service Commission. However, appointment of the non-teaching staff (Grade -III and Grade IV staff) are done by the Director of Education, Bodoland Territorial Council as per the guidelines of the Govt. of Assam.

*Service rules: The Service Rule of the Government of Assam is strictly followed for all the employees of the college.

*Code of Conduct: The College follows a strict code of conduct for its stakeholders designed as per the guideline of the Govt. of Assam. Model code of conduct is accessible from the website of the college.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://www.kgc.edu.in/organogram/
Upload any additional information	**No File Uploaded**

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and non-teaching staff. Welfare measures for Teaching Staff: Group Insurance as per Assam Govt. rules.

* In-House Society named KCSARSS Ltd.

* Help with facilitation of bank loans.

* Quarter for Hostel Superintendent with incentives

Welfare measures for Non-Teaching Staff:

* Group Insurance as per Assam Govt. rules.

* In-House Society named KCSARSS Ltd.

* Help with facilitation of bank loans.

* Crash Course in Computer Basics for Supporting Staff.

* Renovation of living quarters of hostel support staff.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

`00`

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

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

`00`

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

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

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

24

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

As per the direction of UGC and Higher Education, Government of Assam, the Institution has a performance appraisal system which is maintained by Department of Personal (Personal- A), Assam Secretariate (Civil), Dispur, Guwahati. Teachers have to submit

Personal Profile. Based on Personal Profile and service record of the teachers AAR (Annual Appraisal Report) is prepared by the Principal.For Career Advancement under CAS, PBAS formats submitted to the Principal at the end of every academic session are forwarded by Principal to Higher Education, Government of Assam after approval by the Scrutiny Committee. Performance of Teachers is also assessed through Student feedback, taken at the end of every academic session and appropriate instructions given to staff by Principal. The IQAC, reviews Administrative and Academic progress so as to review the performance of all the departments and office administration. After the evaluation of the report, it is communicated to respective department for improving shortcomings

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

Yes. Internal Audit is conducted by Principal appointed team whereas external audit is conducted by Assam Govt. approved financial auditor.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

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

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

NIL

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

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

The main sources of funds, apart from the Government is College Management. At the beginning of every financial year, requirements of the College Office, all the departments, Library and various cells are submitted to the Principal. The Principal then calls a meeting of HoDs, Librarian, Office Superintendent, coordinators of various cells and IQAC to decide and judiciously allocate funds once a budget is prepared. In case of special grants/funds received from funding agencies like UGC and RUSA, Committees are formed for monitoring the utilization of grants as per guidelines. Some funds are received from PNB Trust for Best Student Award. Funds received for conduct of examination are handed over to the in-charge of the examinations for proper conduct of exams through judicious management. Accounts of the examinations are submitted as per norms.The Accounts section of the College maintains all records of income and expenditure to ensure financial transparency. All accounts of funds received and spent are audited by In-House Audit Committee internally and by Govt. Approved Chartered Accountant/Auditor externally.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

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

The IQAC organized three meetings during the academic year 2023-2024

* Meeting 1 was held on 27/03/2024. The meeting discussed upon preparation for NAAC Assessment. The meeting discussed upon the continuation of certificate courses in all the departments, recording and follow up action to be taken based on suggestions and views from parents and guardians in the parents-teachers meet, necessity of increasing guest faculty to maintain student teacher ratio, introduction of incubation centers/ start-ups/ employment generation training courses.

* Meeting 2 was held on 04/04/2024. The meeting resolved that the students feedback on teacher and curriculum be conducted at the earliest for the session 2023-2024. The meeting also resolved that the certificate courses be continued and seminars on IPR, IKS and entrepreneurship be organized. The meeting also resolved that extension activities be conducted, MoUs be continued, collaboration with different centers/ organization/institutes be done to arrange local internship for students, provisions for students' health insurance be done.

* Meeting 3 was conducted on 03/06/2024. It was resolved that a list of institutions be submitted by the departments for MoUs to be signed for internship courses.

File Description	Documents
Paste link for additional information	https://www.kgc.edu.in/iqac-quality-initiatives/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews the teaching-learning process every semester. The year plan is prepared by the faculties of the institution. The faculties prepare semester plans. IQAC, through discussions and recommendations, identifies need of improvement towards teaching-learning and prepares a plan of action for upcoming session. Specific formats prepared by IQAC are used to collect information from individuals, HoDs, Cells, Office, Library and Hostels. Based on these reports, incremental improvement in quality is identified, and gaps, if any, are addressed by IQAC, the College administration and management.

* Example 1: Increase in the number of computers: In line with the ICT enhanced learning, there has been an increase in number of computers. Number of computers increased from 137 in 2020-2021 to 178 in 2023-2024, including 16 Computers of Mathematics Laboratory.

* Example 2: Interactive Digital Board: To facilitate interactive learning additional smart boards has been installed. In addition, IQAC has made extensive use of college website, google form, virtual meeting platform like Cisco WebEx, Google Classroom etc. for classes and meetings.

File Description	Documents
Paste link for additional information	https://www.kgc.edu.in/action-taken-report/
Upload any additional information	**No File Uploaded**

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.kgc.edu.in/feedback-reports/#
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is a co-educational institution which makes it to remain vigilant about different issues related to gender. The following steps and initiatives are taken for sensitization of women as an equal entity of human being in the year of 2023-24.

1. Celebration of International Women's Day this year on 8th March, 2024.

File Description	Documents
Annual gender sensitization action plan	chrome-extension://efaidnbmnnnibpcajpcglcl efindmkaj/https://www.kgc.edu.in/wp-conten t/uploads/2025/02/GENDER-AUDIT- REPORT_2023-24.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.kgc.edu.in/hostel/

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

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

- **Solid waste management: SLRM (Solid and Liquid Resource Management) unit of Kokrajhar Municipal Board is providing service for waste management in the college. This SLRM system of waste management, all solid wastes including e-wastes are managed properly. The SLRM system is implemented**

in Hostel campuses also.

- Liquid Waste management: Liquid waste from the hostels and washrooms of the college is safely disposed off through internal sewage system connected to the Municipal Board sewage line. Waste water coming out from chemistry laboratory is disposed in soak pit especially constructed for safe disposal of such wastes.
- Biomedical waste management: The Girls' Common Room and the Girls' Hostel are being provided incinerator for hygienic disposal of sanitary napkins. Other types of biomedical waste are generated in minimal quantity.
- E-waste management: All solid wastes including e-wastes are managed properly by SLRM. The college makes efforts to use electronic/electrical goods to their maximum productive period before rejection.
- Waste recycling system: Currently waste recycling system is not implemented
- Hazardous chemicals and radioactive waste management: Hazardous liquids coming out from Chemistry, Botany and Zoology laboratory are disposed in soak pit especially constructed for safe disposal of such wastes.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

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

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

C. Any 2 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

• **Annual Bonjar Festival: The Annual College Week of Kokrajhar Govt. College, also known as Annual Bonjar Festival including a Food Festival provides an opportunity for the students to work, participate, compete and succeed in an inclusive environment.**

• **Pre-Bwisagu celebration: Pre- Bwisagu festival is organized with a daylong colourful programme on 12th/13th April every year, in order to boost cultural harmony among the students.**

• **College Magazine: The Annual college magazine, "Bwhwijiri" has been published with sections on five different languages i,e. English, Bodo, Hindi, Assamese, Bengali. • Ishan Mushahary Literary Festival: The Ishan Mushahary Literary Festival is organized in colleges to celebrate and promote Bodo literature providing platform for students to showcase their work and engage in discussions about the culture and language.**

• **International Mother language day : International Mother language day is celebrated jointly by the language departments of the college i,e. Assamese, Bodo, English, Hindi, Bengali to promote linguistic harmony.**

• **NCC and NSS Unit: NCC and NSS cells of the college regularly organize extension activities related to community services. The college has also introduced Scout and Guides Cell to inculcate**

nobility of service into young minds of the society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	**No File Uploaded**

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

- **Like every year, this year also Republic Day (26th January, 2024) and Independence Day (15th August, 2024) were celebrated. The flag hoisting ceremony on these two days was followed by motivational speech to instill the concept of constitutional obligations and duties of responsible citizens among the students and staffs of the college.**
- **Ahead of the Independence Day celebrations,'Meri Mati Mera Desh' campaign was also observed to honour the martyrs and to pay tribute to brave heroes of the nation.**
- **On 3rd March 2024, an Awareness Program on Voting was organized by the Kokrajhar Govt. College to instil a sense of responsibility among citizens, especially youth, regarding their vital role in shaping the nation's future through voting.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness   **A. All of the above**

programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

Republic Day (26th January) – Celebrated every year with a flag hoisting ceremony, oath-taking, and motivation talks.

International Mother Language Day (21st February)- This event is organized jointly by the language departments of the college i,e. English, Bodo, Assamese, Hindi and Bengali.

International Women's Day (8th March): with International Women's Day was celebrated theme of "Invest in Women: Accelerate Progress".

World Environment Day (5th June): The college organizes World Environment Day this year with a tree plantation programme i

International Day of Yoga: (21st June): Every year the college organises Yoga Training classes on International Day of Yoga.

Independence Day (15th August) Celebrated every year with a flag hoisting ceremony, oathtaking, and motivational talks.

Teachers Day (5th September): Teachers Day is observed centrally, on 5th September every year.

Hindi Diwas: (14th September): Hindi Diwas is celebrated in the college to develop an awareness on Hindi language

National Mathematics day (22nd December): National Mathematics day was observed on 22nd December, 2023

NSS Day(24th September): The NSS unit of Kokrajhar Govt. College celebrated NSS Day on 24th September w

Rashtriya Ekta Diwas(31st October): The College organized Rashtriya Ekta Diwas on 31st October, 2023 topromote national unity and integrity.

World AIDS Day(1stDecember): World AIDS Day is observed on 1st December in order to spread awareness about HIV/AIDS

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

7.2 - Best Practices

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

Best Practice 1. Implementation of E-Samarth: E-Samarth, an online platform introduced by the Government of Assam, specifically designed to streamline and simplify the admission process for students seeking to enter higher education institutions is successfully implemented by the college since 2023-24. The platform aims to reduce manual intervention, increase transparency, and make the admission process more efficient, user-friendly, and accessible. Its implementation has been seen as a significant step in modernizing and developing the institution by leveraging technology for better governance and student experience

Best Practice 2 Proper implementation of NEP in accordance with UGC: The college has successfully implemented NEP 2020 through providing necessary importance on skill based, laboratory based, field-based programme, undertaken at institutional and departmental level. Two internal/ sessional examinations are also conducted by the college for the improvement of the students to meet the objectives laid down by NEP 2020.

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

7.3 - Institutional Distinctiveness

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

The necessity of socially responsible and inclusive quality education for all round development of the socially and economically backward people of the region has increasingly become important in the age of globalisation; where specialisation and competition have become the major determining factors of success. Development of a society can be realized only through proper understanding of the society and its problems. The Kokrajhar Govt. College thus makes sincere endeavour to improve the social and economic conditions of the downtrodden people of the region. The College stands as a beacon of hope and progress for the socially marginalized, particularly the Scheduled Tribe (ST) communities in the region. The College being in a Sixth Scheduled area, a tribal dominated area, has accepted the challenge of educating and empowering the socially marginalised Scheduled Tribe students of the region. Moreover, the college has been able to attract women population of society so that by educating them, society can be turned into a gender neutral society where men and women can enjoy equal status. The college is well recognised for its contributions towards empowering ST students for last sixty years. The achievement of the college is reflected through the list of its successful alumni.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Academic Council of the college regulates, monitors andensures literal implementation of the academic schedules published at the beginning of the academic session. The council, through the principal of the college, directs the various departments to conduct departmental classes, seminars and field studies.The council adheres to strict implementation of the academic schedules like sessional examinations as published by it in the academic calendar. The Academic Council, through the Routine Committee, also ensures spaces for the remedial classes/tutorials in the weekly routine to facilitate slow learners. The faculty members record the activities daily in the departmental log book. Complaints/feedbacks, if any, from the departments with regard to the problems faced in the process of smooth implementation of the chalked out plans are addressed by the academic council in consultation with the IQAC and the Principal

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.kgc.edu.in/wp-content/uploads/2024/02/Completed-TDC-Class-Routine-for-2023-24.pdf

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

Yes, the institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE). The academic calendar is created using the declared calendar of the affiliating university as a guide. This enables the institution to efficiently adhere to the calendar's time-table. Sessional examination are scheduled for all semesters.The schedule of the examination is explicitly stated in the Calendar for the conduct of Continuous Internal Examination. Arrangements for the conduct of co-curricular activities are also prepared

during the planning of the academic calendar. Activities such as subject association formation, guest lectures, and field trips, as well as for Extension activities, sports, exhibitions, and annual events are examples of extracurricular activities. The teachers record classes in log book through daily notes. They keep an eye on things and make sure the curriculum delivery time-table is being followed in accordane with the lesson plan chalked out at the begining of the semester.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.kgc.edu.in/academic-calendars/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

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

1.2 - Academic Flexibility

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

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

29

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

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

0

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

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

Relevant Issues of Gender, Environment and Sustainability,

Human Values and Ethics are integrated in the syllabus. Philosophy encompasses Applied ethics, Professional ethics, Feminism. English Literature has exclusive paper on gender designated as Women's Writing in English. Political Science includes paper of Human Rights, Gender and Politics.Environmental Studies has a course containing topics on bio-diversity, climate change, environmental degradation, environment and human resource. Events and activities are regularly organized by departments/Cells to make students aware on important contemporary issues viz. gender equality, climate change, environmental protection. The College organizes Social Outreach Programme on these issues through a range of activities/ programmes/ lectures showcasing gender and environmental issues to sensitize people.The institution carries out a plantation programme on "World Environment Day" every year.

The Eco Club works to create and make students aware about an eco-friendly environment. The boys and girls wing of NCC and NSS unit of the College has taken up activities like plantation, awareness programme on gender, health and human rights. The institution encourages gender equity within and outside the campus.

The Women Cell is committed to foster the strength of female teachers and students and to create a sensitized environment towards gender equality.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

12

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

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

373

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	[View File](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://www.kgc.edu.in/feedback-reports/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1436

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

880

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

In every academic session, students are assessed by the teachers on the basis of classroom performance, individual interactions, sessional examinations and participation in diverse activities in the college. The slow learners and advanced learners are identified from their performance and in the above activities. To achieve the goal of enhancing the learning experiences of the advanced learners and the slow learners, the college adopts various strategies. Following initiatives are undertaken for helping the Slow Learners.

- **Slow learners are given Tutorial Classes as pre-appropriated Routine.**
- **Personal Guidancce is provided for bringing them to pick up pace.**
- **Guardians are also briefed about the performance level of their wards. Local languages are also used in addition to English**

Opportunities for Advanced Learners:

- **Advanced Learners are motivated to participate in MTTS (Mathematics Training and Talent Search) programmes.**
- **Advanced students are guided to use progressive library resources. The N-List membership enhances their cognitive skills.**
- **They are guided outside the contact hours in platforms like Google Meet and WhatsApp.**
- **In addition to these, various hands-on training programmes are organised**

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
3110	**127**

File Description	Documents
Any additional information	**No File Uploaded**

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

Various student centric methods are adopted by the college to ensure active participation of students in the teaching learning process

Experiential Learning:

Various student centric methods are adopted by the college to ensure active participation of students in the teaching learning process

Experiential Learning:

- **Industrial Visits: Students are taken to industrial sites periodically.**
- **Field Study: Field study is planned once in every academic session.**
- **Educational Excursion: Educational Excursions are also organised.**
- **Outreach Programmes: Students are taken to nearby villages. Workshops: Workshops are arranged in the college campus.**
- **Webinars: Online Interactive Learning with Experts are arranged.**
- **College Sports,Cultural Activities and Inter-College**

competitions Youth festivals are also part of this learning

Participative Learning:

- Departments adopt the following methods for effective participative learning:
- Community Surveys, Group Discussion, Project work, Departmental Seminars, Quiz Competitions, Home assignments, Cleanliness drive
- MoUs have been signed with the following institutes of repute for enhanced learning :

International Institutions like Rangamati Science and Technology University, Bangladesh and Mahachulalongkornrajavidyalaya University of Thailand are signatories.National institutes like IIT, Bombay and CIT, Kokrajhar are cosigners. Regional institutions like Science College, Sapatgram College, Assam Down Town University, etc. are partners.

Problem Solving Methodologies:

The following means are adopted by the concerned departments to enhance the learning experience through problem solving:

- Practical works
- Assignments and Projects and Self-assessment
- Group learning
- Online tests

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The college has prioritized use of ICT in teaching -learning in the subjects Assamese,Bengali, Bodo, Botany, Chemistry, Computer Science, English, Economics, Education, Geography,

Hindi, History, Logic & Philosophy, Mass Communication, Mathematics, Physics, Political Science, Statistics, Sociology and Zoology.

E-resources and techniques like Google classroom, Google meet, E- books, EJournal, WhatsApp, PPT Slides, Multimedia classes, AudioVisual Teaching aids, Matlab, You tube Channel are used for teaching learning process. Central library have networked internet connections. Campus is wi-fi enabled. Faculty members are encouraged to use digital tools, online portals such as National Digital Library, SWAYAM, SAMARTH, etc. and N-LIST consortia subscription of the institute, which facilitates teaching learning. During the Covid 19 pandemic institution subscribed to G-suite and Cisco Webex meeting which was effectively used for conducting regular classes. This Cisco Webex is still used to conduct online classes as per requirements. Google classroom is used in posting and receiving assignments, post educational resources and materials. Google forms are used to evaluate students, etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.kgc.edu.in/ict-enabled-facilities/

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

2.3.3.1 - Number of mentors

126

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

127

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

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

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

49

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

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

2.4.3.1 - Total experience of full-time teachers

1290

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

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

Internal Assessment is done by each department at both UG and PG levels of the institution as part of the rules set by the affiliating University. Students' progress and performance evaluation is done by teachers frequently in the respective departments. Internal assessment marks of students are recorded on the basis of their performance in sessional examinations, their participation in departmental seminars/group discussions/departmental quiz, class attendance, assignment etc.The results of the sessional exams are displayed in the departmental notice boards for the students. Moreover, the students are allowed to see their checked examination scripts. This is done to make the students aware of their mistakes and to highlight the areas where scope lies to score better marks. The teacher also appreciates top best performances of students for boosting their morale. Such evaluation process makes the students more refined and confident for the end semester (final) examinations conducted by the university.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The institution has a regular and continuous culture of conducting examinations in departmental level and centrally. It is mandatory for all the students to appear in the examinations and the whole process of evaluation is very transparent and organized. Utmost care is taken by each department of the institution in terms of examination grievances so that they are redressed on time-bound basis. Students having grievances regarding marks obtained under different category of questions or the issues of wrong calculation, omission of marks in the internal examinations conducted by the college are reported to the respective Head of the department who take immediate recourse to the problem.

Students have the freedom to approach the Principal directly with regard to any grievances. On the other hand grievances related to examinations conducted by the University are mainly

dealt with the administrative office. If any student comes with any grievance, he or she is generally guided by the college office to apply in a proper online or offline system. Later these grievances areforwarded to the Universities or Council for rectification.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

The institution has uploaded Programme Outcomes, Program Specific Outcomes, and Course Outcomes for M.A./M.Sc. and B.A. /B.Sc. They have been finalised and submitted on the institutional website in accordance with the ethos of the affiliating website in accordance with the ethos of the affiliating university.The College sets out teaching plans to achieve Programme Outcomes, Program Specific Outcomes, and Course Outcomes which commence with departmental meetings. The IQAC informs staff of the learning outcomes and distributes the UGC model curriculum's Programme Outcomes, Program Specific Outcomes and Course Outcomes for implementation into the institution's curricular transaction. At the beginning of each course, teachers notify students about the course outcomes in the classroom. The Student Satisfaction Survey (SSS) is another analysis used by the college to get feedback on how well students are meeting their learning objectives. Thus, the institution uses the above mentioned methods to inform students and faculty about course and programme learning objectives.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	View File

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

institution.

The evaluation of attainment of Programme Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (CO) is primarily made on the basis of the performances of the students in summative and formative assessments in the courses. The summative assessment is made through the semester examination of the affiliating university, and counts 80% of the assessment in a course. The other 20% of weightage for internal assessment is used for the formative assessment of the student. The knowledge and skills aimed for the course outcomes are assessed through the semester examination, sessional examinations, along with a process of continuous internal evaluation that includes home assignments, group discussions, seminar presentations, quizzes, etc., throughout the semester. Learning outcomes of the students are regularly monitored by the departments and appropriate remedial measures are taken for desired course outcomes. Moreover, departments assess the program specific outcomes after semester results and chalk out desirable interventions to achieve betteroutcomes. In addition IQAC carries out academic audit of the results of the final year students with an aim to improve the COs. The POs have been uploaded on the College website. The attainment of PO is assessed through the student progression record of alumni of the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.kgc.edu.in/programme-outcomes/

2.6.3 - Pass percentage of Students during the year

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

600

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.kgc.edu.in/annual-report/

2.7 - Student Satisfaction Survey

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

https://www.kgc.edu.in/2025/02/06/student-feed-back-2023-24/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

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

0

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

3.2 - Research Publications and Awards

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

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

46

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers

published in national/ international conference proceedings per teacher during the year

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

62

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Kokrajhar Govt. College organized severalnumber of extension activities involving the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the current academic year.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through

NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

18

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

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

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

1321

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

3.4 - Collaboration

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

4

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Kokrajhar Govt. College gives top priority to fulfill the requisite norms provided by the affiliating university in terms of infrastructure, teaching-learning facilities, ICT tools etc. Every department has been provided with sufficient numbers of classrooms, laboratories, stock books, record keeping books, attendance registers and all other relevant materials required for teaching learning process. Most of the departments are provided with ICT facilities like Laptop, Projector, smart interactive panel/board,etc. The science departments are well established and fabricated with well equipped laboratories which cater the need for under graduate as well as post graduate curriculum of the affiliating universities. Apart from

central library, all the departments have their own seminar library for their students as well as teachers. The college campus is fully equiped with WiFi facilities for faculties, students and office bearers. The campus has facilities like Computer Centre, Students Day Home, purified drinking water facilities, Canteen, etc. which are used optimally by the stakeholders.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.kgc.edu.in/hostel/

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

- **There is an open-air space for open air programs.**
- **There are outdoor facilities for Football, athletics and other track and field events, separate volleyball court, as well as facility for badminton which is shared by Kokrajhar District Sports Association as per MoU.**
- **Students' Day Home accommodates facilities for table tennis, carrom, chess etc.**
- **Yoga Day is celebrated regularly with Yoga demonstrated by experts.**
- **Kokrajhar Govt. College Students Union is dedicated to sports & cultural activities round the year and the annual festival titled "Bonjar Festival".**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.kgc.edu.in/sports/

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

39

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

39

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.kgc.edu.in/ict-enabled-facilities/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

43.03

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The College library has a collection of about 34741 copies of text and reference books covering a wide range of subject.The library is fully automated with the SOUL (Software of University Libraries) software Version: 2.0,2023.It also has DSpace (Digital Library Software) facility.The LMS has components namely, shelf management, library stock verification, library membership, membership login, issue books, return books, The OPAC (Online Public Access Catalogue) facility is available in the ILMS for the status of a book such as available/issue, shelf number, accession number, and the bibliographic information. Accesses to online resources such as N-LIST, DELNET, etc. are also available in the library. Books,

theses and journals by keyword of title, author, ISBN/ISSN No., publisher, subject and accession number, etc. can be searched anywhere in the world through an internet connection and get the information about required collection like the status of books, number of copies and location of the document in the library and other bibliographical details. Information like the rules, facilities, instructions, and services of the central library can be obtained from the library webpage (https://www.kgc.edu.in/library/). The webpage also provides the latest updates and displays the remote access facilities of some databases subscribed by the library.There are 11 computers with internet and online UPS facilities in the library. The computers are used for various academic purposes.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://www.kgclibrary.in/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

0.809

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

155

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

The college upgrades its IT facilities frequently as per the needs and requirements. These include an increase in the number of computers, internet connectivity, a new institutional portal, the appointment of a System Administrator, portal updating, setting up of ICT-enabled classrooms and seminar halls, online admission, library digitization, etc. A new dynamic institutional portal (www.kgc.edu.in) has been designed to meet the rising demands in the educational and administrative domain. Kokrajhar Govt. College uses Information and Communication Technology (ICT) tools for effective teaching-learning in the classroom. Departments like Botany, Chemistry, Computer Science, English, Education, Geography, Mathematics, Physics, Statistics, Zoology, etc,use the ICT tools for better improvement and understanding in the classroom. The departments of Physics, Economics, and Sociology,etc. have their own web page. ICT tools include E-resources and techniques like Google classroom, Cisco Webex meeting, G Suite for Education, Google meet, Power Point presentations, E-books, EJournal, WhatsApp, Multimedia classes, Practical Oriented AudioVisual Teaching aids, Scilab, Python, MySQL, Linux, Libre office,Youtube Channel etc.The college also has the access of the softwares

```
like -Mathematica-12.0, MATLAB-R-2016, SPSS-24, Chem
Office-2004, ARCGIS, JCPDS data file for X-Ray diffraction,
Multisim (free version), VESTA etc
```

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.kgc.edu.in/ict-enabled-facilities/

4.3.2 - Number of Computers

178

File Description	Documents
Upload any additional information	View File
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

85.62

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

- **Planning Board: Procedures and policies for utilizing and maintaining various facilities, proposal for newconstruction, alterations in any part of the building are planned properly by this board.**
- **Construction Committee: The Committee of the College looks after additions and alterations in any part of the building. Apart from those members, 18 members of non-teaching staff have been permanently engaged to keep the campus clean.**
- **Sports Facility: The institution has MoU with Kokrajhar District Sports Association(KDSA) which maintains all sports facilities and training facilitating sports potential of the college.**
- **College Canteen: College has a well ventilated, spacious canteen for the students as well as the teachers. The authority makes sure that the students can enjoy fresh, healthy and delicious foods at the best affordable price.**
- **Hostel Management: The College provides minimum facilities in the matters of utensils, furniture, newspapers but not electricity bulb to individual students for study/ reading purpose. Details of hostel rules and regulations, management system and mess system are elaborated in the Hostel Bulletin, which is provided to the selected candidates during admission to the College.**
- **Library Facility: A student can borrow books from the library on production of Library Cards, which are issued to the students after admission. For smooth functioning of the library, there is a Library Advisory Committee. The Library Card issued to the students remains valid for one academic year. A student can borrow books for a**

maximum period of 14 days from the date of issue.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

370

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

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

02

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

319

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

319

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<u>View File</u>

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**C. Any 2 of the above**

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

22

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

201

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

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

09

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

09

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

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

The college has an elected students' union body by the name "Kokrajhar Govt. College Students Union (KGCSU)". The union comprises of 12 executive members headed by the Principal of the college as Chairperson. The executive body has the portfolios of (1) Vice president (2) General Secretary (3) Assistant General Secretary (4) Major Games Secretary (5) Minor Games Secretary (6) Debate and Symposium Secretary (7) Cultural Secretary (8) Social Service Secretary (9) Literary Secretary (10) Music and Song Secretary (11) Boys' Common Room Secretary and (12) Girls' Common Room Secretary. Prof-in-charges are attached to each portfolio, appointed by the Principal. The executive members of the union take an active role in organizing different activities for the students in the college campus. The union also works in facilitating deserving students in participating different events organized at the district/state/national level and international level. KGCSU also takes active part in different programs and workshops. They also perform activities in collaboration with some other cells of the college like the NSS, NCC, Women cell, KGCBSLS, etc. The members of KGCSU have representation in (i) Anti Ragging Cell, (ii)Students' Affairs Sub Committee, (iii) Phanindra Nath Brahma Memorial Trust, (iv) Extension Service Cell, (v) Women Cell.

File Description	Documents
Paste link for additional information	https://www.kgc.edu.in/union-body/
Upload any additional information	No File Uploaded

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

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

02

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The college has a rich legacy of brilliant alumni. The Alumni association of Kokrajhar Govt. College is a vibrant wing of the age-old institution with chapters like departmental alumni, Boy's hostel alumni etc. The alumni association meets with current batches and mentors them through the networking forums to the best of their abilities. Through these alumni meets, a strong bond is created between the passed out students and the current batch. The association encourages the meritorious students of the college by rewarding cash with certificates. From time to time the association also organizes orientation programme on career options and opportunities for the students. Programmes like World Environment Day, essay competition etc. are observed by the college in collaboration with the association and plants saplings as a small contribution towards making this earth a better place to live in. The association also contributes towards the infrastructural development of the college campus. Whenever situations like flood, community clashes occur, the association generously donates the amenities to the victims or needy ones. College Alumni Association registration number is RS/KJR/253/U/12 of 2020-21.

File Description	Documents
Paste link for additional information	https://www.kgc.edu.in/alumni/
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Mission of the College: The college was established in 1959 with a noble mission of providing higher education to the underprivileged people of this part of the Country when higher education was a distant dream for most of the people. The college was to provide the people an opportunity for higher education so that they could shoulder the responsibility of educating their people on large scale.

Like any other backward places of India, the society of this area had suffered from a variety of social evils, such as superstitions, crude social practices, prejudices, etc. The mission of this college was to promote scientific, rational and secular outlook among the people and to help them overcome superstitions, evil social practices and to inculcate a rational behaviour.

Gradual progression to higher studies was another mission of this college, so that after completion of college education, successful students would have the opportunity to attain higher education in Universities and technical institutions. In this regard, the College gives special emphasis on the following points in relation to quality improvement:

* Quality Education with Social Responsibility.

*Effective Social Organization and Social Harmony

*Institution with Environmental Responsibility as the need of the hour is to inculcate the spirit of responsibility and care for the environment.

File Description	Documents
Paste link for additional information	https://www.kgc.edu.in/about-us/
Upload any additional information	No File Uploaded

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

Kokrajhar Govt. College epitomizes effective leadership through its institutional practices of decentralization and participative management. The college operates on a decentralized and participative mode, actively involving all stakeholders in decision-making processes to ensure both social and educational empowerment of the community. This inclusive approach extends to outreach programs, fostering sustainable development and gender equity. The organizational composition is a testament to the commitment to decentralization, with a well-structured framework including the Principal, HoDs, Academic Council, IQAC, Teaching and Non-teaching staff, various cells & committees, Alumni Association, and Students Union. The inclusion of members from various levels of the organizational hierarchy, along with a focus on gender diversity, ensures a comprehensive and diverse perspective in decision-making. Regular gatherings at different governance levels facilitate the practice of decentralization, allowing everyone to contribute to institutional matters. The effective strategy for delegating authority and providing operational autonomy empowers academic departments, cells, and associations. Heads of Departments (HODs) and faculty members are granted the freedom to make decisions, fostering constructive growth. Co-curricular and extension activities are efficiently managed by Cell coordinators, showcasing a distributed leadership approach. The visible enhancements in campus infrastructure underscore the success of this decentralized governance model, elevating the institution to the next level and reflecting the efficacy of participative leadership at the College.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Every year at the end of the academic session, Kokrajhar Govt. College prepares strategic/perspective plan for the upliftment of the institute. In the year 2023-2024 plans were:

1. Establishment of a general computer centre with 100 nos of PCs.

2. Verticle extension of Block-B (Arts Block) for class rooms.

3. Land acquisition for proposed Kokrajhar University.

4. Procurement of 16 nos. of computers for Mathematics Laboratory.

5. Renovation of conference hall into a smart room.

6. Procurement of additional smart interactive panel/board (03).

The college put a wholesome effort to deploy the perspective plan of the year 2023-2024 to practice. In this context, Block-B has been extended vertically, land procured for proposed Kokrajhar University, 16 nos. of computers procured for mathematics laboratory and additional smart interactive panels were procured.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

*Administrative Set Up: The college functions under the supervision of the Department of Education, Govt. of Assam and the Director of Education, Bodoland Territorial Council (local governance). Principal is chairperson of all committees of the

college, who coordinates all academic and non-academic activities of the college. Vice Principal of the college assists the Principal and in-charge of all academic activities of the college. All Head of the departments are in-charge of their individual departments. College central Library is controlled by the librarian under the supervision of the Principal.

*Appointment: Appointments of the teachers are done by the Commissioner/Secretary of Department of Education, Govt. of Assam after the selection and recommendations of Assam Public Service Commission. However, appointment of the non-teaching staff (Grade -III and Grade IV staff) are done by the Director of Education, Bodoland Territorial Council as per the guidelines of the Govt. of Assam.

*Service rules: The Service Rule of the Government of Assam is strictly followed for all the employees of the college.

*Code of Conduct: The College follows a strict code of conduct for its stakeholders designed as per the guideline of the Govt. of Assam. Model code of conduct is accessible from the website of the college.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://www.kgc.edu.in/organogram/
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for teaching and non-teaching staff. Welfare measures for Teaching Staff: Group Insurance as per Assam Govt. rules.

* In-House Society named KCSARSS Ltd.

* Help with facilitation of bank loans.

* Quarter for Hostel Superintendent with incentives

Welfare measures for Non-Teaching Staff:

* Group Insurance as per Assam Govt. rules.

* In-House Society named KCSARSS Ltd.

* Help with facilitation of bank loans.

* Crash Course in Computer Basics for Supporting Staff.

* Renovation of living quarters of hostel support staff.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

`00`

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

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

`00`

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

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

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

year

24

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

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

As per the direction of UGC and Higher Education, Government of Assam, the Institution has a performance appraisal system which is maintained by Department of Personal (Personal- A), Assam Secretariate (Civil), Dispur, Guwahati. Teachers have to submit Personal Profile. Based on Personal Profile and service record of the teachers AAR (Annual Appraisal Report) is prepared by the Principal.For Career Advancement under CAS, PBAS formats submitted to the Principal at the end of every academic session are forwarded by Principal to Higher Education, Government of Assam after approval by the Scrutiny Committee. Performance of Teachers is also assessed through Student feedback, taken at the end of every academic session and appropriate instructions given to staff by Principal. The IQAC, reviews Administrative and Academic progress so as to review the performance of all the departments and office administration. After the evaluation of the report, it is communicated to respective department for improving shortcomings

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

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

Yes. Internal Audit is conducted by Principal appointed team whereas external audit is conducted by Assam Govt. approved financial auditor.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	**No File Uploaded**

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

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

NIL

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

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

The main sources of funds, apart from the Government is College Management. At the beginning of every financial year, requirements of the College Office, all the departments, Library and various cells are submitted to the Principal. The Principal then calls a meeting of HoDs, Librarian, Office Superintendent, coordinators of various cells and IQAC to decide and judiciously allocate funds once a budget is prepared. In case of special grants/funds received from funding agencies like UGC and RUSA, Committees are formed for monitoring the utilization of grants as per guidelines. Some funds are received from PNB Trust for Best Student Award. Funds

received for conduct of examination are handed over to the in-charge of the examinations for proper conduct of exams through judicious management. Accounts of the examinations are submitted as per norms.The Accounts section of the College maintains all records of income and expenditure to ensure financial transparency. All accounts of funds received and spent are audited by In-House Audit Committee internally and by Govt. Approved Chartered Accountant/Auditor externally.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

The IQAC organized three meetings during the academic year 2023-2024

* Meeting 1 was held on 27/03/2024. The meeting discussed upon preparation for NAAC Assessment. The meeting discussed upon the continuation of certificate courses in all the departments, recording and follow up action to be taken based on suggestions and views from parents and guardians in the parents-teachers meet, necessity of increasing guest faculty to maintain student teacher ratio, introduction of incubation centers/ start-ups/ employment generation training courses.

* Meeting 2 was held on 04/04/2024. The meeting resolved that the students feedback on teacher and curriculum be conducted at the earliest for the session 2023-2024. The meeting also resolved that the certificate courses be continued and seminars on IPR, IKS and entrepreneurship be organized. The meeting also resolved that extension activities be conducted, MoUs be continued, collaboration with different centers/ organization/institutes be done to arrange local internship for students, provisions for students' health insurance be done.

* Meeting 3 was conducted on 03/06/2024. It was resolved that a list of institutions be submitted by the departments for MoUs to be signed for internship courses.

File Description	Documents
Paste link for additional information	https://www.kgc.edu.in/iqac-quality-initiatives/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews the teaching-learning process every semester. The year plan is prepared by the faculties of the institution. The faculties prepare semester plans. IQAC, through discussions and recommendations, identifies need of improvement towards teaching-learning and prepares a plan of action for upcoming session. Specific formats prepared by IQAC are used to collect information from individuals, HoDs, Cells, Office, Library and Hostels. Based on these reports, incremental improvement in quality is identified, and gaps, if any, are addressed by IQAC, the College administration and management.

* Example 1: Increase in the number of computers: In line with the ICT enhanced learning, there has been an increase in number of computers. Number of computers increased from 137 in 2020-2021 to 178 in 2023-2024, including 16 Computers of Mathematics Laboratory.

* Example 2: Interactive Digital Board: To facilitate interactive learning additional smart boards has been installed. In addition, IQAC has made extensive use of college website, google form, virtual meeting platform like Cisco WebEx, Google Classroom etc. for classes and meetings.

File Description	Documents
Paste link for additional information	https://www.kgc.edu.in/action-taken-report/
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of	A. All of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	https://www.kgc.edu.in/feedback-reports/#
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is a co-educational institution which makes it to remain vigilant about different issues related to gender. The following steps and initiatives are taken for sensitization of women as an equal entity of human being in the year of 2023-24.

1. Celebration of International Women's Day this year on 8th March, 2024.

File Description	Documents
Annual gender sensitization action plan	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.kgc.edu.in/wp-content/uploads/2025/02/GENDER-AUDIT-REPORT_2023-24.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.kgc.edu.in/hostel/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

- **Solid waste management: SLRM (Solid and Liquid Resource Management) unit of Kokrajhar Municipal Board is providing service for waste management in the college. This SLRM system of waste management, all solid wastes including e-wastes are managed properly. The SLRM system is implemented in Hostel campuses also.**
- **Liquid Waste management: Liquid waste from the hostels and washrooms of the college is safely disposed off through internal sewage system connected to the Municipal Board sewage line. Waste water coming out from chemistry laboratory is disposed in soak pit especially constructed for safe disposal of such wastes.**
- **Biomedical waste management: The Girls' Common Room and the Girls' Hostel are being provided incinerator for**

- hygienic disposal of sanitary napkins. Other types of biomedical waste are generated in minimal quantity.
- **E-waste management:** All solid wastes including e-wastes are managed properly by SLRM. The college makes efforts to use electronic/electrical goods to their maximum productive period before rejection.
- **Waste recycling system:** Currently waste recycling system is not implemented
- **Hazardous chemicals and radioactive waste management:** Hazardous liquids coming out from Chemistry, Botany and Zoology laboratory are disposed in soak pit especially constructed for safe disposal of such wastes.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File]
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	[View File]

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File]
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways

4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

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

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

• **Annual Bonjar Festival: The Annual College Week of Kokrajhar Govt. College, also known as Annual Bonjar Festival including a Food Festival provides an opportunity for the students to work, participate, compete and succeed in an inclusive environment.**

• **Pre-Bwisagu celebration: Pre- Bwisagu festival is organized with a daylong colourful programme on 12th/13th April every year, in order to boost cultural harmony among the students.**

• **College Magazine: The Annual college magazine, "Bwhwijiri" has been published with sections on five different languages i,e. English, Bodo, Hindi, Assamese, Bengali. • Ishan Mushahary Literary Festival: The Ishan Mushahary Literary Festival is organized in colleges to celebrate and promote Bodo literature providing platform for students to showcase their work and engage in discussions about the culture and language.**

• **International Mother language day : International Mother language day is celebrated jointly by the language departments of the college i,e. Assamese, Bodo, English, Hindi, Bengali to promote linguistic harmony.**

• **NCC and NSS Unit: NCC and NSS cells of the college regularly organize extension activities related to community services. The college has also introduced Scout and Guides Cell to inculcate nobility of service into young minds of the society.**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

- **Like every year, this year also Republic Day (26th January, 2024) and Independence Day (15th August, 2024) were celebrated. The flag hoisting ceremony on these two days was followed by motivational speech to instill the concept of constitutional obligations and duties of responsible citizens among the students and staffs of the college.**
- **Ahead of the Independence Day celebrations,'Meri Mati Mera Desh' campaign was also observed to honour the martyrs and to pay tribute to brave heroes of the nation.**
- **On 3rd March 2024, an Awareness Program on Voting was organized by the Kokrajhar Govt. College to instil a sense of responsibility among citizens, especially youth, regarding their vital role in shaping the nation's future through voting.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code	A. All of the above

of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

Republic Day (26th January) – Celebrated every year with a flag hoisting ceremony, oath-taking, and motivation talks.

International Mother Language Day (21st February)- This event is organized jointly by the language departments of the college i,e. English, Bodo, Assamese, Hindi and Bengali.

International Women's Day (8th March): with International Women's Day was celebrated theme of "Invest in Women: Accelerate Progress".

World Environment Day (5th June): The college organizes World Environment Day this year with a tree plantation programme i

International Day of Yoga: (21st June): Every year the college organises Yoga Training classes on International Day of Yoga.

Independence Day (15th August) Celebrated every year with a flag hoisting ceremony, oathtaking, and motivational talks.

Teachers Day (5th September): Teachers Day is observed centrally, on 5th September every year.

Hindi Diwas: (14th September): Hindi Diwas is celebrated in the college to develop an awareness on Hindi language

National Mathematics day (22nd December): National Mathematics day was observed on 22nd December, 2023

NSS Day(24th September): The NSS unit of Kokrajhar Govt. College celebrated NSS Day on 24th September w

Rashtriya Ekta Diwas(31st October): The College organized Rashtriya Ekta Diwas on 31st October, 2023 topromote national unity and integrity.

World AIDS Day(1stDecember): World AIDS Day is observed on 1st December in order to spread awareness about HIV/AIDS

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

7.2 - Best Practices

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

Best Practice 1. Implementation of E-Samarth: E-Samarth, an online platform introduced by the Government of Assam, specifically designed to streamline and simplify the admission process for students seeking to enter higher education institutions is successfully implemented by the college since 2023-24. The platform aims to reduce manual intervention, increase transparency, and make the admission process more efficient, user-friendly, and accessible. Its implementation has been seen as a significant step in modernizing and developing the institution by leveraging technology for better governance and student experience

Best Practice 2 Proper implementation of NEP in accordance with UGC: The college has successfully implemented NEP 2020 through providing necessary importance on skill based, laboratory based, field-based programme, undertaken at institutional and departmental level. Two internal/ sessional examinations are also conducted by the college for the improvement of the students to meet the objectives laid down by NEP 2020.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

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

The necessity of socially responsible and inclusive quality education for all round development of the socially and economically backward people of the region has increasingly become important in the age of globalisation; where specialisation and competition have become the major determining factors of success. Development of a society can be realized only through proper understanding of the society and its problems. The Kokrajhar Govt. College thus makes sincere endeavour to improve the social and economic conditions of the downtrodden people of the region. The College stands as a beacon of hope and progress for the socially marginalized, particularly the Scheduled Tribe (ST) communities in the region. The College being in a Sixth Scheduled area, a tribal dominated area, has accepted the challenge of educating and empowering the socially marginalised Scheduled Tribe students of the region. Moreover, the college has been able to attract women population of society so that by educating them, society can be turned into a gender neutral society where men and women can enjoy equal status. The college is well recognised for its contributions towards empowering ST students for last sixty years. The achievement of the college is reflected through the list of its successful alumni.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

• To organise a workshop on entrepreneurship in collaboration with SEBI/CDSL in June, 2025.

• To introduce Integrated Teachers Education Programme (ITEP) in the college • To increase the number of classrooms by

extension of A Block and B Block buildings of the college.

• To organise national/international seminar in collaboration with ICSSR.

• To take appropriate steps in making the college into a full fledged university as per the Govt. guidelines.

• To install a central computer lab having advanced technology

• To organise a weeklong workshop for the non-teaching staff to make them acquaint with ICT.

• To organise FDP/Workshop on research methodology, IPR