Yearly Status Report - 2019-2020

<table>
<tr><td colspan="2" align="center">Part A</td></tr>
<tr><td colspan="2">Data of the Institution</td></tr>
<tr><td>1. Name of the Institution</td><td>MORIGAON COLLEGE</td></tr>
<tr><td>Name of the head of the Institution</td><td>Dr. Lila Kanta. Barthakur</td></tr>
<tr><td>Designation</td><td>Principal</td></tr>
<tr><td>Does the Institution function from own campus</td><td>Yes</td></tr>
<tr><td>Phone no/Alternate Phone no.</td><td>03678240268</td></tr>
<tr><td>Mobile no.</td><td>9706755710</td></tr>
<tr><td>Registered Email</td><td>iqacmorigaoncollege64@gmail.com</td></tr>
<tr><td>Alternate Email</td><td>morigaoncollege@hotmail.com</td></tr>
<tr><td>Address</td><td>Jyotinagar, Ward no. 8</td></tr>
<tr><td>City/Town</td><td>MORIGAON</td></tr>
<tr><td>State/UT</td><td>Assam</td></tr>
<tr><td>Pincode</td><td>782105</td></tr>
</table>

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. Ranjit Kumar Kalita**
Phone no/Alternate Phone no.	**03678240268**
Mobile no.	**9435064252**
Registered Email	**kalitaranjit@yahoo.com**
Alternate Email	**ranjitkumarkalita@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/MGCOLL_AQAR_AQAR%202018-19.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/MGCOLL_Download_Academic%20Calender%202019-20.jpg

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**73**	**2004**	**16-Sep-2004**	**15-Sep-2011**
2	**B**	**2.35**	**2011**	**08-Jun-2011**	**07-Jun-2016**
3	**B**	**2.47**	**2019**	**04-Mar-2019**	**03-Mar-2024**

6. Date of Establishment of IQAC	**12-Jan-2008**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
An Online Career Counselling Workshop on	29-Jun-2020 1	72
An International Multidisciplinary webinar cum Faculty Development on	24-Jun-2020 2	150
A National webinar on	11-Jun-2020 1	36
A Virtual Power Seminar exclusively for the students of the college was organized by IQAC, Morigaon College in collaboration with ICT Academy on the topic	30-Jun-2020 1	141
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
DHE	Book Grant	DHE, Assam	2019 365	200000
DHE	Excursion Grant	DHE, Assam	2019 365	100000
DHE	Girls Common Room	DHE, Assam	2020 365	100000
DHE	Laboratory Grant	DHE, Assam	2020 365	240000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File

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

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

1. IQAC took the initiative for Green audit and Academic Audit for the college. 2. An International Multidisciplinary webinar cum Faculty Development Programme was organized on the topic "Pandemic, Life and Development: Present Challenges and Futuristic Resilience of Humankind" on 17th 24th June, 2020. 3. An Online Career Counselling Workshop was organized on the topic "Building Effective Communication Skills for Better Tomorrow" on 29th June, 2020 4. A Virtual Power Seminar exclusively for the students of the college was organized IQAC, in collaboration with ICT Academy on the topic "Employability Skills for the Future" on 30th June, 2020.

No Files Uploaded !!!

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

Plan of Action	Achivements/Outcomes
Webinar on Use of Online Eresources	Archived
International Multidisciplinary webinar cum Faculty Development Programme on Pandemic, Life and Development: Present Challenges and Futuristic Resilience of Humankind	Archived
Online Career Counselling Workshop on Building Effective Communication Skills For Better Tomorrow	Archived
Submission of AQAR	Archived
Virtual Power Seminar on Employability Skills for the Future	Archived
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body	19-Aug-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2020
Date of Submission	12-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Computerized MIS is presently installed and operational in the college. This software is provided by S.S. Technology, Guwahati, Assam and in using the software, the college hosts the following modules. 1. Online Application Module – using of which applicants can directly apply online for admission to various courses by using the online portal. 2. Online Admission Module – Using of which students/ guardians can directly pay admission fees online after being selected for admission through the online portal. 3. Students' Fees Collection Module – College can collect fees for fresh admissions, renewal admissions, examination fees and other fees as applicable by using this module. 4. Students' Data Base Module – Various MIS reports related to students like Students' Admission Register, Subject wise students, Students' Caste/ Category/ Gender wise reports, Fees Collection statements, accounts statements, University, Council and Govt. specific reports and various other reports can be generated by using this module. 5. Examination Module – Using this module, examination related activities like form fillup, fees collection, admit card generation, results, various certificates generation etc can be done. 6. Attendance Module Using of which the attendance reports of students and employees can be generated. 7. Integrated Accounting Module – The accounting module is integrated with various financial activities like fees collection, voucher generation, receipts, payments etc and various accounting statements up to final accounts can be generated. 8. Security and administration using this module, various software securities is monitored and various administration functions on the software like user creation, database backups etc are

done. 9. Feedback Module – There are four types of feedback for the deferent stakeholders of the college: a. Students' Feedback: Students can provide online feedback of teachers based on predefined attributes b. Teachers' Feedback: Teachers can provide online feedback of teachers based on predefined attributes. C. Alumni Feedback: Alumni can provide online feedback of teachers based on predefined attributes. d. Parents' Feedback: Parents can provide online feedback of teachers based on predefined attributes. After the feedback process for the session is over, the rating/score and attributes wise MIS report are generated.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Morigaon College is affiliated to the Gauhati University of Assam. The college follows the curriculum within the overall frame work provided by the affiliating University, depending on its resource potential, institutional goals and concern and so on. The college visualizes the way in which the curriculum has to be implemented – activities, who, how, when etc. Academic flexibility, or the freedom in the use of the Choice based credit system and choice offered in the curriculum, in terms of programme, are also considered in this key indicator. The Institution Ensures Effective Curriculum delivery through a well-planned and documented Process: (i)The Programs offered by the Institution are- Bachelor of Arts, Bachelor of Science, Bachelor of Commerce, Post Graduate programme in Geography & Zoology, Post Graduate Diploma programme in Disaster Management and B.Voc Programme in Food processing. (ii) Effective and continuous internal evaluation system has been implemented as follows: (a) Academic calendar: At the beginning of academic year each department prepares its academic calendar including CIE schedule. (b) Display of programme outcomes, programs specific outcomes and course outcomes on the college website and the same is communicated to teachers & students. (iii) Master Time Table (iv) Course File Structure includes, • Time Table copy of the Course • Individual Time Table copy • Lecture/Teaching Plan • Syllabus • Reference Books Recommendation • Test papers • Test papers Mark list • Assignments • Subject Notes/Handouts • CDs/Pen drives • Attendance Register • University Examination Papers • Results Analysis • Teaching Plan/Lesson Plan (vi) Introducing student centric teaching learning methods such as • Assignments • Brainstorming • Case studies • Community survey • Field visit and excursions • Group discussion • Problem solving (vii) Effective implementation of mentoring system where the faculty acts as a link between the students and the institution and also encourages mentees at the time of difficulty / opportunity to help them for further development in their areas of interest. The HODs (Head of the Department) of various Departments also act as a mentor and monitor different activities of the assigned mentors and the students. (viii) The learning levels of students are assessed after admission. Slow and advanced learners are

identified and special programs for advanced learners and slow learners are arranged. Advanced learners are made to take participation in group discussion to develop analytical and problem solving abilities. Unit tests and class test are conducted periodically to access the progress of the students. Various club activities are conducted by the departments in the respective areas to mould the students in corresponding field. (ix) It is mandatory to keep attendance of every student in electronic form. Students who do not attain required percentage are debarred from attending examination. It is difficult task to stop dropout rate of the college. So, various initiatives have been taken such as mentoring, parent's meet, remedial classes and providing aid from student's welfare fund. (x)Utilizing the feedback in the curriculum system among the students-Teachers helps in the upliftment of curriculum planning and its implementation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Office automation and E-governance	Nil	01/08/2019	180	employability	Skill Development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Zoology	01/08/2019
	View File	

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	UG	01/08/2019
BSc	UG	01/08/2019
BCom	UG	01/08/2019
MA	PG(Geography)	01/08/2019
MSc	PG(Zoology)	01/08/2019
BVoc	Food Processing	01/10/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	20	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nill	Nill
	No file uploaded.	

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Anthropology	58
BA	History	86
BA	Hindi	27
BSc	Botany	12
BSc	Mathematics	12
BSc	Zoology	36
BA	Education	40
BA	Philosophy	26
BA	Political Science	34
BA	Economics	45
	[View File](#)	

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The students are the most important stakeholders of Higher Education system. The interest and participation of the students plays a central role at all levels of teaching process. Every academic year the college has undertaken online feedback on Teachers performance in the class room. An online feedback system is designed by the IQAC, Morigaon College for under-graduate students and post-graduate students. A special eight evaluation points includes- (i) Conceptual clarity and knowledge base of the teacher,(ii) Communication skill of the Teacher,(iii) Class preparation of the Teacher,(iv) Regularity and punctuality of the Teacher,(v) Facilitating classroom interaction with students with Teacher,(vi) Coverage of the allotted course within stipulated time,(vii) Motivation, support and guidance provided to the students by the Teacher,(viii) ICT(information and communication Technology) skills of the teachers. The responses include (a) Excellent, (b) Very good, (c) Good and (d) Not satisfactory options for each point. The IQAC has evaluated, statistically analysed, tabulated and also graphically represented the feedback data for each department. If necessary, the IQAC suggests the Principal to take necessary steps, for improving the Teacher's academic performance for ensuring quality enhancement in teaching methodology. The Principal intervenes and addresses possible areas of improvement through a meeting. The Principal also evaluates and discusses these with each teacher, motivating her/him to look at specific areas where growth is needed. The feedback report acts as a yardstick for improving, modifying as well as rectifying the lacunas in the teaching process. The SWOC analysis of the feedback report enables the teacher to take appropriate steps and actions. Professional freedom of the teacher is of crucial importance in developing quality education. Therefore it is given

utmost importance. However, the authorities provides suggestions on the adoption of newer and better teaching methods through service training, professional development programs and other means regularly. As the teacher is the person best equipped to decide which methods to use in order to create an optimal learning environment, he is provided with professional freedom in discharge of his duties. But authority does not dictate about method to be used by teacher. . A teacher plays a crucial and demanding role in the process of students learning by creating a context in which the students desire and ability to learn can work most effectively. The task of the teacher in the higher education system involve the creation of a learning environment in which students are encouraged to think rationally and to express their thoughts and to decide on the situations and difficulties they wish to confront and resolve. The teacher helps the students to achieve their own aims and adopt notions in the pursuit of higher education. Therefore, the quality of performance of the teachers is given of paramount importance. The teacher's participation with a vision to make education meaningful and valuable will contribute to the overall development of the system of higher education of the country as a whole.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Airts	310	586	308
BSc	Science	160	431	149
BCom	Commerce	100	163	90
MA	Geography	10	33	10
MSc	Zoology	10	43	10
BVoc	Food Processing	25	22	22
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2.2 – Catering to Student Diversity

 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1474	20	69	6	8

2.3 – Teaching - Learning Process

 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
69	53	19	17	6	19
View File of ICT Tools and resources					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Morigaon College is pro-active in mentoring system. The IQAC has taken fruitful initiative for the implementation of mentoring system in the college. For systematic implementation of the mentoring activity, the students are divided into groups of 20-25 students and assigned to each teacher of the college. Mentoring is maintained and updated after collecting all necessary information after the students are enrolled. Mentors regularly look after the problems and issues of the students, and proper guidance and counseling is provided. The mentors regularly interact with the assigned students at a regular interval fifteen days. However, any mentee having problem or issues may contact the assigned mentor. Mentoring on various issues and areas is carried out in the institution with amicable solution. In carrying out the mentoring process, the mentors become 'friend, philosopher and guide' to the students. A congenial and friendly environment is created so that the students share their issues and problems in full confidence with the mentors. In the process, full confidentiality is maintained. The college has garnered fruitful outcome out of the mentoring system operated in the institution. As for example, the attendance percentage of the students has been increased to greater extent due to the positive vibes of the system. On accounts of active mentoring system operated in the college, the outgoing students are very clear about their future carrier option. Various types of mentoring are carried out in the institutions which include: 1. Career advancement: self-employment, entrepreneurship development, honesty, integrity required for career growth. 2. Academic and course related issues and problems. 2. Professional guidance: Selection of appropriate career and profession. 3. Mental and Health Counseling.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1474	69	1:21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
53	42	11	11	22

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	Nil	Nill	Nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
MSc	PG	4	13/10/2020	30/12/2020
MA	PG	4	13/10/2020	30/12/2020
BA	UA	6	21/10/2020	19/12/2020
BSc	US	6	21/10/2020	19/12/2020
BCom	UC	6	21/10/2020	19/12/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution has taken efforts to improve the performance of students by framing significant reforms in continuous internal evaluation at the institute level. A. Institutional Level of Continuous Internal Evaluation (CIE) are: 1. Aptitude Test for identification of advanced and slow learners 2. Home Assignment 3. Surprise Test 4. Open Book Test 5. Group discussion and seminars 6. Subject Related Field Projects 7. Sessional examination B. Evaluation of attendance Marks 1. Attendance 90 and above Marks: 5 2. Attendance 85 – 89 Marks:4 3. Attendance 80 - 84 Marks: 3 4. Attendance 76-79 Marks: 2 5. Attendance 75 and Below Marks: 1 C. Major Reforms Implemented in the last 5 Years: • Revised evaluation system in accordance with the university guidelines. • Entry level test based (Bridge course) on which students support programmes are arranged. • Data collected and stored in digital format for recovery and reference purpose. • Installation of CCTV in all examination halls • Inclusion of mini projects, group discussions, field visits and surveys in Assignments, semester-wise result analysis and academic audit conducted by IQAC to monitor the Teaching-Learning Evaluation process.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Institution prepares own academic calendar for various programmes, which follows the timelines/guidelines and academic schedule of the affiliating University. The Academic Calendar including continuous internal evaluation(CIE) is prepared by college at the beginning of each year after the Principal conducts meetings with IQAC, Academic Committee, Cultural Committee and Sports Committee members and is finally approved by the college Governing Body. The academic calendar is displayed on the institution website and also shares with the head of the departments so as to ensure proper execution. The academic calendar displays the dates for the annual cultural and sports day (College week), Foundation Day, Intra-college festivals (youth festivals), sessional examination, semester-break, examination schedule of the affiliated university, vacation schedule and presentations by all Departments and Committees for the Annual Academic Audit. The main purpose of fixing these dates in advance is to enable the departments to plan for their own departmental programmes and events. It also helps the students to plan their academic and extracurricular activities. Examination dates are decided by the parent university (Gauhati University) and is intimated to the college. It provides plan for the academic year to teachers and students. Considering the academic calendar, each department functions according to the teaching plan or lesson plan prepared at the department level. This ensures that the curriculum is enriched through related activities like guest lecture, extension activities and industry interaction.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/MGCOL L_COPOPSO_Course%20Outcome.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PG	MSc	Fishery	10	5	50

		Biology & Eutomology			
PG	MA	Population, Fluvial geomorphology	10	10	100
UC	BCom	Nill	44	44	100
US	BSc	Nill	74	74	100
UA	BA	Nill	215	215	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://profilelogin.admissione.online/UploadFiles/Documents/ProfileLgoin/MGCOLL_feedbackanalysis_Feedback.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	0	0	0

No file uploaded.

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
0	0	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nill	0

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Political Science	1	0.31
International	Political Science	1	1.41
International	Mathematics	1	1.30
International	Zoology	1	6.3
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
History	1
Political Science	2
Library	1
English	2
Economics	1
Geography	1
Mathematics	1
[View File](#)	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Effect of trapping of heavy negative ions on the evolution of shock wave in a dust charge fluctuating plasma: A trapped K-dV-Burgers' equation	Ranjit Kumar Kalita	IEEE Transactions on Plasma Science, Vol. 47, No. 7, July (2019), pp-3271-3280	2019	4	Department of Mathematics, Morigaon College, Morigaon 782105	1
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Effect of trapping of heavy negative ions on the evolution of shock wave in a dust charge fluctuating plasma: A trapped K-dV-Burgers' equation	Ranjit Kumar Kalita	IEEE Transactions on Plasma Science, Vol. 47, No. 7, July (2019), pp-3271-3280	2019	106	1	Department of Mathematics, Morigaon College, Morigaon 782105

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	16	18	4	8
Resource persons	3	Nill	Nill	Nill
Attended/Seminars/Workshops	4	Nill	Nill	Nill

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
0	0	Nill	Nill

No file uploaded.

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nill

No file uploaded.

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government

Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat	District administration of Morigaon	Cleanliness Drive	10	32
Quiz and Essay competition	District administration of Morigaon	Independence day celebration	8	22
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Field Trip	Visit to Industrial Area	Alsthom Dalmia Cement Factory	10/11/2019	10/11/2019	Chemistry V sem Major students, Morigaon College
Skill based Training	Training and skill enhancement	Lahkar Udyog Ltd. Mazgaon, Tezpur Sonitpur, Assam,784001	18/02/2020	03/03/2020	2nd Sem students Food Processing
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Lahkar Udyog Ltd. Mazgaon, Tezpur Sonitpur, Assam,784001	19/02/2020	To cooperate and focus effort with students of Morigaon College within area of skill based Training, placement, Research	13

Tulsi Speciality Foods 106, Brahmaputra Indurstial Park North Guwahati, Assam,781031	28/11/2019	To cooperate and focus effort with students of Morigaon College within area of skill based Training, placemnt, Research and development services.	18

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1710762	154900

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

View File

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	33776	1967214	660	265883	34436	2233097

Reference Books	**1124**	**2230727**	**14**	**3762**	**1138**	**2234489**
Journals	**26**	**19100**	**Nill**	**Nill**	**26**	**19100**
CD & Video	**42**	**Nill**	**Nill**	**Nill**	**42**	**Nill**

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	**0**	**0**	**Nill**

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	**83**	**4**	**40**	**2**	**2**	**12**	**61**	**4**	**0**
Added	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total	**83**	**4**	**40**	**2**	**2**	**12**	**61**	**4**	**0**

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media centre, Morigaon college	https://www.youtube.com/channel/UCTZkIc2K5S0aYN6dLnoNqbg

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
Nill	**0**	**5**	**0**

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Our college has an intensive mechanism for maintenance and utilization of the physical, academic and support facilities which follows certain procedures. The principal plays the lead role who is a caretaker and manager mainly looks after

physical, academic and support facilities of the college. IQAC of the college frames various committees for management, maintenance and utilization of physical academic and support facilities of the college. The specific sub-committees headed by coordinators sit at a regular interval of time. In the sittings, the committees take stock of the situation, reviews and offers suggestion to the Governing Body through the principal of the college. In addition, for the central library, the librarian has been entrusted with accountabilities for management of library recourses and activities. The librarian through the library sub-committee takes decision and necessary action for the betterment of infrastructural facilities of the library is made through the platform of Governing Body. In fact, the management and utilization of physical, academic and support facilities of the college rest on an integrated collective mechanism.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Poor Fund	14	21000
Financial Support from Other Sources			
a) National	UGC ISHAN UDAY FOR NORTH EASTERN REGION	68	3672000
b)International	0	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling	12/02/2020	2	Geography Department
Personal Counselling	23/08/2019	4	Political Science Department
Personal Counselling	14/02/2020	8	Economics Department
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career Counseling for Post	12	12	4	2

graduate students(Alumni)				

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
38	38	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	Nill	Nill	Nill	Nill	Nill

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	3	Morigaon College	Education	Nowgong College	MA
2019	4	Morigaon College	Economics	Dimoria College	MA
2019	2	Morigaon College	Economics	Morigaon, DIET	D.El.Ed
2019	1	Morigaon College	Economics	College of Education Morigaon	B.Ed
2019	1	Morigaon College	Economics	Morigaon Law College	L.L.B
2019	1	Morigaon College	Economics	MSSV, Guwahati Campus	MSW
2019	1	Morigaon College	Botany	Gauhati University	M.Sc.
2019	1	Morigaon College	Botany	B.Boruah college	M.Sc.
2019	1	Morigaon College	Botany	Handique girls college	M.Sc.
2019	1	Morigaon College	Botany	USTM	M.Sc.

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4
Any Other	2

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Youth Festival	Inter College	2

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	Nil	Nill	Nill	Nill	Nill	Nil

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Activity of Student Council: Student council is a group of elected student leaders who work under the guidance of teacher advisors. Students council initiate, implement activities which is helpful to the college, students, faculty members and administration It works to develop and provide opportunities for leadership quality in students. It works to contribute to create a congenial environment of education in the college by providing them with positive approach. It works to promote respect for democracy, law and welfare of community, leadership quality as well as ideal of patriotism. It works to promote awareness among students about human relations. It works to develop students potentiality and encourage them to make them honest and active citizens. It works to increasing students involvement in welfare activity. President of Morigaon College Students Council is an honorable member of IQAC. He can take part in yearly planning of IQAC, and also in planning student-friendly activities of the college. Due to the lock down (COVID-19) students activities are also hampered.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Morigaon College Alumni Association is registered under societies Registration Act XXI of 1860. It is total 560 no of enrolled alumni Reg. no. MRG/245/F/174 of 2015-16 Morigaon College Alumni Association runs its Alumni relations in three different areas: organizational, Volunteer programs, Networking support. Within the campus of the college, there is a Alumni relation office. Alumni Association elects an executive committee for two years. With various volunteer programs MCAA try to serve the college and society at large, MCAA's Alumni relation promote interaction between alumni and campus (i.e. faculty, staff students). To keep alumni informed regarding campus activities, MCAA organises different programmes inviting competent personalities to campus.

5.4.2 – No. of enrolled Alumni:

560

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Morigaon College Alumni Association organised 2 general meetings and 4 executive meeting during 2019-2020.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The faculty members are associated with Class Committees, Board of Studies, State/National Level Events, Co-curricular Activities and Sports Committees. Senior Faculty members are members of Research and the Academic Committee also. There is staff representation in other statutory bodies also as per rules enacted in the Byelaws. The powers and the functions of each authority and body are well-defined to ensure administrative decentralization. The proposals are generated at the grass root level and after careful consideration and deliberations the recommendations of various bodies are discussed at the Governing Body, which arrives at the final decision. The decisions of the Governing Body are implemented by various Committees and implement such decision in a decentralized way without any interference or hindrance. Ultimately, all the administrative, academic, and the financial activities are reviewed by the Academic, Administrative Audit Committee to ensure administrative and academic accountability of the system. During last year our institution had given emphasis on the following to practices. Feedback: 1. Individual class feedback by the faculties. 2. Feedback by academic council. 3. Feedback from alumni and parents. 4. Overall feedback on teachers initiated by IQAC. Departmental Review on: 1. Syllabus improvement 2. Curriculum development programme

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	Gurucharan Medhi Library is fully automated with SOUL 2.0 software. An institutional repository/ digital library is also in operation. The library has RFID facilities and internet browsing facilities. Physical Infrastructure- 1. Total books 39698 2. No of Journal/ magazine subscribed 26 3. Newspaper 6 4. Seating capacity 100 5. Extra Reading room for teachers 6. Xerox and printing facilities 7. No of manuscripts12
Curriculum Development	The college follows the UGC national

	curriculum for Undergraduate and Post-graduate Courses. In almost every subject, particularly a few papers in the curricula are modified to reflect the local socio-economic conditions of Assam.. The academic committee invites experts from various fields and reviews the curriculum aspects so that it suits the needs according to the requirements of the service sector. Initially each department formulates its curriculum after approval by the staff council. This is then put forward before the Board of studies. Once it is approved by the, Board of studies, it is brought in the academic committee for final approval. The Board of studies consists of the faculty and external experts who are in constant touch with the developments in the field that ensures the relevance of the subject matter and the present needs in the field. Once the curriculum is accepted and started, feedback is taken from students to assess the relevance and needs and suitably modified for optimization.
Teaching and Learning	The institution assesses the learning levels of the students, after admission and organizes special programs for advanced learners and slow learners Student - Full time teacher ratio: 1:21 Number of differently abled students (Divyangjan) on rolls :06 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences. Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc:77 percentage Ratio of students to mentor for academic and stress related issues:1:21 Innovation and creativity in teaching-learning: The College believes that by giving students real world problems to tackle, the skill and ability of the students can be developed to the utmost level. Following steps are taken by the faculty members to enhanced the innovativeness and creativity of the students- 1. Changing mind set, mood and overall classroom vibe begins with the teacher. 2. Self reflection in the classroom 3. Open ended question without text book answers 4. To create flexible learning environments 5. Instead of problem salving, Teachers

		help students to look at the world by finding gapes to fill using problem finding, In other words, problem discovery. 6. Let students take risks and fail.
	Examination and Evaluation	The Institute is affiliated to Gauhati University and follows the examination pattern of the university. Gauhati University guidelines are strictly adhered to with respect to evaluation process. There are three Internal tests conducted. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through institutes academic calendar which is prepared based on the university academic calendar. The institute has reformed the continuous internal evaluation system from faculty centric to student centric. The Institute Exam cell framed guidelines for conducting the CIE in line with calendar of the Affiliate University and the Institutions. As per the guidelines, the following reforms have been carried out effectively conducting CIE: • Scheduling of Internal Examination, Seating arrangements, hall invigilators listed for every examination. • Preparing the question paper for the internal examination in the prescribed pattern as per GU norms.. • Scrutiny of the prepared question paper is carried out by HoD/ Subject expert to ensure quality of the Question paper. • Monitoring the attendance of the students for the Examination. • Internal Assessment has to be carried out within the stipulated time. • After completion of the internal examination, the faculty evaluates the answer scripts and distribute to the students for doubt clarifications or re-correction. The faculty submits the re-corrected scripts to the examination branch and marks are displayed on the notice board. • Result review meetings are conducted with result analysis and the remedial actions for further improvements are arrived after discussion with faculty, HoD and Principal. • Upload of assessment marks in university web portal and subsequently communicated to parents. The evaluation for theory courses are assessed in direct mode (80) covering both internal and university

	examinations and indirect (20) covers survey. The evaluation for laboratory courses are assessed in the similar pattern followed for theory courses. For each laboratory sessions, the student is assessed through viva questions, observations. The evaluation for project course is assessed by conducting periodical project reviews covering key parameters like problem formulations , understanding of the project, presentation skills, communication of ideas , technical knowledge , team work and project management. Major project consists of 100 marks. The project review committee organizes review meetings to assess the progress of all the project batches. Performance of the students in Internal Assessment is used for Faculties to identify slow and advanced learners in their respective subjects. Slow Learners are encouraged to improve their performance in future by counseling. Counseling Sessions are used to sort out the personal issues, academic and non-academic problems.
Research and Development	Morigaon College believes in a judicious combination of teaching and research for the benefit of student community at large. The institution envisages innovation through its Research and development cell. It has plans to cultivates academic and research collaboration with National and International universities, government agencies and industries to meet the immediate needs of the society. The basic objective RD cell are- 1. To enhance the research awareness among faculty by organizing discussions with eminent researchers and conducting national and international conferences, seminars, symposia, faculty development programmes and workshops on research methodology, IPR and patenting. 2. To motivate faculty to pursue doctoral and post-doctoral assignments at various national and international universities and organizations of repute. 3. To encourage faculty to undertake research projects in thrust areas in science and engineering funded by various national and international agencies. 4. To explore new horizons of knowledge and ensure its practical implementation through collective efforts and quality

	research work. 5. To provide a creative atmosphere, complemented by adequate facilities and resources in which higher studies and research thrive amongst the faculty and students. 6. To establish Centers of Excellence in thrust areas. 7. To adopt Collaborative Research with IIT, NIT, premier research laboratories and industries. 8. To mentor the academic and industry based research projects. 9. To publish the research works in renowned journals. 10. To motivate and mentor students to participate in various Hackathons and International contests.
Human Resource Management	Morigaon College strongly believes that people are the center for the success of all business. The performance of the employs are the core asset to the institution. The institution has laid emphasis on the following main issues 1. Recruitment and selection. 2. Performance management. 3. learning and development. 4. Successful planning.
Admission of Students	The admission process of 2019-2020 was wholly online. However, students had to appear for personal counselling and they had to be physically present during the counselling. Fully online admission system from application to the counselling process has ensured a transparent process and students have been admitted on the basis of merit. ? The whole process has been introduced under outsourcing external agencies.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	College has introduced complete office automation. Office automation will include students' database, faculty and staff database, feedback system etc. Library automation has been initiated by the use of SOUL 2.0 software and RFID .
Administration	The College has introduced e-governance in its Administration. It has a functional website. Notices and circulars are uploaded in the college website and communicated to different departments through e-mail from the office of the Principal Leave related affairs and students' registration and daily attendance have been managed online. Each and every IQAC notice is

	circulated by the coordinator himself through e-mail.
Finance and Accounts	Receipt of admission fees is completely online Salary of faculty members and staff is transferred directly to the bank account. Salary bills are submitted to the treasury through FINASSAN software E-tender is notified as per the government guidelines for purchase of items Payment for the work orders is done through PFMS according to government guidelines.
Student Admission and Support	Students' admission is done online. Admission notification is published in the college website as well as in daily newspapers. Admission forms are made available in the college website. Applicants need to submit filled in admission forms online for admission to different courses. Merit list is prepared and uploaded by fully computerized system However, personal counselling is scheduled based on the merit list of candidates published online. Payment of admission fee is accepted online and registration for different courses is also managed online.
Examination	E-governance has been implemented in the Examination process. Filling up of forms has been done online. The students have to download their Admit cards for examination online. Internal and practical examination marks have been uploaded in the University portal online by the concerned departments.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Ajit Konwar	FDP on Stress Management	ICT Academy, Chennai	2000
2020	Chandan Sharma	FDP on Stress Management	ICT Academy, Chennai	2000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional	Title of the administrative	From date	To Date	Number of participants	Number of participants

	development programme organised for teaching staff	training programme organised for non-teaching staff				(Teaching staff)	(non-teaching staff)
2020	Awareness Programme on use of online e-resources	Awareness Programme on use of online e-resources	11/06/2020	11/06/2020		20	16
2020	Pandemic, Life and Development : Present Challenges and Futuristic Resilience of Humankind	Pandemic, Life and Development : Present Challenges and Futuristic Resilience of Humankind	17/06/2020	24/06/2020		40	110
2020	Building Effective Communication Skills For Better Tomorrow	Building Effective Communication Skills For Better Tomorrow	29/06/2020	29/06/2020		37	35
2020	Employability Skills for the Future	Employability Skills for the Future	30/06/2020	30/06/2020		23	118
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC –Sponsored Orientation Programme "Human Resource Development Center"	1	09/12/2019	29/12/2019	20
Faculty Development Programme "Entrepreneurship Development Institute of India"	1	10/12/2019	23/12/2019	14
Faculty	1	10/12/2019	23/12/2019	14

Development Programme "Entrepreneurship Development Institute of India"				
Refresher Course "Human Resource Development Center" North Bengal University	1	16/09/2019	29/09/2019	14

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
6	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Morigaon College has effective welfare measures in place for its teaching staff. The various welfare schemes are as follows: 1. Medical Allowance 2. Child Educational Allowance 3. Maternity benefits as per norms 4. Child Care 5. Leave Travel Concession 6. All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program. 7. Subsidized on campus medical facilities 8. Morigaon College Employees' Welfare Fund 9. Opportunities for international exposure, as per norms. The following facilities are also provided for efficient functioning : 1. Medical leave 2. Yoga classes 3. Psychological counseling 4. Wi-Fi facility. 5. Workspace 6. Computing facility 7. Cafeterias 8. Identity cards 9. Sports	Morigaon College has effective welfare measures in place for its non-teaching staff. The various welfare schemes are as follows: 1. Medical Allowance 2. Child Educational Allowance 3. Maternity benefits as per norms 4. Child Care 5. Leave Travel Concession 6. Subsidized on campus medical facilities 7. Morigaon College Employees' Welfare Fund The following facilities are also provided for efficient functioning : 1. Medical leave 2. Yoga classes 3. Psychological counseling 4. Wi-Fi facility. 5. Workspace 6. Computing facility 7. Cafeterias 8. Identity cards 9. Sports facilities	1. Special guidance programme for the week students have been organized by MC by inviting special guest lecturers from different fields of specialization. 2. Personality development programme 3. Digester management programmes 4. Gender equality and awareness 5. Free health checkup for students 6. Availability of food in the College canteen at reasonable rates. 7. Book Bank facility for economically backward students. 8. Student's welfare fund (Known as Poor Fund) for poor students.

facilities		

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institution is a government institution. Financial audit is conducted by Accountants General (AG), Assam, Government of Assam. Furthermore the college also conducts Internal Audit regularly once in a year by a Chartered Accountant, appointed by the College Governing Body.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	0

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6.4.3 – Total corpus fund generated

1990653.74

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Nill	Nill
Administrative	No	Nill	Nill	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Different departments hold several meetings with the Parents. The basic objectives are as follows 1. To foster and promote cordial relationship among the parents, teachers and students. 2. To help guide and participants and various developmental activates of the college 3. To render all possible assistants for smooth working of the college 4. To provide and ensure essential facilities to the students of the college.

6.5.3 – Development programmes for support staff (at least three)

During 2019-20, three programmes were organized in Morigaon College to develop the skill and performance of the support staff of the institution. The motto of the programmes is "Live as if you were to die tomorrow. Learn as if you were to live forever", (Mahatma Gandhi) The following are the examples of skill enhancement programmes offered by Morigaon college in order to maximize the output. 1. Workplace Ethics Awareness Date:13/09/2019, Friday R.P.: Mileswar Patar, Retd. Project officer DRDA, Morigaon Total participants: 17 2. Time Management Skill Date: 18/01/2020, Saturday R.P.: Prof. Cidam Dewri, Retd. Vice Principal, Morigaon College Total participants: 23 3. Environment Awareness Programme Date: 12/03/2020, Thursday R.P.: Prof. Jagat Saikia, Associate Prof. Dept. of Botany, Morigaon College Total participants: 16

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1.Opening Post Graduate course in Zoology 2. New recruitment initiatives. 3. Initiative to open new programme like Food processing, Journalism and Mass communication.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Memorandum of Understanding between Morigaon College and Lahkar audyog Pvt. Ltd, Mazgaon-Assam	18/02/2020	18/02/2020	03/03/2020	14
2020	National Webinar on Pandemic, Life and Development : Present Challenges and Futuristic Resilience of Humankind with Special Reference to Localization	24/06/2020	24/06/2020	24/06/2020	120
2020	International Webinar and Panel Discussion on Pandemic and Novel Challenges: Regionalism, Nationalism and Universalism in the context of Human Civilization	09/07/2020	09/07/2020	14/07/2020	100
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the	Period from	Period To	Number of Participants

programme				Female	Male
Awareness Lecture on Covid-19 and Human Health,delivered by Dr. P. Boro, Medical Officer, Morigaon	08/03/2020	08/03/2020		40	32

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Percentage of power requirement of the College met by the renewable energy sources (1) Power requirement met by renewable energy sources 50 Kw (2) Total power requirement 76.49 Kw (3) Renewable energy source Solar energy (4) Renewable energy generated and used 50 Kw

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Provision for lift	No	Nill
Ramp/Rails	Yes	6
Rest Rooms	Yes	6
Scribes for examination	No	Nill
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	22/07/2019	1	Distribution of food other essential items among flood affected people	Providing food relief	45

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders		
Title	Date of publication	Follow up(max 100 words)
Code of Conduct	18/08/2019	The code of conduct is strictly followed in the college with students maintaining decorum and discipline. Codes regarding uniform, behavior, restriction on gadgets are maintained. Politeness and humility are upheld by the students in interacting with other fellow students and teachers. Punctuality and sincerity in discharging duties, maintaining cordial relation with students and colleagues could be seen among the teachers. The latter responsibly imbibe the values of ethics and behavior in the students by being role-model and guide for them. Moreover the teachers take special care to infuse the spirit of maintaining cleanliness of the campus and classrooms.

7.1.6 – Activities conducted for promotion of universal Values and Ethics			
Activity	Duration From	Duration To	Number of participants
Celebration of NCC Day	24/11/2019	24/11/2019	82
Celebration of National Science Day	27/02/2020	27/02/2020	200
Celebration of International Women's Day	08/03/2020	08/03/2020	72
Celebration of Rashtria Ekta Saptah	31/10/2019	31/10/2019	52
National Librarians Day	12/08/2019	12/08/2019	35

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)
1. Green Practices (use of bicycles and public transport): Teachers, Staff and

students use bicycles and public transport every Saturday as an eco-friendly gesture Students, Staff using A) Bicycles: 60 students of Morigaon College use Bicycles and 7 teaching and non-teaching staff use Bicycles. B) Public Transport: 33 students and teaching and non teaching staff uses public transport. C) Pedestrian Friendly Roads: The College is well-connected by Pedestrian friendly roads of PWD of Assam govt. The College stands amidst pedestrian friendly roads on its four sides. Inside the campus, all academic buildings are connected through roads of bricks and teaching and non-teaching staffs and students use these. 2. Plastic Free Campus: On 5th June, 2017 the college family organized World Environment Day and took pledge to maintain the college as plastic free campus. 3. Paperless office: The College is trying its best to hold the status of a paperless office. However, on exceptional situation, paper is used. Notice related to students and all communications between staff and office is maintained through e-mode. Students notice is displayed in electronic notice board. 4. Green landscaping with trees and plants: Since the last few years, the college is organizing plantation drives both inside and outside of the campus. Presently the college has beautiful scenic greenery receiving appreciation from all. The college has one green house filled with rare medicinal plants. Apart from this there is one Botanical garden, one fruit garden within the campus. The entire campus boundary planted with neem tree. In the last two years the college organized plantation programmes in nearby village and about 500 trees were planted under this programme. Anti-Global Warming Society, a Morigaon based NGO, in association with the college planted trees in the college campus. 5. Use of pipe-compost: Kitchen waste generated in canteen and hostels are collected in pipes after a stipulated period of time, the compost is taken out and used as manure to nurture the plants in the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE- 1 Title of the Practice: No Motor Vehicle Day Objectives of the Practice: The main objectives of this practice in the college campus are to generate awareness among the student community and, by extension, among the common public on the importance of minimizing the greenhouse gases and to contribute to the global initiatives against environmental degradation. Due to emission of greenhouse gases, the phenomenon called global warming has posed serious menace to all living beings on earth. The practice of 'No Motor Vehicle Day' on each Saturday aims at increasing the sense of responsibility and accountability in the young minds and to have serious impact on them about the concerns of environment. The Context: Saving the environment from degradation is the moral duty of each person across the globe. Due to development activity and modern luxurious life style, the greenhouse gases have increased to a dangerous level. That is why there is the strong cry for sustainable development across the globe. It is seen that due to modern life style and development activities, emission of greenhouse gases cannot completely be stopped. Yet, it can be minimized by following methods of green practices. With this philosophical bent, Morigaon College has launched the 'No Motor Vehicle Day' in 2019 which is to be enacted on every Saturday. The college family believes that every effort or every bit of contribution towards saving environment really matters. By practicing 'No Motor Vehicle Day' on each Saturday, the young minds are encouraged to follow the dictates of the cry of environmentalists. Though the syllabi have contents of the environment issues, yet the students earn the theoretical knowledge only about it. This practice is the example of practical execution of saving the earth and its environment by minimizing emission of greenhouse gases. The Practice: The college family has taken a solemn vow in 2018 that from the next year they follow no motor vehicle day each Saturday to contribute to the cause of saving the environment from its

degradation. Thereafter, all the stakeholders of the institution including the principal of the college, teaching staffs, non-teaching staffs and student community follow this practice on each Saturday by avoiding personal motor vehicles like car, motor bike, scotty etc. Instead, the college family uses bicycles and public transport. The persons residing in the nearby areas come to college by walking. This green practice of 'No Motor Vehicle Day' is also highlighted in the college prospectus intended to spread the message of environmental concern of the institution to the new incumbents and the parents and guardians. In addition to that, when the new admission process is over following the new academic year, orientation on this practice is given with highlights on the responsibility of each member of earth towards saving the environment. The new incumbents take oath that it is their accountability 'to save environment and to save life'. The knowledge of the students on environment is freshened and deepened that global warming in the present-day context is a major hurdle to the environment and to life. In the context of higher education system, this is a unique and distinctive practice in an academic institution. Though there are contents of syllabi for students that deal with environment issues and concerns, those are theoretical parts. By practicing 'No Motor Vehicle Day', the students are familiar with a practical approach to save the earth and its environment. The students adopt habits of eco-friendly approach and start considering this to be a part of their culture. Evidence of Success: The college considers 'No Motor Vehicle Day' to be a best practice of the institution. This practice has a lot of positive outcomes and results. Mainly, it is a remarkable green practice. Firstly, by this practice, the student community has become more aware to the environmental cause. They learn about green approach through practice. There is visible change in the students' behavior towards environment. There is reflection of environmental concerns in the students' behavior in using drinking water, fans and lights in the classrooms and in the canteens. Secondly, there is remarkable increase of responsibility and accountability of students towards environment and its pollutants. Thirdly, the teachers as well as students are habituated to green practices like cycling and walking. Due to this practice, there is revival of olden habits of cycling and walking. There is remarkable increase of using bicycle and walking among the teachers and students. Fourthly, through this practice, message of environmental concerns is spread to the common public. In the alumni and parents/guardian meetings, this practice is highly appreciated and encouraged to plan and execute more such practices. Problem Encountered and Resources Required: There are constraints and limitations in every system. In exercising this practice of 'No Motor Vehicle Day', there was certain problems initially. A majority of students come from rural areas. Likewise, many teachers reside outside college campus. On Saturday they require to rely on public transport. Initially many students were a little bit hesitant, but gradually they coped up with this problem and found adjustment with the public transport system. BEST PRACTICE- 2 Title of the Practice: Horticulture Gardening Objectives of the Practice: The main objectives of this practice are to impart training to the undergraduate students, to enhance skill and ingenuity in gardening for self-employment, to make students familiar with the eco-friendly practice and to heighten the sense of aesthetic beauty in students and to generate an additional source of income for the institution. Horticulture gardening is one of the most profitable and eco-friendly practices in the present world. Giving training and knowledge to the undergraduate students is not only increasing the sense of aesthetic quality, but also it provides them opportunities of earning in future by gardening and by establishing nursery for commercial purpose. The Context: In the modern-day context, horticulture gardening is an aesthetic as well as ecological practice that has substantial contribution to environment and economy. Nurturing and nourishing saplings of flowers, fruit trees and any other plant species is a wonderful activity. It has all the positive aspects for caring of varieties of

plant species in a systematic and scientific way. By this practice, the undergraduate students receive training and orientation on this science and art of gardening for sustainable development and production, marketing and use of high-value, intensively cultivated food and ornamental plants. The students are empowered with practical skill which can motivate them to engage in such green practice of gardening. The students receive inspiration by this practice for further study of such courses of horticulture. It creates an environment of interest and curiosity among students for this art and it also germinates interest among students for research in this field. The Practice: The horticulture garden in the college campus is established in 2018 with the main initiatives from the Botany Department of the college. The garden is located in five-acre land areas in the eastern side of the college campus. Organic method is adopted in the practice. The garden was inaugurated by Mr. Piyush Hazarika, State Health Minister and Mr. Rama Kanta Dewri, MLA, Morigaon constituency. There are fourteen types of plant species and currently one hundred seventy-seven number of plants. There are Mangifera Indica, Citrus Sps, Selenicereus, Ziziphus Sps, Musa Sps, Litchi Sinensis, Capsicum Sps, Lycopersicum Esculentum, Solanum Melengona, Solanum Nigrum, Luffa Sps, Cucurbit Asps, Pyrus Malus and Solanum Lycopersicum. The Botany department, Morigaon College, has been given core responsibility to lead the practice of horticulture gardening. A majority of the students from science departments and commerce department take part in this practice. However, interested students from arts departments also take part in the practice. The botany department arranges and makes schedules for training and orientation. A more practical approach is adopted in the training. The students enjoy learning different aspects of the practice like plant identification, propagation, disease management, plant breeding, land restoration, soil management, landscape and garden designing etc. The learners get ample scope for understanding of plant diversity and ways to take care of them in correspondence to the environmental factors prevailing such as seasonal changes and disease management. Horticulture training also helps the students to expertise in soil quality assessment and administration for better plan growth, development and productivity. Nursery development and management techniques are taught in such way which is of practical utility. In the context of higher education, this practice is a distinctive and unique one. In the era of serious environmental problems, this practice bears significance. It gives inspiration through theoretical and practical knowledge and motivates the students towards green practice. It enhances their skill and knowledge which show them new avenues for further study and research. It also consolidates their belief that by horticulture gardening, one can earn and can become entrepreneur. Evidence of Success: Morigaon College considers horticulture gardening to be a best practice of the institution. It has a lot of positive outcomes and impact on the student community. Firstly, a substantial amount of money is earned last year and the production of fruits and vegetables in

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://morigaoncollege.edu.in/best-practice/

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Being the premier institution of higher education in the Morigaon district, Morigaon College has been serving as torch-bearer of knowledge of the region. It has been instrumental in transforming youths in to human resources by providing quality education and training. The institution has set its goals inspired by the vision and objectives of the local stakeholders who took major role in its establishment. The declared vision of the college is to promote

knowledge through quality education with a view to developing the human resources of the region for contributing to the process of nation building. Our institution is painstakingly engaged to achieve the declared goals and to materialize the noble vision of the stakeholders. The college, since its inception, has been providing quality education to the youths and transforming them in to assets of our country. A strength of 75 teaching members and 15 non-teaching members is continuously involved in this process of developing human resources. The institution is providing a congenial academic environment for cultivating knowledge, wisdom, skill, creative ability and moral being in the young minds. They are made to develop in them the good human being which is essential in social existence. The students are made to imbibe scientific temperament and approach towards the world. The students are sensitized to the current environmental issues and concerns of the world and the role of citizens to the cause. To ensure quality education for the youths, the institution has been continuously upgraded and updated by adding new infrastructural and intellectual inputs. New class rooms and halls equipped with new technology have been built, the central library has been digitalized and facilities for sports and games have been updated each year. To make the faculty members and non-teaching members equipped with new ideas and development in teaching, they participate in different orientation and training programmes and courses organized by various universities and institutes. The college also organizes seminars, workshops, FDPs, popular talks, webinars for orientation of the teaching and non-teaching members of the college so that the process of providing quality education is more strengthened and not hindered.

Provide the weblink of the institution
https://morigaoncollege.edu.in/

8.Future Plans of Actions for Next Academic Year

In order to make the institution more vibrant and proactive for augmenting the college, a sustainable action plan is framed to achieve in the next academic year. Several new courses and programmes are planned to execute for the betterment of the academic pursuit of the college. The college plans to conduct Green Audit and Academic Audit in 2020-21. Opening Post-graduate Courses in English, Political Science, Assamese and Mathematics, opening add-on courses of skill development by each department, undergraduate course on Yoga, BCA, BBA and organizing more Seminars, workshop, training and orientation courses for teaching and administrative staff of the college are envisioned. For strengthening the mental health, wellbeing and positivity of the students as well as the teaching and non-teaching staff, a workshop is also planned to organize in the next year. The college is also planning to revamp the Alumni Association through different programmes and activities of organizing Convention of Alumni Association and Report on Conducting Feedback from alumni in 2020-21 for the advancement of the student community. A plan has also been made for adoption of more villages under the programme Unnata Bharat Abhijan and to initiate programmes of holistic development of the concerned villages with priority on education and health sectors. The college is planning to install a language lab for study and research on language. The Morigaon district is remarkable for habitation of several tribal communities of Assam, of which Tiwa community is a major one in the district, which has an indigenous language. By installing the language lab, it will facilitate students and researchers. The college is also planning to install Digital Library and Repository system for making G.C. Medhi Central Library of the college equipped with latest modes of disseminating knowledge and wisdom, accessible to students on digital platform. In this mode, all the publications from the college, previous question papers and valuable manuscripts from the local community will be accessible for the students, teachers as well as other reading communities.