Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**DHING COLLEGE**
Name of the head of the Institution	**Dr. Biman Hazarika**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03672260500**
Mobile no.	**8133809105**
Registered Email	**dhingcollege@gmail.com**
Alternate Email	**saikiam24@yahoo.com**
Address	**Dhing**
City/Town	**Nagaon**
State/UT	**Assam**
Pincode	**782123**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Manoj Kumar Saikia**
Phone no/Alternate Phone no.	**09435162662**
Mobile no.	**9435162662**
Registered Email	**saikiam24@yahoo.com**
Alternate Email	**dhingcollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	Click Here For Information

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	Click Here For Information

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C++**	**65.00**	**2004**	**04-Nov-2004**	**03-Oct-2009**
2	**B++**	**2.82**	**2016**	**05-Sep-2016**	**04-Oct-2021**

6. Date of Establishment of IQAC

13-Mar-2014

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
The IQAC convened meeting	**03-Aug-2018**	**50**

with the staff council to discuss about the introduction of new CBCS system and follow up action to be taken.	01	
The IQAC& Admission Committee convened meetings and took follow up action to upgrade admission portal through online with installation of software/CCTV	26-Apr-2019 01	20
IQAC convened meeting and proposes to construct an ICT enabled class-room	17-Sep-2019 01	12
The IQAC & Admission Committee convened meetings & took follow up action to extend Poor Aid Financial support to weaker section students having BPL card.	16-May-2019 01	142
IQAC conducts interview and documents verification for CAS promotion of 5 (five) Asstt. Professor.	08-Aug-2018 01	5
IQAC collects Regular Feed Backs from students, Parents & Alumni and were analyzed.	30-Sep-2018 01	200
IQAC held meeting and resolved to open PG classes in Assamese, Poltical Science, and Zoology & Botany from 2019-20 session.	21-Oct-2018 01	15
IQAC organizes teachers workshop on Preparation of Departmental Quality Assurance Report for NAAC Assessment.	05-Feb-2018 01	29
[View File]()		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
IBTHub	Establishment of BTHub	NER=BPMC of DBT	2018 365	2000000
Dhing College	RUSA	RUSA	2019	10000000

			365	
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

IQAC always ensures that our college should maintain a consistently good academic record. • For proper improvement of all round academic standard IQAC regularly monitors teaching –learning and student performance activity. • Student's feedback is regularly taken,reviewed, analyzed and taken follow up action to facilitate the process. IQAC offers suggestions for development of teachinglearning process, infrastructure and in many other fields related to the college. • Further, IQAC ensures a regular attendance of students and teachers round the year. The IQAC inspects and trying to improve college infrastructure as per guidelines of RUSA • Teachers are encouraged to participate in Refresher Courses, Orientation Programmes, STC, Research, Seminars and Workshops etc. for the up gradation of their knowledge base. IQAC also regulates the processing of career/CAS advancement scheme of the teachers. • All teachers are encouraged to take part actively in research work. They are encouraged to send proposals for major and minor research projects of UGC, DIST, DBT etc. Departments are encouraged to regularly hold tutorial and special classes to address the specific needs of student.

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

Plan of Action	Achivements/Outcomes
A Teachers workshop was initiated by IQAC to sensitize about the preparation of Departmental Quality Assurance Report (DQAR) 2018-19 for onward	Every department has taken initiatives to prepare DQAR.

submission to NAAC as per observation & recommendation laid down in the report during 2nd cycle (Grade B++ CGPA 2.82)	
Meetings were organized by HOI & IQAC Cell to finalization of Technical Proposal approved by RUSA for up gradation of infrastructure/ renovation & misc development works of the college including tender, sanction, purchase.	Process started
The IQAC convened meeting with the staff council to discuss about the introduction of new CBCS system and follow up action to be taken.	Teachers were guided and motivated with new CBCS System.
The IQAC& Admission Committee convened meetings and took follow up action to upgrade admission portal through online with installation of software/CCTV	Online admission form fill up process were stated from 2018-19 session.
Introduction of ICT enabled class-rooms.	Process started to introduce additional ICT class room.
The IQAC & Admission Committee convened meetings & took follow up action to extend Poor Aid Financial support to weaker section students having BPL card.	More number of students was provided scholarships during 2018-19.
IQAC conducts interview and documents verification for CAS promotion of 5 (five) Asstt. Professor.	CAS promotions of faculty members were achieved.
IQAC collects Regular Feed Backs from students, Parents & Alumni and were analyzed.	Feed backs collection was done and analyzed by IQAC for follow up action
IQAC held meeting and resolved to open PG classes in Assamese, Poltical Science, and Zoology & Botany from 2019-20 session.	Proposal submitted to GU for seeking permission & affiliation
IQAC organizes teachers workshop on "Criterion wise evaluation procedure of SSR"	Workshop conducted
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Dhing College Governing Body	10-Oct-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**

Date of Visit	20-Sep-2016

16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**27-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The following are the brief about MIS modules adopted by our college: [Module 1]. Admission Management: The entire admission is linked to online application registration and admission modules (where the admission life cycle of the students is captured in a single database in the college website [http://dhingcollegeonline.co.in/]. This has been done and supervises through an admission committee consisting of faculty members / IT experts of the college headed by the Principal. [Module 2]. Fees management: The fees collection is made manually as well as electronically. Timely alerts are given to the students in their registered mobile number. The notifications are also displayed in college notice board. Parents/Students are provided with the option to pay the fee online/offline from their mobile phones without the need to visit the campus. As regards to BPL card holders fees are waived as per government notification. [Module 3]. Attendance management: One of the most used functionalities of the college management system is the attendance management module which is used to record the subject wise or daily attendance of a student. Students attendance is done through manually, but the introduction of online attendance system is not yet undertaken .Teacher's attendance is done through biometric hardware integrations available to minimize the manual intervention required in attendance taking for both teaching and nonteaching staff of the college. Parttime contractual teachers as well as support service staff manual attendance register is maintained. [Module 4]. Timetable management: Students and teachers can access the**

timetable from common notice board. But a master time table Exit/Entry for the principal and teachers are done digitally through biometric device as well through a offline register strictly maintained by the principal of the collge. For any kind of leave teachers/employees must intimate the principal by messaging prior information writing in black white in the next day. [Module 5]. Examination management: All external examinations form fill up are done though online in the GU portal. Students were provided guidance and counseling to generate their own user ID password by the admission/examination help desk of the college. Internal examinations are done manually. Students grade book reports are maintained logically in College data bank. [Module 6]. Library management: All the data in the library are digitally arranged. All books are bar coded. The librarian supervises all the library related activities from searching for books, issuing books, tracking of books, etc. Library management with barcoded books is one of the most required modules in our college. [Module 7]. Financial Management: College does not have Accounting Information System (AIS). But all financial data are stored in a computer based system as well as in CASH BOOK. Internal audited statements/ UC/SE are kept in the custody of Accountant in a sequential order. The authority regularly processes and analyzes store financial data and called upon it to retrieve and report such data to its users, namely accountants, auditors, government tax authorities etc. as and when required. As regards to RUSA and some of UGC Scheme PFMS is in well practice. [Module

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Dhing college an oldest institution of higher learning in North-Western part of undivided Nagaon & Morigaon district of Assam was accredited as 'B++' grade with CGPA 2.82 by NAAC in the year 2016. The college is recognized under

section 2 (f)& 12B of the UGC Act, during 1971. It is affiliated to Gauhati University, Assam and follows the curriculum prescribed by the University. The colleges don't prepare the curriculum, but strictly follow the timely completion & implementation of curriculum prepared by the university. The Internal Quality Assurance Cell (IQAC) in consultation with the academic committee of the college headed by the Principal prepares the class routine to effectively implement the curriculum for each semester for each session. IQAC monitors the academic and other activities on regular basis to ensure the execution of timetable. Teachers are encouraged to evaluate their students continuously throughout the semester by conducting tests examination after completion of 50% course unit to ensure learners outcome on teaching learning system. Along with these tests, the internal assessments comprising of class tests, assignments and test of oratory skill are conducted for every subject in every semester. Evaluated answer scripts are returned to the students with necessary comments and suggestions to improve their academic performances. In order to effectively monitor the progress of every student, student's progress is supervised by maintaining a record of each student by respective departments throughout careful evaluation. Besides, periodical guest lectures are also arranged by respective departments to make the students aware of their career prospect. IQAC regularly supervise and seeks students record of attendance from HODs for every quarterly notice to keep track of their attendance. The marks of the internal examinations for each class are properly tabulated every semester. IQAC also confirms that internal examinations and scheduling of other programmes and events are conducted properly and on time. The College has well qualified, dedicated and experienced faculty. The traditional classroom teaching is supplemented by regular tests, tutorials, group discussions, extensive lab work, projects, and seminars and outreached exposure by way of industry/R&D lab visits and summer training in co-curricular activities. The College and Faculty members adopt numerous policies for bridging the knowledge gap of the enrolled 'weak' students to enable them to cope with the programme of their choices as well as promote, reward and facilitate 'advanced' learners. This includes mentorship, tutorials and remedial teaching. The entire approach is student centric. . Besides traditional lectures and seminars, infrastructure for the use of ICT in classrooms, like power point presentations, smart boards and audio-visual support are all available to make the delivery of the curriculum enabling and interesting for the students. In some departments, bridge courses or supplementary courses are held in order to make the curriculum delivery more holistic and effective. Tutorials are held with mentoring and participative learning encouraged. Internal assessment is done transparently with examined scripts shown to students as and when deem fit and proper. Our college college authority regularly update annual report & students related data to the University.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Vermicomposting Technology Solid Waste Management	Certificate course [Under BTHub]	03/07/2018	180	Employability and Entrepreneurship	Skill Development
Certificate in Laboratory Techniques	Certificate Course [Under BTHub]	03/07/2018	180	Employability and Entrepreneurship	Skill Development

		07/07/2018	180	Value Based Education	Skill Development
Certificate course on Human Rights Education	Certificate Course[Under Pol.Science Department]				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	No new programme was introduced during 2018-19.	Nill

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	No CBCS programme was introduced during 2018-19.	Nill

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

	Certificate	Diploma Course
Number of Students	70	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Environmental Studies, Geography	300
BSc	Physics, Zoology,	66

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?

(maximum 500 words)

Feedback Obtained
It is mandatory for the part of college to regular exercise of collecting the feedback from the students of all the programs, on teaching- learning process and curriculum through students-parent-teacher scheme. This valuable feedback helps the teachers to upgrade their techniques of teaching. Secondly, students convey their difficulties about syllabus, the availability of facilities and even the required essential facility to their needs. This facilitates the college to understand the present and the demand of the future. The feedback from students is taken periodically. The feedback from the students has been analyzed based on following points shared with IQAC for action taking future reference. • Timely Completion of Syllabus by the faculty members. • Designing of curriculum. • Innovative teaching methods adopted. • E-learning/ library resources provided to the students by the college. • Test and evaluation process adopted by the College. • Timely declaration of results. • Uniform admission process adopted. Feedback from the parents are taken by interacting with them during Parent Teacher Meet. Feedback is taken from alumni for suggestions or improvements in the curriculum. Feedback from the final year students are taken for their suggestions in improving the curriculum and it is conveyed to the Chairman, Governing Body of the College. Feedback from faculties are also taken for their suggestions in syllabus revision. From 2018-19 session Feedback collection alumni registration is include in MIS module and was made compulsory before obtaining certificates from the college.Alumni feedback additionally give a feedback on how their years in the institution have helped them perform of their places of work/study.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Banking, Finance, Accountancy, Management	140	200	146
BSc	Botany, Chemistry,Physics, Zoology, Mathematics	320	450	329
BA	Assamese,English,Bengali,Education,Economics, History, Political Science,,Geography	780	950	800
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG	Number of fulltime teachers available in the institution teaching only PG	Number of teachers teaching both UG and PG courses

			courses	courses	
2018	1275	Nill	48	Nill	Nill

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
20	17	24	3	1	4
[View File of ICT Tools and resources](#)					
[View File of E-resources and techniques used](#)					

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

The mentoring system has been introduced in our college in order to establish a better and effective relationship between student and teacher in terms of their educational , personal matter and intellectual development. All teachers work as mentors for students allotted to them. The students must feel to confide in their mentors. This is a continuous process till to the end of their academic career. The basic aim of student mentoring is [1] To enhance teacher –student relationship [2] To enhance student's academic performance and attendance [3] To minimize student's dropout ratio [4] To monitor the student's regularity and discipline [5] To enable their parents to know about the performance of regularity of wards. The IQAC is the nodal agency entrusted for effective implementation of the mentoring of students. HOD of each department was given full autonomy according to their core subject. In every department, students are divided in groups. Mentors maintain and update the mentoring format after collecting all necessary information. Mentors are expected to offer guidance and counseling as and when they required. It is the practice of mentors to meet students individually or in groups. In some particular cases parents are invited for counseling and are addressed with the principal for discussion. If a student is identified as having weakness in particular subject, it is duty of mentor to apprise the concerned teacher through intimation by HOD. At least 4 to 5 meetings are arranged by mentors for their mentee in each semester. This system has been useful in identifying slow and advanced learner. Through a careful examination of each mentor's report prepared by HOD of concerned subject. Our college also organized remedial classes and provide career guidance by ICGC Cell , NCC Cell, BTHub, Women Cell of the college. The Biotech Hub of the college established under NER-BPMC of DBT Government of India in 2010 was entrusted to act as mentor for Biotech Lab in Senior Secondary Schools (BLiSS) in Nagaon (Assam). In brief mentoring done in our institution mainly focuses on selection of career and higher education, career advancements entrepreneurship development, opportunities, morale, honesty and integrity required for career growth. In addition coursework specific mentoring on student's attendance and performance in present semester and overall performance in the previous semester, lab specific Do's and Dont's in the lab. The most important outcome of the mentoring system [1] the attendance percentage of the students has increase to greater extend [2]) The number of detainment of students has decrease consistently [3] Due to direct communication between mentor and the student, there was good improvement in student-teacher relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1275	48	1;26

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
49	46	3	Nill	14

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

Year of Award	Name of full time teachers	Designation	Name of the award,

	receiving awards from state level, national level, international level		fellowship, received from Government or recognized bodies
2018	Dr. Mriganka Saikia	Associate Professor	Ph.D by Nagaland Central University
2019	Dr. Mriganka Saikia	Associate Professor	Governors award for outstanding contribution towards NCC activities.

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	A161293	6th Semester	20/05/2019	11/07/2019
BA	A161293	6th Semester	06/05/2019	11/07/2019
BSc	A161293	6th Semester	20/05/2019	11/07/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Dhing College is affiliated to Gauhati UniversityAssam and follows the Examination pattern of the university. Gauhati University guidelines are strictly adhered to with respect to evaluation process. There are three sessional/internal tests conducted in every year . The schedules of internal sessionall/assessments are communicated to students and faculty in the beginning of the semester through institute academic calendar which is prepared based on the university academic calendar. The institute has reformed the continuous internal evaluation system from faculty centric to student centric. The Institute Exam cell framed guidelines for appointing AOC/ Asstt. AOC in conducting the CIE in line with calendar of the affiliate Gauhati University. The following reforms have been carried out effectively conducting CIE: Proper scheduling the dates of Internal Examination, seating arrangements, hall/room invigilators duty list, preparing the question paper for the internal examination in the prescribed pattern based on knowledge level using revised Bloom's taxonomy. Scrutiny of the prepared question paper is carried out by HoD/ subject expert of concerned department. Monitoring the attendance of the students for the examination is strictly followed. After completion of the internal examination, the faculties evaluate the answer scripts and distribute to the students for doubt clarifications or re-correction. The faculty submits the re-corrected scripts to the examination branch and marks are displayed on the notice board. Result review meetings are conducted with result analysis and the remedial actions. For further improvements are arrived after discussion with faculty, HoD and Principal. The evaluation for theory courses are assessed in direct mode (80) covering both internal and university examinations and indirect (20) covers survey. The evaluation for laboratory courses are assessed in the similar pattern followed for theory courses. For each laboratory sessions, the student is assessed through viva questions, observations. The evaluation for project course in some departmental subjects are assessed by conducting periodical project reviews covering key parameters like problem

formulations , understanding of the project, presentation skills, communication of ideas , technical knowledge , team work and project management. Performance of the students in Internal Assessment is used for faculties to identify slow and advanced learners in their respective subjects. Slow Learners are encouraged to improve their performance in future by counseling. Counseling Sessions are used to sort out the personal issues, academic and non-academic problem. No students are allowed to sit in the exam if their class attendance is below 75.

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

Our College follows the academic calendar as prepared by the Gauhati University. The Academic Calendar is discussed by college at the beginning of each academic session when the Principal conducts meetings with IQAC, HODs and Coordinators, Examination Committee, Admission Committee members. The academic calendar prepared for 2018 19 is displayed in University Portal. The dates for our annual /sessional exam, departmental exams, college week festivals, freshman social, college election etc are notified by the principal through notice board. The main purpose of fixing these dates in advance is to enable the departments to plan for their own department programmes and events. It also helps the students to plan their academic and extracurricular activities. The fin/semester examination dates were decided by the Gauhati University. The dates for internal examinations which are mandatory, are decided well in advance and displayed on the notice board.

2.6 – Student Performance and Learning Outcomes

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

http://dhingcollege.in/ugc_notice/pdf_db/Programme%20Outcome%202018-19.PDF

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
A161293	BA	General and Major courses in A ssamese,Engl ish, Bengali ,History, Economics, Education, Pol. Science ,Geography,	122	107	88
S161293	BSc	General and Major Courses in B otany,Chemis try, Physics, Mathematics and Zoology.	52	39	75
C161293	BCom	General courses and	27	7	26

	Major in Accountancy& Management			

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2.7 – Student Satisfaction Survey

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

http://dhingcollege.in/ugc_notice/pdf_db/SSS%20analysis%20&%20Questionary%20for%20the%20period%202018-19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	DBT	78	20

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
IPR on Herbal Medicinal Plants their products	Institutional Biotech Hub Department of Botany	08/05/2019
Workshop on Herbal Medicinal Plant Processing	IBTHub Department of Botany	14/02/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
IBTHub	Dhing College	DBT	Institutional start up assistance	RD	18/01/2018
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	01	0

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

Name of the Department	Number of PhD's Awarded

Dr. Mriganka Saikia (Department of Economics)	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Assamese	2	0
National	English	2	0
National	Bengali	Nill	0
National	Economics	10	2.0
National	Education	2	1.0
National	Polscience	3	1.0
National	History	2	1.0
National	Geography/zoology	1	0
National	Botany/ Mathematics	1	0
National	Physics/Chemistry	1	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Assamese/English/Bengali	3
Pol-science/Education	5
Economics	5
History	5
Geography	1
Zoology	2
Botany	5
Chemistry	1
Physics	4
Mathematics	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations	Institutional affiliation as

			excluding self citation	mentioned in the publication
Tourism Sector in Assam: A AWOT Analysis	Dr. Mriganka Saikia	Research Review International Journal of Multidisciplinary ISSN:2455-3085 (online)	2018	2019	Nill	Dhing College, Nagaon(Assam)

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	5	2	3
Presented papers	1	4	1	Nill
Resource persons	Nill	2	Nill	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Observation of World Aids	Red Ribbon Club Dhing College	2	132
Awarness camp on Environment plantation drive	Eco club Dhing College	4	150
Awarness camp on Tobacoo Prevention	NSS wing Dhing College	4	25
Centrally Celebration of Republic Day	NCC wing Dhing College	1	150
Celebration of International Yoga Day	NCC wing Dhing College	2	75
Adopted a LP School in where Dhing Express Hima Das was schooling	NSS wing of Dhing College	10	62

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students

				Benefited
		No Data Entered/Not Applicable !!!		

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Biotech Hub Extension activity	DBT-NER-BPMC	Celebration of worls environmental day , open quiz and plantation drive	24	250
Biotech Hub Extension activity	DBT-NER-BPMC	Observation of National Science Day, Quiz and essay competition.	15	59
Biotech Hub Extension activity	DBT-NER-BPMC in association with Women Cell ,Dhing College	Social awarness and screening programme on movie Pad Man	10	32
Biotech Hub Extension activity	DBT-NER-BPMC	Students field trip to Panimur , a biodiversity spot in Dima Hasao	4	35
NCC wing /Biotech Hub Extension activity	DBT-NER-BPMC/ NCC wing of Dhing College	International Yoga Day	25	75
Biotech Hub Extension activity	DBT-NER-BPMC/ Science Forum Dhing College	World day to combat desertification	10	140
Biotech Hub extension activities	DBT-NER-BPMC/ Science Forum Dhing College	World Aids Day Programme	20	130
DBT sponsored Biotech Hub extension activity	DBT-NER-BPMC	Workshop on uses of foldscope assembly and its uses	5	120
NSS Scheme	Dhing College wing of NSS	Awarness camp on Tobacoo Prevention	4	25
		No file uploaded.		

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
DBT sponsored Biotech Hub Laboratory / instrumental support to Students Teachers in the form projects.	Students & Teacher	DBT	30
Hands on Training on laboratory Techniques	Students	DBT	07
Hands on Training on Aquarium making ornamental Fish	Students	IBTHub	05
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Training -- Workshop	Training Workshop	Regional Agricultural Research Station-AAU, Shillongani, Nagaon(Dr.P.K.Das Phone No:9435360832)	31/07/2018	14/02/2019	35
Training- Workshop	Training of herbal Sciences	Department of Herbal Technology, ADP College , Nagaon.(Dr. Mousumi Saikia Phone No:9854281979)	31/07/2018	14/02/2019	20
Training and Workshop	Training on molecular Biology	State Level Advance Biotech Hub , C.V.Sc AH Assam Phone: 9435116191(Dr. P.Bora, State Coordinator)	02/01/2018	31/12/2019	30

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NET SKILL FOUNDATION	19/06/2019	To run the skilled courses under UGC-NSQF	5
Institutional Biotech Hub ,NER-BPMC	04/07/2019	To run the skilled courses under UGC-NSQF	2

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1100000	1100000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Laboratories	Existing
Campus Area	Existing

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL2.0	Fully	2.0	2015
D-SPACE	Partially	updated	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8852	973937	200	60000	9052	1033937
Reference Books	8602	1592452	150	37500	8752	1629952
e-Books	97000	Nill	Nill	Nill	97000	Nill
Journals	22	24528	Nill	Nill	22	24528
e-Journals	6000	Nill	Nill	Nill	6000	Nill

CD & Video	16	80000	Nill	Nill	16	80000
Others(s pecify)	30	960000	Nill	Nill	30	960000

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	64	0	0	0	0	0	0	0	0
Added	5	0	0	0	0	0	0	0	0
Total	69	0	0	0	0	0	0	0	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Departmental Class note and assignments .	http://dhingcollegeonline.co.in/notes_requisitions.php
Departmental class vdos.	http://dhingcollegeonline.co.in/classvideos.php

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
700000	700000	400000	400000

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

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex,

computers, classrooms etc. The infrastructure pertaining to physical, academic and support facilities in college are regularly maintained through committees to ensure maximum benefit particularly to the students as well as teaching and nonteaching staff of the College. There are different committees in the college. Proper budget is allocated every year for the maintenance of various facilities. The various committees meet regularly to monitor the optimum use of infrastructure which is accessible to the students and staff of the college. Most of the lectures take place in classrooms with microphone and speakers. This is to ensure usage of new audiovisual pedagogical techniques during the teaching process along with this we have open classrooms where lecture are given. The college has a Technical Assistant and Lab Assistants and Lab Attendants to ensure proper upkeep of the various labs including computer center. The College has a well equipped library with ICT . Students make extensive use of the facility for reading and research. The campus also offers facilities such as Cafeteria, Common Room and Gymnasium, outdoor indoor facilities, auditorium. The college has health care unit with proper sick room facility medicine of first aid. If required doctor are invited from PHC adjacent to the college. There is an open air spaces with greenery campus where students can sit and plays are performed. Both the Library and administration section of the college have undergone computerization. The library is fully bar coded and is open even after class hours during pick time. It has computer terminals with internet facility and large reading spaces. A regular update on new additions is provided by the library. A library committee works regularly to oversee the functioning of the library and various other committees' coordinate with each other to enable the students to get maximum exposure and participation and also to avail all the facilities provided by the college. The campus is situated in an ecofriendly environment with aqua ponds is of prime importance in the college. More over the college has a shortage route connectivity to district headquarter and nearby locality.

http://dhingcollege.in/ugc_notice/pdf_db/Procedures%20and%20Policies.PDF

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Students Poor Aid Fund	142	95105
Financial Support from Other Sources			
a) National	Minority Scholarship Ishan Uday	260	3333000
b)International	0	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Language Improvement(Functional English)	12/01/2018	40	UGC[Mentored by English Deptt]
BTHub [Mentoring	03/10/2018	20	DBT[Mentored by

Nearby BLiSS]			IBTHub Dhing College]
Certificate in Human Rights	02/07/2018	130	UGC[Mentored by Pol.Science Deptt]
Information Career Guiding.	02/07/2018	350	ICGC Cell Dhing College
NCC Training Camps	02/07/2018	50	NCC wing Dhing College
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Career Counselling by ICGC Dhing College	Nill	78	Nill	9
2018	Science Olympiad Examination	80	Nill	25	Nill
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
15	15	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	7	Dhing College	English	-	MA
Nill	6	Dhing	Pol	-	MA &

		College	Science		others
2018	5	Dhing College	Geography	-	MA & others
2018	4	Dhing College	Zoology	-	M.Sc & Others
2018	9	Dhing College	Physics	-	M.Sc & others
2018	5	Dhing College	Chemistry	-	Msc & Others
2018	1	Dhing College	Botany	-	M.Sc
2018	12	Dhing College	Economics	-	MA
2018	3	Dhing College	History	Nowgong College	MA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	2
No file uploaded.	

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

Activity	Level	Number of Participants
Games Sports and Cultural activity for the period 2018-2019 2	Under Graduate Level (UG) HS	1403
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	National Yoga Sports Cha mpionship World U-20 Championsh ip	National	2	Nill	2018 Hima Rupa	Hima Das Rupa Kour
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Presence of an active Student Council representation of students Body on academic administrative bodies/committees of the institution. The Dhing College Students council is termed as DCSU and it was constituted annually. Dhing

College has a very active and dynamic Students' Union. It has been constituted as per recommendations given by Lyngdoh committee. It incorporates all provisions, objectives, functions, organization, election process, criteria , fund and budget etc. of the Students' Union. • The Composition of student's council for the period 2018-19 2019-20 are listed abelow: • 2018-19 Sr. No. Name Post Class/Activity 1 Rouhan Zahangir President UG 2 Julphikar Ali General Secretary UG 3 Luna Bora Asstt. Gen.Secretary UG 4 Izaharul Islam Secretary, Sports UG 5 Ponkhi Kalita Secretary, Cultural UG 6 Shabnam A kaucher Secretary, Magagine UG 7 Barsha Bora Secretary, Debating UG 8 Atikur Haque Choudhury Asstt.Secy, Sports UG 9 Rakesh Kr. Nath Secretary, Social Service UG 10 Ankur Ishan Bora Asstt. Secretary, Cultural UG 11 Rasidul Islam Secretary, Poor Fund UG 12 Nayanmoni Bora Secretary, Boy's Common Room UG 13 Suhana Siddika Secretary, Girls's Common Room UG • 2019-20 Sr. No. Name Post Class/Activity 1 Ratul Islam President UG 2 Foridul Haque General Secretary UG 3 Nazirul Islam Asstt. Gen.Secretary UG 4 Dimpal Bora Secretary, Cultural UG 5 Nur Nehar Asst.Secretary, Cultural UG 6 Sourav Jyoti Bora Secretary, Games Sports UG 7 Shahid Ikbal khusrup Asstt.Secretary, Games Sports UG 8 Abdul Hannan Editor College Magagine UG 9 Monjur Alahi Secretary, Debating Symposium UG 10 Ruksana habiba Secretary, Social Service UG 11 Junab Ahmed Secretary, Poor Fund UG 12 Mofidul Islam Secretary, Boy's Common Room UG Sabina Begum Secretary, Girls's Common Room UG ? Function of Student's Council: Student's council provides an opportunity to students to develop their leadership skills through active participation in college administration and students collaboration. The student council is expected to perform following functions: 1. Organizing cultural activities and sports activities for students. 2. Communicating problems faced by students to Principal and management of college. 3. Maintaining discipline in college campus. 4. Maintaining college campus clean and green. 5. Participation in extension activities like Voters Awareness Programme, Swachh Bharat Abhiyan, Tree Planation, Yoga Day, Blood Donation etc. 6. They give their suggestions for purchase of books, magazines for library. ? The following committees have student representatives: 1. Students Council 2. Anti-Ragging Committee 3. Sports Cultural Committee 4. NSS Committee 5. Alumni Association 6. Anti-Sexual Harassment Cell 7. Annual Magazine Committee 8. Disciplinary 9. RUSA Data Prepared documented by IQAC Cell:: Dhing College Principal Coordinator Dhing College IQAC

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

450

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

500000

5.4.4 – Meetings/activities organized by Alumni Association :

Organized regular meetings with stake holders. During the year 2018-2019 Alumni Association Headed by President Sri. Jatin Ch.Nath and Secretary Sri. Rahul Jyoti Nath had organised 3(three) meeting and the proceeding was recorded.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

words)

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words) ? Practices :1: Institution practices of Decentralization: • The success of an institution is the result of the combined efforts of all who work towards attaining the vision mission of the institution. Right from the President of the Management Committee to the staff and students, all the stakeholders have a role to play in building of the college. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the college. The institution focuses keen on decentralization by intending equal opportunity to participate in the functioning of the Institutional management comprising of management committee, college governing body and each committee with specific functions. The College governing body facilitates the required needs of the college to reach the set goals or bench -marks of the Institution • The College Governing Council takes care of all financial management and the implementation of facilities for the institution with the cries to upgrade the standard of amenities which supports effectively the teaching learning and research aspects. It guides and articulates the available resources and provides freehand to the head of the institution to carry out the activities in order to reach the expected maximum standard in turn to motivate the teaching and non teaching faculty to work according to the goal set. ? Practices II: Participative Management • The Parent -Teacher committee is available in college taking care of students from first year of student's admission. • The Principal, Heads of the departments, teaching and non teaching faculty along with student union body (DCSU), and class student representatives together concentrate on fostering the progress of institution by sharing the responsibilities and participate growth of institution and to act according to the aims and objectives of the Institution. 1. Principal Level: Principal is the member secretary of the governing body and chairperson of the IQAC. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teacher. 2. Committee Level: Internal Quality Assurance Cell (IQAC), Library Management Committee, NCC, NSS Committee , Extension Activities,Debating Symposiun , Students Welfare Committee Annual Prize Distribution Committee, admission prospectus Committee, U.G.C. Affairs Committee, Website Development committee, College Annual Magazine Committee, Eco club Environment Awareness ,Green Audit and Garden committee, Women cell, Alumni Association , Students Grievance Redressal Committee, Purchasing and Building Maintenance Committee, academic committee etc together constitute to implement the activities of the college. Thus the institute promotes the culture of decentralization participatory management in every sphere of the college at strategic level, functional level operational level.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	..The entire admission is linked to online application registration and admission modules (where the admission life cycle of the students is captured in a single database in the college website [http://dhingcollegeonline.co.in/]. This

	has been done and supervises through an admission committee consisting of faculty members / IT experts of the college headed by the Principal. The management along with administrative staff review the admission process every year. Faculty members of each department assist in guiding the candidates and their parents during the admission. The College website and prospectus also gives details of eligibility norms for admission. It is given to the applicants along with the application form. During 2018-19 around 1275 students were enrolled in UG classes of which 605 boys and 670 girls students.
Industry Interaction / Collaboration	Our college has collaboration with nearby institution and local NGOs for certain academic and extension activity jointly organized for every students. Few science departments organize industrial visits as field work in their respective fields to enhance the students' knowledge and to expose the students to the world. History Students regularly visit to Sankardeva Research Centre, Bawdowa for collection of data in regards to the great Vaishnavita saint sri sankardeva. Economics/ geography/ assamese department students were taken to various historical, geographical and economically backward places to collect data on their livelihood and culture. Botany Zoology/physics/chemistry students regularly conducts field visit to industrial places . The BTHub of Dhing College establish under DBT of GOI regularly conducts collaborating projects/ extension work/ mentoring services to nearby local institution including the JNV Dhing. More recently College had signed MOU with Industry to introduce UGC-NSQF skill courses in the college which is under process. ..
Human Resource Management	..The College has various cells and committees to manage different academic and curricular activities. More over the IQAC of the college regularly monitor and advised the faculty to participate various FDP programme from time to time.
Library, ICT and Physical Infrastructure / Instrumentation	Our College library plays a vital role in the life of students by being a centre of learning on the campus. The library is automated and all books are

	bar coded. INFLIBNET and NLIST are available to access e-journals and digital books. The books meant for academics, learning and reference are extensively made available to them anytime from 8.30 am to 4.00 pm. Our library has become an inherent part of helping students/faculty with useful material. The Faculty of the library meets at the beginning of the academic year in order to plan the various duties and functions to be carried out. The library committee regularly sit in meetings and takes necessary action as and when necessary. The deliberations are recorded in the minute's notebook for improvement and future references. Feedback forms are given to the staff and students and suggestions are carried out to improve the overall functioning of the library. Our library is fully automated with MODERNLIB automation software. Books are issued and collected back using Bar-coded system. OPAC catalogue search is available. SWAYAM, INFLIBNET and NLIST are available to access e-journals and digital books. Photo copying and printing services are provided to staff, students.
Research and Development	To promote research, the staffs are encouraged to register for Ph.D, M.Phil and publish research papers. To enhance the research culture teachers are always encouraged to apply for minor/major /sponsored research projects by funding agencies like UGC/DBT/DST/MOEF/ ICSSR etc. A research committee of the college headed by principal regularly monitors the research activity conducted under PI of the concerned project/ survey work. Students are always encouraged to conduct field study and project especially on local issues. Till date college had successfully completed near about 12 minor procets, 7 major projects and publishes papers on referred journals. The Biotech Hub , an institutional laboratory infrastructure created by Department of Biotechnology, GOI is in well exist in the college with about 40 equipments of higher grade for conducting research .
Examination and Evaluation	The College follows the scheme of university examinations. Continuous Internal Assessments are conducted

	regularly. The schedule of internal examinations is made known to students in the beginning of the year through the College calendar and timely reminders are given from time to time through announcements and Notice-board college website.
Teaching and Learning	o Our College has adopted the following methods to impart knowledge to students: Chalk and Talk method• Seminars and workshops• Paper presentations• ICT teaching via LCD, Smart board, e-resources• Group discussion• One to one teaching• Audio visual aids• Quiz• Creative writing• Spoken English communicative skill• Interactive sessions• Projects and Assignments• Videos , Movies and Documentary films• Role play and Exhibitions• Field Trips and Industrial visits• Models and other aids, and preserved specimens. For science students regular practicals are done in the laboratory
Curriculum Development	Curriculum plays an important role in higher education. Since our college is affiliated to Gauhati University, the College strictly follows and implements the syllabus designed by the university. As the curriculum is designed by the University, each department of the college works towards the timely delivery of the curriculum in the best possible manner that it can give the students a theoretical as well as a practical knowledge of subjects prescribed.

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

E-governace area	Details
Planning and Development	Implementation of e-governance in our college is well practiced. Attendance of Teaching Non-Teaching staff members is governed by Biometric machines. College tender notices are displayed through website. As regards to admission, forms are filled up through online portal of the college. Student's online application of scholarship is verified by the college through online mode.
Administration	The College is having Management Information System. There are following modules in MIS. a) Admission Management b) Fees Management c) Attendance Management d) Time Table Management

	E)Examination Management F)Library Management G) Finance Management.
Finance and Accounts	College does not have Accounting Information System (AIS). But all financial data are stored in a computer based system as well as in CASH BOOK. Internal audited statements/ UC/SE are kept in the custody of Accountant in a sequential order. The authority regularly processes and analyzes store financial data and called upon it to retrieve and report such data to its users, namely accountants, auditors, government tax authorities etc. as and when required. As regards to RUSA and some of UGC Scheme PFMS is in well practice
Student Admission and Support	Information on courses, admission criteria, fee structure, extracurricular activities offered are published on College website as well in notice board at appropriate time . The detailed admission process is maintained by admission committee headed by Principal. The student admission support is provided by Admission committee comprising HOD of all departments. College adopts online mode of admission followed by offline verification of documents by admission committee. Documents uploading in all courses are mandatory. Allotment of course and subjects are finalized by admission committee in consultation with the applicants.EC quota seats are filled by the college from the applicants who apply for EC quota seats with proper documents. All vacant seats are filled up from waiting list on merit basis. In case of reservation of seats, our college follows the Assam government rooster guideline.
Examination	The Institute is affiliated to Gauhati University and follows the syllabus and academic calendar of the university. College, as a centre, conducts university end semester theory /practical examinations as per schedule published by the university. For internal assessment, along with continuous assessment college conducts internal/ sessional examinalions per subject per semester as per the academic calendar prepared by college.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee

of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
STC	1	23/09/2019	28/09/2019	07
STC	1	30/01/2019	05/02/2019	07
STC	1	01/02/2019	06/02/2019	07
OC	1	17/02/2019	16/03/2019	28
STC	1	23/04/2018	28/04/2018	07
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Dhing College Teachers and Employees Mutual Benefit Society	Dhing College Teachers and Employees Mutual Benefit Society	Students Poor Fund

6.4 – Financial Management and Resource Mobilization

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

The Institution has well established mechanism for conducting internal and external audits on every financial year. Internal audit is conducted half yearly by the internal financial committee of the college. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audits are submitted to the Governing Body of the college

for approval necessary action. External audit is conducted once in every year by an external agency. The audited statement is duly signed by the authorities of the management and chartered accountant. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Sri Bimal Ch Das (Individual/Alumni)	500000	For boundary entrance gate.

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6.4.3 – Total corpus fund generated

2000000.00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	IQAC of Dhing College
Administrative	No	Nill	Yes	Governing Body: Dhing College

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

The Parent Teacher Association is a formal organization that consist of parents ,teachers and staff that is committed to participant in college activity when invited by the college authority. The basic purpose is to encourage the parents in involvement college activity. The parent teacher association in our college is well exist. It helps us in many ways. To name are few listed below: • It helps in guiding and participating in various meetings and development activity of the college. • It helps mentoring the students • Its helps in solving students related offences and redressed. It also helps in maintaining discipline in the college.

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

The college has few support service staff. They were recruited both regular and contractual basis. At present support service staff include like Mali, Plumber, electrician, sweeper, Lab attendant, security staff, cook etc. The college authority provide adequate amount of fixed salary to the non sanctioned support service staff along with other accommodation facilities were provided to them with free of cost. The women cell of the college specially take care of their children by providing them free books and clothes in some occasions.

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

Since 2nd cycle of assessment by NAAC in 2016, the college has been ceaselessly putting pains for materializing all suggestions and recommendations put forward by NAAC Peer Team. In the light of recommendation s of NAAC Peer Team following measures has been taken by the college authority in consultation with IQAC of

the college. • Phase wise up gradation of MIS has been undertaken. • Number of faculty position has been increased. More number of Part-time guest teachers was appointed. • Students and teacher ratio has been minimized. • Integration of ICT in teaching learning process is increasing. • IQAC submitted Board of Management for introduction of PG classes in Botany, Zoology, Pol .Science and Economics and request the GB for onward submission to the Gauhati University. • To meet up the shortage of Class room, new class rooms construction under RUSA 2.0 Scheme [Phase-I] is under process of implementation . • Number of supporting staff increased to 15 nos. • More number of extension activities has been organized. Specially NSS cell of the Dhing College adopted a village where Dhing Express Hima Das [World Athletics champion] an alumni of Dhing College was born schooling from . • Computer and language lab has been upgraded. • For introduction of Skill Courses a proposal has been submitted to UGC and under process. • Gir's hostel was renovated to accommodate more students. • Provision of Multi Gym is under construction. • A separate block for skill courses under active consideration.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	A Teachers workshop was initiated by IQAC to sensitize about the preparation of Departmental Quality Assurance Report (DQAR) 2018-19 for onward submission to NAAC.	05/08/2018	05/08/2018	05/08/2018	49
Nill	Meetings were organized by HOI IQAC Cell to finalization of Technical Proposal approved by RUSA for up gradation of infrastructu	19/02/2019	19/02/2019	19/02/2019	15

	re/ renovation misc development works of the college including tender, sanction, purchase				
Nill	The IQAC convened meeting with the staff council to discuss about the introduction of new CBCS w.e.f 2019-20 system and follow up action to be taken.	03/08/2018	03/08/2018	03/08/2018	50
Nill	The IQAC Admission Committee convened meetings and took follow up action to upgrade admission portal through online with installation of software/ CCTV	26/04/2019	26/04/2019	26/04/2019	20
Nill	Construction of ICT enabled class-rooms.	17/09/2019	17/09/2019	17/09/2019	15
Nill	The IQAC Admission Committee convened meetings took follow up action to extend Poor Aid Financial support to	16/05/2019	16/05/2019	16/05/2019	142

	weaker section students having BPL card.				
Nill	IQAC conducts interview and documents verification for CAS promotion of 5 (five) Asstt. Professor.	08/08/2018	08/08/2018	08/08/2018	5
Nill	IQAC collects Regular Feed Backs from students, Parents Alumni and were analyzed.	30/09/2018	30/09/2018	30/09/2018	200
Nill	IQAC held meeting and resolved to open PG classes in Assamese, Poltical Science, and Zoology Botany from 2019-20 session.	21/10/2018	21/10/2018	21/10/2018	15
Nill	IQAC organized Students parent -Teacher Meet	07/02/2018	07/02/2018	07/02/2018	55
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Flim Screening of	14/03/2018	14/03/2018	120	25

Padman organised by women Cell IQAC		

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

Percentage of power requirement of the University met by the renewable energy sources
As a part of alternate energy initiatives, solar (SPV) panel has been installed in the campus during the year 2015 which is being used as a renewable source of energy to generate power. The solar plate has been installed in the college as a part of subsidized scheme designed by Ministry of New Renewable Energy, GOI. The SPV plates have been installed with the capacity of 50KVA. Date of Installation of Solar Plant: 2015 • Units Produced: 50KVA . After installation of solar the college has been able to save expenditure required for electrical bill. Approximate Rs.5000.00 is saved per month after the installation of SPV plant ..

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	50
Ramp/Rails	Yes	2
Rest Rooms	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	3	3	07/09/2018	01	Blood donation , Swachh bharat Cleanliness drive by NCC Eco Club of Dhing College.	Health and Environment awareness programme.	65
2018	2	2	06/11/2018	05	English Communication	Language Skill Development	56
2018	2	1	09/06/2018	2	Voters Awarness Programme	Societal Initiatives.	75
2018	3	2	02/10/2019	1	Swachh Bharat	Environment Cleanliness.	50
2018	1	1	21/06/2018	1	Int. Yoga Day	Yoga HealthNatio	120

2018	1	1	15/08/2018	1	Independence day	nal Day Observation.	50
						National day celebration.	
2018	1	1	08/04/2019	1	Tobacco Prevention	Drug Abuse.	23

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Hand Book on Disciplinary Committee.	16/08/2018	The aim of education has been to build good character besides obtaining certi?cates and degrees. All students will have to maintain high standard of discipline, good conduct and abide by rules regulations in the greater interest so fall the stakeholders. There will be zero tolerance in matters of discipline and healthy academic practices in the College. Any violation of College rules, irregular attendance, damage to College property, defacing of notice, discourtesy to teaching and non-teaching staff in any form, adoption of unfair means in the examinations may lead to suspension from the College and hostel.
Hand book on conduct of Students Self Government (DCSU)	17/08/2018	For DCSU election Code and conduction of election should be strictly followed. Dhing college strictly follow the guideline of DHE Assam .
Hand Book on Anti Ragging	14/08/2018	Ragging is totally banned in our institution. The order of the supreme court of India is strictly complied with the cases

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Demonstration on Yoga	08/08/2018	08/08/2018	145

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Dhing College is located in an area covered with naturally grown plants of diverse vegetation.The college authority has taken initiatives to make the campus eco-friendly. To build an eco-friendly campus, the entire college community is accustomed with following: 1] Conservation of energy: To conserve the energy authority always keeps watch on proper uses of electrical appliances. Strict rules are followed to witch off light when not in used. 2] Use of renewable energy: To save the non-renewable energy, the college has installed 50KV Solar Plant which is used economically and efficiently in all academic research purpose. 3] Waste management: Biodegradable waste generated from the college canteen, hostel are regularly disposed to the dumping site of Dhing Municipal Board. Chemistry and Biological laboratory waste materials are disposed separately. 4] E-waste management: The College uses a number of computers for academic and official purpose. After damage of PC's are sold out for recycle . 5] Use of Dustbins: Dustbins are placed in the key places to accelerate the proper garbage management mechanism in the campus. 6] Management of Class Room: All class rooms are made airy with proper ventilation. 7] Use of Silent Generator: In addition to solar power, college also uses 2 silent power generators not to disturb the classes. 8] Plantation Drives: Regular plantation drives are under taken in the campus by different cells and committees of the college on various occasions. 9] Celebration of Environmental Day: The College celebrates world environment day every year to aware our students to make the environment green. 10] Prohibition of mal practice: Prohibition of uses of cell phone, Donot split, No Tobacoo is the motto of college. 11] Departmental Conciousness: The department of Botany always keeps watch on scientific naming of the trees in the campus. The Department of zoology watches and preserves the nesting place of birds in the campus. 12] Frequent cleaning of Dastbin.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices: I: Students Poor Aid Fund[Help the students to help the poor] [1] Context: At the beginning of this SSR we stated that Dhing College is located in semi-urban/rural area surround by majority of agrarian and economically backward peoples.Majority of students coming from religious minority community. With the expansion of Sarba Shiksha Abhijan Achani the enrollment from primary school to College level has been increasing day by day. But due to economic backwardness huge number of students deprived collegiate education. Even they donot afford the fees for admission. Keeping this in mind the authority of the college wants to adopt a best practice in the name and style of "Poor Aid Fund" whose goals and objectives are stated below. As a societal organization the college authority extends helping hand to the economically weaker students to continue and fulfill their dream for higher study. Thus this type of motivational approach will help the student to make them a responsible citizen in the future course of time. [2]Objectives of the Practice: To create fellow-feeling among the student community. A nominal fund mobilization drive is practiced among the students at the time of their first entry into the College as a UG student. To extend moral support to the economically weaker students for higher academic and motivational prospect. [3]

Goal: To generate humanitarian feelings among the student community for better understanding about the underprivileged section of the society. [4]The Practice: The poor-aid-fund was initiated by the College authority with the help of Student's Union w.e.f 2009 to foster the philanthropic feelings amongst the students. The fund generated through this initiative meant for the help of poor students. For this purpose, an amount of Rs. 40 (Rupees forty) only is collected from each student during the admission into First semester under the head of Student Union fees and the same is deposited in a separate Savings bank account in Assam Cooperative Bank, Dhing Branch. The fund is operated by a joint committee comprised of teachers and student which is as follows: o Chairperson - Principal o Convener - Treasurer of the Student Union o Members- Two faculty members o Vice President of Student Union o General Secretary of Student Union • Table: Number of Students receiving Aids in year wise: Academic year: No. of Students receiving Aid • 2009-10 [64] • 2010-11 [73] • 2011-12 [39] • 2012-13 [112] • 2013-14 [110] • 2014-15 [114] • 2015-16 [132] • 2016-17 [136] • 2017-18 [140] • 2018-19 [142] ? Evidence of Success: • The teaching fraternity of the College has donated an amount of Rs.35000/- (Rupees thirty five thousand) to the children's of support service staff of the college . • The student of the College extends their helping hand in terms of books and food materials to the aggrieved flood victim students during 2018-19, when the Brahmaputra River created havoc in the month of July-August. ? Problems Encountered and Resources required: • The Fund Management Committee receives huge number of application seeking financial help as compared to its resource. • Limitation in financial resource mobilization. ? Contact Details: Name of the Principal: Dr. Biman Hajarika Name of the Institution: Dhing College. Town Dhing PIN: 782123 Work Phone:03672260500 (Off). 8133809105 (M) Website: www.dhingcollege.in E-mail: dhingcollege@gmail.com ? [Best Practices-II]: [Students participation in projects and field trips]: Our College regularly conducts and undertaken student's projects and field trip to community level as a measure to reach out the rural people of the locality. As Dhing College is situated in a remote area inhabited by demographically diverse population of Bodo, Minority, Nepali and other ethnic community, we feel the need of establishing a permanent linkage with these less privileged and socially distanced people to make our students familiar with their socio- economic status and cultural heritage. With this aim in view, we envisage a plan of organizing field trip to these areas and providing project work every year on socio-economic and cultural ethos of these rural folk. Our motto here is to provide our students an opportunity of gaining a first-hand knowledge about these masses. These practices enable our students to relate their bookish knowledge with the reality coupled with a sense of responsibility to uplift them. Such practices have created a visible impact on the greater Dhing area. This means that learning goals and community engagement goals should be closely aligned. Content should inform students about various dimensions of their community project and, likewise, community engagement should allow opportunities to learn course content at deeper levels. Without this integration, student learning and community impact can be limited. During 2018-19 various departments of the college had organized a number of projects and field trips which were shown in Criterion I [Sl. 1:3:2].?

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://dhingcollege.in/ugc_notice/pdf_db/Institutional%20Best%20Practices.PDF

7.3 – Institutional Distinctiveness

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

INSTITUTIONAL DISTINCTIVENESS: Dhing College, a pioneer institution of higher

learning in the North Western part of the undivided Nagoan district of Assam, has played a pivotal role in providing the students a first-degree education in all permitted branches under Gauhati University. Since its inception, the college has been providing a platform to the poor and marginalised sections students to gain value-based holistic learning by integrating traditional and innovative practices combined with the core values of gender and racial equality, human rights and ecology in order to make them socially responsible citizen. We pledge to provide quality education to our students for their all-round development. With the broadening of the horizon of the higher education, all educational institutions have been called upon to adopt and evolve. In response to the same, Dhing College has been shouldering its responsibility of spreading knowledge to the stakeholders. Our college believes that the purpose of education is to turn mirrors into windows, and therefore, focus is thrown not only on pure studies but also on providing opportunity to each and every student to explore his/her own capability in curricular, cocurricular or extra-curricular areas of interest. The vision of the institute focuses on making higher education accessible to students coming from demographically diverse population of Bodo, minority, Nepali and other backward communities residing in its vast catchment area. Most of these students are first generation learners who greatly influence the changing socio-economic pattern of the community. Many of these economically less privileged and geographically distanced students who secure admission to the various courses run by our college have already been able to build their careers with the help of the education received from our highly dedicated faculty. Our college opened its doors in 1965 in a rural set up to foster integral development of the students by enabling them to be intellectually alert, emotionally balanced, morally sound, socially committed, culturally enriched and spiritually oriented. The location of the college endowed with rural beauty, serenity and tranquillity has also created an education friendly environment. The college commenced with a humble beginning that followed a prosperous path and achieved a milestone of celebrating the Golden Jubilee - 50 Glorious Years of its existence in 2015. When set up, the college was a one stream institution imparting education in Arts subject only. Later on, to cater to the demands of the Science aspirants, the Science stream was opened in 1987 which was eventually brought under the deficit system in 1998. Recently, in 2016, the Commerce stream was put into force which, since inception has been receiving a good response from all corners of the greater Dhing. Today the college is able to position itself as a reputed educational entity in fields ranging from academics, sports activities and cultural programs by providing access to quality education for all, with a special emphasis on under privileged students enrolling from backward Char Areas within the undivided Nagaon District of Assam. Dhing Express Golden Girl "Hima Das" a student of this college became the world champion in U 20 world athletics. As majority of our students belong to rural families and socially marginalised groups, and half of the students belong to girl's community, the college takes pain to nourish them to find out their latent talents. They belong to illiterate families and suffer from cultural disorientation. Many of them even hesitate to talk in the local language to the faculty members regarding their difficulties. However, we identify such students and solve their problems at the departmental or individual level. Our faculty members help them to correspond with government authorities like scholarship issues, filling online forms etc. The women cell of the college very often organizes women empowerment program for making the girl students confident enough to struggle the battle of life. Various eminent personalities are being invited for the guidance on several issues related to health, human rights and gender discriminations. Cultural section of the college provides them with an opportunity to participate in various cultural competitions of the college and university level. In addition to the classroom interactions, project work, Yoga Camp, short term industrial visit, oral presentation, seminar/symposium/

workshop, paper presentation and access to e-journals and e-books have been provided to the students to make them fit in all possible ways. With encouragement and support these students gradually develop into confident and responsible citizens of India. We feel happy to see them complete their graduation and post-graduation and secure placement. We humbly believe that the success of our college can certainly be observed when we notice first graduate of the villages and empowered women. And we think that this is the distinctiveness of our college.

Provide the weblink of the institution
http://dhingcollege.in/ugc_notice/pdf_db/INSTITUTIONAL%20DISTINCTIVENESS.pdf

8.Future Plans of Actions for Next Academic Year

 ? Future Plan for the period 2018-19: • To assist the faculty to participate in FIP programme. • To increase the number of research activity of the college in the form of Minor Major projects. • To organize more number of seminar, workshops, hands on training, students projects community field trips. • The number of training programme for science students will be increased. • Further up gradation of MIS Smart class will be undertaken. • Skill based courses will be introduced in the curriculum. • Construction of a Aqua Culture pond in the campus will be undertaken to generate revenue. • RUSA Scheme 2.0 will be implemented. • More class room will be constructed. • Science building G2 will be upgraded to meet up the shortage of lab class room for introduction of PG classes.