



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	<b>Pub Kamrup College</b>
• Name of the Head of the institution	<b>Dr. Bhupen Kumar Sarma</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>03621286300</b>
• Mobile no	<b>8638375658</b>
• Registered e-mail	<b>principal@pubkamrupcollege.org</b>
• Alternate e-mail	<b>aqar.pubkamrupcollege@gmail.com</b>
• Address	<b>Baihata Chariali</b>
• City/Town	<b>Baihata Chariali</b>
• State/UT	<b>Assam</b>
• Pin Code	<b>781381</b>
<b>2.Institutional status</b>	
• Affiliated /Constituent	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>
• Financial Status	<b>UGC 2f and 12(B)</b>

• Name of the Affiliating University	Gauhati University (GU) and Assam Science and Technology University (ASTU)
• Name of the IQAC Coordinator	Dr. Dipen Bezbaruah
• Phone No.	03621286300
• Alternate phone No.	03621286300
• Mobile	9613755982
• IQAC e-mail address	principal@pubkamrupcollege.org
• Alternate Email address	aqar.pubkamrupcollege@gmail.com
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.pubkamrupcollege.co.in/upload/aqar/1641808656.pdf">http://www.pubkamrupcollege.co.in/upload/aqar/1641808656.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="http://www.pubkamrupcollege.co.in/upload/acalendar/Academic%20Calendar%20GU%20and%20ASTU%202020-21.pdf">http://www.pubkamrupcollege.co.in/upload/acalendar/Academic%20Calendar%20GU%20and%20ASTU%202020-21.pdf</a>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	71	2004	16/09/2004	15/09/2009
Cycle 2	B	2.67	2015	11/05/2015	10/05/2020

**6. Date of Establishment of IQAC**

07/04/2003

**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
Physics	DBT Twinning Project	DBT, Govt. of India	2019, 02 years	1086750
Zoology	Manas Tiger Project	BTC, Govt. of Assam	2020, 01 year	161000

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9. No. of IQAC meetings held during the year</b>	<b>05</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<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>	
AQAR for 2018-19 and 2019-20 prepared and submitted.	
Three Day Bridge course program organized and successfully accomplished.	
A workshop on "Mental Stress and its Management: Age and Gender Based Approach" organized in Collaboration with Women Cell of the College.	
Gender Sensitization Week from 23/12/2021 was observed in which most of the Departments organized workshops among the students of all these Departments.	
One Day workshop on Academic and administrative audit to which Prof: Jogen Ch. Kalita, Dept. of Zoology, Gauhati University was invited as the resource person and another symposium on SSR preparation to which Dr. Utpal Sarma, Professor, Gauhati University was invited as a resource person.	
<b>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</b>	

Plan of Action	Achievements/Outcomes
To finalise SSR and IIQA	SSR could not be completed due to pandemic
To make a module for conducting a Dept. specific bridge course	Three Day Bridge course program organized and successfully accomplished in each Dept.
To take initiatives for submitting data in NIRF and AISHE portal	Data in AISHE uploaded on 12/03/2022, Data in NIRF portal could not be submitted
To hold workshop on mental stress of students	A workshop on "Mental Stress and its Management: Age and Gender Based Approach" organized in Collaboration with Women Cell of the College.
To take initiatives for collaborative activities and signing of MoU with institutions.	MoU with a number of institutions/agencies were signed
To make distribution of students' handbook cum Diary in a well planned manner	Distributed
To observe a gender sensitization week.	Gender Sensitization Week from 23/12/2021 was observed in which most of the Departments organized workshops among the students of all these Departments.
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
<b>Name</b>	<b>Date of meeting(s)</b>
Governing Body, Pub Kamrup College	30/04/2022
<b>14. Whether institutional data submitted to AISHE</b>	

Year	Date of Submission
2020-21	12/03/2022
<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	533
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	2673
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	502
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	512
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	61

File Description	Documents
Data Template	<a href="#">View File</a>
3.2	47
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	55
Total number of Classrooms and Seminar halls	
4.2	134.2
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	152
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Pub Kamrup College has its own mechanism to implement the given syllabus of the affiliated universities.</p> <ol style="list-style-type: none"> <li>1. The academic committee prepares the academic calendar along with the Class routine. Teaching Plans and Lesson Plans are prepared by the respective departments following the instruction provided by the same.</li> <li>2. The CBCS Implementation Committee was formed to take up issues concerning the CBCS module..</li> <li>3. In the beginning of the academic session, departments hold meetings in the department to allot topics of the syllabus among the faculties along with discussions on teaching plan, methods and new strategies for testing and evaluation. The college invites external experts for various projects,</li> </ol>	

practical, etc., to ensure quality education.

4. The departmental meetings time-to time evaluates progress of the syllabus and student's performance.
5. Home assignments, seminar presentations, tutorial classes, field visits, project assignments and group discussions along with internal evaluation by the concerned departments are practised.
6. The college takes utmost care to implement the University, State government and UGC guidelines regarding curriculum delivery.
7. Facilitation of online classes during covid-19 pandemic was an institutional strategy which achieved its goal in delivering curriculum to a great extent.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.pubkamrupcollege.co.in/upload/agar_documents/1648037865.pdf">http://www.pubkamrupcollege.co.in/upload/agar_documents/1648037865.pdf</a>

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

The Academic Committee of the college prepares an annual Academic Calendar in accordance with the Academic Calendars of Gauhati University and Assam Science and Technology University, which ensures the implementation of various activities. Regular attendances of the students as well as teachers have been emphasized. It insists on the completion of the syllabus through proper division of class days and other working days. Sessional Examination is conducted and students, whose performances are not satisfactory are given another chance to improve themselves.

1. Seminars, Home Assignments, field visit, Periodical Class Tests and Project works are given to the students and assessed departmentally/ personally.
2. Sessional Exams are conducted as per University guidelines.
3. Election to Student Council Election is held during the period as specified in the calendar.
4. The college organizes Youth Festival for the co-curricular development of the student.
5. New admission process is conducted by an Admission Committee during the time period suggested by the affiliating universities.

6. The college observes different days of local, state, national and international importance e.g., College Foundation Day, Rabha Divas; Republic Day, Independence Day, National Science Day, World Environment Day, International Women's Day, International Day of Yoga, etc. according to the academic calendar. The College observes festivals like Sarswati puja, Viswa-Karma Puja, and Bathou Puja etc. on the prescribed day. Other days such as Milad-e-Mehfill is observed on a date after discussion.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

29



File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
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)

**Nil**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Brochure or any other document relating to Add on /Certificate programs	<b>No File Uploaded</b>
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

**0**

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

### 1.3 - Curriculum Enrichment

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

**Issues relevant to professional ethics, gender, human values, environment and sustainability have been made an integral part in the delivery of curriculum in the institution. In most of the programs there are various courses which lay great emphasis on these crosscutting issues. In the teaching learning situations thrust is given on making the students aware of how these issues are linked to**

the society in both local and global local. Focus is given on enabling students to solve various issues. The general goal of the teaching learning environment of the college is to make them responsible citizens. To accentuate these facts, the institution observes a number of days of regional, national and international days. When the institution observes the death anniversary of noted singer from Assam Dr. Bhupen Hazarika, the ultimate aim is to inform the students about reverberating Assamese culture and glory. The celebration of women's day, a regular practice, is to emphasize on gender equity. This year the college observed a special 'gender equity week', to make them realize about issues pertaining to gender. The celebration of World Environment Day is to emphasize on sustainable development. Similarly, the observation of international Day of Mathematics, aims at informing the students about rich intellectual history. Again, observation of NSS day, Independence Day etc. is to acculturate in them the sense of national integration and how a responsible citizen dedicates his or her service to the nation.

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

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

53

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

1675

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**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="http://www.pubkamrupcollege.co.in/upload/feedback_report/feedback%202020-21.pdf">http://www.pubkamrupcollege.co.in/upload/feedback_report/feedback%202020-21.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://www.pubkamrupcollege.co.in/upload/feedback_report/feedback%202020-21.pdf">http://www.pubkamrupcollege.co.in/upload/feedback_report/feedback%202020-21.pdf</a>

## 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 students admitted during the year

1347

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

136

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

The teaching learning environment of the college integrates the aspect of students' varied level of understanding. The general

teaching environment in this college is such that, everyone irrespective of class, creed and religion must get learning opportunity. Therefore, the teachers of each department firstly monitor the students in the classroom to identify the slow and fast learners. After getting an idea about the students, the teachers formulate a methodology through which students of both ends could be benefitted. It is a common practice among the teachers to invite them to the departmental chamber for individual issues. This practice helps both slow and advanced learners. It is the teacher, who guides the students to choose the right book or material. The teachers of this institution extend help through suggestion and guidance to students at any moment, be it within or outside the campus. Besides, supporting materials (soft and hard copy) are also provided to the students. Discussion and information sharing is a part and parcel of pedagogic environment of this college which is considered to be helpful to all students. It is a common practice to guide the students right from the first semester, how they can make progression to next level of higher education. The college organized a three-day bridge course for the newly admitted students of 21-22 batch covering all the departments. It was also aimed at understanding the advanced and slow learners as well as need of such students in general.

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

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

Number of Students	Number of Teachers
2673	61

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

Pub Kamrup College has ever been realizing that any successful pedagogy involves adoption of student centric methods to enhance student involvement and participation so as to ultimately empower them with problem solving ability. Role Plays, team works, debates, Seminar, extempore speech, quizzes, project works, field works and case studies are some of the means through which the college has attempted to achieve enhance students' learning experiences. Major thrust areas in respect of student centric method of this college are as follows:

### 1. Experiential learning:

- Project work
- Internship or field visits
- Industrial visits
- Encouraging students to participate in various competitions.
- Guest lecture by persons of repute

### 2. Participative Learning:

- Role play
- Team or group activity
- Involving students in tree plantation, village adoption, NSS activities such as Swatchh Bharat, and awareness camps
- Encouraging students to participate in various competitions like debate, quizzes, extempore speech
- Student seminar
- Involving students in various academic and administrative committees

### 3. Problem solving Methodology

- Case studies under the guidance of teachers
- All questions in examination are based on analysis and reasoning.
- Entrusting students with the task of publishing wall magazine
- Quizzes
- Entrusting students to organise events like youth festival

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

In addition to traditional mode of classroom teaching, the college has gradually incorporated various ICT tools into its teaching methodology. Some of them are laptop with internet facility, LCD projector and audio devices. Apart from that LMS App, such as google classroom, is also used by some teachers. During the covid 19 lock down or during the period when teachers were required to take up online classes, teachers used online platforms such as, Zoom, google meet, teach mint etc. The college has 5 ICT enabled classrooms and 1 smart classroom through which students are given audio-visual experience in the college. But in a rural college like that of us, smartphone has become a tool of utmost importance, since it is handy and one can avail many facilities through a smartphone. It has helped both teachers and students in sharing e-materials and in attending online classes. Each Teacher of this institution has separate WhatsApp groups for each semester students. These groups have been formed so that study materials can instantly be shared. In the academic session 2020-21 it was the smartphone that connected people with the teaching-learning activities.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**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**

61

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

<b>2.4 - Teacher Profile and Quality</b>	
<b>2.4.1 - Number of full time teachers against sanctioned posts during the year</b>	
61	
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
<b>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)</b>	
<b>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</b>	
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>
<b>2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</b>	
<b>2.4.3.1 - Total experience of full-time teachers</b>	
860	
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>
<b>2.5 - Evaluation Process and Reforms</b>	



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

The usual internal assessment mechanism of Pub Kamrup College is transparent as the college conducts the assessment process by following the academic calendar of Gauhati University and the rules and guidelines designed by the same. The mechanism is also set in a way that can properly maintain the frequency of assessments under the framework designed by the Gauhati University. The forms of assessment are Written Sessional Test, Viva, Project Work, Practical etc. The usual mode of internal assessment is off-line where students have to go through the given forms of assessment. Invigilators, Examiners (Internal & External) and Scrutinisers actively participate in the assessment process in a strong and health manner and also maintain transparency. 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 internal assessment under which students were instructed to prepare Home Assignments. The Internal assessment for this particular session thus was purely on the basis of assessment of Home Assignments. Students (examinees) submitted their home assignments in online mode and the evaluations were made by the concerned teachers of different departments of the college. In this regard, the college administration gave quick responses to the instructions of Gauhati University in a time bound manner.

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

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

The institution gives emphasis on solving internal examination related grievances in a transparent and efficient manner. After the declaration of the results of internal examinations in the departmental notice boards within the stipulated time, those who failed in their concerned subjects or those who missed the examination or were unable to appear in a particular subject due to unavoidable circumstances are given a second chance through re-test by the concerned departments to clear the subject. Separate question papers are set by the concerned faculty members teaching the subject. The marks of the evaluated answer scripts are re-entered in the original mark sheets and preserved for departmental records and

for uploading in the parent university exam portal. If any discrepancies related to evaluation are reported by the students, then they are resolved immediately by the faculty members.

Faculty members evaluate the assignments, field reports and project works adhering to a number of principles

- timely submission
- clarity
- literature analysis
- presentation
- team work

The performance of the students are shared well in advance for their benefit. The marks of the evaluated assignments, field reports and project works are communicated to the students in the class. The evaluated work is also shown to the students thus maintaining transparency of the marks assigned and resolve grievances if any.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

As the institution is affiliated to Gauhati University, it follows the curriculum of the affiliating university and offers the stated Programmes offered by the university. Hence, the course outcomes (CO) of the Programmes offered by the institution and the course outcomes of the Programmes offered by the university are the same. The various UG and PG Programmes offered by the parent university is available in the official website of the university which can be downloaded by the affiliating colleges. The teachers of the institution are aware of the Programme and the CO of their concerned subjects as a hardcopy of the same is available in each department for ready reference. The students can avail the same or can search the CO in the parent university website for their reference. Their confusions, if any, are cleared by the faculty members. Moreover, in the beginning of each course the faculty members communicate the respective CO by referring to the 6th semester results of each programme, the progression of the passed out students to higher

education and the associated job opportunities to the students in their very first lectures. The Programme and CO offered by the institution are available in the college website for dissemination of information amongst the students and at the same time to make them aware.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.pubkamrupcollege.co.in/upload/program/1648891176.pdf">http://www.pubkamrupcollege.co.in/upload/program/1648891176.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The attainment of Programme outcome (PO) and Course outcome (CO) is given utmost importance and hence evaluated by the institution. As an affiliated college, the institution follows the curriculum of the Gauhati University; but it has the liberty to conduct Sessional Examinations to evaluate the CO. The institution adopts the following ways to evaluate CO and PO.

Attainment of CO:

Attainment of the CO is evaluated at different stages of teaching by adopting various techniques specific to the courses. After timely completion of the syllabus, course outcome (CO) is evaluated through organizing course based seminars and workshops, project works and assignments; conducting field surveys and class tests etc. The sessional examination conducted internally by the institution contributes to the evaluation of the CO.

Attainment of PO:

The attainment of PO is evaluated through students' progression to higher studies in the parent university or to any other higher educational institutions both within and outside the state. Another method of evaluating PO is the students' placements in different sectors. The feedback system of the different stakeholders especially students' feedback helps the institution in evaluating the attaining the PO.

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

516

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	<a href="http://www.pubkamrupcollege.co.in/upload/agar_documents/1653122875.pdf">http://www.pubkamrupcollege.co.in/upload/agar_documents/1653122875.pdf</a>

### 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)

<http://www.pubkamrupcollege.co.in/upload/sss/1649058691.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)

12.47750

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

#### 3.1.2.1 - Number of teachers recognized as research guides

04

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

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

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

02

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	Nil

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

As an institution of higher education, recognized as model Degree College in RUSA 1.0, the college is greatly concerned for creating

an environment that may be followed by stakeholders to maintain a sound ecosystem. A good number of examples for maintaining innovative ecosystem have been mentioned in following:

1. In the youth festivals of the college an exhibition on innovative practices/tools are organized so that students can exhibit/showcase innovative ideas/practices and tools.
2. The Food Processing and Quality Management (FPQM) department of B. Voc programme provided training on "Preparation of Bio-pesticide using Neem Plants' Leaf" to 4 numbers of self help groups and undergraduate students of the department with an objective to teach them to produce and use eco friendly pesticides.
3. The college gives much importance on the use of organic manures for growing agricultural products. The college has organized training on "Preparation of Organic Manure" in its adopted village "Bonbari" along with the students.
4. The college also organizes hands-on-training, workshops, exhibition, etc., to transfer scientific knowledge of tools and techniques for maintaining environment on occasions, such as World Environment Day and National Science Day.
5. The Advance Level Institutional Biotech Hub organizes workshops, seminars, summer research programme and provide platform for research and innovation.
6. Presently one project entitled "Development of a Cloud Computing Based Wireless Sensor for Patient Monitoring System in Health Care Engineering" is going on in the Physics Dept. in collaboration with IIT Guwahati. The aim of the proposed work is to constantly monitor the patients' health system using cloud data computing technology. Proposed system may allow the doctors to attend multiple patients in rural areas without constant focusing on a single patient. Rural society will get maximum benefit from this proposed work and our future aim is to develop the Dengue and Malaria diagnosis system with the use of IoT technology.
7. In 2021 the college has got recognition from Atal Ranking of Institutions on Innovation Achievement (ARIIA) 2021 as the 'Performer' under the category "General (non-technical)

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

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

02

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

24

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>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during 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>

### 3.4 - Extension Activities

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

Pub Kamrup College conducted various extension activities in neighbourhood community at multiple spheres.

Some of them are as follows:

- Mass cleansing at religious sites of the locality,
- Clean India and hand wash demonstration program for local vendors etc. with an aim to nurture the neighbouring environment.
- An Awareness Program on Social media was Organised by Dept. of Economics on 22nd March, 2021.
- The Rally on Corona Virus Awareness Programme at Baihata Chariali Market Centre helped to create mass awareness regarding Corona virus.
- The free distribution of mask and hand sanitizer raised more concerns on the problem and importance on safety measures.
- Celebration of Earth Day at St. Joseph Public School and Sapling plantations created awareness about the importance of saving our mother earth through plantations.
- Celebration of World Environment Day with Sapling plantations and the activity of nurturing of sapling planted in earlier years also developed responsible citizens about environment.
- A Webinar on aroused concerns about sustainability issues.



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

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

#### 3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

4

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

### 3.4.3 - 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

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

06

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

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

#### 3.4.4.1 - Total number of Students participating in extension activities conducted in

**collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

477

File Description	Documents
Report of the event	<a href="#">View File</a>
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>

### 3.5 - Collaboration

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

06

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**

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

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
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.

Pub Kamrup College encourages its students and faculties to include the technological advancement for the fruitful coordination in the teaching-learning process. We have observed that implementation of smart class rooms have significantly eased out this process. A few class rooms are equipped with LCD projectors connected with computers with LANs, and our faculties are actively using these facilities in their classes. The College has an auditorium with a seating capacity of 500, a few seminar and conference halls with seating capacities for more than fifty persons each, which help us in running parallel sessions in various college activities. Being one of the renowned colleges on the North bank of the river Brahmaputra, we have established modern laboratories to meet out the demands for imparting quality science education and research among students attracted from the various parts of Assam. The Institutional Biotech hub, once recognized as Advanced level Biotech Hub by DBT, Govt. of India has helped in enhancing the practical skills and bringing out scientific attitude among the students by exposing them to various modern scientific equipments. The College has also a laboratory with computing facilities which was recognized as a research laboratory by Gauhati University for the session 2016-17.

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.

**Cultural Activities:** The College has an auditorium for organizing different cultural activities like singing, dancing, one act play, mime etc. which was established in the year 2005 and the size of the auditorium is 300. The auditorium is also used for other purposes like seminar, workshop etc. One permanent open sky stage is newly established in the year 2021 inside the campus for provisioning adequate space for organizing cultural programmes. Various musical instruments are also available in the college

**Games and Sports:** There is a UGC-funded indoor stadium in the college where various sports activities and competitions takes place. The college has a volleyball court, kabaddi court etc. The college has a system of deputing two sports in-charges one of which is responsible for monitoring minor games equipments and activities and other is for major games. For the maintenance of sports infrastructure, one temporary person is appointed.

**Gymnasium:** For maintaining proper health and fitness of the students, the college has a gymnasium centre where certain goods like Motorized Treadmill, Upright Bike, Twister, Olympic set, Yoga Mat, Gym Ball etc. are available. The size of the said centre is 155.80 m<sup>2</sup>.

**Sankardev Adhyan Kendra (Sankardev Study Centre):** The college has a Sankardev Adhyan Kendra which was inaugurated in 2021. Its main aim is to contribute to the society through the ideals and values of Saint Sankardeva.

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.

07

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)

89.7359

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)

Pub Kamrup College Library is the central library of the College. The Library is in a well-maintained, Assam type building which is renovated in 2020. The Library has 30,000 books as on 31st December, 2021 and has 9 subscribed journals. Besides the regular duty of resources organization and maintenance of books, journals, other related documents, provision of library reader-services, literature retrieval services, etc., The Library is using various ICT tools for the betterment of its service in the library under supervision and guidance of the librarian.

Initially, the Library started its automation project with the integrated library management system - SOUL 1.0. In 2012, it was switched over to its updated version i.e. SOUL 2.0. The database of the library books and user has regularly being updated using SOUL

2.0. The Library is partially automated. The books are being catalogued using the software. Moreover, the library circulation process is fully automated. Barcode technology is being used in the library. The books are being bar coded and the users are given unique barcode ID mainly for circulation purpose. The OPAC (Online Public Access Catalogue) facility is also initiated for the users so that one can search library books at the OPAC Kiosk as per their requirement. It is noteworthy that Software for University Libraries (SOUL) is developed and maintained by the UGC- INFLIBNET Centre.

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**

C. Any 2 of the above

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

0.23094

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

55

File Description	Documents
Any additional information	<a href="#">View File</a>
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

There are 152 nos. of computers in the college out of which 46 nos. are in computer lab. Out of them 125 nos. have internet facilities with band width 100 mbps and 43 browsing centres. The computers are operating in OS Windows 7 with the required software. As a part of technological up-gradation of the existing IT and computing facilities of the college, 75 nos. of computers with in-built software with latest technology were purchased. From time to time, the College upgrades to new technology when need arises.

Most of the computers are protected by antivirus softwares. These antivirus softwares are updated from time to time in order to maintain the life of the computers. In case of the old computers and machinery the college take care of their maintenance. In case of the projectors also timely servicing is done through professionals or engineers with whom the college has maintenance contracts.

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

##### 4.3.2 - Number of Computers

152

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution** A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)**

89.7359

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 college ensures proper allocation and utilization of the available facilities and resources. For maintaining these facilities different persons/committees are entrusted.

Laboratory: Respective departmental HoDs are entrusted with the duty of maintaining the laboratories. The record of accounts is maintained by the accountant of the college.



**Library:** The requirement and list of books is taken from the concerned departments and HOD's are involved in the process. The finalized list of required books is duly approved and signed by the Library committee and forwarded to the Principal for final approval.

**Sports:** The college has a system of deputing two sports in-charges--- one of which is responsible for monitoring minor games equipments and activities and other is for major games. One person appointed on temporary basis is there for maintenance of infrastructure facilities. Major games and Minor games Secretary of the Students' union Body place the requirements of equipments before their teacher in-charge and accordingly the teacher in-charge fulfils their requirements.

**Computer and Internet facilities:** The College has annual maintenance contract with third party organization. This organization provides professional if any technical issue arises. The college has more than 151 computers with a number of LCD projectors. Many computers are fitted with LAN facility. Whenever any issue arises the concerned department HOD informs it to the HOD of Computer Science. He is entrusted with the task of mediating between the Departments and the Principal in matters of technicalities.

**Classrooms:** Classrooms are maintained centrally by the college authority.

**Electrical equipments:** For maintenance of electrical equipments the college has a contract with electrical farms which, when required, sends experts for repairing and installation works.

**Solar Plant:** For solar plant the college has AMC with a farm.

**Additional:** The college takes utmost care for maintaining cleanliness and hygiene. The college has specific employees for the maintenance of cleanliness and hygiene. The NSS unit of the College cleans the campus time to time

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

STUDENT SUPPORT AND PROGRESSION	
<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
2353	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
2353	
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>
<b>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>	<b>B. 3 of the above</b>

File Description	Documents
Link to Institutional website	<a href="http://www.pubkamrupcollege.co.in/upload/agar_documents/1651471072.pdf">http://www.pubkamrupcollege.co.in/upload/agar_documents/1651471072.pdf</a>
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

404

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

404

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**

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

62

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

113

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
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**

19

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**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.**

13

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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 )

**ADMINISTRATIVE:**

The College has a student's council, known as Pub Kamrup College

Students' Union. The Union works together for the efficient and smooth functioning of the Institution and in boosting students' participation in co-curricular and extracurricular activities. The Principal of the College generally presides over the meeting of the Union. In absence of the Principal, the President of the Union presides over the meetings of the Union. Students are allowed to represent in different academic and administrative cells for a better academic environment in the College. Student's representatives are also involved in monitoring discipline and punctuality among the students. The President of Pub Kamrup College Students' Union is a member of IQAC from student community. The President/Secretary of the Students' Union is also the members of Construction Monitoring Committee and Canteen Monitoring Committee

#### CO-CURRICULAR/ EXTRA-CURRICULAR:

Students' representation in different co-curricular and extracurricular activities are-

- College Week/youth festival.
- Freshmen Social.
- Other functions of national and cultural importance like independence day, World Environment day, Swaraswati Puja, Bathou Puja etc.
- Cleanliness programme in and around the College campus.
- Anti-ragging drive.
- Anti-tobacco drive.
- Building Green Environment.
- Publication of Basantar Dhemali (A magazine)
- Publication of College Magazine.
- NSS
- Bharat Scouts and Guides
- Rover & Ranger
- Red Ribbon Club

#### Participation of Students in Various Cells

- Water Management cell
- Green campus Management Cell
- Carbon Footprint Cell
- Energy Management Cell
- Waste Management Cell
- Eco Club
- Green Diary
- Women's Cell Career Guidance Cell

- Mentoring Cell
- Music club
- Flora and Fauna Cell
- Enterpreneuring Cell
- Student Support services
- Sahitya Sora
- English Forum
- Philosophical Society
- Geographical Society
- Research Forum for History
- Political Science Society
- College Environment and Climate Cell
- Economics Association

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

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

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

123

File Description	Documents
Report of the event	<a href="#">View File</a>
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

Pub Kamrup College has a registered Alumni Association. It has more than 500 registered members. The Alumni association has in the past extended valuable service in the extension of the campus by donating land. It has also extended support by providing valuable suggestions time to time in over all development of the teaching-learning scenario. It has also sanctioned Rs. 5,00,000/- from the Govt. of Assam and it has decided to spend the amount on earth filling. Moreover, it has been working on the second part of a book which is about history and folklore of the greater Baihata Chariali area. The association donated Rs. 27,000/- during the year.

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

Imparting quality education to the students from all section of the society and preparing them for challenges of time are its basic objective. The college envisages erecting a proper platform for both teachers and the taught to mould them intellectually and morally combined with social commitment for building social order and discipline amidst the plurality and diversity of region and culture of the nation. The college visualizes each of our students realize the core value of the college "Service before self". Hence, to materialize the vision of the college, the governance of the institution functions to produce knowledgeable young minds with a better social sense and ultimately a responsible human being. All these things are reflected in the effort of the college in respect



of the following:

- In the effort of the college fraternity in imparting quality education
- Facility for Vocational and professional education for making our youths skilled in the changing world order.
- Thrust on research through Bio-tech hub and research laboratories of other Departments.
- Involving students in creative works such as wall magazine, annual college magazine
- Thrust on opening new programs to provide greater opportunities to the students and to meet the academic challenges.
- Involving students in various cells and committees
- Entrusting students to plant tree saplings through our project "Green Diary".
- Organizing other environmental programs to contribute to the green initiatives of the college.

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 has a well-placed mechanism of decentralization and participative management. It engages all the stakeholders in various academic, research and administrative committees for promoting healthy work culture and also with the objective of assisting the authority in the smooth functioning of the institution. The participation ranges from day today affairs to developmental issues. Student members are included in various in house committees like Magazine Editorial Board, Students' Election Committee, Women's Forum, ICC (internal committee against sexual harassment), RUSA, Festival Committee etc. The students Union body takes part in different meetings related to students like College Week, Freshmen Social, Foundation Day, Republic Day, Independence Day, Saraswati Puja etc. The teaching and non-teaching staff of the college are included in different committees related to admission, examination, construction, purchase, grievance redressal, ICC, anti-ragging, office management, canteen management, library, website etc. The budget for PKCSU is prepared by a few faculty members. The principal

on his part regularly keeps in touch with the teaching and non-teaching staff. He holds regular meetings with the HODs and sometimes with the entire faculty to discuss about academic and allied matters. Departments on their own and in collaboration with IQAC conduct workshops, seminars, lecture programme, awareness programme, and student development programme. The Governing Body, constituted as per government guidelines, is the apex body of the college which has representatives from teaching and non-teaching staff and Guardian/ parent. These members raise concern and issues related to functioning of the college, development and future plans and programmes.

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

As a government institution the college is bound to follow govt. rules. In the same way, the college is also bound by guidelines framed by affiliating University and UGC. However, there are certain areas in which the college lays much emphasis strategically and for their deployment. Some such aspects of the college are as follows:

- Opening vocational and professional programs
- Research through Bio-tech hub and research laboratories of various Departments.
- Involving students in creative works such as wall magazine, annual college magazine etc.
- Opening of new programs to provide greater opportunities to the students and to meet the academic challenges.
- Involving students in various cells and committees to render their service on one hand and prepare them for being a knowledgeable citizen
- Green initiatives of the college
- Creating a student centric environment in the campus
- Contributing towards maintenance of religious harmony and tolerance through programs, such as Saraswati Puja, Bathou Puja and Milad-e-Mehfil.
- In the effort of the college to maintain a quality

## teaching-learning environment.

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.

As an affiliated college of Gauhati University for UG level and Assam Science and Technology for PG level as well as a Provincialized college of Govt. of Assam the college adheres to all the guidelines and regulations as prescribed by the affiliating Universities and Directorate of Higher Education, Assam, in matters such as appointment, service rules, college management rules etc. For monitoring the adherence to all these guidelines and regulations the college has a set of administrative set up in which there is a Governing body which is framed as per the guidelines of the Directorate of Higher Education, Assam. The Principal is the Secretary in the Governing body. The College also has a Vice Principal to monitor the academic and examination matters. The IQAC is constituted as per UGC regulations which is the prime body for qualitative upliftment of the College. The College has various committees, cells and bodies such as Academic committee, Internal examination committee construction committee, Internal Complaint Committee, Anti-ragging committee, Hostel management committee, gender equity cell, women cell, Student Union Body, career guidance cell etc. The college has its own policies in regard to environmental issues, gender equity, Policy for grievance redressal, canteen management, energy management, constitution for the Student Union Body, policy for student election, library management, press and bookstall management, code of conduct for students, teachers and employees, policy for appointment, policy for maintenance of infrastructure etc.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="http://www.pubkamrupcollege.co.in/upload/aga_r_documents/1651469395.pdf">http://www.pubkamrupcollege.co.in/upload/aga_r_documents/1651469395.pdf</a>
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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
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

**Welfare measures for teaching and non-teaching Staff.**

#### Monetary Aspect:

- Group Insurance Scheme for both Teaching and Non-Teaching Staff.

#### Non-Monetary Aspect:

- The College has a Day Care Centre for female teaching and non-teaching staff having their kids. The centre facilitates them with a Feeding Room for infants too.
- The College has a Gymnasium where the teaching as well as the non-teaching staff can avail existing facilities for maintaining proper health and fitness.

- The College administration has a very good canteen to ensure healthy food for the College fraternity.
- The College offers First Aid Facilities for emergency medical requirements.
- The teaching and non-teaching staff avails the facilities of the Conference Hall of the College to organize various meetings and workshops for advancement of their administrative and professional skills.

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

20600

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

02

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

14

File Description	Documents
IQAC report summary	<a href="#">View File</a>
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

Pub Kamrup College strictly follows the UGC Regulations and Directorate of Higher Education (DHE), Kahilipara, Assam on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges. The performance of each employee is assessed annually after completion of one year of service. The objective is not only to objectively evaluate the performance as per

established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee. The salient features of the performance appraisal system are as follows:

#### Teaching Staff:

a) Annual Performance Appraisal Report is prepared for the all the faculties by the principal and sent the Chairperson, Governing Body as the reviewing authority.

b) Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.

c) The PBAS proforma filled by the Faculty Members are checked and verified by the Heads of the Departments, IQAC Coordinator and the Principal and sent to Departmental Promotion Committee.

d) Faculty members are recommended for promotion on the basis of their performance as reflected in PBAS proforma.

Non-Teaching Staff a) All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal. b) The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting and technical abilities. The comprehensive Annual Confidential Report comprises of various parameters and each one of them is graded on a seven-point scale, i.e., Excellent, Good, Satisfactory, Average and Poor.

File Description	Documents
Paste link for additional information	<a href="http://www.pubkamrupcollege.co.in/upload/agar_documents/1650874186.pdf">http://www.pubkamrupcollege.co.in/upload/agar_documents/1650874186.pdf</a>
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 mechanism of internal and external financial audits is such that External audit is done by Government agency and Internal Audit is done by qualified chartered accountant. Internal audits for all the funds received from various schemes like RUSA, UGC are done immediately after each level of completion of work. The college has already sent application seeking external audits from the Director of Audit, Government of Assam. The internal Audit by a chartered accountant has already been started since March, 2022.

#### Mechanism for Meeting Audit Objections:

The Audit objections, in case of both External and Internal Audits are thoroughly discussed in the Governing Body meeting of the college. Necessary arrangements are made as per the recommendation of the auditing agency.

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)	No File Uploaded

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

One of the strategies for mobilization of fund of the college is self funding and professional courses. Reasonable fee structures are offered to the students for getting admission in to these courses. Faculties are asked to submit major and minor research project for



funding of Government and non government organizations. College pond is also a source of income through fish culture practices. Every year cultured fishes are sold out for a lump sum amount of money. College printing press is another source of fund generation. All the printing works including internal examination question papers, College Magazine, Books are done in the College press. A good amount of funds are saved by the college through this activity. The college follows the policy of waste wealth for fund generation.

A considerable amount of fund is generated through self funding and professional courses and other means, and generated funds are used for remuneration of temporary faculties, resource persons invited for workshops and seminars, staff and faculty development, infrastructure development and maintenance.

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 Pub Kamrup College has been working for institutionalising various quality assurance strategies to improve the overall teaching learning environment of the college through regular meetings. These meetings are held to discuss basically

- to formulate new planning,
- to analyse shortcomings
- to evolve a strategy for implementation of new ideas or innovation

The IQAC in 2020-21 formulated a planning for conducting a three day bridge course program after the admission of first Semester students. To implement this idea the IQAC invited the HoDs of the college and the HoDs agreed to implement this policy since after the Covid-19 pandemic it was very necessary to motivate the students to pay attention to the classes held in offline mode. Moreover, they needed a kind of psychological support. Similarly, IQAC framed a policy of institutionalising a gender equity program. This time also the HoDs were invited to a meeting. All the HoDs agreed to hold at

least one workshop in the Department within a span of one week. The result is that altogether 15 workshops were held within a span of 7 days starting from 23rd December, 2021. The IQAC time to time informs the teachers, employees and members of the Pub Kamrup College Students' Body formally or informally about changes in various policies and how one should be prepared to meet the need of time. Moreover, in the Academic Committee meetings the IQAC Coordinator explains how to improve the quality of teaching learning and evolution. The IQAC also organises workshops, symposium on important issues, such as academic and administrative audits, SSR preparation, new guidelines from NAAC and UGC etc. For bringing quality in other areas such as environment, energy etc., the IQAC is instrumental in conducting environmental audit in the campus by IIT, Guwahati, in 2021. In case of feedback taking, analysis and action taken, the IQAC has contributed significantly.

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

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

As an affiliated college the college has very limited scope of designing course curriculum and syllabus. Even methodologies of teaching are also specified in the University curriculum. However, there are other aspects, such as teaching learning process to a great extent, and methodology of teaching in which the college gives much impetus. For that the college has an Academic committee which extensively discusses in its meetings about Program and Course outcomes, preparing a suitable class routine, on CBCS module and proper implementation of it. Programme and course outcomes are reviewed in the Academic committee meetings. After making a review the body suggests for its improvement. The coordinator of the IQAC acts as the convener of the Academic Committee. The coordinator points out which aspects to be given importance for quality education and quality management, such as preparing the class routine, adoption of new method of teaching considering the changing mode of teaching. The IQAC takes a key part in encouraging the college or various departments to organize workshops, seminars,

symposium for both teachers as well as the taught. Learning outcomes are also assessed from the results of the final year students, progression to higher education, and placement in various sectors.

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)**

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.pubkamrupcollege.co.in/upload/iqac_file/1651470402.pdf">http://www.pubkamrupcollege.co.in/upload/iqac_file/1651470402.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
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

Gender Sensitivity and gender sensitization are accomplished through the amalgamation of theory and practice. Gender related topics included in the syllabus of various UG and PG courses are delivered as per the prescribed directions mentioned in the syllabus. However, considering the sensitivity of the issue the college has given ample importance to create an environment in which everyone in and around

the campus becomes aware of gender equity. Right from forming committees and cells to discussions in and around the classroom along with various programs, such as observing International Women's Day, training programs, workshops, street plays, symposium, competitions etc. utmost focus is given on gender equity and gender sensitization. Following are some of the programs conducted in 2020-2021:

1. Celebration of International Women's Day on 8th March, 2021. A talk was delivered by Dr. Nayanmoni Baruah, Assistant Professor of this college on "Choose to Challenge" to cope the girls' students to choose some challenges for their betterment in economic aspect, mental development and development of society.
2. Inauguration of Wall Magazine of Girls Common Room, named "Anubhav" ("?????").
3. Celebration of International Women's Day in Girls' hostel with the inauguration of Hostel Wall magazine followed by an interactive talk on "woman health and empowerment" by Raktima Deka Baruah, former CPDO of Govt. of Assam.
4. Two girl students of the college under the guidance of Dr. Pankaj Baro, Asstt. Prof. of Economics participated on International Women's Day organised by Kamrup District Social Welfare Department, DLCW, SRCW, BWS at Amingaon DC Office.
5. A "Gender Sensitization Week", conceived by IQAC and materialized by Gender Equity Cell, was celebrated from 23rd to 30th December 2021 with participation of students and teachers from Pub Kamrup College. During this week 11 departments of the college organized workshops on gender equity.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.pubkamrupcollege.co.in/upload/agar_documents/1650523051.pdf">http://www.pubkamrupcollege.co.in/upload/agar_documents/1650523051.pdf</a>
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	<a href="http://www.pubkamrupcollege.co.in/upload/agar_documents/1650869027.pdf">http://www.pubkamrupcollege.co.in/upload/agar_documents/1650869027.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy**

C. Any 2 of the above

### Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

#### Solid waste management

- Biodegradable waste material produced in the hostel and canteen are regularly used for vermi-composting and in piggery farms in the neighbourhood.
- Biological laboratory waste materials are segregated into two categories: bio-degradable and non-bio-degradable wastes. The bio-degradable wastes are dumped in a pit. Non bio-degradable wastes like glass and metallic materials are gathered and disposed to the vendors.
- Plastic wastes are kept in a designated location and some wastes are sold out to plastic vendors.
- Paper wastes including newspapers from library are sold to vendors for recycling.
- Paper wastes from press are sold to vendors for recycling.
- The fallen leaves are allowed to decompose by keeping them undisturbed and are used for vermi composting.
- Wooden waste is reused for mending and remaking furniture.
- NSS of the college organizes campus cleanliness drives at regular interval to manage solid wastes.
- Students reuse solid waste for making decorative items and accessories in various cultural events.

#### Liquid waste management

- The wastewater from the septic tank flow into soak pits. The soak pits are further connected to the main drainage system of the college so that excess water from the soak pit flows easily. The wastewater of the canteen also flows to the main drainage system of the college.
- Girls Hostel wastewater is connected to earthen pit.

**E-waste management**

- Repairing and re-usage are the best policy for the management of the E-waste.
- Old PCs are refurbished, repaired, and latest updates are re-installed to achieve their optimum performances.
- Unusable PCs are sold back to the vendors for further management such as their disposal etc.
- Printers' ink is refilled as far as possible.

**Waste recycling system**

- Vegetable wastes materials are used as manure in the kitchen garden of the hostel and Botanical garden.

**Hazardous chemicals waste management:**

- Hazardous chemical wastes produced in the laboratories are stored in specific containers.

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

**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**

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1.Restricted entry of automobiles</b> <b>2.Use of bicycles/ Battery-powered vehicles</b> <b>3.Pedestrian-friendly pathways</b> <b>4.Ban on use of plastic</b> <b>5.Landscaping</b>	<b>A. Any 4 or All of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>A. Any 4 or all of the above</b>
<b>File Description</b>	<b>Documents</b>
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	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>
<b>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</b>	<b>B. Any 3 of the above</b>

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

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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).

The College is centrally observing Saraswati Puja, Milad-e-mehfil and Bathow Puja every year. In these three occasions students actively participate across all religious and linguistic categories. It reveals the spirit of inclusion and tolerance among the students. Further, according to the guidelines of affiliated universities, our college is annually observing the Youth Festival with five to seven days programmes. The programmes of the youth festival involve participation of all sections of students of our college for the development of their cultural, sports related, literary and artistic spheres. It inculcates individual as well as team spirit among students in the development of their extra-curricular activities. The college is celebrating the International Women's Day to reinforce gender sensitivity among the college fraternity. The Pub Kamrup Girls' hostel organized an essay competition on the theme "Women in leadership: Achieving an equal future in a COVID 19 world" on the same day to inculcate an awareness about the inclusive environment for women along with their male counterpart. Besides, the college along with the NSS unit observes the world environment day as well as earth day to develop environmental awareness among students. The opening of a Sankardev Adhyan Kendra in 2021 is also an effort of the college to inculcate values and culture among all



section of people.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

Sensitising the student community and employees of the institution is a major thrust of the college. To aware the students about constitutional obligations, values, rights, duties and responsibilities of citizens, Pub Kamrup College organised a number of programs during the year.

- National Voter's Day was celebrated on 25th January 2021 with the theme "'Making Our Voters Empowered, Vigilant, Safe and Informed".
- An Awareness Program on Social media was Organised by Dept. of Economics on 22nd March, 2021.
- A Rally on Corona Virus Awareness Programme was carried out on 13th April, 2021 at Baihata Chariali Market Centre to create mass awareness regarding Corona virus. The free distribution of mask and hand sanitizer at the said centre raised more concerns on the problem and importance of safety measures.
- NSS unit of Pub Kamrup College celebrated International Earth Day on 22nd April, 2021, at St. Joseph Public School with Sapling plantations to awareness on plantations.
- World Environment Day was celebrated on 5th June 2021 with sapling plantations and a Webinar aroused concerns about sustainability issues.
- The International Yoga Day was observed on 21st June 2021 and the college organised a 7 Days Yoga Workshop to gave practical training to the participants.
- "Drug Awareness Club" of the college observed International Day against Drug Abuse and Illicit Trafficking on 26th June, 2021 on the theme "Share Facts on Drugs, Save Lives".
- World Population Day was celebrated on 11th July, 2021
- NSS Day 24 September, 2021
- Global Handwashing Day was celebrated on 15th October 2021.
- International Human Rights Day was celebrated on 10th December, 2021.

- Van Mohotsav1st to 7th July, 2021

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://www.pubkamrupcollege.co.in/upload/agar_documents/1650701003.pdf">http://www.pubkamrupcollege.co.in/upload/agar_documents/1650701003.pdf</a>
Any other relevant information	Nil

**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**

A. All of the above

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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

During 2020-21 Pub Kamrup Collegecelebrated / organized the following national and international commemorative days, events and festivals:

- Gandhi Jayanti was observed on 2nd October, 2021 to mark the birthday of Mahatma Gandhi
- The college celebrated the Republic day on 26th January, 2021

- Independence Day on 15th August, 2021, to foster the feelings of solidarity and oneness in the fond memory of the freedom fighters of India.
- National Mathematics Day was celebrated on 21st December 2021 in honour of mathematical genius Srinivas Ramanujan.
- The college observed a Shradhdhanjali programme as a mark of tribute to the legendary musical maestro Bharat Ratna Dr. Bhupen Hazarika on his 10th death anniversary on 5th November 2021.
- The college celebrated Teachers' Day on 5th September 2021 as a mark of tribute to the contribution made by teachers to the society on the occasion of birth anniversary of great teacher Dr. Sarvepalli Radhakrishnan.
- National science Day observed on 28 February, 2021

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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-01

#### 1. Title of the Practice:

Paperless Campaigning in the Election to Pub Kamrup College Students' Election

#### 2. Objective of the Practice:

- To minimize the use of paper
- To contribute to environment
- To keep the college campus clean after election
- To aware students about how to minimize deforestation

#### 3. The Context:

Election to Pub Kamrup College Students' Union, an activity involving all the students as a whole, turned into an extensive and expensive proposition along with the use of banner and posters in huge quantity posing a hazard to the environment and general human values.

#### 4. The Practice:

The college set a rule that there should be no use of paper in the name of election campaigning. Instead, the college provides a provision for open stage campaigning on a day fixed by the college election authority and class campaigning for 2-3 days. Students are, however, not restricted for campaigning through digital platforms.

#### 5. Evidence of Success:

After the implementation of the policy for paperless election campaigning the first sign of success was that after the election process was over, the college looked as clean as before with no paper/banner/poster lying anywhere in the campus. Secondly, it saved the money of the candidate's parents.

#### 6. Problems Encountered and Resources Required:

The college has faced no problems in thrusting this practice among the students so far. Since this is a matter of policy implementation, no resources are required in continuing such practices.

#### 7. Notes (Optional):

#### BEST PRACTICE-02

##### 1. Title of the Practice: Green Initiatives

##### 2. Objective of the Practice:

- To combat green-house gas effect and reduce pollution
- To maximize the use of alternative energy
- To reduce electricity bill

### 3. The Context:

A green initiative has been a need of the hour and being the only higher educational institute of the locality, the college strives to make use of several green initiatives to combat environmental degradation. It acts as a pioneer of the neighboring locality in taking up green initiatives such as making use of alternative energy source to meet the conventional energy demand

### 4. The Practice:

- Every student is given a plant sapling and a green diary during admission. They keep record of the growth and maintenance of the plant in course of time in the green diary which should be produced during the next admission. Based on this green activity, they are publicly appreciated with awards.
- During summer and winter breaks, power consumption in the administrative block is substantiated entirely by the solar power plant. Also, during the entire year, in case of power cut, the necessary backup is drawn extensively from the solar plant rather than the fuel based electric generator which is a green practice reducing carbon emission.
- In order to lower power consumption, a central switch is installed outside each classroom to regulate all the electrical appliances inside the classroom. Students are made aware of the practice of turning off the switch when the electrical appliances are not in use. Further, an employee specifically looks after this practice.
- "Green Earth Save Earth" cell under Geography Department of the college 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.

### 5. Evidence of Success:

- Consistent utilization of solar energy as an alternate green energy source for the last 10 years.
- A survey shows that "Green Earth Save Earth" initiative has fruitfully grown 75 matured Neem plants in the locality.
- Green Diary awardee of 2015, Mr. Alakesh Sharma initiated a registered NGO, "Seuj Vasundhara" which has been constantly carrying out green initiatives for the last several years.
- Reduction of electricity bill.
- Reduction of fuel consumption in the electric generator.

6. **Problems Encountered and Resources Required:** As our students are mostly from rural areas, they have quite successfully maintained the green diary and there is no problem as such in maintaining this initiative. Rather "Green Diary" and "Green Earth Save Earth" initiatives have encouraged us to propagate it further in coming days. Due to 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. Though annual maintenance has been carried out under AMC, yet replacement of the batteries costs a huge amount.

#### 7. Notes (Optional):

File Description	Documents
Best practices in the Institutional website	<a href="http://pubkamrupcollege.co.in/upload/bestpractice/Best%20Practices%202020-21.pdf">http://pubkamrupcollege.co.in/upload/bestpractice/Best%20Practices%202020-21.pdf</a>
Any other relevant information	Nil

### 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

There is an earnest effort to develop research culture among the staff and students of the college. Though it is an UG level College, yet student's research projects are a part of UG curriculum. Accordingly, the College offers facilities of laboratory, books as well as journals to satisfy the needs of the students. Students of most of the departments' present papers to cherish their research mind. A large group of students also utilize their research aptitude and practical skills in participating exhibition in the annual Youth Festival. The Research Laboratory of Computer Science Department is a recognized Ph. D. Level Research Laboratory under Gauhati University with effect from 2016-17. One of the faculty members of the Department of Computer Science of the College, Dr. Arup Kumar Sarma carried on his doctoral research in this lab and achieved his Doctoral Degree under Gauhati University on 31st July, 2021. In the area of research, the Bio-tech Hub of the college is one of the pioneering Departments. Using the facilities of the Bio-tech Hub six research scholars, such as Dr. Gautam Kr. Sarma, Srimanta Sankardeva University of Health Sciences, Dr. Pankaj Kalita, Assam University etc. achieved their doctoral degrees. Again, eight scholars are

pursuing their research. These kinds of research activities and facilities obviously ensure the research culture among our students as well as teachers. It is in this research area, the College boasts of announcing as its distinctiveness in 2020-21.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

- Improvement in student mentoring system
- To take utmost concern for working on the recommendations given in the auditing agencies.
- To formulate a policy for the physically disabled/Divyangjan.
- To work on the recommendations given by environmental auditing agency
- To organise a few orientation programs for teaching and non-teaching staff
- To work for opening a few certificate courses