



# YEARLY STATUS REPORT - 2023-2024

## Part A

### Data of the Institution

#### 1. Name of the Institution

DIPHU GOVERNMENT COLLEGE

- Name of the Head of the institution **MUAZZAM HUSSAIN BARBHUIYA**
- Designation **PRINCIPAL I/C**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03671272317**
- Mobile No: **9365425238**
- Registered e-mail **iqacdgc@gmail.com**
- Alternate e-mail **diphugovtc@gmail.com**
- Address **DIPHU GOVERNMENT COLLEGE, DIPHU**
- City/Town **DIPHU**
- State/UT **ASSAM**
- Pin Code **782462**

#### 2. Institutional status

- Affiliated / Constitution Colleges **AFFILIATED**
- Type of Institution **Co-education**
- Location **Semi-Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **ASSAM UNIVERSITY, SILCHAR**
- Name of the IQAC Coordinator **DR. HIRANYA SAIKIA**
- Phone No. **9435166015**
- Alternate phone No. **9101259456**
- Mobile **9101259456**
- IQAC e-mail address **iqacdgc@gmail.com**
- Alternate e-mail address **hiranyasaikia1971@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))** <https://diphugovernmentcollege.com/upload/aqar/1711547012.pdf>

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

- if yes, whether it is uploaded in the Institutional website Web link: <https://diphugovernmentcollege.com/upload/acalender/1708692846.pdf>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>84</b>	<b>2005</b>	<b>28/02/2005</b>	<b>27/02/2010</b>

**6. Date of Establishment of IQAC** **08/02/2006**

**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
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

**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** **07**

- 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)**

Observation of International Yoga Day on 21/06/20223

Orientation Programme on NEP 2020 for newly admitted students under FYUG

Preparation of Academic Calendar

Observation of AIDS day

Organized an orientation cum hands on training programme on SAMARTH e-gov suite portal

**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
Preparation of Prospectue	Achieved
Preparation of Academic Calendar and class routine	Achieved
Conduction of orientation programme for newly admitted students under FYUG	Achieved
Designing and upgradation of college website	Achieved
Publication of DGC News Letter	Achieved

**13. Whether the AQAR was placed before** **No**

**statutory body?**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	DIPHU GOVERNMENT COLLEGE
• Name of the Head of the institution	MUAZZAM HUSSAIN BARBHUIYA
• Designation	PRINCIPAL I/C
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03671272317
• Mobile No:	9365425238
• Registered e-mail	iqacdgc@gmail.com
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• Address	DIPHU GOVERNMENT COLLEGE, DIPHU
• City/Town	DIPHU
• State/UT	ASSAM
• Pin Code	782462
<b>2.Institutional status</b>	
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• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	ASSAM UNIVERSITY, SILCHAR
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• Alternate phone No.	9101259456				
• Mobile	9101259456				
• IQAC e-mail address	iqacdgc@gmail.com				
• Alternate e-mail address	hiranyasaikia1971@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://diphugovernmentcollege.com/upload/agar/1711547012.pdf">https://diphugovernmentcollege.com/upload/agar/1711547012.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://diphugovernmentcollege.com/upload/acalender/1708692846.pdf">https://diphugovernmentcollege.com/upload/acalender/1708692846.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	84	2005	28/02/2005	27/02/2010
<b>6.Date of Establishment of IQAC</b>			08/02/2006		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			07		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			Yes		

<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
Observation of International Yoga Day on 21/06/20223	
Orientation Programme on NEP 2020 for newly admitted students under FYUG	
Preparation of Academic Calendar	
Observation of AIDS day	
Organized an orientation cum hands on training programme on SAMARTH e-gov suite portal	
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Publication of DGC News Letter	Achieved
<b>13. Whether the AQAR was placed before statutory body?</b>	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2022-2023	16/02/2024

**15. Multidisciplinary / interdisciplinary**

Diphu Government College, affiliated with Assam University, Silchar, follows the curriculum recommended by its affiliating university. The University has accepted the introduction of the FYUG (Four Year Undergraduate) Programme under NEP 2020 as per UGC guidelines for the affiliated colleges from the session 2023-2024. Accordingly, the admission process for FYUG 1st semester students has already been completed. The main feature of the FYUG Programme is to make undergraduate education student-centric rather than system-centric or teacher-centric. The students can choose their courses from broad areas of their discipline and the areas of other disciplines of their own interest. The students can also opt for an interdisciplinary/multidisciplinary approach to learning under this programme. In addition, special emphasis has been given to ability enhancement and skill development of students through the introduction of AEC and SEC courses under these domains. In fact, in this system of learning, students are given freedom to learn at their own pace and choose electives from a wider range of courses offered by the institution.

**16. Academic bank of credits (ABC):**

Under NEP 2020, there is provision for credit transfer options in order to facilitate mobility of students from one institution to another, weightage to prior learning, opportunity to learn-and-work, fragmented progress, and exploitation of institutional expertise. Assam University, Silchar has already put ABC in place for students enrolling in the 1st semester of the FYUG Programme for the session 2023-2024. The Diphu Government College, affiliated with the Assam University, will also support the adoption of ABC starting from the 2023-2024 session. All credits obtained by students will be stored in a centralized database at the National Academic Depository through DigiLocker. Every student must establish an ABC-ID to monitor their earned credits throughout the entire FYUG Programme year. Transition out of the

FYUG Program and integration into the system, as well as inter-institutional movement, will be determined by the credits accumulated following ABC guidelines. The ABC system facilitates identification, credit redemption, and credit transfer to other institutions for the academic advancement of the students.

#### **17.Skill development:**

The Skill Enhancement Course (SEC) forms an integral part of the FYUG Programme, being compulsory for all students and aimed at providing hands-on training, skills, etc. that increase their employability. College-sponsored events and festivals provide lively opportunities for student involvement, crossing linguistic, ethnic, and religious divides. This supportive atmosphere promotes friendship and harmony within the student community. In the process, students engage in organizing these events, developing their leadership skills, and discovering hidden talents.

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

The college has been trying its best to integrate Indian Knowledge system as part of the holistic development of the students. Teaching is carried out mostly in bilingual manner with Assamese and English. Lectures are given by the faculty members in both the languages and in evaluation of examination answer scripts same procedure is followed. Teachers also use the Hindi language to convey and talk to students apart from the native Assamese language. The college offers students Assamese, Bodo as subjects in UG courses. The syllabus in Assamese, Bodo, English, Economics, Education, Philosophy and Political Science is laced with topics dealing with Indian culture and tradition. In line with the International Yoga Day, the college also organizes it in a befitting manner encompassing all the faculties and students which is celebrated with active association with Art of Living Kendra, Diphu. Each year, cultural events and rallies are organized during Annual College Week function where various Indian culture, tradition and knowledge system are nicely showcased with active participation of students. The participation of students across various cultural/religious/ethnic backgrounds promote the preservation of traditional art and culture and give the opportunity for intercultural mingling and assimilation. The magazines published by the different departments, the college students union and other forums has articles in Assamese, Bodo, English, Hindi, Hmar, Karbi, etc. The Institution as a part of its best practice

promotes regular plantation in the College premise and takes necessary measures to preserve and protect the greenery. The Institution throughout the year celebrates national/international events and popular festivals with the active participation of the students and the teaching community. The programmes undertaken to celebrate such events give the appropriate platform to the students to showcase their talents and explore their hidden potentialities.

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

Diphu Government College has always emphasized on outcome based learning for an effective teaching learning process in accordance with the vision laid in NEP 2020. The course outcomes (COs) for all courses and programme outcomes (POs) are well structured. The evaluation of attainment of COs and POs are a continuous practice and towards this end a formative approach is practiced in the college. Teachers conduct various quizzes, discussions and class interactions to evaluate the COs attainment so that the class teachings are fruitful. This method displays the attainment of knowledge and skills from their performance in the semester examinations and supporting activities such as seminars, assignments, case study, group discussion, online quiz, mini project etc. These provide strong evidence to the teachers of effectiveness of teaching and learning. The overall stress is on a continuous monitoring so that the graduate attributes of grasping the domain knowledge in the relevant discipline, capability of analyzing problems and identifying complex problems using the knowledge acquired defining solutions for complex problems are appropriately acquired.

#### **20.Distance education/online education:**

Diphu Government College is the venue for Indira Gandhi National Open University (IGNOU) and Krishna Kanta Handique State Open University (KKHSOU). The necessary infrastructural facilities, along with the required faculties and office staff of these two centers, are provided by the institution for smooth functioning. Involvement of resource persons from the college facilitates the smooth academic functioning of IGNOU and KKHSOU centres. A whole gamut of UG, PG as well as certificate/diploma courses are being run by IGNOU and KKHSOU for the students who are unable to pursue in-campus university courses due to family obligations and financial constraints. However, the college does not run any distance learning UG courses as the affiliated university is yet to launch education through distant mode. Interested students from different walks of life and even employed persons who

otherwise cannot go through in-campus regular courses under Assam University due to financial constraints and other obligations can easily participate in courses of their choice and requirements in distance learning mode at an affordable fee.

## Extended Profile

### 1.Programme

1.1	880
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	2797
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	1120
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	339
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	91
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
3.2	78
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	31
Total number of Classrooms and Seminar halls	
4.2	218.45
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	16
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

Diphu Government College is affiliated with Assam University, Silchar and follows the curriculum prescribed by the university. The college offers a total of 15 major subjects across Arts, Science, and Commerce stream under the Choice Based Credit System (CBCS) & Four Year Undergraduate (FYUG) programme of the UGC. Along with conventional subjects and Add-on Certificate courses, the college presently offers Undergraduate (UG) degree. To ensure effective delivery of curriculum the college publishes prospectus, prepares academic calendar, class routine and conducts orientation programmes. The college also adopted online method of teaching-learning for effective transaction of courses to the stakeholders. Various departments conduct periodical tests/Unit tests and give home assignments to the students for covering the courses. Departments conduct seminars and workshops among the students from

time to time. The IQAC of the college gives special emphasis on the implementation of all programmes and course curriculum following the guidelines given by the affiliating university. The college engages experienced senior faculty members with the academic council and undergraduate board of studies of the university for curriculum design. The feedback received from the students on curriculum aspects is reviewed and analyzed by the College Academic Council and accordingly, the suggestions are intimated to the Board of Studies of the affiliating university for necessary consideration. The college provides all types of infrastructures for a convenient academic environment such as Library, smart classrooms, laboratories, botanical gardens, etc. The college adopts various methods for imparting knowledge to its students including traditional classroom teaching.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Diphu Government College being affiliated with Assam University, Silchar generally follows the academic calendar of the parent university. But for convenience and to accommodate local holidays and festivals and various important activities apart from teaching and learning such as college week, student union elections, and NSS activities, some changes have been made to suit the local needs, so adjusted within the calendar prepared by the parent university. Academic matters are discussed departmental-wise, regularly headed under the supervision of HOD's under the guidance and knowledge of the principal. Regarding the course completion, the departments play a great role in allotting the classes, holding seminars, and giving home assignments to students. Necessary suggestions and measures are given to the students for their all-round development.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="https://diphugovernmentcollege.com/upload/acalender/1708692846.pdf">https://diphugovernmentcollege.com/upload/acalender/1708692846.pdf</a>

**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	No File Uploaded
Any additional information	No File Uploaded

## 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**

**35**

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)

1

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 )	<a href="#">View File</a>

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

37

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

37

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

**Professional ethics:** Issues relevant to professional ethics, gender, human values, sustainability and environment are incorporated in the curriculum provided by Assam University, Silchar.

Some papers in subjects like Education, Philosophy and English focuses on issues related to professional ethics. Gender: some papers related to gender issues are well represented and focused in different subjects like History (Honours), Political Science, Literary text in English also encourages students in understanding issues related to gender disparity.

The course of subjects like History, Philosophy, and Education reflects on issues related to human values like, justice, equality and liberty.

**Environmental and sustainability:** Compulsory course on Environmental studies are available in all the streams Arts, Science and Commerce to be learned specially offered to 2nd Semester students of under graduate to develop awareness about our surroundings and environmental issues like ecological imbalance, consciousness on preserving biodiversity, etc.

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	No File Uploaded

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

18

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)	<a href="#">View File</a>

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

752

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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**

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
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)	No File Uploaded

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

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

## 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**

1080

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

1055

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Diphu Government College enrolled students in honours course considering their merit and performance in the departmental entrance test. In every semester, the institution holds two unit tests having 20 marks for each. Question papers were set by the departmental faculties on the topics discussed in the class. The unit test results were declared in the departmental notice board and the concerned WhatsApp group and sent to the university as and when asked for.

**Slow Learners:** for slow learners, online classes, tutorial class (Philosophy), remedial classes (History) were held. Course contents were discussed and notes shared on different topics. Group discussion, career counseling, etc. methods were adopted for students' benefit. Students were made aware of the resources available in the library. Workshop organized on vocational education to make students learn hands-on activities for future benefit (Commerce).

**Advanced Learners:** Students were assigned experimental projects (Physics) of advanced level under the guidance of faculties of the department. Inspirational award was given to the highest markholder after TDC final examination (Education, Zoology).

Various departments assigned research projects (Zoology) to students as per the syllabus. There were field studies in different departments (Botany, Zoology, Education, Assamese, Geography) and educational tour (History).

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
2797	91

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

There were various field studies (Botany, Zoology, Geography, History, Assamese, Education) and study tours (Political Science) conducted relating to their syllabus. Republic Day, Independence Day, National Voters' Day, Teachers' Day, Har Ghar Tiranga, Tithi of Sankar Dev (Assamese) etc. were observed. Practical classes are conducted in well-equipped laboratories like Chemistry, Physics, Botany, Zoology, computer Lab (Commerce), Education Lab (Education) etc. There were various practice classes like Yoga (Education), vocational learning, environmental awareness programme (Political science) etc. Students (Botany, Zoology) visited institutions like BSI (Sikkim), ICAR (Sikkim), FRI (Dehradun), Zoological Park (Sikkim), etc. Students participated in different competitions like poster making, debate, quiz and other co-curricular activities. Various departments published their own departmental wall magazines (Assamese, English, Physics, Zoology, and Botany). A certificate course on Assamese language has been introduced (Assamese) for students. Students hold stalls during college week on different handmade items on knitting, wearing, tailoring, painting, craft, snacks etc. prepared by themselves. Seminars, group discussions, etc. were organized in

the class. Tutorial classes were held by some department (Philosophy, Commerce). There was dissertation along with viva-voce in various departments (Assamese, Chemistry, Geography). Special lecture, departmental seminars were organized in some departments (Assamese). A departmental newsletter was published (Physics).

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

Teachers of Diphu Government College use different ICT-enabled tools for enriching students with knowledge and participation. Teachers use projectors, laptops, desktops, smart board etc. for making teaching-learning more fruitful and more understandable. Teachers use WhatsApp groups, Google Meet, Zoom, Google Classroom, etc. for making teaching and learning more effective. Different reliable sites are used by for enhancing students' knowledge. Both teachers and students take the benefit of the digital central library of the college, which is accessed to the internet. Teachers organize lectures, seminars, and talks in the conference hall, as it is equipped with projector. Students are encouraged to use PowerPoint for relevant subjects.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

91

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

## 2.4 - Teacher Profile and Quality

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

51

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 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

24

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

1118

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

## 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.

Diphu Government College held examinations, whether unit tests or session end tests, as per the guidelines and order of its affiliating university. Students' internal assessment was done through unit tests and attendance in each semester. Two unit tests were held in each semester, having 20 marks for each and attendance is calculated from each semester having 10 marks. The college follows a transparent policy in cases of internal assessment. Prior notification was given regarding the holding of unit test on the departmental notice board and sometimes shared in the concerned WhatsApp group. Attendance was taken from those who appeared in the test. After the declaration of results, students who had grievances visited the department and discussed their problems. These unit tests and attendance marks were sent to the university as and when asked for. This is confidentially treated as these are added to the final examination marks. If students have any examination-related grievances, they can approach the concerned department faculties, or if necessary, they can discuss with the head of the department.

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 continuous evaluation of students is carried out by the college through unit tests, class attendance, assignments, seminars, etc. as per the guidelines of the affiliating university. The Examination Cell of the college carries out the

task of conducting the internal assessment and uploading the results of the same in the university portal. The students are informed to check their marks by logging in to their respective student portal. Queries of students, if any, are discussed by the faculty members, HoDs, and the Examination Cell attentively. The Examination Cell cooperates in all such activities with the respective departments for quick action. The Examination Cell helps students with their grievances and queries related to results, correction of internal examination marks, practical marks, laboratory activities, project-related works, etc., and other academic matters. Matters requiring further attention are forwarded to the Controller of Examination of the affiliating university. The Examination Cell gives special attention to grievances related to receipt of marksheets and certificates from the university. Every effort is made to deal with the examination-related grievances in a transparent, time-bound, and efficient manner.

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.

Since Diphu Government College is affiliated with a university, therefore the course/syllabus is framed by the concerned university. The faculty members discussed the programme and course outcome and transferred the same to the students of the concerned department.

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

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

Teaching, learning, and evaluation is a continuous process covering the entire course of study. A variety of parameters determine the evaluation of the attainment of programme outcomes and course outcomes. Attendance is one such important parameter, which carries 10% marks in internal assessment. Students are required to maintain a minimum of 75% attendance in each paper of their courses. Regular tests and assessments are held to enhance the student's knowledge of subjects. The internal assessment and semester-end assessment are designed on the basis of PO, PSO, & CO's defined for each course. The laboratory works determine the assessment of practical skill of the learners. Further evaluation of the outcomes achieved by the students is monitored through project work and seminars.

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

### 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

339

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 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://diphugovernmentcollege.com/upload/sss/1712137530.pdf>

### 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)	<a href="#">View File</a>

#### 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)	<a href="#">View File</a>
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

04

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)	<a href="#">View File</a>

### 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

05

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

29

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Diphu Government College as a pioneer and leading institution of the sixth schedule area of Assam is always trying to organize activities to sensitize students about socially related issues and

challenges. Most of the students, along with NSS and NCC cadets, were involved in the socially relevant activities during the past years. In the issues of health and hygiene, child labour, girls education, and superstition in the remote areas, the students are always trying to motivate and to reform their localities. The NSS unit arranged the awareness programs on child marriage at the adopted village. Communal harmony week was also observed by the NSS volunteers and teachers of the college. The NCC unit is playing a significant role by arranging Nasa Mukh Bharat Abhiyan and programs on cleaning of water bodies in Diphu. Cadets are attending regularly the CATC camps and performing programs on local folk culture and tradition of different tribes and communities of the region. NCC is arranging Swachh Bharat Abhiyan programs from time to time in the college compound. NCC troop participated in parades during independence day and republic day celebrations organized by Karbi Anglong district administration. International yoga day was also observed with the participation of students, teachers, employees, etc. of the institution.

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

01

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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

15

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

### 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

1138

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)	<a href="#">View File</a>

### 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

03

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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

05

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	<a href="#">View File</a>

## 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.

Creating an environment that is conducive to learning is essential for students to reach their full potential academically. Factors such as classroom layout, resources, and teacher-student interactions all play a vital role in shaping the learning experience. By ensuring that students have access to appropriate learning settings, the college has fostered a positive and productive learning physical environment. The college places a high priority on having a sufficient number of classrooms- thirty (30) in total. Having enough classrooms can have a significant impact on the quality of education, otherwise it'll lead to decreased academic performance. The students have access to a good number of laboratories- six (06) in total—so they can have a

hands-on experiment. Through practical experimentation, laboratories are essential for improving students' comprehension of scientific ideas. These spaces provide a practical learning environment where students can practice important skills and apply their theoretical knowledge. Having access to well-equipped laboratories can greatly help students in their academic and future professional endeavours. To thrive academically in the modern digital age, pupils need to have access to computers and other technologies.

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

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

Apart from the cultural activities held by the college, students also participate in the Karbi Youth Festival. Students are always encouraged to participate in cultural activities and programmes. Aside from the basketball court in the back of the building, every kind of sports fan gathers on the field in front of the college's football field and on the cricket pitch. Students engage in major and minor games. NCC drills and march-past are also held on the field. This flexible space attracts teachers and students alike by acting as the hub for various athletic competitions and events. Sports fans can gather on the field, which is a light-filled and lively space, and enjoy their favourite games, whether they are friendly or competitive. Even while the institution may not have a dedicated yoga centre on campus, students are nevertheless able to participate in occasional yoga activities, including those offered on International Yoga Day. Through these programs, students can learn about and practice yoga, which improves their mental and physical well-being. Even in the absence of a permanent facility, the college's yoga sessions are a valuable resource for students who want to incorporate mindfulness and relaxation into their daily routines.

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

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

04

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

04

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

0

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)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

• Name of ILMS software - KOHA. • Nature of automation (fully or partially) - Partially. • Version - Customised. • Year of Automation - 2015 December.

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

## 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)

2.18

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)	<a href="#">View File</a>

## 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**

225

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Partial automation has been achieved with the implementation of the KOHA software in the Central Library of Diphu Government College. In addition to the possibility of converting its processes from manual to computerized, the library also provides the opportunity to transition from a card catalogue to an online public access catalog (OPAC) and from manual circulation cards to an integrated library system that makes use of RFID technology. In addition to providing access to internet, the college library also has CCTV surveillance cameras. Wi-fi connectivity available in all classrooms.

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

**4.3.2 - Number of Computers**

16

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

**4.3.3 - Bandwidth of internet connection in the Institution**      **B. 30 - 50MBPS**

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

#### 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)

60.89

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)	<a href="#">View File</a>

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.

The principal fulfils a pivotal function in overseeing the upkeep and utilization of college infrastructure to ensure an efficient and enjoyable learning atmosphere for pupils. Participating in cooperation with teachers and administrative staff enhances the effective management and use of resources such as laboratories, libraries, and sports facilities. Together, they work in cooperation to ensure that all amenities are adequately preserved and readily accessible for the benefit of the college community. To uphold and make use of physical, academic, and support amenities such laboratories, libraries, sports equipment, computers, and classrooms. The principal oversees the proper distribution of duties among the staff, who thereafter carry out their obligations regularly.

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

2517

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)	<a href="#">View File</a>

#### 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

0

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)	<a href="#">View File</a>

**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**

**B. 3 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)	<a href="#">View File</a>

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

200

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

200

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
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

12

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
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

70

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	<a href="#">View File</a>

### 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**

05

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
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.**

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)	<a href="#">View File</a>

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 )

During the tenure of Students' Union (DGCSUS) of the academic period 2023-2024, they undertook various activities at the college cleanliness drive, celebration of world environment day, world earth day, international yoga day, annual fresher's meet, annual college week, intercollegiate cultural competition, college admission, etc. Overall, the members of the DGCSUS actively and sincerely participate in all the events organized by the institution as well as the external agencies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

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)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The Alumni Association was formally registered under the Societies Registration Act, XXI of 1860 on 30/01/2024, bearing registration number RS/KARBI/249/RFSRS/202400252 of 2024-2025. So far, there has been no significant contribution to the development of the college through financial or other support services from the association. However, the college is making its best efforts to involve the alumni for the development of the college in the coming days. The college is planning to devise a rigid mechanism for easy access of the alumni for their contribution to the institution.

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

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

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

The vision of Diphu Government College is to cater to the academic, intellectual, social, and cultural needs of the people of the district in general and students in particular. The institution has set up the objectives of providing holistic education to the students to meet the global requirements successfully and to promote scientific ideas and rational use of technological innovation inside and outside the institution. This, in fact, helps the students to shape and fulfil their dreams and aspirations and to contribute significantly to society and the community. The institution has hitherto attempted to provide quality education to various sections of the community in the district. It is indeed a significant impetus of the institution to train the students to face the emerging challenges arising out of liberalization, privatization, and globalization. The college is accountable to its various stakeholders, such as students, guardians, alumni, the parent university, and most importantly, the society at large. The mode of governance in the institution is both participatory and democratic. The principal delegates responsibilities to different levels of the institution through the heads of the departments, the conveners of the different cells, committees, sub-committees, and various forums.

File Description	Documents
Paste link for additional information	Nil
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.

The college provides effective leadership, which is reinforced in various institutional practices such as decentralization and participative management. All the college operations are managed by various committees constituted for academic and non-academic activities. Major committees comprising of teachers, non-teaching staff, library staff, and students for conducting various functions and events of the college. These committees are responsible for preparing the college timetable, purchasing books and journals, other purchases, conducting college admission, and students' union body elections. The committees are also responsible for looking after the welfare of the students, publication of news letters and college magazines, organizing cultural programmes and implementing various national, state and district-level programmes. Any new construction activities or renovation works of the college are also monitored by the concerned committee. The college has set up the Internal Complaint Committee to redress the grievances from the female employees and female students and also a General Complaint Committee for redressing grievances of all staff members of 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

Implementation of the perspective plan required a strategic plan of action. One of the plans is to develop the infrastructure of the college to fulfill the requirements and demands to some extent, and accordingly, the principal of the college will take the measurements. Following strategic and inclusive plans have been prepared by the institution for academic and infrastructure

development, extracurricular activities, sports & culture, with exclusive consultation with all stakeholders: 1. Development of Alumni Cell. 2. Improvement of the teaching and learning process. 3. Engagement in curriculum development with the university. 4. Development of library, ICT and physical infrastructure/instrumentation. 5. Creating distance education in reality along with the normal education process. 6. Involving with the community for the overall development of college & knowledge sharing.

7. Building rapport/MOU with nearby educational institutions, schools, and villages for knowledge exchange. 8. Renovation of the IQAC office and subsequently implemented.

9. Modernization of the college auditorium to meet the global standard.

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.

**Policies:** The college has formulated various policies, like academic policy, examination policy, anti-ragging policy, etc., for the effective functioning of the institutional bodies.

**Administrative setup:** The college is under the Higher Education Department of Assam. The governing body of the institution consists of the president who is government-nominated and other positions as reflected in Government guideline, as secretary, government nominee, teacher representative, non-teaching staff librarian, students guardian, etc. The college follows all the rules and regulations of the affiliated university, Assam University, Silchar for all academic purposes. The principal is the highest authority looking after administrative and academic matters. The position of head of the department (HOD) is to ensure smooth running of departments. The IQAC works with the assistance of various committees to ensure the effective functioning of the institution.

The office of the principal, comprising a head assistant, senior (UDA) and junior (LDA) assistant, grade IV employees.

The college has a library consisting of the librarian, assistant librarian, and other staff members.

Procedure for appointment & service rules: UGC and state government norms (Assam Government AHE.154/2021/108, 14th March 2022) are followed for appointment of employees.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The following are the welfare measures for teaching and nonteaching staff of the college:

1. Provision for admission of eligible wards of employees in all courses.
2. Diphu Govt. College Staff Co-Operative Thrift Society is a

registered society that provides loan to all teaching and nonteaching staff of the college at an affordable interest rate and easy payback installments.

3. Few residential quarters are provided for teaching and nonteaching staff.
4. Each department has a well furnished teacher's common room with facilities like inverter, desktop, attached toilet and washroom.
5. A well equipped Gymnasium is available.
6. Adequate parking space is available within college campus.
7. Medical Allowance provided as per norms of the Govt. of Assam.
8. Hill Allowance provided as per norms of the Govt. of Assam.
9. House Rent Allowance provided as per rules of the Govt. of Assam.
10. Maternity Leave provided according to the rules of Govt. of Assam.
11. Child Care Leave provided according to the rules of Govt. of Assam.
12. Casual Leave provided according to the rules of Govt. of Assam.
13. Central digital library of the college provides separate reading space for the faculty and allow borrowing of books.

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

0

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)	<a href="#">View File</a>

### 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

0

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)	<a href="#">View File</a>

### 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

33

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The Annual Self-Appraisal Reports from the teaching staff are collected annually by the IQAC of the college in a proper format. The IQAC also collects departmental report and carries out Academic Audit. In addition to these, the feedback collected from the students adequately reflects the performance of the individual teachers. At the time of promotion of the teachers the API score and the filled up self-performance appraisal report prescribed by UGC are evaluated by IQAC and the subject experts of the screening committee. These formats are then certified by the Principal of the institution and are required to send to the office of the Commissioner and Secretary, Education (Higher) Department, Govt. of Assam for the placement and promotion of the teachers under Carrier Advancement Scheme (CAS).

For non-teaching employees, Annual Confidential Report (ACR) is certified by the Principal and required to send to the office of Additional Director of Higher Education, Karbi Anglong Autonomous Council (KAAC) for their placement and promotion.

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

The college practices proper maintenance of cashbook, ledger book, acquaintance register apart from compulsory salary slips, deduction of GPF, GIS, loan statements etc. The college has in place provision of internal audit alongside the external audit.

The college has been carrying out internal financial audit annually by a chartered accountant appointed by the college authority or by audit committee being set up by the college authority. The college also maintains utilization certificate from the Chartered accountant whenever necessary.

The external financial audit is carried out as per the direction and by the auditor deputed by The office of Director of Audit, local funds, Assam, Guwahati-06, from time to time, generally every 3 years. The heads of audit includes the various bank accounts, RUSA fund and UGC fund. After receiving the audit report the same is forwarded to the Director of Higher Education, Government of Assam.

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)

0

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)	<a href="#">View File</a>

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

The college follows the strategies for mobilization of fund and optimal utilization of resource as decided by the college authority as per Government rules.

The college authority submits various proposals for infrastructural development to the Karbi Anglong Autonomous Council (KAAC), Government of Assam and RUSA from time to time.

The college infrastructures are provided for holding various departmental examinations, competitive examinations on holidays and for such examinations, a substantial number have been achieved over the years.

The college is the venue for Indira Gandhi National Open University (IGNOU) and Krishna Kanta Handique State Open University (KKHSOU). The necessary infrastructural facilities along with required faculties and office staff are provided by the institution for smooth functioning of the two centres.

The college campus and auditorium are utilized by the college fraternity as well as Government and non- government organizations as per requirement for holding different activities like awareness programme, cultural programmes, election training, distribution of Banikanta Kakati award, college alumni meet etc.

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 internal Quality Assurance Cell (IQAC) of Diphu Government College was established on 8th February, 2006 as per NAAC guidelines. The function of IQAC as its name indicates is to monitor the activities of the various units of the college and coordinate among them as well as to make necessary suggestions for further academic development of the college. The Cell is also responsible for making the necessary liaison between the institution and UGC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 IQAC monitors IT enabled result-oriented pupil centric, holistic techniques of teaching learning process.

- IQAC monitors internal marking in every department and ensures proper holding of sessional examinations. It develops a mechanism as per the rule of the university for proper evaluation and uploading the marks in the given portal.
- IQAC has developed a questionnaire for the evaluation of faculty performance by the students.
- The IQAC organizes an open house session where the parents, teachers and students participate and express their grievances and a free discussion is held in the session. The parents and students are asked to share their observations regarding curriculum, studies and behavioural pattern of the teachers.

**IQAC Institutional Review System:**

- IQAC conducts yearly administrative audit(external) every year through Director of Accounts and Treasury, and AG.
- Feedbacks from students regarding teachers and institutional performance are taken.

**IQAC evaluation of learning Outcome:**

- Outcome based education has been introduced in the college and the responsibility is entrusted to Academic committee.
- The performance of students in competitive examination like-NET, TET, Civil services etc.

File Description	Documents
Paste link for additional information	Nil
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)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

Since its establishment in 1964, Diphu Government College (DGC), a co-educational institute, has been imparting higher education to the socio-economically backward tribal women and other communities in the two hill districts of Assam (East & West Karbi Anglong) without any kind of gender biases and discrimination.

Women Grievances Redressal and Welfare Cell DCG Unit, was established in 2017 to address any act of injustice or harassment towards any female members of the college and to resolve these challenges amicably.

DGC observes International Women's Day on 8th March every year as an acknowledgement of the invaluable contribution made by women in the college through their respective duties. This special day is marked by organizing talks and various competitions culminating in cultural programmes.

For promotion of gender equity in the campus, both male and female teachers are given equal responsibilities in all the committees formed for various curricular and co-curricular activities. Further, to drive home the message of gender equity, female students are encouraged to contest in all the categories in the College Student Union Election.

The Girls' Common Room Secretary and the Teacher-in-Charge work hand-in-hand to address the safety concerns of the female students.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
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

**For the effective management of different types of waste (both dry**

& wet), DGC undertakes certain initiatives in collaboration with the third parties. The College maintains a clean and green campus providing fresh and positive working and teaching-learning atmosphere. Cleanliness Signposts are put up at various prominent points in the campus. Cleanliness drives are carried out regularly; during such drives the students, non-teaching/teaching staff sweeps the entire college premises. Furthermore, all the invaluable flora and fauna in the campus have been identified and counted to arouse interest in the ecological landscape of the campus.

**Solid and liquid waste management:** To tackle the issues of solid and liquid waste management DCG has signed a Memorandum of Understanding (MoU) with the office of the Diphu Municipal Board (DMB). The DMC collects both solid and liquid waste on regular basis; this service is also extended to the three College Hostels, College Canteen and Staff quarters. Littering of plastic bags/wrappers, empty water bottles/cans, papers etc. in and around the campus is checked by placing dustbins at strategic locations.

**E-waste management:** To clear off E-waste, DGC has signed MoU with a third party.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

**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

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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:**

**B. Any 3 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	No File Uploaded
Any other relevant documents	No File Uploaded

**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**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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-**

**D. Any 1 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	No File Uploaded
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).

DGC makes room for an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities through the following initiatives:

- Communal and Cultural Inclusiveness are promoted through the observation of weeklong Communal Harmony Day from 19th to 25th November every year; (i) Fund raising initiative and (ii) Swachata Programme are carried out during this week. Tolerance and harmony towards cultural and communal diversities are promoted through the cultural programmes and cultural rally organized in connection with Freshmen's Social Meet, Annual College Week etc.
- The adoption of multilingual mode of instruction and impartation in the class rooms promotes Linguistic Inclusiveness thereby facilitating better communication and comprehension skills of the students. Translation method is applied whenever required especially to lift the learning capacity of the students belonging to vernacular schooling background thereby reinforcing their academic performances.
- Free admission to students belonging to low income group families, financial assistance given to the students through Scholarship Scheme of the State government promotes Socio-Economic Inclusiveness.

Further, the College strictly adheres to the reservation policy of state government in matters related to student admission and job appointment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

DGC endeavours to sensitize students and employees of the institution to the constitutional obligations: values, rights, duties and responsibilities of citizens by inculcating knowledge pertaining to the Constitution of India (Fundamental Rights (Articles 12-35) and Fundamental Duties (Article 51A under Part-IV) and ensures that all the stakeholders understand their rights, duties and responsibilities. To this end, the College -

- Conducts regular classes, debate and essay competitions acquainting the students with the values and principles of the constitution.
- Encourages the students to exercise their right to vote in the college election.
- Motivates the students to participate in various social activities such as community service, environmental conservation and awareness campaigns to create a sense of social responsibility.
- Celebrates India's diversity and unity by conducting cultural activities thereby promoting a sense of unity and national pride in India.
- Commemorates Gandhi Jayanti instilling values like nonviolence, self-reliance, and public service.
- Observes Environment Day to spread awareness about burning environmental issues and challenges.
- Marks Voters' Day to encourage the students and the employees to be responsible, rational and ethical voters.

Performs Anti-Drug Campaign highlighting and reminding the students about the fatal effects of using various narcotics.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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 of Conduct are organized.**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	No File Uploaded
Any other relevant information	No File Uploaded

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

DGC celebrates national and international commemorative days, events and festivals with the aim of inculcating and fostering patriotic, socio-cultural values and unity in the members of the institution.

**a) National Events:**

- The college celebrates both Independence Day and Republic Day in the campus.
- National Voter's Day is celebrated every year on 25th

January spreading awareness on ethical voting.

- Chatra Divas is celebrated on 31st March.
- Teachers Day, NCC Day etc. are also celebrated.

**b) Festivals:**

- Saraswati Puja and Biswakarma Puja are celebrated.

**c) International Events:**

- International Women's Day is celebrated on 8th March annually by organizing talks on gender issues and foregrounding success stories of women in different fields, role and contribution to the society followed by a cultural programme.
- World Environment Day is observed on 5th June every year by organizing various activities (cleanliness drive, plantation and nurturing of existing greeneries in the college premises).
- International Literacy Day is observed every year from 1st to 8th September.
- International Yoga Day is celebrated on 21st June every year by organizing Yoga Meet in the campus.
- World Anti-Tobacco is also celebrated.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
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 - I Title of the Practice: Green Campus**

**Objective:** Conservation of greenery in the campus **The Context:** In an effort to ease the harmful atmospheric condition, DGC has taken up the responsibility of applying the motto of "Green Campus Clean Campus."

**The Practice:** Implementing ecoscaping and native gardening in the campus. Maintaining College Botanical Garden by Afforestation Range of the Forest Department.

**Evidence of Success:** Ornamentation of the College Botanical Garden with a variety of flowering, fruit-bearing, medicinal plants. Foundation of a small-sized orchard of indigenous fruitbearing trees and a Peace Park affording serene space for rejuvenating during the recesses.

**Best Practice - II Title of the Practice:** Clean Campus Objective:

The College is committed to attaining the objective of Clean Campus with the adoption and implementation of the goal as the institutional Best Practice for all time to come.

**The Context:** First step towards Clean India starts right from every individual's home and work place.

**The Practice:** Regular Cleanliness drives. Sensitizing stakeholders to refrain from littering plastic wrappers, empty bottles etc.

**Evidence of Success:** Signage of Tobacco & Plastic Free Zone. A prevalence of clean and fresh ambience in every nook and corner of the campus.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

Holistic personality development of the students through the impartation of value based education has been the foremost area distinctive to its priority and thrust of the college.

- Together with focussing on academic excellence through textbooks based education, DGC provides facilities through student-centric activities such as games and sports, educational excursions, field trips, debating, quiz/speech/literary competition, etc. These concerted

activities and pursuits enable the blossoming of young minds to its full potential thereby improving all-round personality of the learners.

- In addition, the NCC, NSS wings of the college have been successfully implanting the values and spirit of national integration in the vibrant minds of the students. Educational Excursions not only help widen the perspectives but also generate and promote a sense of nationalistic approach, unity and universal brotherhood.
- The leadership quality of the students is developed through their engagement in organizing Teachers' Day celebration, Freshers' Social Meet etc. every year in the college. The knowledge and idea of election procedure, sense of democratic values, leadership, team work and related aspects of the system is impressed in the learners through the College General Election for office bearers of DGC Students Union Society and running of it.

## 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

Diphu Government College is affiliated with Assam University, Silchar and follows the curriculum prescribed by the university. The college offers a total of 15 major subjects across Arts, Science, and Commerce stream under the Choice Based Credit System (CBCS) & Four Year Undergraduate (FYUG) programme of the UGC. Along with conventional subjects and Add-on Certificate courses, the college presently offers Undergraduate (UG) degree. To ensure effective delivery of curriculum the college publishes prospectus, prepares academic calendar, class routine and conducts orientation programmes. The college also adopted online method of teaching-learning for effective transaction of courses to the stakeholders. Various departments conduct periodical tests/Unit tests and give home assignments to the students for covering the courses. Departments conduct seminars and workshops among the students from time to time. The IQAC of the college gives special emphasis on the implementation of all programmes and course curriculum following the guidelines given by the affiliating university. The college engages experienced senior faculty members with the academic council and undergraduate board of studies of the university for curriculum design. The feedback received from the students on curriculum aspects is reviewed and analyzed by the College Academic Council and accordingly, the suggestions are intimated to the Board of Studies of the affiliating university for necessary consideration. The college provides all types of infrastructures for a convenient academic environment such as Library, smart classrooms, laboratories, botanical gardens, etc. The college adopts various methods for imparting knowledge to its students including traditional classroom teaching.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Diphu Government College being affiliated with Assam University, Silchar generally follows the academic calendar of the parent university. But for convenience and to accommodate local holidays and festivals and various important activities apart from teaching and learning such as college week, student union elections, and NSS activities, some changes have been made to suit the local needs, so adjusted within the calendar prepared by the parent university. Academic matters are discussed departmental-wise, regularly headed under the supervision of HOD's under the guidance and knowledge of the principal. Regarding the course completion, the departments play a great role in allotting the classes, holding seminars, and giving home assignments to students. Necessary suggestions and measures are given to the students for their all-round development.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="https://diphugovernmentcollege.com/upload/acalender/1708692846.pdf">https://diphugovernmentcollege.com/upload/acalender/1708692846.pdf</a>

**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	No File Uploaded
Any additional information	No File Uploaded

## 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

35

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

1

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 )	<a href="#">View File</a>

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

37

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

37

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

**Professional ethics:** Issues relevant to professional ethics, gender, human values, sustainability and environment are incorporated in the curriculum provided by Assam University, Silchar.

Some papers in subjects like Education, Philosophy and English focuses on issues related to professional ethics. Gender: some papers related to gender issues are well represented and focused in different subjects like History (Honours), Political Science, Literary text in English also encourages students in understanding issues related to gender disparity.

The course of subjects like History, Philosophy, and Education reflects on issues related to human values like, justice, equality and liberty.

**Environmental and sustainability:** Compulsory course on Environmental studies are available in all the streams Arts, Science and Commerce to be learned specially offered to 2nd Semester students of under graduate to develop awareness about our surroundings and environmental issues like ecological imbalance, consciousness on preserving biodiversity, etc.

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	No File Uploaded

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

18

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)	<a href="#">View File</a>

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

752

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**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**

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
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)	No File Uploaded

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

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

## 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**

1080

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

1055

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Diphu Government College enrolled students in honours course considering their merit and performance in the departmental entrance test. In every semester, the institution holds two unit tests having 20 marks for each. Question papers were set by the departmental faculties on the topics discussed in the class. The unit test results were declared in the departmental notice board and the concerned WhatsApp group and sent to the university as and when asked for.

Slow Learners: for slow learners, online classes, tutorial class (Philosophy), remedial classes (History) were held. Course contents were discussed and notes shared on different topics. Group discussion, career counseling, etc. methods were adopted for students' benefit. Students were made aware of the resources available in the library. Workshop organized on vocational education to make students learn hands-on activities for future benefit (Commerce).

Advanced Learners: Students were assigned experimental projects (Physics) of advanced level under the guidance of faculties of the department. Inspirational award was given to the highest markholder after TDC final examination (Education, Zoology). Various departments assigned research projects (Zoology) to students as per the syllabus. There were field studies in different departments (Botany, Zoology, Education, Assamese, Geography) and educational tour (History).

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
2797	91

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

There were various field studies (Botany, Zoology, Geography, History, Assamese, Education) and study tours (Political Science) conducted relating to their syllabus. Republic Day, Independence Day, National Voters' Day, Teachers' Day, Har Ghar Tiranga, Tithi of Sankar Dev (Assamese) etc. were observed. Practical classes are conducted in well-equipped laboratories like Chemistry, Physics, Botany, Zoology, computer Lab (Commerce), Education Lab (Education) etc. There were various practice classes like Yoga (Education), vocational learning, environmental awareness programme (Political science) etc. Students (Botany, Zoology) visited institutions like BSI (Sikkim), ICAR (Sikkim), FRI (Dehradun), Zoological Park (Sikkim), etc. Students participated in different competitions like poster making, debate, quiz and other co-curricular activities. Various departments published their own departmental wall magazines (Assamese, English, Physics, Zoology, and Botany). A certificate course on Assamese language has been introduced (Assamese) for students. Students hold stalls during college week on different handmade items on knitting, wearing, tailoring, painting, craft, snacks etc. prepared by themselves. Seminars, group discussions, etc. were organized in the class. Tutorial classes were held by some department (Philosophy, Commerce). There was dissertation along with viva-voce in various departments (Assamese, Chemistry, Geography). Special lecture, departmental seminars were organized in some departments (Assamese). A departmental newsletter was published (Physics).

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

Teachers of Diphu Government College use different ICT-enabled tools for enriching students with knowledge and participation. Teachers use projectors, laptops, desktops, smart board etc. for making teaching-learning more fruitful and more understandable. Teachers use WhatsApp groups, Google Meet, Zoom, Google Classroom, etc. for making teaching and learning more effective. Different reliable sites are used by for enhancing students' knowledge. Both teachers and students take the benefit of the digital central library of the college, which is accessed to the internet. Teachers organize lectures, seminars, and talks in the conference hall, as it is equipped with projector. Students are encouraged to use PowerPoint for relevant subjects.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

**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**

91

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

**2.4 - Teacher Profile and Quality**

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

51

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

#### 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

24

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

#### 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

1118

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

#### 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.

Diphu Government College held examinations, whether unit tests or session end tests, as per the guidelines and order of its affiliating university. Students' internal assessment was done through unit tests and attendance in each semester. Two unit tests were held in each semester, having 20 marks for each and attendance is calculated from each semester having 10 marks. The college follows a transparent policy in cases of internal assessment. Prior notification was given regarding the holding of unit test on the departmental notice board and sometimes shared in the concerned WhatsApp group. Attendance was taken from those who appeared in the test. After the declaration of results, students who had grievances visited the department and discussed their problems. These unit tests and attendance marks were sent to the university as and when asked for. This is confidentially treated as these are added to the final examination marks. If students have any examination-related grievances, they can approach the concerned department faculties, or if necessary, they can discuss with the head of the department.

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 continuous evaluation of students is carried out by the college through unit tests, class attendance, assignments, seminars, etc. as per the guidelines of the affiliating university. The Examination Cell of the college carries out the task of conducting the internal assessment and uploading the results of the same in the university portal. The students are informed to check their marks by logging in to their respective student portal. Queries of students, if any, are discussed by the faculty members, HoDs, and the Examination Cell attentively. The Examination Cell cooperates in all such activities with the respective departments for quick action. The Examination Cell helps students with their grievances and queries related to results, correction of internal examination marks, practical marks, laboratory activities, project-related works, etc., and other academic matters. Matters requiring further attention are forwarded to the Controller of Examination of the affiliating university. The Examination Cell

gives special attention to grievances related to receipt of marksheets and certificates from the university. Every effort is made to deal with the examination-related grievances in a transparent, time-bound, and efficient manner.

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.

Since Diphu Government College is affiliated with a university, therefore the course/syllabus is framed by the concerned university. The faculty members discussed the programme and course outcome and transferred the same to the students of the concerned department.

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

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

Teaching, learning, and evaluation is a continuous process covering the entire course of study. A variety of parameters determine the evaluation of the attainment of programme outcomes and course outcomes. Attendance is one such important parameter, which carries 10% marks in internal assessment. Students are required to maintain a minimum of 75% attendance in each paper of their courses. Regular tests and assessments are held to enhance the student's knowledge of subjects. The internal assessment and semester-end assessment are designed on the basis of PO, PSO, & CO's defined for each course. The laboratory works determine the assessment of practical skill of the learners. Further evaluation of the outcomes achieved by the students is monitored through project work and seminars.

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

### 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

339

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 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://diphugovernmentcollege.com/upload/sss/1712137530.pdf>

### 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)	<a href="#">View File</a>

### 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)	<a href="#">View File</a>
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

04

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)	<a href="#">View File</a>

**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**

05

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**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**

29

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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

Diphu Government College as a pioneer and leading institution of the sixth schedule area of Assam is always trying to organize activities to sensitize students about socially related issues and challenges. Most of the students, along with NSS and NCC cadets, were involved in the socially relevant activities during the past years. In the issues of health and hygiene, child labour, girls education, and superstition in the remote areas, the students are always trying to motivate and to reform their localities. The NSS unit arranged the awareness programs on child marriage at the adopted village. Communal harmony week was also observed by the NSS volunteers and

teachers of the college. The NCC unit is playing a significant role by arranging Nasa Mukh Bharat Abhiyanand programs on cleaning of water bodies in Diphu. Cadets are attending regularly the CATC camps and performing programs on local folk culture and tradition of different tribes and communities of the region. NCC is arranging swachh bharat abhiyan programs from time to time in the college compound. NCC troop participated in parades during independence day and republic day celebrations organized by Karbi Anglong district administration. International yoga day was also observed with the participation of students, teachers, employees, etc. of the institution.

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

01

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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

15

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

### 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

1138

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)	<a href="#">View File</a>

### 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

03

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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**

05

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	<a href="#">View File</a>

**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.

Creating an environment that is conducive to learning is essential for students to reach their full potential academically. Factors such as classroom layout, resources, and teacher-student interactions all play a vital role in shaping the learning experience. By ensuring that students have access to appropriate learning settings, the college has fostered a positive and productive learning physical environment. The college places a high priority on having a sufficient number of classrooms- thirty (30) in total. Having enough classrooms can have a significant impact on the quality of education, otherwise it'll lead to decreased academic performance. The students have access to a good number of laboratories- six (06) in total-so they can have a handson experiment. Through practical experimentation, laboratories are essential for improving students' comprehension of scientific ideas. These spaces provide a practical learning environment where students can practice important skills and apply their theoretical knowledge. Having access to well-equipped laboratories can greatly help students in their academic and future professional endeavours. To thrive academically in the modern digital age, pupils need to have access to computers and other technologies.

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

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

Apart from the cultural activities held by the college, students also participate in the Karbi Youth Festival. Students are always encouraged to participate in cultural activities and programmes. Aside from the basketball court in the back of the building, every kind of sports fan gathers on the field in front of the college's football field and on the cricket pitch. Students engage in major and minor games. NCC drills and march-past are also held on the field. This flexible space attracts teachers and students alike by acting as the hub for various athletic competitions and events. Sports fans can gather on the field, which is a light-filled and lively space, and enjoy their favourite games, whether they are friendly or competitive. Even while the institution may not have a dedicated yoga centre on campus, students are nevertheless able to participate in occasional yoga activities, including those offered on International Yoga Day. Through these programs, students can learn about and practice yoga, which improves their mental and physical well-being. Even in the absence of a permanent facility, the college's yoga sessions are a valuable resource for students who want to incorporate mindfulness and relaxation into their daily routines.

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

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

04

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

04

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

0

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)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

• Name of ILMS software - KOHA. • Nature of automation (fully or partially) - Partially. • Version - Customised. • Year of Automation - 2015 December.

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

##### 4.2.2 - The institution has subscription for the following e-resources e-journals e-

A. Any 4 or more of the above

**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)	<a href="#">View File</a>

**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)**

2.18

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)	<a href="#">View File</a>

**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**

225

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure**

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

Partial automation has been achieved with the implementation of

the KOHA software in the Central Library of Diphu Government College. In addition to the possibility of converting its processes from manual to computerized, the library also provides the opportunity to transition from a card catalogue to an online public access catalog (OPAC) and from manual circulation cards to an integrated library system that makes use of RFID technology. In addition to providing access to internet, the college library also has CCTV surveillance cameras. Wi-fi connectivity available in all classrooms.

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

#### 4.3.2 - Number of Computers

16

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

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

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

#### 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)

60.89

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)	<a href="#">View File</a>

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.

The principal fulfils a pivotal function in overseeing the upkeep and utilization of college infrastructure to ensure an efficient and enjoyable learning atmosphere for pupils. Participating in cooperation with teachers and administrative staff enhances the effective management and use of resources such as laboratories, libraries, and sports facilities. Together, they work in cooperation to ensure that all amenities are adequately preserved and readily accessible for the benefit of the college community. To uphold and make use of physical, academic, and support amenities such laboratories, libraries, sports equipment, computers, and classrooms. The principal oversees the proper distribution of duties among the staff, who thereafter carry out their obligations regularly.

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

2517

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)	<a href="#">View File</a>

### 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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)	<a href="#">View File</a>

**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**

B. 3 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)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
200	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
200	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>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</b>	<b>B. Any 3 of the above</b>
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of placement of outgoing students during the year</b>	
<b>5.2.1.1 - Number of outgoing students placed during the year</b>	

12	
File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
<b>5.2.2 - Number of students progressing to higher education during the year</b>	
<b>5.2.2.1 - Number of outgoing student progression to higher education</b>	
70	
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	<a href="#">View File</a>
<b>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)</b>	
<b>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</b>	
05	
File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>5.3 - Student Participation and Activities</b>	
<b>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</b>	
<b>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.</b>	

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)	<a href="#">View File</a>

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 )

During the tenure of Students' Union (DGCSUS) of the academic period 2023-2024, they undertook various activities at the college cleanliness drive, celebration of world environment day, world earth day, international yoga day, annual fresher's meet, annual college week, intercollegiate cultural competition, college admission, etc. Overall, the members of the DGCSUS actively and sincerely participate in all the events organized by the institution as well as the external agencies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

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)	<a href="#">View File</a>

#### 5.4 - Alumni Engagement

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

The Alumni Association was formally registered under the Societies Registration Act, XXI of 1860 on 30/01/2024, bearing registration number RS/KARBI/249/RFSRS/202400252 of 2024-2025. So far, there has been no significant contribution to the development of the college through financial or other support services from the association. However, the college is making its best efforts to involve the alumni for the development of the college in the coming days. The college is planning to devise a rigid mechanism for easy access of the alumni for their contribution to the institution.

File Description	Documents
Paste link for additional information	Nil
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

The vision of Diphu Government College is to cater to the academic, intellectual, social, and cultural needs of the people of the district in general and students in particular. The institution has set up the objectives of providing holistic education to the students to meet the global requirements successfully and to promote scientific ideas and rational use of technological innovation inside and outside the institution. This, in fact, helps the students to shape and fulfil their dreams and aspirations and to contribute significantly to society and the community. The institution has hitherto attempted to provide quality education to various sections of the community in the district. It is indeed a significant impetus of the institution to train the students to face the emerging challenges arising out of liberalization, privatization, and globalization. The college is accountable to its various stakeholders, such as students, guardians, alumni, the parent university, and most importantly, the society at large. The mode of governance in the institution is both participatory and democratic. The principal delegates responsibilities to different levels of the institution through the heads of the departments, the conveners of the different cells, committees, sub-committees, and various forums.

File Description	Documents
Paste link for additional information	Nil
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.

The college provides effective leadership, which is reinforced in various institutional practices such as decentralization and participative management. All the college operations are managed by various committees constituted for academic and non-academic activities. Major committees comprising of teachers, non-teaching staff, library staff, and students for conducting various functions and events of the college. These committees are responsible for preparing the college timetable, purchasing books and journals, other purchases, conducting college admission, and students' union body elections. The

committees are also responsible for looking after the welfare of the students, publication of news letters and college magazines, organizing cultural programmes and implementing various national, state and district-level programmes. Any new construction activities or renovation works of the college are also monitored by the concerned committee. The college has set up the Internal Complaint Committee to redress the grievances from the female employees and female students and also a General Complaint Committee for redressing grievances of all staff members of 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

Implementation of the perspective plan required a strategic plan of action. One of the plans is to develop the infrastructure of the college to fulfill the requirements and demands to some extent, and accordingly, the principal of the college will take the measurements. Following strategic and inclusive plans have been prepared by the institution for academic and infrastructure development, extracurricular activities, sports & culture, with exclusive consultation with all stakeholders: 1. Development of Alumni Cell. 2. Improvement of the teaching and learning process. 3. Engagement in curriculum development with the university. 4. Development of library, ICT and physical infrastructure/instrumentation. 5. Creating distance education in reality along with the normal education process. 6. Involving with the community for the overall development of college & knowledge sharing.

7. Building rapport/MOU with nearby educational institutions, schools, and villages for knowledge exchange. 8. Renovation of the IQAC office and subsequently implemented.

9. Modernization of the college auditorium to meet the global standard.

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.

**Policies:** The college has formulated various policies, like academic policy, examination policy, anti-ragging policy, etc., for the effective functioning of the institutional bodies.

**Administrative setup:** The college is under the Higher Education Department of Assam. The governing body of the institution consists of the president who is government-nominated and other positions as reflected in Government guideline, as secretary, government nominee, teacher representative, non-teaching staff librarian, students guardian, etc. The college follows all the rules and regulations of the affiliated university, Assam University, Silchar for all academic purposes. The principal is the highest authority looking after administrative and academic matters. The position of head of the department (HOD) is to ensure smooth running of departments. The IQAC works with the assistance of various committees to ensure the effective functioning of the institution.

The office of the principal, comprising a head assistant, senior (UDA) and junior (LDA) assistant, grade IV employees.

The college has a library consisting of the librarian, assistant librarian, and other staff members.

**Procedure for appointment & service rules:** UGC and state government norms (Assam Government AHE.154/2021/108, 14th March 2022) are followed for appointment of employees.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The following are the welfare measures for teaching and nonteaching staff of the college:

1. Provision for admission of eligible wards of employees in all courses.
2. Diphu Govt. College Staff Co-Operative Thrift Society is a registered society that provides loan to all teaching and nonteaching staff of the college at an affordable interest rate and easy payback installments.
3. Few residential quarters are provided for teaching and nonteaching staff.
4. Each department has a well furnished teacher's common room with facilities like inverter, desktop, attached toilet and washroom.
5. A well equipped Gymnasium is available.
6. Adequate parking space is available within college

campus.

7. Medical Allowance provided as per norms of the Govt. of Assam.
8. Hill Allowance provided as per norms of the Govt. of Assam.
9. House Rent Allowance provided as per rules of the Govt. of Assam.
10. Maternity Leave provided according to the rules of Govt. of Assam.
11. Child Care Leave provided according to the rules of Govt. of Assam.
12. Casual Leave provided according to the rules of Govt. of Assam.
13. Central digital library of the college provides separate reading space for the faculty and allow borrowing of books.

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**

0

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)	<a href="#">View File</a>

### **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**

0

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)	<a href="#">View File</a>

**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**

33

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**The Annual Self-Appraisal Reports from the teaching staff are**

collected annually by the IQAC of the college in a proper format. The IQAC also collects departmental report and carries out Academic Audit. In addition to these, the feedback collected from the students adequately reflects the performance of the individual teachers. At the time of promotion of the teachers the API score and the filled up self-performance appraisal report prescribed by UGC are evaluated by IQAC and the subject experts of the screening committee. These formats are then certified by the Principal of the institution and are required to send to the office of the Commissioner and Secretary, Education (Higher) Department, Govt. of Assam for the placement and promotion of the teachers under Career Advancement Scheme (CAS).

For non-teaching employees, Annual Confidential Report (ACR) is certified by the Principal and required to send to the office of Additional Director of Higher Education, Karbi Anglong Autonomous Council (KAAC) for their placement and promotion.

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

The college practices proper maintenance of cashbook, ledger book, acquaintance register apart from compulsory salary slips, deduction of GPF, GIS, loan statements etc. The college has in place provision of internal audit alongside the external audit.

The college has been carrying out internal financial audit annually by a chartered accountant appoints by the college authority or by audit committee being set up by the college authority. The college also maintain utilization certificate from the Chartered accountant whenever necessary.

The external financial audit is carried out as per the direction and by the auditor deputed by The office of Director of Audit, local funds, Assam, Guwahati-06, from time to time, generally every 3 years. The heads of audit includes the

various bank accounts, RUSA fund and UGC fund. After receiving the audit report the same is forwarded to the Director of Higher Education, Government of Assam.

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)

0

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)	<a href="#">View File</a>

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

The college follows the strategies for mobilization of fund and optimal utilization of resource as decided by the college authority as per Government rules.

The college authority submits various proposals for infrastructural development to the Karbi Anglong Autonomous Council (KAAC), Government of Assam and RUSA from time to time.

The college infrastructures are provided for holding various departmental examinations, competitive examinations on holidays and for such examinations, a substantial number have been achieved over the years.

The college is the venue for Indira Gandhi National Open University (IGNOU) and Krishna Kanta Handique State Open

University (KKHSOU). The necessary infrastructural facilities along with required faculties and office staff are provided by the institution for smooth functioning of the two centres.

The college campus and auditorium are utilized by the college fraternity as well as Government and non- government organizations as per requirement for holding different activities like awareness programme, cultural programmes, election training, distribution of Banikanta Kakati award, college alumni meet etc.

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 internal Quality Assurance Cell (IQAC) of Diphu Government College was established on 8th February, 2006 as per NAAC guidelines. The function of IQAC as its name indicates is to monitor the activities of the various units of the college and coordinate among them as well as to make necessary suggestions for further academic development of the college. The Cell is also responsible for making the necessary liaison between the institution and UGC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 IQAC monitors IT enabled result-oriented pupil centric, holistic techniques of teaching learning process.

- IQAC monitors internal marking in every department and

ensures proper holding of sessional examinations. It develops a mechanism as per the rule of the university for proper evaluation and uploading the marks in the given portal.

- IQAC has developed a questionnaire for the evaluation of faculty performance by the students.
- The IQAC organizes an open house session where the parents, teachers and students participate and express their grievances and a free discussion is held in the session. The parents and students are asked to share their observations regarding curriculum, studies and behavioural pattern of the teachers.

#### **IQAC Institutional Review System:**

- IQAC conducts yearly administrative audit(external) every year through Director of Accounts and Treasury, and AG.
- Feedbacks from students regarding teachers and institutional performance are taken.

#### **IQAC evaluation of learning Outcome:**

- Outcome based education has been introduced in the college and the responsibility is entrusted to Academic committee.
- The performance of students in competitive examination like-NET, TET, Civil services etc.

File Description	Documents
Paste link for additional information	Nil
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)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

Since its establishment in 1964, Diphu Government College (DGC), a co-educational institute, has been imparting higher education to the socio-economically backward tribal women and other communities in the two hill districts of Assam (East & West Karbi Anglong) without any kind of gender biases and discrimination.

Women Grievances Redressal and Welfare Cell DCG Unit, was established in 2017 to address any act of injustice or harassment towards any female members of the college and to resolve these challenges amicably.

DGC observes International Women's Day on 8th March every year as an acknowledgement of the invaluable contribution made by women in the college through their respective duties. This special day is marked by organizing talks and various competitions culminating in cultural programmes.

For promotion of gender equity in the campus, both male and female teachers are given equal responsibilities in all the committees formed for various curricular and co-curricular activities. Further, to drive home the message of gender equity, female students are encouraged to contest in all the categories in the College Student Union Election.

The Girls' Common Room Secretary and the Teacher-in-Charge work hand-in-hand to address the safety concerns of the female

students.	
File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil
<b>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</b>	<b>B. Any 3 of the above</b>
File Description	Documents
Geo tagged Photographs	No File Uploaded
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	
<p>For the effective management of different types of waste (both dry &amp; wet), DGC undertakes certain initiatives in collaboration with the third parties. The College maintains a clean and green campus providing fresh and positive working and teaching-learning atmosphere. Cleanliness Signposts are put up at various prominent points in the campus. Cleanliness drives are carried out regularly; during such drives the students, non-teaching/teaching staff sweeps the entire college premises. Furthermore, all the invaluable flora and fauna in the campus have been identified and counted to arouse interest in the ecological landscape of the campus.</p> <p>Solid and liquid waste management: To tackle the issues of solid and liquid waste management DCG has signed a Memorandum of Understanding (MoU) with the office of the Diphu Municipal</p>	

Board (DMB). The DMC collects both solid and liquid waste on regular basis; this service is also extended to the three College Hostels, College Canteen and Staff quarters. Littering of plastic bags/wrappers, empty water bottles/cans, papers etc. in and around the campus is checked by placing dustbins at strategic locations.

**E-waste management:** To clear off E-waste, DGC has signed MoU with a third party.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

**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	No File Uploaded
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:**

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

### 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**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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).

DGC makes room for an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities through the following initiatives:

- Communal and Cultural Inclusiveness are promoted through the observation of weeklong Communal Harmony Day from 19th to 25th November every year; (i) Fund raising initiative and (ii) Swachata Programme are carried out during this week. Tolerance and harmony towards cultural and communal diversities are promoted through the cultural programmes and cultural rally organized in connection with Freshmen's Social Meet, Annual College Week etc.
- The adoption of multilingual mode of instruction and impartation in the class rooms promotes Linguistic Inclusiveness thereby facilitating better communication and comprehension skills of the students. Translation method is applied whenever required especially to lift the learning capacity of the students belonging to vernacular schooling background thereby reinforcing their academic performances.
- Free admission to students belonging to low income group families, financial assistance given to the students through Scholarship Scheme of the State government promotes Socio- Economic Inclusiveness.

Further, the College strictly adheres to the reservation policy of state government in matters related to student admission and

job appointment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

DGC endeavours to sensitize students and employees of the institution to the constitutional obligations: values, rights, duties and responsibilities of citizens by inculcating knowledge pertaining to the Constitution of India (Fundamental Rights (Articles 12-35) and Fundamental Duties (Article 51A under Part- IV) and ensures that all the stakeholders understand their rights,

duties and responsibilities. To this end, the College -

- Conducts regular classes, debate and essay competitions acquainting the students with the values and principles of the constitution.
- Encourages the students to exercise their right to vote in the college election.
- Motivates the students to participate in various social activities such as community service, environmental conservation and awareness campaigns to create a sense of social responsibility.
- Celebrates India's diversity and unity by conducting cultural activities thereby promoting a sense of unity and national pride in India.
- Commemorates Gandhi Jayanti instilling values like nonviolence, self-reliance, and public service.
- Observes Environment Day to spread awareness about burning environmental issues and challenges.
- Marks Voters' Day to encourage the students and the employees to be responsible, rational and ethical voters.

Performs Anti-Drug Campaign highlighting and reminding the students about the fatal effects of using various narcotics.

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

<p><b>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</b></p> <p><b>4. Annual awareness programmes on Code of Conduct are organized</b></p>	C. Any 2 of the above
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File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals
<p>DGC celebrates national and international commemorative days, events and festivals with the aim of inculcating and fostering patriotic, socio-cultural values and unity in the members of the institution.</p> <p>a) National Events:</p> <ul style="list-style-type: none"> <li>The college celebrates both Independence Day and Republic Day in the campus.</li> </ul>

- National Voter's Day is celebrated every year on 25th January spreading awareness on ethical voting.
- Chatra Divas is celebrated on 31st March.
- Teachers Day, NCC Day etc. are also celebrated.

**b) Festivals:**

- Saraswati Puja and Biswakarma Puja are celebrated.

**c) International Events:**

- International Women's Day is celebrated on 8th March annually by organizing talks on gender issues and foregrounding success stories of women in different fields, role and contribution to the society followed by a cultural programme.
- World Environment Day is observed on 5th June every year by organizing various activities (cleanliness drive, plantation and nurturing of existing greeneries in the college premises).
- International Literacy Day is observed every year from 1st to 8th September.
- International Yoga Day is celebrated on 21st June every year by organizing Yoga Meet in the campus.
- World Anti-Tobacco is also celebrated.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
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 - I Title of the Practice: Green Campus**

**Objective:** Conservation of greenery in the campus **The Context:** In an effort to ease the harmful atmospheric condition, DGC has taken up the responsibility of applying the motto of "Green

Campus Clean Campus.”

**The Practice:** Implementing ecoscaping and native gardening in the campus. Maintaining College Botanical Garden by Afforestation Range of the Forest Department.

**Evidence of Success:** Ornamentation of the College Botanical Garden with a variety of flowering, fruit-bearing, medicinal plants. Foundation of a small-sized orchard of indigenous fruitbearing trees and a Peace Park affording serene space for rejuvenating during the recesses.

**Best Practice - II Title of the Practice:** Clean Campus  
**Objective:**

The College is committed to attaining the objective of Clean Campus with the adoption and implementation of the goal as the institutional Best Practice for all time to come.

**The Context:** First step towards Clean India starts right from every individual’s home and work place.

**The Practice:** Regular Cleanliness drives. Sensitizing stakeholders to refrain from littering plastic wrappers, empty bottles etc.

**Evidence of Success:** Signage of Tobacco & Plastic Free Zone. A prevalence of clean and fresh ambience in every nook and corner of the campus.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

Holistic personality development of the students through the impartation of value based education has been the foremost area distinctive to its priority and thrust of the college.

- Together with focussing on academic excellence through

textbooks based education, DGC provides facilities through student-centric activities such as games and sports, educational excursions, field trips, debating, quiz/speech/literary competition, etc. These concerted activities and pursuits enable the blossoming of young minds to its full potential thereby improving all-round personality of the learners.

- In addition, the NCC, NSS wings of the college have been successfully implanting the values and spirit of national integration in the vibrant minds of the students. Educational Excursions not only help widen the perspectives but also generate and promote a sense of nationalistic approach, unity and universal brotherhood.
- The leadership quality of the students is developed through their engagement in organizing Teachers' Day celebration, Freshers' Social Meet etc. every year in the college. The knowledge and idea of election procedure, sense of democratic values, leadership, team work and related aspects of the system is impressed in the learners through the College General Election for office bearers of DGC Students Union Society and running of it.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

#### Plan of action for the next academic session: 2024-2025

- To submit SSR to NAAC for the next accreditation.
- To participate in NIRF.
- To boost the infrastructure with respect to upgrading the teaching-learning methods by creating more smart-classrooms and procuring other sophisticated instruments.
- To organize professional ethics programmes for students, teachers, administrators and other staff.
- To introduce students Induction Programme.
- To continue with the students-youth festival, Youth Conclave.
- To facilitate the organizing of talks, workshops and national/international seminars.
- To twin and collaborate with other colleges and organizations for exchange of knowledge/information,

culture and other expertise.

- To carry out more add-on courses and activities.
- To open a couple of classrooms with recording facility for smooth running of online classes in time of emergency and online courses as well.
- To continue with the students' project scheme.
- To undertake all necessary possible measures for seamless transitioning into smooth running of the courses under NEP.
- To conduct professional development /administrative training programmes.