



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION  
(Effective from July 2017)**

**Accreditation - (Cycle - 3)**

**PEER TEAM REPORT ON  
INSTITUTIONAL ACCREDITATION OF  
PUB KAMRUP COLLEGE  
C-17185**

**Baihata Chariali  
Assam  
781381**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
An Autonomous Institution of the University Grants Commission  
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

**Section I:GENERAL INFORMATION**

1.Name & Address of the institution:	PUB KAMRUP COLLEGE Baihata Chariali Assam 781381	
2.Year of Establishment	1972	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	77	
Departments/Centres:	20	
Programmes/Course offered:	30	
Permanent Faculty Members:	63	
Permanent Support Staff:	19	
Students:	2786	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	<ol style="list-style-type: none"> <li>1. Location of the college is very advantageous due to the close vicinity to the capital of Assam, IIT (Guwahati) and Gauhati University</li> <li>2. It is the only college in entire North-East India which has introduced and is running Master in Vocation (M.Voc) and PG in Bio-Physics</li> <li>3. Popularity of this college among students and community ,as it possess many unique feature including Day Care Centre.</li> </ol>	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 24-01-2023 To : 25-01-2023	
6.Composition of Peer Team which undertook the on site visit:		
	<b>Name</b>	<b>Designation &amp; Organisation Name</b>
Chairperson	DR. J P SHARMA	FormerVice Chancellor,MOHANLAL SUKHADIA UNIVERSITY UDAIPUR
Member Co-ordinator:	DR. MOHD SHAFIQ	Professor,Jamia Millia Islamia
Member:	DR. DR DEEPAK KUMAR SRIVASTAVA	Principal,Career Convent Girls Degree College, Lucknow
NAAC Co - ordinator:	Dr. Neelesh Pandey	

## Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	<b>The Institution ensures effective curriculum delivery through a well planned and documented process</b>
1.1.2 QIM	<b>The institution adheres to the academic calendar including for the conduct of CIE</b>
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	<b>Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum</b>
1.4	Feedback System

### Qualitative analysis of Criterion 1

The institution is a Provincialised college under Government of Assam, affiliated to Gauhati University for UG and Diploma programs and Assam Science and Technology University for PG programs in science streams. The college adopts the curriculum prescribed by University with guidelines as prescribed by the respective BOS. The curriculum is discussed with the faculty and students at the beginning of the session. Before the beginning of each academic session, Program outcomes (PO) and Course outcomes (CO) of various departments are discussed. The academic calendar prepared in every session enables the proper proceedings and completion of the courses in time, along with the appropriate slots provided for the co-curricular and extra-curricular activities. Teaching plan & lesson plan ensure the academic & administrative efficiency. The Choice Based Credit System introduced a few years back helps in the academic flexibility for PG programs and UG programs well, by choice for some major elective courses, apart from the compulsory degree-oriented curriculum.

The institution adheres to the academic Calendar prescribed by the University and uploads on website and pasted on Notice Board.

Many faculty members of the institution are in the university BOS and BOEs. Admissions & Evaluation process is done as per the norms of the university. Few add on courses are offered by the institution. Professional ethics, Human Values and gender issue awareness are implemented in the institution. In 2020-21 the college observed a special gender equity week and held workshops in all the departments to make each student realize about issues pertaining to gender equity. The celebration of World Environment Day is also to raise awareness on environmental issues. The college organises youth festival, publication of departmental wall magazines, hand written magazine, college magazine, pocket magazine etc. Similarly to raise the competency in divergent field, the college offers various training courses under Career Guidance mode. Curricular activities such as competitive exam, students' seminar, assignments, tests, internal/external practical internship, projects, field study and field visits are maintained satisfactorily as per BOS and co-curricular activities like sports, NSS etc.

Feedbacks maintained by different stakeholders such as Students, Teachers, Alumni from time-to-time ensures improvised teaching.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	<b>The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners</b>
2.3	Teaching- Learning Process
2.3.1 QIM	<b>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</b>
2.3.2 QIM	<b>Teachers use ICT enabled tools for effective teaching-learning process.</b>
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	<b>Mechanism of internal assessment is transparent and robust in terms of frequency and mode</b>
2.5.2 QIM	<b>Mechanism to deal with internal/external examination related grievances is transparent, time- bound and efficient</b>
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	<b>Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.</b>
2.6.2 QIM	<b>Attainment of programme outcomes and course outcomes are evaluated by the institution.</b>
2.7	Student Satisfaction Survey

#### Qualitative analysis of Criterion 2

The students of the college come from rural neighbouring villages besides various part of North East India. The admission policies follow the norms of the concerned University / Govt. Rules, keeping in mind the seat quota for the different resave categories. PG admissions are done as per merit list as there are fixed no. of sanctioned seats. Special systems are planned for slow and advanced learners. Slow learners are identified by their examination performance, quizzes. Some remedial classes are arranged by the respective Departments but a robust formal arrangement is absent. For advanced learners participate in different competitive exam, academic exhibitions, Paper presentation, Workshops. Activities of Science Forum, Research Competition, Study tours, Quiz competitions etc. are also organized . Advance learners involve in different inflibnet facility. Various committees, club & forums in the college involve them completely by electing them as class representatives, program coordinators, group leaders. Best Library Book Reader Award and Best Library Book Borrower Award motivate to develop good habit of reading for students. To improve learning process various experiential programmes/activities like flid trips, in-house research projects, flid survey, laboratory practices, workshop, seminars, summer-internship programmes, collaboration with other academic institutions.

Student-centric teaching-learning is implemented. Role plays, team works, debates, seminar, extempore speech, quizzes, project works, flid works and case studies are some of the means through which the institution has attempted to enhance students' learning experience. Practical knowledge of such subject and critical as well as creative skills is encouraged through projects, visits & excursions, group discussions, assignments, club activities etc. Some student seminars and workshops are also organized by various Departments. All departments of the college publish wall magazines & hand written magazine by the students. Personal Development, soft-Skill, Entrepreneurship & Employability of students is meted out through

different personal and professional skills of the students.

The well qualified and experienced teaching faculty is found committed to their roles, so as to ensure modern teaching-learning aspects. The teachers use ICT tools like laptops, LCD projector and audio devices etc. institution has 8 smart classrooms, 152 computers 42 browsing centers, 14 projectors, 10 printers, 4 scanners, 1 classroom with smart board. With the help of smart-phones teachers as well as students share study materials (from different sources) of respective syllabus. During the Covid-19 lock down period the teachers extensively used ICT platforms such as Google Classroom, Zoom, Google-meet, You Tube, teach mint etc. Department of English has its own website and Learning Management System. Internet connectivity is available with Wi-fi facility which is provided by Assam electronics Development Corporation (AMTORN) a Govt. of Assam undertaking. The college conference room has microphone, projector, computer and internet facility where various programmes are conducted. Mentor-mentee scheme helps in better understanding between the teacher & students regarding their academic, personal & social needs.

The institute follows a transparent, time-bound and efficient mechanism to deal with successful conduction of examination and the related grievances if any. Teachers conduct tests, seminars, orals, assignments and projects. Internal semester exam as per University schedule . Teachers actively contribute in examination work through module preparation, paper setting, paper-evaluation, exam panel etc. internal and external examiners evaluate the students answer scripts and practical examinations on stipulated time and prepare the marksheets. The IQAC of the College prepares the Calendar of event. During 2020-21 Session, due to Covid-19 pandemic situation the govt. set certain rules and regulations (SOP) and as such the Gauhati University framed a new design of homer internal assessment. If any grievance is lodged before sending the internal examination marksheets to the University, the departments take utmost care to address the issues.

The teachers of the institution are aware of the programme outcome (PO) of their concerned program and the course outcomes (CO) of various courses are included in respective programs. CO is evaluated at different stages of teaching by adopting various techniques specific to the courses. PO is evaluated through student's progression to higher studies in the parent University or to any other higher educational institutions both within and outside State.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)

3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	<b>Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge</b>
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	<b>Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.</b>
3.5	Collaboration

Qualitative analysis of Criterion 3

Research environment, in the last few years have been strongly established in the institution, thereby successfully attempting to provide excellence to teaching and learning. The funds and grants availed by the institute from few important and prestigious agencies is a step ahead in research field. Research environment have been established and paper publications and research projects have been taken. Institution established

Feeder Village research Centre as an academic Research Centre in the field of Rural Development for providing environment for academic research works for Assam specially rural development. Advanced level Biotech Hub of the institution is acting as a bridge to help all the faculty members, students and other nearby Colleges and institutions for doing project works by providing experimental facilities. Computational lab facilitates with 3 computer laboratories with software and high internet facilities. Food Processing and Quality Management Dept. periodically organizes entrepreneurship development and training programs. Number of workshops/seminars conducted on Research Methodology besides on Intellectual Property Rights (IPR) and entrepreneurship during last five years . Numbers of Ph.D students registered are poor in last five years. Number of Published Research paper in by faculty members in UGC Care and peer reviewed journals. Active involvement of the faculty members found in authoring more books, writing a few chapters for some edited research volumes, Peer reviewed and Referred Journals. Students are encouraged to operate, observe & learn about any event or phenomenon on their own under special monitoring to encourage research interest & confidence.

Outreach programs and extension projects, along with environmental awareness and community development programs is satisfactory step in inculcating the research skills and motivating innovative ideas and innovations. Extension activities also orient the students towards selfless services for welfare of the society. NSS, Scouts and guide plays an important role to extend the services like Service before self through different activities in the neighbourhood community. This contributes in the holistic development of the students with turning into responsible citizens. The college ran and maintained a Quarantine Centre for the Covid-19 positive people in 2020 where all teaching and non-teaching staff extended their help. Some other activities like Mass cleaning, Social media awareness, Tree Plantation etc. and Covid awareness programs add more to the development aspects. Number of awards and recognition received for extension activities from Government/Government recognized bodies are very poor. MoUs and collaborations for proper research-orientated trainings and job trainings are active in campus.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)

4.1	Physical Facilities
4.1.1 QIM	<b>The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.</b>
4.1.2 QIM	<b>The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.</b>
4.2	Library as a Learning Resource
4.2.1 QIM	<b>Library is automated using Integrated Library Management System (ILMS)</b>
4.3	IT Infrastructure
4.3.1 QIM	<b>Institution frequently updates its IT facilities including Wi-Fi</b>
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	<b>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</b>

Qualitative analysis of Criterion 4

The infrastructure of the institute contributes a lot to the appropriate and cordial environment for gaining knowledge, teaching-learning, and development of skill as well. The huge campus provides enough space for

greenery and huge shady trees, adding more to the oxyzone atmosphere of the institute. The good infrastructural facilities such as spacious and adequate number of classrooms, laboratories, open corridors, seminar and meeting halls, central library with 5 reading room etc. enhance the teaching-learning environment of the campus. The expanded playground and the ample facilities for indoor games, as well as the mini auditorium for cultural activities create an eco-friendly atmosphere for the physical, mental and moral education. The institution is deloping playground. Sports and physical education facilities also include the multi-gymnasium and badminton and volley ball courts, thus creating good ambience to the campus. Different cultural activities like singing, dancing, one-act play, mine etc are present in campus. Institution has a Sankardeva Adhayan Kendra contributing to the society through the ideals and values of 15th century Assamese saint Sankardeva. A few classrooms of the institution are equipped with LCD projectors connected with computers with LAN. Institution have sufficient computers in the College out of which 36 numbers are in Computer Lab having internet facilities with width more than 50 MBPS and 43 browsing centers. College signed another MoU with S.S. technologies for proving the IT infrastructure management services related to website designing and up gradation, online admission, office automation etc. CCTV cameras help in maintaining the discipline and decorum of the campus, however, their numbers may be increased for better supervision.

Maintenance and utilizing physical academic and support facilities like laboratory, library, sports complex, computers, classrooms etc. as per sanctioned institutional maintenance funds.

The central library is partially automated and have 30,000 books, 9 subscribed journals using various ICT tools for the betterment of its service in the library under supervision and guidance of the librarian. The OPAC Online facility using software for University Libraries (SOUL) which is developed and maintained by the UGC-INFLIBNET Centre.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrices(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	<b>Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)</b>
5.4	Alumni Engagement
5.4.1 QIM	<b>There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services</b>

#### Qualitative analysis of Criterion 5

Students benefitted by scholarships and free-ships provided by the government & Institution are satisfactory. There are no group insurance provisions for the students. Economically backward and specially availed challenged students are provided with special economic assistance and scholarships as per government provisions. The college organizes different competitive examinations and career counselling for students support but student's participation is poor. Progression to higher studies is improving over time. Number of medals and awards for outstanding performance in International or National performance in sports and other cultural activities is poor in last five years. There is an active Students' Union in the institution, where all students of the College are members. The Students Union works together for the efficient and smooth functioning of the institution and in boosting students' participation in co-curricular and extracurricular activities. The college involves students in various co-curricular and extracurricular activities. Students are

made to involve in celebration of important days. Anti-ragging drives, publication of College Magazine, NSS & Scouts & Guides, etc. and participation of different committees.

Institution has a register Alumni Association which has more than 500 registered members. Teachers and alumni help the needy students through personal or special contributions. Alumni association has in the past extended valuable service in the extension of the campus by donating land. It has helped the college in sanctioning Rs. 5, 00000/- from the Govt. of Assam and it has decided to spend the amount on earth filling. Number of Alumni association meetings is not sufficient in institution.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	<b>The governance of the institution is reflective of and in tune with the vision and mission of the institution</b>
6.1.2 QIM	<b>The effective leadership is visible in various institutional practices such as decentralization and participative management</b>
6.2	Strategy Development and Deployment
6.2.1 QIM	<b>The institutional Strategic / Perspective plan is effectively deployed</b>
6.2.2 QIM	<b>The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.</b>
6.3	Faculty Empowerment Strategies
6.3.1 QIM	<b>The institution has effective welfare measures for teaching and non-teaching staff</b>
6.3.5 QIM	<b>Institutions Performance Appraisal System for teaching and non-teaching staff</b>
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	<b>Institution conducts internal and external financial audits regularly</b>
6.4.3 QIM	<b>Institutional strategies for mobilisation of funds and the optimal utilisation of resources</b>
6.5	Internal Quality Assurance System
6.5.1 QIM	<b>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes</b>
6.5.2 QIM	<b>The institution reviews its teaching learning process, structures &amp; methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities</b>  <b>( For first cycle - Incremental improvements made for the preceding five years with regard to quality</b>  <b>For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )</b>

#### Qualitative analysis of Criterion 6

The institution pledges to follow and function as per the decided and planned vision and mission of the institution. All the academic, administrative and extensive programs are well coordinated under the guidance



and leadership of the Principal and faculty. A large number of functional committees are constituted for effective governance to provide maximum benefit to the stakeholders. All the faculty and staff are involved in functioning of the college through the responsibilities in the committees they are appointed. Students are also nominated as members in many academic and administrative committees. The functioning of the college is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures. However, there is no strategic/perspective plan in place to be formally effectively deployed. The welfare provisions for the teaching and non-teaching staff are only as per government rules. Applications are forwarded to the government by the Principal. API scoring and Performance Appraisal System is also there to ensure the enrichment of the teaching and non-teaching staff. The institution has its own policies in regard to environmental issues, gender equity, policy for grievance redressal, canteen management, energy management, constitution of the Student Union Body, policy for student election, library management, press and bookstall management, code of conduct for student, teachers and employees, policy for appointment, policy for maintenance of infrastructure etc. institution has Group Insurance Scheme for both teaching and non-teaching staff as well as Day Care for female teaching and non teaching staff having their kids. The centre facilitates them with a feeding room for infants too. There is provision for internal audit and external audit for financial regularity. But the internal audit by a chartered accountant has already been started since March 2022. Number of grants received from non government bodies, individuals, philanthropies is very poor in last year. Institution has a pond which is a good source of fund generation. IQAC plays the pivotal role in bringing about the perfect working mechanism of the college pertaining to quality sustenance and enhancement. IQAC pays attention to the various issues related to administration, academics, moral values and overall quality enrichment of education.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	<b>Measures initiated by the Institution for the promotion of gender equity during the last five years.</b>
7.1.3 QIM	<b>Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)</b> <ul style="list-style-type: none"> <li>• Solid waste management</li> <li>• Liquid waste management</li> <li>• Biomedical waste management</li> <li>• E-waste management</li> <li>• Waste recycling system</li> <li>• Hazardous chemicals and radioactive waste management</li> </ul>
7.1.8 QIM	<b>Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).</b>
7.1.9 QIM	<b>Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).</b>
7.1.11 QIM	<b>Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).</b>
7.2	Best Practices
7.2.1 QIM	<b>Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.</b>
7.3	Institutional Distinctiveness
7.3.1 QIM	<b>Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words</b>

#### Qualitative analysis of Criterion 7

The college practises at its best for the betterment of students and society and attempts to conserve resources and human values. The value of being a responsible citizen and to stand for the welfare of the society before self is inculcated in students in various possible ways. Many awareness programs and activities are organised to make students understand the human values and issues related to health and hygiene, gender equity and sensitivity. The faculty members focus on gender issues, gender budgeting, women empowerment etc. in English and Political Science paper. Gender issues programme is satisfactory in the institution. The celebration of “Gender Sensitization Week” from 23rd to 30th December 2021 was activity maintained in the institution. Women Empowerment program was organised in 2017. Incinerators are available in Girls’ common room and girls’ hostel to maintain the hygiene. Day Care Centre for taking care of babies, separate girls’ toilets, Girls’ Common Room, various committees and cells for girl students, intact capacity of 86 girl students in hostels along with CC camera facilities are available for girl students.

Bio-degradable waste material produced in the hostel and canteen is regularly used for vermin composting and in piggery farms in the neighbourhood. Institution has a Memorandum of Understanding with a local pig farmer. The policy and procedures for the management of degradable and non degradable waste are strictly enacted in the campus. Solar energy and LED bulbs are energy conservation practises maintained in campus. Institution has a MoU with a farm for the management of E-waste produced in the college campus. The eco-friendly practises of the institution reflect its environmental concern and commitment stated in the vision and

mission. Rain water harvesting facility is provided to practise 'save water' campaign and thus contribute in conservation of water resource. Bed of medicinal plants and flowering plants in garden are maintained for providing cool and clean environment, thereby adding to the beautification of the campus. The maintenance and monitoring of green zone is done by Green, Energy, environment Audit only in 2021. Bicycle and syndicate sharing of vehicles used by students and faculty is highly appreciable. Institute celebrates various festivals with joy and enthusiasm and wish each other directly and through social media platform. Youth festival has been organised every year. Institution follows the government norms during admission procedures. Uniform system maintained for students. Institution obeys the constitutional obligations, values, rights, duties and responsibilities of citizens. Institution celebrates different national and international commemorative days, events and festivals.

### **BEST PRACTISE – 01**

Green initiative activities in the institution such as energy conservation, use of alternative energy, reduction of pollution, a-forestation are maintained. Institution implemented use of solar which has solar plant of 50 KVA capacities. For reducing the consumption of electricity the college campus uses energy efficient light emitting diode (LED). Beds of wild plants and flowering plants in garden are maintained for providing cool and clean environment, thereby adding to the beautification of the campus. Regular plantations by NSS help in maintenance of appropriate oxygen levels in the campus environment, thereby contributing towards go-green world. Institution maintains Green Diary Project, a diary for growth record of a plant, is an endeavour to involve and motivate the youths towards a healthy, safe and sustainable environment which was started from 2011-12 Sessions. Geography department maintained Green Earth Safe Earth cell that distributes Neem plant to every household within a radius of 1 km of the college which is being successfully implemented for the last two decades. Plantation drives are also implemented in the two adopted villages - Banbari and Kumnagar. Green Audit started from 2021. Paperless admission process and e-voting procedures during election to the Student Council of the college is done. Due to the constant use of the solar plant for the last decade, there is a decrease in efficiency of the batteries which has resulted in the reduction of output.

### **BEST PRACTISE-02**

Institution has computerised voting system for conducting election to Student Union Body. The clean and green campus initiative, use of technology, paperless practises, money saving, time saving, election procedure, eco-friendly environment during student elections are the features of this best practice. The institution conducts Students' Union Election as per the procedure followed in the General Elections of Parliament and State Assemblies in India from 2015-16. Before the introduction of computerised voting system ballot papers had to be printed. The voting starts at 9 am to 1 pm and within these 4 hours all the college students cast their votes. After a gap of 1 hour counting begins and within this span of time results are declared. The software used for the process of the Computerised Voting and Counting is developed by a group of students and teachers from the department of Software Development and System Administration (B.Voc SDSA). The institution has minimised the use of paper not only in terms of ballots but also in moving towards the practise of paperless campaign. Students are allowed to use digital medium in campaigning. But after the procedure of taking votes was changed from manual voting to electronic voting, not a single demand has come up for re-polling or re-counting. The college has faced no problems in continuing this practise among the students so far.

**Section III:OVERALL ANALYSIS**based on Institutional strengths.Weaknesses,Opportunities & Challenges(SWOC)(up to 500 words)

## Overall Analysis

### Strength:

- A multi-faculty institution with UG, PG Programs
- Strong academic linkage with IIT Guwahati, Tezpur University, IASST
- Qualified and experienced teaching staff
- Advanced Institutional Level Bio-Tech Hub for Ph.D research
- Computer Science Department Laboratory
- E-Resource facilities
- Food Processing and Quality Management Lab for processing and analysis
- Satisfactory Career Guidance and Placement Cell
- Active units of NSS
- Day Care Centre

### Weaknesses:

- Weak social and economic background of students and most of them are first generation learners in higher education
- No long term sustained MoUs undertaken effectively
- Less number of ICT enabled classrooms with smart boards and sub optional use of the existing ICT infrastructure
- Lack of transport facilities for students
- Weak formal procedure for maintenance of infrastructure.
- Less number of female non-teaching staff

### Opportunities:

- Enhancement of quality education among socially, economically and educationally weaker sections
- Initiatives for linkages with research institutions and industries
- To provide skill enhancement and professional courses
- To include more students in add on courses already available
- Opportunity to learn new ICT based apps and to use more in actual teaching learning
- To improve career counselling and placement activities

### Challenges:

- Changing requirements for new skills
- To create and improve interest of students and parents in education and skill enhancement
- To equip students for higher learning
- To improve placement opportunity for students in a dynamic job market
- To mobilise more financial resources

#### **Section IV: Recommendations for Quality Enhancement of the Institution**

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- • Opening New Certificate Courses on skill based programmes
- • Smart Class room should be more
- • Developing and enriching Labs with latest equipments
- • Health Care Facilities on campus should be created
- • NCC Units should be raised
- • Language and communication skill Lab should be started
- • Efforts should be made for getting this College an Autonomous status
- • Institution must have facilities for E Content Development
- • Full flagged Research Centre and Dedicated Placement Cell be created

**I have gone through the observations of the Peer Team as mentioned in this report**

**Signature of the Head of the Institution**

**Seal of the Institution**

Sl.No	Name		Signature with date
1	DR. J P SHARMA	Chairperson	
2	DR. MOHD SHAFIQ	Member Co-ordinator	
3	DR. DR DEEPAK KUMAR SRIVASTAVA	Member	
4	Dr. Neelesh Pandey	NAAC Co - ordinator	

**Place**

**Date**