Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**DIMORIA COLLEGE, KHETRI**
Name of the head of the Institution	**Mr. Pranjal Kumar Das**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**919435149627**
Mobile no.	**8658333501**
Registered Email	**dimoriacollege.khetri@rediffmail.com**
Alternate Email	**dimoriacollege.khetri@gmail.com**
Address	**Khetri**
City/Town	**Guwahati**
State/UT	**Assam**
Pincode	**782403**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Manabjyoti Barkakaty**
Phone no/Alternate Phone no.	**09435149627**
Mobile no.	**9435104315**
Registered Email	**iqacdimoriacollege@gmail.com**
Alternate Email	**p2gogoi@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://dimoriacollege.ac.in/aqar.php

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://dimoriacollege.ac.in/calendar.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**A**	**3.10**	**2011**	**08-Jan-2011**	**07-Jan-2016**
1	**B+**	**76**	**2004**	**04-Nov-2004**	**03-Nov-2009**

6. Date of Establishment of IQAC	**02-Jan-2005**

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
Swachh Bharat summer internship programme supported by NSS, DCK	**01-May-2018** **30**	**52**

unit		
Flood relief programme in Lahorighat, Morigaon	25-Aug-2017 2	30
Superstition, social evil awareness programme supported by DHE, Assam Science Society and Dimoria college	21-Aug-2017 1	28
Popular lecture series supported by Assam Science and Society	20-Feb-2018 1	32
[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
Dept. of Bio-Technology	Institutional BioTech Hub	Department of biotechnology (DBT), govt. of India	2014 1825	423000
[View File]()				

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 :	9
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)

Field survey as part of regular and outreach programme

Plantation drive in the college campus

Cleanliness drive jointly with NSS, Dimoria college NSS unit

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
Suggestion for increasing the seating arrangements for students (03/08/2017)	With increase in number of admission, the increase in seat is imminent.
To emphasize on the students participation in various cultural and sports activities inside and outside the college.	It is always an encouraging thing to have an all-round development of the students of the college. The college will be happy to state that every year a good chunk of boys and girls join armed forces every year from our college.
To hold maximum number of seminars, popular talks etc. by the departments for the betterment of the student community and teachers.	Seminars and talks help and keep the academic environment up to date
To introduce ICT tools for better teaching by the faculty members.	Existing ICT facilities in the college have given an extra edge in teaching and learning methodologies.
To hold programmes like Yoga for maintaining good health and minimisation of mental stresses of teachers and students.	Keeping in mind that college give importance on the well-being of its employees and students, which will help to maintain academic environment and vibrancy in the college.
To hold teacher training programmes in the college with the collaboration from the external agencies.	Teachers were highly benefitted from the training and motivated for imparting quality education to the students.
Suggestion is made to temporarily fill up the vacant positions with AD-Hoc faculties until permanent appointments are made so that the academic activities run smoothly (11/03/2018)	In a urgent basis college has appointed Ad-Hoc faculties to continue to the learning and evaluation process
With the retirement of the senior faculties, there is an urgent need of faculty recruitment for various departments and suggested to fill up the vacant positions (04/09/2017)	Necessary documentation has been sent to the higher authority to quickly fill up the vacant positions..

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date

Governing body	22-Nov-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	03-Apr-2018
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 college has been using College Automation software since 2009. It includes all student related parameters i.e. no. of students, caste wise student list, total, male female, list of PG students caste wise etc. The Automatic Attendance System for teaching and nonteaching staff with a face recognition machine has been successfully operative since 2010. For financial transactions an Accounting software was introduced in 2013 by a vendor namely Pacific Technologies based in Guwahati. Online payments of admission fees for students have already been introduced in 2017 and are continuing smoothly. The Library management information system was based on SOUL software. Works pertaining to data entry on this platform were done by the library staff, where books searching, issue and return were openly accessible to both student and faculty members. However due to some technical fault, the Soul software is temporarily nonfunctioning. There is a provision for feedback from students on the institutional website. Online grievance redress mechanism is another management aspect in the web site. There are departmental admins to enter details of departmental activities, events and departmental achievements. All such data uploaded in the institutional web site are subjected to review and approval by the technical expert attached with IQAC.

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

The college follows the syllabus of the Gauhati University. Dimoria College constitutes an academic council for smooth execution of the academic curriculum at the beginning of every academic year. The council is very robust and strict in adhering to the guidelines in implementation of the syllabus of Gauhati University. The initiation of the ICT facilities in the colleges has been an added advantage in the process. The council makes sure the HODs of smoothly implements the syllabus in the class. Field study, laboratory practical, assignments, seminars and surprise tests are conducted in a timely fashion. Further, sessional examinations are also conducted at a regular interval to access the students.

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
Career oriented Certificate Course on Geological Survey sponsored by UGC	Certificate Course on Geological Survey	04/09/2017	180	Surveying Job	Handling of Theodolite, Total Station, Plane Table Survey
Career oriented Certificate Course on Economics sponsored by UGC	Certificate Course Rural Marketing	30/07/2017	180	Management Job	Entrepreneurship in rural marketing
Career oriented Certificate Course on Hindi sponsored by UGC	Professional Hindi Writing	01/11/2017	180	Raj Bhasa Specialist	Hindi writing

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill
[View File](#)		

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

Name of programmes adopting	Programme Specialization	Date of implementation of

CBCS		CBCS/Elective Course System
Nill	Nil	Nill

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

	Certificate	Diploma Course
Number of Students	74	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
Sixth Months Professional Hindi Writing (Dept. of Hindi)	01/11/2017	23
Sixth Months Rural Marketing Certificate Course (Dept. of Economics)	30/07/2017	23
ECO 2054: Quantitative Aptitude and Test of Reasoning. Dept. of Economics.	01/08/2017	28
ASM 1054: Creative writing, Dept. of Assamese.	01/08/2017	35
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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
BSc	Field Trip to Kaziranga National Park, Assam (April 2, 2018) (Dept. of Zoology)	24
[View File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
Feedback is very essential for qualitative assessment of the student and the faculties. We don't follow a proper method of feedback system though we discuss with students from time to time regarding the ways to improve the academic and extra-curricular activities of the college. However, we take essential and

timely assessment of the needs and lacks that the students face every year. For example the special classes for weaker students, upgradation of the sports infrastructures, upgradation of the library and canteen facilities. Books and financial assistance are also provided to the needy and underprivileged students. Suggestions on various aspects of administration, office automation, training of employees, canteen, library, classroom, ICT facilities, sports infrastructures, hostel , campus development, use of non-conventional energy, received. The feedback received through online mode were analysed graphically. The received feedback was discussed in IQAC meeting thoroughly point by point. Some suggestive measures as put forward was discussed elaborately and made a detail report for further discussion and necessary corrective measures to put forward to the Principal cum secretary and Governing Body of the college. Principal cum secretary of the college received the report sent from IQAC and placed in the subsequent meeting of Governing body for necessary measures. The report was discussed in the Governing body meeting thoroughly. The meeting prepared a action taken report (ATR) on various points of the report as suggested in the IQAC meeting. The GB assigned the Principal to make necessary measures to implement the ATR at the earliest. In this regard strength of the college was also considered for further upgradation and development of the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ARTS	1050	1200	880
BSc	SCIENCE	450	539	499
MA	ASSAMESE	80	104	76
MSc	ECO-RESTORATION	40	65	25
MSc	ENVIRONMENT MANAGEMENT	40	45	36
MSc	GEOLOGY	20	26	21
PGDCA	COMPUTER APPLICATION	40	42	32

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1379	252	58	9	67

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	Number of	ICT Tools and	Number of ICT	Numberof smart	E-resources and

Teachers on Roll	teachers using ICT (LMS, e-Resources)	resources available	enabled Classrooms	classrooms	techniques used
96	45	20	8	4	7
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 college has introduced Students mentoring system from the academic year 2019-20, to have a close contact with the Students to Enhance their learning capability establishing a Good Communication between teachers and learners. Since, Dimoria college is in a rural and tribal belt we are having many first generation and large number of students under BPL. So, to cater the academic needs we need a students' mentoring system. It aims to: a. enhance teacher-student contact hours b. enhance students' academic performance and attendance c. minimize student drop-out rates d. identify and understand the status of slow learners and encourage advanced learners e. render equitable service to students With a wide variation in the student population in regard to educational and economic background, the system promises to provide a better understanding of individual students and bring out their highest potential. It also appears to be the most effective method/weapon for mitigating cases of those students who are vulnerable to drop-out from studies. To make the system effective a Mentoring Guidelines is prepared by the IQAC to ensure uniformity. 1. Mentors maintain and update the Mentoring Format which contains space for entering particulars and performance of students (class tests, monthly attendance records, etc.) 2. After collecting all necessary information, Mentors are expected to offer guidance and counselling, as and when required. 3. It is the practice of Mentors to meet students individually or in groups. 4. In isolated cases parents are called for counselling/special meetings with the Principal at the suggestion of the Mentor. 5. If a student is identified as having weakness in particular subject, it is the duty of the Mentor to apprise the concerned subject teacher. Uniqueness: The institutional practice of Mentoring System has been designed and implemented – to be student-centric and to render equitable service to students of varied academic financial backgrounds. Equally we are also have faced – Constraints: With the introduction of continuous assessment under the Semester System, time factor could be a constraint for Mentors also less conscious parents. In spite of some constraints it is expected the institutional practice of Mentoring System will considerably enhanced the campus environment and brought about a change in academic achievement in the students of under privileged classes.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2397	57	1:42

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
68	57	11	Nill	25

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Pankaj Namasudra	Assistant Professor	Kamakshi Acharya Sanmaan
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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
BSc	Anthropology	vi	18/06/2017	01/07/2017

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

The Internal Evaluation process is based on sessional examinations, attendance, home assignments and class surprise tests. The Dept. heads look after the progress and standards of the teaching activities and if required special tutorials are also undertaken for weaker students. Besides this, the students are assigned under a mentor teacher which continuously evaluates and monitors the mentees in his/her curricular/co-curricular/extra -curricular activities.

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

The academic calendar has been prepared in line with the academic calendar of the affiliating Gauhati University. However, the dates which don't exactly fall according to the University calendar are decided by a committee authorised to take all the decisions regarding the academic activities of the college. The committee also decides the other co-curricular activities such as college week, freshmen social etc. The committee also decides and declares the admission dates which is duly published in the college website and in all the local newspapers. The list of holidays are strictly followed as per Gauhati University calendar and Govt. of Assam holiday list. The college also adheres to any urgent local holiday declared by the govt. The sessional and final examinations are conducted as per Gauhati University guidelines and schedules or as notified by the University.

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://dimoriacollege.ac.in/IQACarchive.php?iqacArchive=Course%20Outcome%20and%20Programme%20Outcome

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
UG	BA	ARTS	218	171	78.44
UG	BSc	SCIENCE	110	103	93.63
PG	MA	ASSAMESE	38	34	89.47
PG	MA	ECONOMICS	17	16	94.11
PG	MSc	ECO-RESTORATION	20	19	95
PG	MSc	ENVIRONMENT MANAGEMENT	17	17	100
PG DIPLOMA	PGDCA	COMPUTER	8	8	100

		APPLICATION			
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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)

NA

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	1825	Department of Biotechnology (DBT), Govt. of India.	35.47	4.23
		View File		

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
Nil	Nil	

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
Outstanding contribution for Entrepreneurial Development in Agriculture	Dr. Dhrubajyoti Sarma	Assam Agriculture University	04/06/2018	Horticulture
		View File		

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
NA	NA	NA	NA	NA	Nill
		View File			

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
ECONOMICS	1

ASSAMESE	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	3	Nill
National	Economics	1	Nill
National	HINDI	1	Nill
International	HINDI	2	Nill
International	POLITICAL SCIENCE	1	Nill
International	EDUCATION	3	Nill
International	ECONOMICS	3	Nill
International	ZOOLOGY	2	Nill
International	ECO-RESTORATION	2	Nill
View File			

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
Anthropolgy	1
Education	2
Assamese	3
Economics	1
Geology	1
Political Science	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Premchand ke upanyash main nari samashya	Jitika Deka	Excellence International Journal of Education and Research	2017	0	Dimoria College	Nill
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication

Nil	Nil	Nil	Nill	Nill	Nill	Nil

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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	1	5	3	Nill
Presented papers	7	38	Nill	Nill
Resource persons	Nill	Nill	Nill	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
CATC Camp	60 Assam Girls BN NCC	1	17
Yoga Day	Dimoria College	2	45
Swachh Bharat Abhiyan	Dimoria College	2	42
SNIC Camp	60 Assam Girls BN NCC	1	4
IGC Camp	60 Assam Girls BN NCC	1	5
CATC Camp	60 Assam Girls BN NCC	1	29
Yoga Day	Dimoria College	2	50

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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
NA	NA	NA	Nill

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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
Swachh Bharat Abhiyaan, Govt. of Assam	NSS, Dimoria College	Swachh Bharat Summer Internship Programme supported NSS,	1	52

DHEs awareness programme	NSS DIMORIA COLLEGE	DCK Unit Superstition, Social Evil Awareness Programme supported by DHE, Assam Science Society and Dimoria College	2	28
[View File](#)				

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
Nil	Nil	Nil	0
[View File](#)			

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
Nil	Nil	Nil	Nill	Nill	0
[View File](#)					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	Nil	Nill
[View File](#)			

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
8500000	8510498

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Existing
Campus Area	Existing
Class rooms	Existing
[View File](#)	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nil	Nill	Nil	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19097	2098410	263	172742	19360	2271152
Reference Books	2651	1072200	132	86371	2783	1158571
Journals	3688	123044	170	7865	3858	130909
			[View File]()			

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
NA	NA	NA	Nill
		[View File]()	

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	43	7	8	2	2	5	22	10	0
Added	4	0	2	0	0	0	5	0	0
Total	47	7	10	2	2	5	27	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
DIGITAL ROOM	http://dimoriacollege.ac.in/facilities.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	Expenditure incurred on	Assigned budget on	Expenditure incurredon

academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilites
8400000	8485947	2500000	2536896

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)

Dimoria college has a very systematic procedure for maintaining its physical, academic and support facilities. The college follows strict rules and regulations and policies in maintaining and utilizing its laboratory, library, sports complex, computers, class rooms, power back-ups (diesel generators, inverters etc). Since the college has both science and arts faculties so it has number of laboratories. These laboratories are maintained by the respective departments. Each and every science departments have their own laboratory assistant. There is a system of keeping record of different instruments, utensils, furniture and gadgets in each of the department. Every year the departments of the college check the status and conditions of the stocks of the laboratory and prepares a report which is sent to the college authority for necessary action. The college has library with sufficient books, journals, periodicals, News Paper and magazines. The library is maintained under the strict guidance and super vision of a librarian. There is sufficient number of assistants to help the librarian in the library. The library is partially automated and run by modern and sophisticated software. There is an air condition system in the library. The air conditioners are used when it is necessary. There are enough furniture, bookshelves, stands, chilling fans, lights, etc in the library. The library has its own photo copier machines for the students and teachers. The academic committee, departmental heads and students union give their opinion, suggestions and recommendations when some issues are cropped up in the library. Dimoria college has a large play ground where the students of the college take part in different games and sports. The college also has a basketball playground which was built as per international norms. Apart from these there is a large auditorium in the college for cultural functions which is also used for some special type of indoor games such as Table Tennis, Badminton, Chess, Muscle wrestling etc. The college appoints a teacher as teacher in charge to help the Sports and Games Secretary for smooth running of the activities related to Sports and Games in the college. There is an advisory committee which frames different policies and agenda for the development of the sports related issues of the students. The college has sufficient numbers of class rooms of different size and capacity. The class rooms can be classified as Digital or Smart class rooms and non-digital rooms. The class rooms again can be categorized in two types, viz., class rooms which are maintained by respective departments and class rooms which are known as general class rooms. The academic committee of the college decides the requirement of the desk and benches and other needs of the class rooms. In order to keep the class rooms clean and hygiene there are two cleaners, several numbers of chowkiders and other fourth grade employees in

http://dimoriacollege.ac.in/upload/Infrastructure_Maintenance.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	NA	0	0
Financial Support			

from Other Sources			
a) National	OBC, ST, SC	343	1745400
b)International	NA	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
Swachh Bharat Summer Internship Programme	01/05/2018	60	60 (A Girls BN) NCC Unit Khetri NSS Dimoria College
Flood Relief Camp	27/08/2017	75	NSS Dimoria 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	Seminar on career in govt. jobs	115	115	Nill	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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	Nill	Nill	Nil	Nill	Nill
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	2	BA	Anthropology	Cotton University	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
Cultural Rally	**Intra-institutional**	**180**
Departmental Wall Magazine Competition	**Intra-institutional**	**21**
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5.3 – Student Participation and Activities

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

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

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

The student council of Dimoria College, namely, Dimoria College Students' Union (DCSU) has been actively working for the protection and promotion of all round development of the student community and also for the betterment of the college. Every year election is held for the selection of DCSU members in the college. Student council of Dimoria College has been serving as the voice for the entire student community of the college and actively working with the teachers and advisors to promote a better learning environment in the college. DCSU has also been performing for upholding the values and vision of the college and for promoting a sense of responsibility among the students towards the college. The college student council in consultation with its Faculty Advisor organized major events in the college. Some of the major activities done by the DCSU during the academic year 2017-18 were as follows- • Organization of General Freshmen Social in the College. • Organization of Annual College Week. • Organization of Saraswati Puja in the college. • Publication of College Magazine. • Celebration of Independence Day in the college. • Prevention of ragging inside the college campus. • Participation in Inter-College Youth Festival organized by Gauhati University. • Participation in various co-curricular activities through NCC and NSS unit. • Organization of meetings for interacting with the college authorities. • Representation of the members of student council in Academic and Administrative Committee of the college such as College Magazine Committee, Cultural Committee, Sports Committee. The President and General Secretary of the college student union are the active members of the IQAC.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:
0

5.4.3 – Alumni contribution during the year (in Rupees) :
0

5.4.4 – Meetings/activities organized by Alumni Association :
0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The College is located in a tribal-belt. A considerable population in the area falls in the under-privileged section. The college caters to the academic needs of the people in the area. For the smooth functioning of the institution the Governing Body entrusted the responsibility of managing the Academic and Administrative functions to two senior most faculty members. This decentralization resulted in smooth and efficient functioning of the college. Most of the academic and administrative decisions are initiated by the Principal in consultation with senior teachers and the various heads of the departments. The Governing Body entrusted the Principal with powers to form committees to manage various activities (both routine and special) so as to ensure efficiency and proper management. Admission Committee, Election Committee, Construction Committee, committees for sports and cultural activities, etc. are formed. The Internal Quality Assurance Cell (IQAC) is comprised of various committees to look after the development related issues of the college. Each committee is required to look after and manage a specific developmental aspect of the college. The committees are formed on the basis of the various criteria as mandated by the NAAC. Additional committees are also formed to look after the aspects that do not come under the purview of these criteria. This helps the administration to create a positive environment and effect an all-round development of the college. The Students' Union and other students are also involved in many activities. The students' union is usually entrusted with the responsibility to organize and manage the sports and cultural activities with active guidance of the teachers. Similarly, the students also organize the Saraswati Puja on their own with guidance from the administration. Such decentralized environment has helped the college to overcome contemporary challenges and helped the teaching, non-teaching staff and the students to evolve innovative and efficient solutions to all the challenges and problems encountered in the functioning of the academic and administrative functions of the college.

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

Partial

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
Human Resource Management	The faculty members of deferent departments have been engaged in different in house activities and

	bodies. All pending AQARs for the period December 2014 – June 2018 have been completed and ready to submit to the NAAC. To do the 7 different AQAR/SSR Preparation Sub Committees have been engaged for the smooth running of the NAAC process. For data entry pertaining to the different criteria, two faculty members from Computer Science Department were engaged in the IQAC office. Moreover, a contractual person from the field of computer related activities has been engaged in the IQAC office for creating a new institutional web portal and uploading all relevant data. The Departmental Advisory Committees were reconstituted through involvement of teachers, students and guardians.
Library, ICT and Physical Infrastructure / Instrumentation	? Library, ICT and Physical Infrastructure / Instrumentation: Several ICT facilities have been initiated in this academic year
Research and Development	Regarding the research and development the institution has given it has given its effort to upgrade the library resources for being used in future by various faculty members who intends to pursue various forms of research. Two academic departments started functioning from the newly constructed Building during the current assessment year. Three new departments have been planned to be shifted to first floor of another new building. A Guest Room provision has also been made in the first floor the old building. The central library has been converted into partial digital mode. A digital conference room was inaugurated in the new building while new ICT enabled classrooms were also added.
Examination and Evaluation	The process of examination and evaluation is done as per the mandate of the Gauhati University to which the college is affiliated. However, tentative dates for sessional examinations are mentioned in the prospectus to give a fair idea to the students. The sessional examination is conducted by the college authority and the concerned departments on prior notice and as per timetable issued. The evaluation process of the sessional examination is done by the respective departments and the marks are processed for submission to the University. The

	practical examinations are conducted by the concerned department under the supervision of External Examiners appointed by the university. The evaluation process of the Semester-End final Examinations are controlled and managed by the Controller of Examinations, Gauhati University. However, the University allotted the zone for BA. The Principal being the Zonal Officer of the allotted zone appointed 3 Assistant Zonal Officers for smooth functioning of the Zone. The zone successfully facilitated the evaluation process within the stipulated time. However, the zone had no role in the evaluation of the answer scripts of the college as these are sent to other zones.
Teaching and Learning	The teaching and learning activities involve both traditional and modern methods. Some classes are held in classrooms using the 'chalk and talk method' or the lecture method. Smart classrooms are used for teaching and learning by some of the departments that have the facilities. Other departments also avail these facilities through mutual arrangement as and when required. The college is making efforts to provide facilities for ICT classrooms accessible to all departments and faculties to in order to enable the adoption of modern and state-of-the-art techniques for proper teaching and learning.
Curriculum Development	Development of curriculum is outside the purview of the institution. However, being an affiliated college under Gauhati University the faculty members, who are members of the Committee of Courses and Studies (CCS) under Gauhati University took active part in the development of the CBCS curriculum for Three Year Degree Course (Honours and Regular) under Gauhati University.

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

E-governace area	Details
Finance and Accounts	The Finance and Accounts department maintains a monthly profile of all the employees to disburse the salaries and other funds to their respective headings. The Finance Dept. of Assam collects the attendance information of the DDO (Principal) and disburses the

	monthly salary from their account via internet banking. The temporary position get their salary via RTGS/NEFT system from the college account.
Student Admission and Support	Dimoria College maintains an online system for student admission. In the online system, the students get prior opportunity to select their subject based on the marks of the qualifying examination. Once they are shortlisted for admission, a text message will be delivered with an online link for payment. Hence, the admission process in Dimoria College is very smoothly and hustle free.
Examination	Dimoria College follows the examination schedule of Gauhati University. The notifications for examinations are published in the university website and subsequently that is followed in the college instructed by the Principal. However, marks of the sessional examination is however uploaded online in the GU examination portal which is reflected afterwards in the final marksheet of the candidates.
Planning and Development	To use ICT in the process of planning college-events and activities, institute uses personal e-mails. Important notices and reports are also circulated via e-mails. E-governance is the integration of Information and Communication Technology in all the working processes of the system. It aims to minimize the manual efforts and improve the communication, create transparent system, and to be cost and time effective.
Administration	The administration uses MIS to monitor and control all the official proceedings of the colleges. E-mails, WhatsApp groups are some of the medium of instruction for smooth rendering of the documents.

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
Nill	Nil	Nil	Nil	Nill
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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)
Nill	Nil	Nil	Nill	Nill	Nill	Nill

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC sponsored Orientation Programme by HRDC Gauhati University	2	07/02/2018	06/03/2018	29
Orientation Programme, HRDC NEHU, Shillong	2	19/02/2018	18/03/2018	29
UGC sponsored Orientation Programme by HRDC Gauhati University	1	21/08/2018	17/09/2018	27

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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	10	Nill	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	0

6.4 – Financial Management and Resource Mobilization

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

Financial audits have been regularly undertaken by govt. as well as non. govt professional bodies time to time. A committee was constituted to overlook the financial transactions of the college and its smooth implementation in different developmental as well as academic activities. The committee is chaired by the Honourable Principal of the college. The Accountant and the Head Assistant have been appointed the main office bearers for record keeping and disbursal of the funds. The college also constituted a body for bringing in CSR funds from different private/public bodies for all round development of the

	college.

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
NA	0	NA

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6.4.3 – Total corpus fund generated

0

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	NA	Yes	Dr. Apurba Buzar Baruah
Administrative	No	NA	Yes	Dr. Apurba Buzar Baruah

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

NA

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

1. Training programme for administrative staff on college management. 2. Special training on office automation. 3. Training on Public Fund Management Scheme (PFMS)

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

1. Upgradation of the science laboratories and modification wherever required. 2. Office automation. 3. Upgradation and beautification of the college website.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Superstition, Social Evil Awareness Programme supported by DHE, Assam Science Society and	21/08/2017	21/08/2018	21/08/2018	28

| 2018 | Popular Lecture Series supported by Assam Science Society | 20/02/2018 | 20/02/2018 | 20/02/2018 | 32 |

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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
Competition of Girl Students (Traditional Food, Rongoli, Mehendi etc.)	01/03/2018	07/03/2018	50	Nill

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
- Use of LED Bulbs - Notice boards in the corridors of College buildings to motivate the students and teachers towards Power Saving.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Ramp/Rails	Yes	Nill
Scribes for examination	Yes	Nill
Any other similar facility	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	5	5	01/05/2018	60	NSS and NCC (Girls) and other student v	Cleanliness and proper sanitation	25

| | | | | olunteers participated in Swachh Bharat Summer Internship Program under MHRD, Govt. of India | |

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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)
College Prospectus	07/07/2018	The Prospectus of Dimoria College holds the key features like Honours courses in all subjects except Statistics, Biotechnology, Folklore and Linguistics, PGDCA, scholarships for brilliant students, hostel facilities for girls, upgraded science lab funded by DST and UGC-BSR grant, Govt. of India, PG courses in 5 subjects: Assamese, Economics, Geology, Env. Management and Eco-Restoration. Research Facilities for PhD programmes in Economics. DST fellowship for PhD degree for toppers in M.Sc. in Env. Management and Eco Restoration.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Cleanliness and Sanitization	01/05/2018	31/07/2018	25

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

Plantation of Trees of Medicinal Values 2. Use of LED Bulbs 3. Tobacco Free Zone 4. Plastic Free Zone 5. Use of Dustbins for waste Products

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Maintaining sustainable environment 2. Social awareness initiatives 1.Activities through the N.S.S Unit (National Service Scheme) Objectives- ? To

help the students in understanding the community in which they work . ? To help the students in identifying the problems of the community and involving them in solving the same. ? To develop leadership qualities, democratic attitude and social harmony amongst the students. Context - With the aim of developing personality and the much needed qualities of democratic citizenship amongst the students, the college has opened up the NSS Unit. This Unit is one of the active Units in the college since its establishment in the year 1985. The Practice - The NSS Unit of Dimoria College has been organising various kinds of activities throughout the year. The present Programme Officer of NSS Unit of the college is Anup Dutta Baruah, Assistant Professor, Dept. of English. The following are the list of programmes organised by the NSS Unit : ? Environmental Awareness Programme ? Programme on Drug Abuse ? Blood Donation Camp ? Tree Plantation Programme ? Anti Tobacco Campaign ? Mask Distribution during Pandemic ? Paper Bag Making Training ? Cleanliness Drive ? Sanitation and Hygiene Programme Evidence of Success - ? The NSS Volunteers have been trained in life skills, leadership skills and personality development. ? Students have got the opportunities to participate in various State and National level camps. Problems - Infrastructure related problems. 2. Awareness Programmes Objective- To aware the teachers and students regarding social, health, educational, environmental issues. The Context- Making the teachers and students aware of the issues related to society, environment, education, hygiene and a to create a friendly, healthy and safety niche for the women inside the college campus. The Practice - The following awareness initiatives happened during the period : Towards Environmental Awareness : -Initiatives taken to make the campus tobacco free and plastic free. -Plantation of trees having medicinal values. -Spreading medicines to make the campus dengue free, malaria free. Towards electricity consumption : -Switching off the lights and fans after class. Awareness towards education : -To provide free education to the local tribals nearby college. -Distribution of books to the needy ones. Hygiene awareness : -Cleaning the campus under 'Swacch Bharat Abhiyan' -Proper sanitation Safety precautions towards the females : -Creating a friendly and healthy atmosphere for the female folks inside the campus. Evidence of Success - Many programmes have been organised to bring such awareness to the college campus. Problems : Funds and infrastructure.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://dimoriacollege.ac.in/upload/bst/1643105974.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

Dimoria College has been one of the pioneer institutes amongst South East Asian countries with Post Graduate departments like Eco Restoration and Environment Management keeping in view some major points like Global Warming, Climate Change and Environment Protection with students exchange programs under DAAD scholarship with Brenden Burg Technical University, at BTU Cottbus, Germany. Dimoria College has conducted various programmes such as environmental awareness, drug abuse, blood donation etc. Most of these activities are conducted under the NSS wing of the college. The NSS wing of Dimoria College is a responsive, learning and continuously evolving organisation that is guided by certain values which it looks to instil among all ranks of NSS. Dimoria College is one of those colleges in Assam which have the blessings of greenery in and. around the college campus. The college is located in a naturally beautiful environment. There are abundance of trees and plants throughout the campus which contributes a lot to the nearby environment by providing a good amount of oxygen and improving the quality of air. In order to maintain the green campus

and to create an eco-friendly environment in the college, some initiatives have been taken by the college such as- · Pedestrian friendly pathways in the campus. · Plantation of trees. · Restricted entry of vehicles inside the college campus. · Ban on the use of plastic. · Creating a tobacco free zone. · Use of LED lights. Using minimum papers by encouraging online admission, online classes, online study materials etc. Also most of the records are kept in office computers. Notices and other information are communicated through WhatsApp groups and e-mails. Use of public transport by most of the students instead of using private vehicles and so on. Apart from this, the college also gives importance to cleanliness and hygiene. Thus , the college has been making attempt to maintain the environment in the nearby areas of the campus.

Provide the weblink of the institution
http://dimoriacollege.ac.in/upload/iqacarchive/1643262602.pdf

8.Future Plans of Actions for Next Academic Year

 To develop the college sports infrastructure with earth filling and construction of basketball court. To build the pavilion in the playing ground. To maintain the fresh water bodies inside the college campus. To set up a central computing facility. To enhance the existing Wi-Fi facility in the college campus. To start few professional courses. To provide pure, safe drinking water 24x7 through installation of RO filters at every department of the college. To work towards energy self-sufficiency through installation of solar energy panels. To automate/ digitalize various office administration processes. To support various staff benefit (Teaching and Non-Teaching) and welfare measures.