YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   **FURKATING COLLEGE**

- Name of the Head of the institution   **Dr Apurba Saikia**

- Designation   **Principal**

- Does the institution function from its own campus?   **Yes**

- Phone no./Alternate phone no.   **9365446210**

- Mobile No: **9435154761**

- Registered e-mail   **furkatingcollege01@gmail.com**

- Alternate e-mail   **apurba_saikia22@yahoo.com**

- Address   **PO-Furkating Dist-Golaghat Assam PIN-785610**

- City/Town   **Golaghat**

- State/UT   **Assam**

- Pin Code   **785610**

2.Institutional status

- Type of Institution   **Co-education**

- Location   **Rural**

- Financial Status   **Grants-in aid**

- Name of the Affiliating University   **Dibrugarh University**

- Name of the IQAC Coordinator   **Indira Gogoi**

- Phone No.   **03774296349**

- Alternate phone No.   **6003149751**

- Mobile   **9435515241**

- IQAC e-mail address   **indiragogoi@furkatingcollege.co.in**

- Alternate e-mail address   **indira_gogoi09@redifmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.furkatingcollege.edu.in/wp-content/uploads/2022/11/AQAR-2020-21.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/ilovepdf_merged.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 4	**A+**	**3.36**	**2022**	**08/02/2022**	**07/02/2027**

6.Date of Establishment of IQAC   **12/01/2004**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**RUSA 2.0**	**RUSA,Assam**	**2021-22**	**200000**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   `7`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

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

`Organized one NAAC sponsored & one ICSSR sponsored seminar.`

`Linkage established & MoU made with reputed institutions.`

`One workshop organized on Question Paper setting & Tabulation .`

`Ten research papers published in UGC Care listed Journals.`

`Internal AAA conducted.`

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

Plan of Action	Achievements/Outcomes
Submit PG proposal in Assamese to Dibrugarh University as sought by the stakeholders in their feedbacks	Submitted and awaiting response
Feedback forms for the existing students, alumni and teachers will be on online mode, whereas, keeping ahead the tech savvy feasibility of the employers, their feedback forms will be both on online/offline mode	Feedbacks collected online from students, teachers, alumni and employers through Google forms
Departments/Cells/Centres to submit proposals for introduction of subject specific new Add-on courses for the academic session 2021-22 to the Curricular Committee along with the syllabus for further action	Proposals submitted and approved by the IQAC for further approval for competent authority.
Departments with prescribed syllabus for Surveys/Field Trips/Student projects should submit the detailed reports within a week of completion of the survey	Submitted accordingly by the concerned departments.
Identify criteria for slow learners and advanced learners and adopt strategy accordingly	Identified and remedial classes arranged and taken for the slow learners and methods like Peer teaching, Flipped learning, etc. adopted for advanced learners
Increase the number of ICT enabled classes	Information of ICT enabled classes, audio-visual materials and related documents from the departments collected and preserved
Increase the number of publications with ISBN/ISSN/UGC-CARE listed journals	Published ? ISBN- 41 ? ISSN – 10
Conduct seminars/workshops	Conducted 2 national seminars 1. NAAC sponsored seminar conducted

	on 13th & 14th June, 2022, on the topic Quality Enhancement and Sustenance in the Institutions of Higher Education in the Light of NEP, 2020- Emerging Issues" 2. ICSSR sponsored conducted on 17th-18th June, 2022, on the topic Role of Women of Assam in the Freedom Movement of India Other seminars/workshops • A webinar conducted by the Women Cell "Living Free and Equal: Issues and Challenges of LGBTQ" on 8th July, 2022 • Intellectual Property Rights and the Importance of Copyright in Academics on 23rd April, 2022
Submit research proposals	Submitted by the departments
Increase the number of collaboration/linkage and MoUs	Collaboration/linkage – 02 • Dr. Bhupen Hazarika Foundation, Guwahati • Golaghat District Library MoUs- • Furkating Gajanan Jalan Balika Vidyalaya • Golaghat District Sports Association • The Career Track, Jorhat • JDSG College, Bokakhat • University of Science & Technology, Meghalaya • Jorhat College, Jorhat • Furkating Tea Estate
Infrastructural development	1 digital conference room is in progress • Digital installation of the library is in process • Submitted a proposal to Numaligarh Refinery Limited for donation of computers to the institution under the CSR fund and awaiting the response
Organise more talks/workshops/awareness sessions for students	Organised • A talk on "Assamese Poetry and its Evolution" on 21st March, 2022 • A talk on "Elimination of Racial

	Discrimination" on 21st March, 2022 • A talk on "Swahid Bhagat Singh and the Indian Freedom Struggle" on 23rd March, 2022 • By B.Voc in Hospitality Management "Current Trends in the Ecosystem of Hospitality and Tourism Industry in India" on 26th March, 2022 • MSET Cases and Public Awareness on 30th March, 2022 • Career Counselling Programme on "Employment in Banking Sector" in collaboration with Indian Bank, Furkating Branch, on 1st April, 2022 • "Career Counselling for Future Prospects" in collaboration with Career Track, Jorhat, on 2022, 9th June, 2022 • A 'Mentoring Session for the Aspirants of Civil Services" on 15th June, 2022 • Awareness on Cyber security in collaboration with Gratia Technology, Govt. of Assam, Guwahati, on 6th June • Library Awareness Programme on "The Role of the Library in Creating Human Resources" on 12th August, 2022
Increase the number of activities in capacity building	Conducted • Health Awareness Camp in Furkating Tea Garden by NSS, Youth Red Cross Unit, Red Ribbon Club on 21st December, in collaboration with Kamarbandha Ali BPHC • A talk on "Post Pandemic Personal Growth and Development" organized by B.Voc in Hospitality Management on 26th February, 2022 • Summer Wushu and Karate Training Programme on 1st April, 2022, under the aegis of Balijan Wushu Centre • Blood Donation Camp conducted on 10th May, 2022, by Youth Red Cross Unit, Red Ribbon

	Club and Alumni Association in collaboration with the Blood Bank, SKK Civil, Hospital, Golaghat • Self Defence Coaching Programme for Girls by State Level Advisory Committee for Students and Youth Welfare, in collaboration with Capacity Building and Skill Enhancement Cell from 17th -26th May, 2022 • An online training programme on Soft Skills on the topic "Developing Effective Communication Skills" on Hybrid mode on 14th May, 2022 • Quiz competition conducted on 14th June, 2022, to mark the event of World Blood Donor Day by Youth Red Cross Unit and Quiz Cell
Update the ERP as early as possible	ERP updated
Conduct FDPs for the teaching and non-teaching staff	Conducted • Professional Training Programme for the Newly Recruited Teachers on 26th February, 2022 • Workshop on "Tabulation, Moderation and Question Paper Setting in Under-Graduate Level" conducted on 7th March, 2022 • Presentation on "Autonomy to Colleges: Possibilities and Challenges" on 9th March, 2022 • Imparting Online Teaching-Learning Methodology from 21st-27th March, 2022 • A workshop on "Human Values and Professional Ethics" on 5th April, 2022 • KRITAGYATA PORTAL TRAINING on 15th July, 2022
Observe all important days of national and international importance	Observed • World Environment Day on 5th June, 2021 & 2022 • International Yoga Day, 18th June, 2021 & 2022 • International Plastic Bag Free

	Day, 3rd July, 2021 & 2022 • World Population Day, 11th July, 2021 & 2022 • Independence Day, 15th August, 2021 & 2022 • Teachers' Day on 5th September, 2021 • Gandhi Jayanti on 2nd October, 2021 • International Day of Persons with Disabilities, 3rd December, 2021 • National Voter's Day, 25th January, 2022 • Republic Day, 26th January, 2022 • International Mother Language Day on 21st February, 2022 • International Women's Day on 8th March, 2022 • World Poetry Day on 21st March, 2022 • International Day for the Elimination of Racial Discrimination on 21st March, 2022 • World Water Day on 22nd March, 2022 • Children's Book Day on 2nd April, 2022 • World Book and Copyright Day on 23rd April, 2022 • World Red Cross Day on 8th May, 2022 • National Librarian Day on 12th August, 2022

13.Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	03/12/2022

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	FURKATING COLLEGE
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• Designation	Principal
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• Mobile No:	9435154761
• Registered e-mail	furkatingcollege01@gmail.com
• Alternate e-mail	apurba_saikia22@yahoo.com
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18-05-2023 10:00:19

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13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	03/12/2022

14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	07/02/2022

15.Multidisciplinary / interdisciplinary

Besides UG programs in liberal arts,the college has been imparting a UGC sponsored Hospitality Management Program since 2019.Also to provide more flexibility to students in choosing courses & to make academic programms multidisciplinary ,the college has introduced five add on courses & approval already obtained to introduce a few more courses. Students have the option to choose from a plethora of programms/courses offered under KKHSOU & DODL. The college has Study Centre of both the universities. In the affiliating set up it takes long time to introduce new program & courses.So the college has already applied for the autonomous status. After obtaining autonomy the college will be able upgrade itself in to a multidisciplinary institute.

16.Academic bank of credits (ABC):

The college tries to impart academic program through blended mode--physical teaching of core programms are supplemented by online seminar ,workshop ,talks etc. All the programme of affiliating university which are imparted in the college are also available in various online platforms, Efforts have been made to make familiar with MOOC courses so that students can earn necessary credit to enrich their Academic Bank of Credit.

17.Skill development:

The institution has constructed its vision and mission in such a way that it fulfills its purpose of imparting higher education to the learners by equipping them with knowledge of every aspect of socially relevant issues such as environment, human values, human rights, etc. and also prepares them to compete in the global platform. Keeping this in view, the institution has been offering Self-financed Add-on/Certificate courses in every academic session of the institution, from time to time, which is made mandatory for all the students of BA 1st semester.

 Certificate courses like Performing Arts in Sattriya Dance & Drama, Yoga & Meditation, Nursery Management, Mushroom Cultivation, Cutting-Tailoring & Embroidery, Various Computer courses, Garment Making, etc. are designed with various time-

frames such as, for three months or 30/100 contact hours, depending upon the syllabus of the course. These courses are approved by the IQAC and the affiliating University and are run by different departments/Cells/Centres of the college.

UGC sponsored Certificate courses in Performing Arts and Montessori Teacher Training were also completed successfully. Since the year 2019, the institution has been offering UGC sponsored B.Voc programme in Hospitality Management as well.

The institution also completed courses like Spoken Tutorial in association with IIT, Guwahati, and Medical Laboratory Technician in association with NSDC.

To run these Add-on/Certificate courses successfully, besides the faculty members of the college, expertise is sought from various professional bodies like THSC of Sector Skills Council, Assam Agricultural University, Patanjali Yog Samity, Skillfinity, agreements signed through MoUs. Depending upon the necessity of the course, the institution also provides hands-on training for Add-on/Certificate courses outside the campus in authorized training centres like Krishi Vigyan Kendra. Internship of 6 months is incorporated in the syllabus for B.Voc in Hospitality Management in reputed hotels of the State as well as outside the State.

Furthermore, the institution also provides courses that address cross-cutting issues like Environment, Gender, Professional Ethics, Human Rights, Human Values, etc. which are incorporated in the syllabuses of the CBCS curriculum of the affiliating University through Honours/Generic/Skill Enhancement/Discipline Specific courses. The institution chooses the courses after analyzing the relevance of the course and its reflection in the vision, mission of the institution. The courses are also supplemented by arrangements of Seminars, Workshops, invited Talks, Quizzes, Debates, etc. Special sessions on Value-based education are scheduled during the Orientation Programme conducted for the new-comers. Important days like World Environment Day, World Water Day, International Women's Day, International Day for Persons with Disabilities, Human Rights Day, International Mother Language Day, Constitution Day, Gandhi Jayanti, Independence Day, Republic Day, etc. are observed and celebrated by the institution inorder to instill a sense of responsibility and accountability and sensitize the students community at large which will not only inculcate positivity in them but also carried forward to the society at large by them.

The institution has plans to introduce more such Certificate courses and programmes in the years ahead.

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

Integration of Indian Knowledge is clearly visible in the curriculum prepared under CBCS . Besides Honours Programme of Assamese Literature & language ,there is a compulsory paper on Communicative Assamese . Besides this ,the college has taken approval of the affiliating university to introduce an add on course on Assamese DTP. Further in the Honours curriculum of Sociology,History,Education & Political Science lots of scope there to learn about Indian culture & society. These programmes are also available in the academic programme imparted under KKHSOU Study Centre. The college subscribes regularly to N LIST . Interested students may learn a lot about Indian Knowledge System using online resources available in the college.

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

The college has already applied for autonomy ,necessary steps will be taken to introduce Outcome Based Education .Based on feedback of stakeholders,the college has intoduced five add on courses & approval of affiliating university already obtained to introduce more number of add on courses. Needs & expectations of stakeholders always taken care of while going to introduce a course .

20.Distance education/online education:

The vision and mission of the institution reflects its aim of preparing its learners both with knowledge and skills to face the challenges of the changing world. As such, besides its general education and traditional subjects it has been imparting short term Certificate courses which are not only skill enhancing but also vocational. Since the year 2019, it has also started its B.Voc programme in Hospitality Management running parallel to the general education.

 However, when we refer to Distance/Online education, the first vocational E-learning course introduced by the college was Spoken Tutorial, in collaboration with IIT, Guwahati. With the emergence of the online education the institution does encourage its students to avail the courses offered by online portals such as SWAYAM and MOOCS although initiative is yet to be taken to sensitise them with other portals like Udemy, Coursera, etc.

The institution has been trying to keep pace with the changing technological based teaching-learning technique. From the traditional classroom education the college has been gradually stepping towards ICT enabled teaching-learning process in a phased manner. With this aspect the institution has equipped all the classrooms with Smart Boards and LCD projectors and enabled the campus with wifi connection. Besides the classrooms, ICT tools are also made available in

- the Auditorium with an LCD Projector & Screen
- Conference room with with podium sound system, smart board, whiteboard
- Computer Lab with BSNL leased line connection having 34 Desktops & one LCD Projector
- Language Lab with five Desktops
- Departments with Laptops or Desktops and
- The Library with one server, 4 Desktops & 8 LED Monitors.

Besides these, the institution has also provided

- Two Copiers
- Six printers.
- Seven Scanners and
- INFLIBNET N-LIST resources made accessible to all.

The facilities provided are utilized by the faculty members to a great extent. In addition to PPT classes online platforms like Google Meet and Webex that was introduced during the pandemic for teaching-learning activity still continues as favourable blended mode of learning activity. A number of webinars, workshops, and training programmes have been conducted in the college through this mode. WhatsApp groups and Google classroom are also used to communicate and to share information to the students.

Extended Profile

1.Programme

1.1   **212**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **560**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **107**

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

File Description	Documents
Data Template	View File

2.3   **110**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **30**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **22**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**212**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**560**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**107**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**110**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**30**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**22**

File Description	Documents
Data Template	

4.Institution

4.1 Total number of Classrooms and Seminar halls	**29**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**118.93**
4.3 Total number of computers on campus for academic purposes	**54**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution ensures that curriculum is delivered effectively through a well-planned and documented process. It undertakes several steps keeping ahead the vision and mission and ensures deployment of action plans for effective implementation of the curriculum. As an affiliated college, it basically follows the Academic Calendar prepared by the affiliating University both for scholastic as well as non-scholastic activities. At the beginning of each semester, the Principal conducts meeting with all the HoDs. The decisions taken in the meeting are further disseminated in every department conducted by the HoDs and plans out proper implementation of the curriculum. The departments prepare the teaching plans for proper implementation of the curriculum and chalks out activities for the academic session. The time-table is designed by the Principal in consultation with the HoDs. Each department further prepares the time-table allotting teachers of respective departments. Apart from the academic activities, departments also undertake activities like

seminars, talks, field works, projects, and others that are relevant to the curriculum and in alignment with the core values of the institution. Emphasis is also laid on the use of the ICT enabled classes and hence it has been ensured that all the classrooms are equipped with modern teaching aids and utilized completely both by the faculty as well as the students.

All the faculty members maintain Teachers Diary. Daily entries in Teacher Diary give an idea on the progress in curricular

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/1.1.1-merged-modified.pdf

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

Keeping in line with the Academic Calendar Published by Affiliating University, the Teaching Learning Evaluation committee prepares Academic Calendar before commencement of every academic session. All the important curricular, co-curricular &extra-curricular activities are included in it. The academic calendar is incorporated in the prospectus so that students get an idea of the complete academic year which includes schedule of academic activities & other important programmes. It is uploaded in the institutional website. Any changes in the academic calendar due to sudden and unplanned circumstances, the students are communicated through notice board.

The Continuous Internal Evaluation (CIE) is conducted basically in the following ways

- 2 Sessional examination in each semester
- Home Assignment for Generic Elective (GE) papers
- Seminar, Group Discussion, Field Study etc for Honours students
- Attendance

The college maintains details records of attendance of all students. Any student whose attendance is less than the rate

fixed by the affiliating University is debarred from appearing in the End semester examination.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/CBCS-regulations_merged.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

08

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

06

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

252

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

123

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The college integrates the crosscutting issues through the following ways:

Prescribed syllabus includes Gender, Human Values, Environment, Professional Ethics etc. There are courses which particularly deal with these crosscutting issues. Issues related to Gender, Human Values, Environment, Professional Ethics have been integrated to the courses like; Feminism: Theory and Practice, Women's Writing, Gender and Education, Sociology of Gender, Human Rights Education, Human Rights in Comparative Perspective, Human Rights Education, Value Education, Environmental Economics, Environmental Sociology, Basics of Library and Information Science, Techniques of Teachings, Communicative Assamese etc.

In addition to above, different Programmes like awareness programmes, talk through invited guest, Orientation programmes, observing important days, field trips, educational tours etc. are organized by the college. In order to materialize these, various programmes are undertaken by the NCC troops and NSS unit of the college. The Nature Club, The Red Ribbon Club, The Red Cross Society, Gender sensitization Cell also undertake several activities in order to sensitize and create awareness among the students. Departments undertake field trips/ study tours and observes important days to instill in them these values.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

05

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

106

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.furkatingcollege.edu.in/naac-reports/#1620829156889-1b0f1343-0c91

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

330

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

71

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution identifies the slow learners and advanced learners to enhance their knowledge and skill. While slow learners could not keep pace with the classroom teaching, advanced learners usually show rapid academic progress. The first Internal Assessment examination serves as the most befitting tool to categorise the students into advanced learners and slow learners in addition to other tools such as Class room interactions, Seminar presentations, Participation and achievements in co-curricular activities etc. The institution has undertaken several measures for both Advanced Learners and Slow Learners like:

- Individual academic counselling by the mentors is provided to the students to motivate them and enhancing their capabilities.
- Slow learners are inspired and advised in remedial classesespecially designed for them.
- Students are given assignment problems conducting tests and problem-solving sessionsin class.
- Faculties use enhanced ICT enabled teaching for further academic development of students.
- Special hands on training programmes for advance learners are organised to enhance their skill.
- Students are encouraged to participate in programmes to develop employable skills and soft skills asper their learning levels.
- Peer to peer teaching is also done by the students to encourage participatory teaching-learning process.

File Description	Documents
Link for additional Information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/TLE-2.2.1-a.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
560	30

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution has provided effective platform for students to develop their skills and knowledge. There has been a paradigm shift in teaching method from purely "chalk and talk" methods to a number of innovative teaching-learning methods.

- Experiential Learning: In addition to B.Voc programme in Hotel Management, other experiential learning methods in the institutioninclude vocational courses, Certificate courses, field work and internship etc.
- Participatory Learning: Students participate in various activities such as group discussion, seminars, workshops etc.
- Collaborative Learning:TheInstitute conducts orientation programs for new students. It encourages getting MOU with the organisations for bridging the gap between academics and industry.
- Problem-solving learning: Assignments based on problems, Quizzes, debates etc. are organised among students.
- Independent learning:The institute provides well stocked library and labswith various learning materials. Students are also encouraged to engage in community service through NCC and NSS to learn about basic values and skills.
- Co-Scholastic Learning: Various co-scholastic learning components are provided to the students including sports,

yoga, field visit etc.

- **Peer Learning:** peer learning method is adopted in several departments of the institution where advanced students are assigned with topics from the prescribed syllabus for deliberation in the class to slow learners.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/TLE-2.3.1-merged.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The Faculties of the college use ICT enabled teaching in addition to the traditional classroom education. A number of classrooms and labs of the college are ICT enabled with projectors installed and the campus is enabled with wifi connection. Some of the ICT tools available in the college are as follows:

- Seventeen ICT enabled smart classrooms which are equipped with interactive board, LCD projector, whiteboard etc.
- One Conference Room with podium sound system, smart board, whiteboard etc.
- Auditorium with the facility of LCD Projector & Screen.
- A Computer Lab with BSNL leased line connection having 34 Desktops & one LCD Projector.
- Language lab with five Desktops.
- Library with one server, 4 Desktops & 8 LED Monitors.
- Two Copiers.
- Six printers.
- Seven Scanners.
- All departments with Laptop or Desktop.
- INFLIBNET N-LIST resources have been made accessible to all.

A number of webinars, workshops, and training programmes were conducted in the college. WhatsApp groups and Google classroom are used to communicate and to share information to the students.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.furkatingcollege.edu.in/ict-based-study-materials/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

08

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

415

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The institution follows Academic Calendar of the Affiliating University and its regulations inconducting internal assessment. As per the university norms, 20 marks are allotted for the internal assessment.To make the mechanism of transparent and robust,the college followsfollowing steps:

- Academic Calendar is uploaded in college website.
- Internal marks are displayed on the Notice Boards to ensure transparency and correctness before they are forwarded to the university.
- HoDs hold separate exam for those who fail to appear in exam due to some valid reason.
- Students are asked to report their grievances, if any, with regard to marks of internal assessment.
- The conventional method of internal assessment includes conducting two written tests and the innovative methods

- include group discussions, seminar presentations and assignments, project preparation etc.
- Assignments, topics of seminar presentation are given well in advance and the departments ensure their submission as per schedule
- The college encourage students to actively participate in departmental seminars and to present their seminar papers with the help of Power Point.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/TLE-2.5.1.pdf

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

The college has an efficient mechanism to deal with the internal examinations related grievances.Assistant Officers-in-charge are appointed for conducting internal examination and for conducting internal examination, two invigilators are assigned in each examination room depending on size of the room and quantity of examinee and evaluation of answer sheet is done within six working days. The mechanism also includes-

1. At the start of every semester, all faculty members inform the internal and external Evaluation process to students in the orientation programme.
2. Final in-semester marks are notified through notice board.
3. Actions are taken if students report discrepancy in Question paper, such as- wrong answer options, insufficient data for analysis, etc. in internal examination.
4. After declaration of results of internal examination, students can apply to the HoDs for re-scrutiny of their copies. After that, concerned faculty resolves the grievances within three to four days.
5. Before final examination, the final marks of internal exams are submitted to the affiliating university in a time bound manner.
6. University examination result can also be challenged by applying for re-evaluation. Interested students can go

through this process by paying a nominal fee and then
clear their doubt.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/TLE-2.5.2-1-2-modified.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college offers two programmes through eight departments. The course outcome indicates that theLearners get acquainted with following concepts-

English Department: Background of Indian, American & European literary, gender related issues, Oedipus complex etc.,modern drama,text & context of post-colonial literature etc.

History Department: History of Roman empire &economic development in Europe, socio-political & religious institutions, European state system, Mughal Empire etc.

Political Science Department: Contemporary global political insight, contradictory dynamics of modern state power, political philosophy, Indian political thoughts etc.

Education Department: Indian & Western Philosophy & education, education and social change, measurement & evaluation, education &social change,psychology, value education, Human Right Education etc.

Sociology Department: Major social institutions, various aspects of society, ability to apply sociological concepts &theories to the real world & everyday life etc.

Economics Department: Technique of analyzing contemporary economic problems, strongnumeracy & statistical skills, power to analyses complex data set etc.

Assamese Department: Linguistic and literary features of the

Assamese language.

B Voc. in Hospitality Management: Skill & knowledge required to obtain employment & self-employment.

AECCs& SECs(Ability Enhancement Compulsory Course & Skill Enhancement Course): These courses help students in promoting communicative and otherskills.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2023/05/Programme-outcome-2.6.1.pdf
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

The institution has a specific and well-designed method for measuring the level of attainment of Programme outcomes,Programme Specific Outcome and Course outcomes. The college lays emphasis on continuous internal evaluation of students with the help of wide range of parameters such as-

1.Home Assignments,

2.In-Semester Examination

3.Seminars

4.Projects

5.Group Discussions, etc.

6.participation in co-curricular & extra-curricular activities.

7.Involvement in extension activities.

All these activities are helpful in knowing attainment of Programme outcomes,Programme Specific Outcome and Course outcomes. Assignments or projects submitted by students and

marks obtained by them also indicate the outcomes. Participation of students in classroom interaction, co-curricular & extra-curricular activities also is an indicator of Programme outcomes & Course outcomes. Feedback collected & analysed by the IQAC also provides a picture of attainment of Programme outcomes, Programme Specific Outcome and Course outcomes.Internal assessment and final university examination are also measure of the attainment of the Programme Specific Outcome and Course outcomes. In addition, the students' achievements in the state and national level competitive examinations and the students' placements and student progression to higher education are the indication of the satisfactory programme outcome of the students.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

93

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File]()
Upload any additional information	[View File]()
Paste link for the annual report	https://www.furkatingcollege.edu.in/wp-content/uploads/2023/05/2.6.3.2.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.furkatingcollege.edu.in/wp-

content/uploads/2022/11/TLE-2.7.1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

20

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

10

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

41

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

A number of extension activities have been undertaken by different wings/bodies/committees of the college during the year involving the students, the NCC and the NSS cadets, alumni as well as the teachers. These activities have been carried out so that the students are sensitized to various social issues, develop themselves as human resources and thus can dedicate themselves towards nation building. Some of these activities are as follow:

- An Awareness Campaign at Golaghat Town was conducted by the NCC and NSS Unitson3rd July, 2021on the occasion of International Plastic Bag Free Day
- An Awareness Programme on Women Empowerment and Gender Equality was organized by the Women Cell in a nearby village
- A six-day NSS Special Camp at Adarsha Gaon, Gomari was organized by the NSS Unit involving 120 numbers of students from different schools
- The NCC Unit observed the World No Tobacco Day at Amarjyoti Club, Furkating Town on 31st May, 2022
- The Department of Economics organized an Awareness Programme in a nearby village on World Population Day on 11th July, 2022
- The Department of English organized a Book Fair & Story – telling Competition at Wokha Bagan LP School on the occasion of the International Children's Book Day
- Each of the faculties has adopted a school as mentors

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/3.3.3.pdf
Upload any additional information	View File

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

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

02

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

36

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

420

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

02

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

07

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Furkating College always keeps up the environment on the creation & enhancement of infrastructure as per its requirement to meet ever increasing needs of the students. Our college is committed to provide the best of the infrastructure to our learners through the committed efforts of different committees and institutional bodies like IQAC along with the cooperation of

faculty members and management. The college comprises well-furnished spacious Wi-Fi enabled classrooms, smart classrooms with LCD Projector and smart boards. Every department has laptops allotted for ICT enabled classes. The colleges have an automated library with 20,000 books and journals with Wi-Fi for access to e-ShodhSindhu N-LIST. The college library is equipped with printer, reprographic and book bank facility. Computer lab, Education lab and Kitchen lab has adequate facilities to meet the needsof the existing UG curriculum. The multipurpose College auditorium and seminar hall is regularly used to conduct Seminars, Workshops, Co-Curricular activities to enhance the teaching-learning experiences. Pure drinking water is available in the college campus. The ramp ensures convenient access to classrooms for differently- abled students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/11/4.1.1-paste-link_.pdf

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

College has adequate facilities for sports, games and cultural activities and produces students for the State level teams. To develop a spirit of healthy competition and to give a platform where maximum number of students can take part in the sports,every year we conduct Annual Sports. A large number of students are participating in national and international level eventsevery year. College conductis inter-college sports competitions where students get opportunities to learn and practice different skills.

College has sports facilities which are enumerated as below:-

- Football and Cricket Ground
- Kabaddi ground
- Indoor hall for yoga and sports
- Indoor facilities like Table Tennis, Badminton and Kick -Boxing, Carom and Chess
- Multi-Gym facility for both Students and Teachers.

College provides wide platform for cultural activities to students. Students are interested in participating in different co-curricular activities where they can show their creative skills. Students also participatedin different competitions in other institutions and received awards.The college auditorium is available for extracurricular activities like cultural functions, orientation programme, medical camps, and awareness programmes and seminars.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/4.1.2-link.doc

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

14

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

59.8

File Description	Documents
Upload any additional information	<u>View File</u>
Upload audited utilization statements	<u>View File</u>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<u>View File</u>

4.2 - Library as a Learning Resource

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

The Library has over 20,063 books for the use of students, faculty and staff. It also has Magazines,Journals to cater the needs of the visitors to the library.The library has membership of N-List of INFLIBNET where the e-resource is made available for the users.Library is using SOUL 2.0 software of INFLIBNET to maintain its library automation process. Library operations like-administration, acquisition, cataloguing, circulation, OPACetc. are maintained with SOUL 2.0.

Name of ILMS software is Soul 2.0

Nature of automation : Partially

Version : 2.0

Year of automation : 2010

Library automation was started with SOUL 1.0 software in 2010 and it started creating database of its holding. With the gradually up gradation to SOUL 2.0 and automating other subsystems, Bar Coding of documents were done and Bar Coding of documents were done and Barcode library membership cards are continued for circulation in the library.

Features of SOUL 2.0

User Friendly

Fully Integrated High Data Security

Exhaustive Information Retrieval Tool

Simple and Boolean search result

Barcode Facility

Printouts in desired formats

Various report generation

Library Services

Computerized Issue/Return

Open Access System

New arrival display

Subscription of Journals- Print and Online

Orientation Programme for new users

N-List facilities

Previous Question Papers, Dissertations and Thesis

Reprographic facilities

CC TV surveillance for security reinforcement

Library Awards/Certificates provided to the

Best Library User (Yearly)

Awareness Programme on use of E-Resources

Librarians' Day Celebration

Library resources:

The library has 20,063 volumes of books with 13,354 titles, 1015 Book Bank with 227 nos. titles, 554 volumes of journals with 5 titles,39 Dissertations/Thesis, 12 Dictionary,20Encyclopaedia,E-books & E-Journals under N-List

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/11/4.2.1Link.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

.64 Lakh

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

130

File Description	Documents
Any additional information	[View File]
Details of library usage by teachers and students	[View File]

4.3 - IT Infrastructure

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

The college reviews its IT resources periodically and fulfills the necessities. New IT equipment like Computers, LCD, Projector, Software have been procured regularly as per the budget mainly from development funds received from external agencies like the UGC & RUSA. The college has available bandwidth of internet connection i.e. Leased line connectivity from BSNL with the internet speed in the range of <5 mbps. The college website (www.furkatingcollege.edu.in) is maintained and updated regularly. Wi-Fi facility and LAN facility available in Computer Lab and office. Annual Maintenance Contact has been made with EsKay Solution, a local firm.

Licensed Software includes:

- SOUL 2.0 Software in library management
- Academy DCL (Office automation),
- Ramdhenu (Software for Assamese Type Writing),
- Windows, MSOffice, Data Entry Software developed by Dibrugarh University
- Quick heals and k7 Total Security Antivirus
- The ERP system comprehensively captures the college data.

For the staff it has the following facilities:

- Entry of attendance
- Marks
- Lesson plans
- Academic reports,
- Reports of additional activities,
- Work-done diary Entry of research details,
- Conference and seminars attended
- Leave management.

The college communicates with students through bulk SMS for any emergency announcements.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/4.3.1-link.pdf

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	**E. < 5MBPS**

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

19 Lakhs

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has well prepared procedures and policies. Its purposes are:

- To ensure effective utilization of the facilities
- To keep the facilities under monitor
- To make sure that facilities last for longer period

Procedures & Policies:

- The college authority reviews quantity & quality of facilities to ensure their availability in tune with academic growth & enrolment.
- Feedback analysis reports of stakeholders are also considered to assess the necessity of additional facility.
- Grievances raised by the stakeholders as to inadequacy of facilities are also considered.
- Budget provision for the maintenance of facilities.
- Engagement of labour on daily wage basis to keep the facilities clean.
- The college maintains an Asset Register to keep the record of movable assets
- Annual Maintenance Contact (AMC) with EsKaySolutions,Golaghat& RJ Dot Com for themaintenance of electronic items.

Sports, Classrooms and other Co-Curricular Facilities:

- Indoor-Stadium with well-equipped furniture and two gyms for the physical and mental development of students and teachers.
- Sufficient sports equipment for outdoor games kept under

the supervision of Prof-in-Charge.
- **The Chowkidar is entrusted with the responsibility of safety and cleaning of the sports goods and classrooms respectively.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/4.4.2-link.docx

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

551

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

21

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/11/merged-activities.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

330

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

330

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

30

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

35

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

20

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

31

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student's participation & representation is ensured through units likeStudents'Union Body,NSS, NCC, etc. In various NSS activities students are involved. Similarly, NCC gives opportunity to students to participate in various activities. The Union body with the help of teaching staff conduct the annual College Week. Interclass cultural competitions as well as cultural programs are conducted during celebrations like Foundation Day, Freshmen Social Day, Alumni Day, etc. The college has conducted some activities in collaboration with local NGOs and SHGs in which contribution given by the existing student and alumnae is noteworthy.

Students are actively involved in committees like IQAC, Women's' Cell, Anti- Ragging Cell, Anti- Sexual Harassment Cell, LanguageLab, Eco Club, Population Club, Red Ribbon Club, etc. In Student Induction Programme (Known as Orientation), they are informed about the functioning of the HEI and their role.Students are given feedback forms every year to assess the teachers and an opportunity to express their suggestions to improve or adapt their teaching methodologies in accordance with their needs. The process of admission, examination form submission, scholarship forms, earnand learnetc. is smoothly conducted with the student friendly relations of the institution.

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/5.3.2Revised2022_rotated.pdf
Upload any additional information	View File

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

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

10

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Alumni Association provides necessary information about job and career opportunities to passed out students .The association already provided a bookshelf with a few numberof books to the College library in this year also.

Some of the well trained alumni of the college train existing sports talents in various field of sports like weightlifting, athletics, compact sports who bring laurels to the college invarious inter-college and national level competition.

Well-known college alumni in the field of culture train students in various field of culture like dance(modern & classical), drama and singing(vocal, traditional). Due to their cooperationand assistance college cultural team bring laurels in various all Assam and inter-college drama and cultural competitions.

31st December is observed as the alumni day of the college. A colourful cultural functionis conducted onthat day where along with alumni, College faculty members and students perform invarious cultural activities.

Alumni Association had done various social welfare and developmental activities like plantation and providingrelief materials for flood affected people. Alumni association provide financial assistance tothe college students who has been

suffering deadly diseases.

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/5.4.1.-Alumni2022.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision and mission of the college has been planned in alignment with the location, the socio-economic status of the surrounding areas, prospective students and feeder schools. The college is located in a rural ambience having influence of rural traditions&valuesin institutional activities. Majority of its students come from the downtrodden, marginalized & economically weaker section.

In order to materialize the vision and mission, the institution has taken following initiatives :

The decentralization of powers and functions in the hierarchical system of different bodies .

Perspective Plans with short- and long-term goals have been prepared and deployed through an organized governance system.

Participation of the teachers in the decision-making bodies:

The teachers of the institution are involved in different Committees and Sub-Committees .

All the HoDs are involved in academic and administrative and other disciplinary matters.

Different Committees, Cells and Units function within the jurisdiction of the set guidelines and attempt to fulfill the institutional plans and policies.

In addition, teachers are also involved as motivators in various Co-curricular and Extra-Curricular activities.

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/6.1.1-link-2.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution transforms its Vision and Mission and fulfils the perspective plans by adopting the decentralized policy and participatory approach. This practice is visible at all levels ranging from the provision of operational autonomy to the departments/units/Committees and promoting a culture of participative management even among the stakeholders. The constitution of different Committees, the autonomy given in their functioning, the involvement of the stakeholders as representatives in various bodies speaks in volume that reflects the decentralization and participative management in various institutional practices.

A particular emphasis reflecting this practice may be seen in the Examination System of the College.

A case study of Decentralization and Participative Management is the Examination System of the college which is being practiced every year:

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/6.1.2-link-2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Perspective Plan of the college has been prepared considering its vision & mission statement, recommendations of the NAAC Peer Team, and Feedback Report from Stakeholders. It includes both short-term and long-term goals and effort is made to ensure that the plans are fulfilled. The plan prepared is for 5 years which is both learner-centric and faculty oriented inclusive of the Curricular, Teaching-Learning, Infrastructure, Research-Oriented and Supportive of students in their holistic development. The plan is prepared taking in to account the recommendation of Peer Team, NAAC, feedback report of its stakeholders & suggestion of other stakeholders. Equal emphasis is given on the implementation of the plan in a definite time limit.

Of the several aspects of Perspective Plans which have been deployed so far, special emphasis on one activity which has been successfully implemented is the B.VocProgramme in Hospitality Management

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2023/01/6.2.1-link.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the institutional bodies is reflected through the organogram:

- ○ **The Governing Body is constituted as per the guidelines of the Higher Education Department, Govt. of Assam.**
- ○ **The principal act as the head and monitors all round development of the college.**
- ○ **The Vice-Principal is delegated partial administrative power besides monitoring the academic activities.**
- ○ **HoDs plan, executes, monitors activities of the respective departments and inform the same to the College authority from time to time.**
- ○ **Teaching staff involved in teaching, promotion of extra-curricular activities & overall development of the institution.**
- ○ **The IQAC prepares & implements policy & sets quality benchmark for various activities of the college.**
- ○ **The Committee conducts entire admission process following Government Disciplinary committee reservation policy for the reserved categories of students.**

- ○ **Other important Committees/Cell/Units:**
- ○ **Library Committee:**
- ○ **Information and Career Guidance Cell organizes career related seminars, workshops and disseminates career related information in different avenues.**
- ○ **Grievance Redressal Cell receives and redresses the grievances of the staff and students, if any.**
- ○ **Anti-Sexual Harassment Committee is constituted as per guidelines of Statutory Bodies to safeguard female stakeholders.**
- ○ **The Anti-Ragging Committee ensures ragging free College Campus.**
- ○ **Ministerial Staff provide administrative support to the Head of the institution, the faculty and students in every aspect.**
- ○ **Red Ribbon Club promotes awareness about AIDS and encourage for blood donation.**
- ○ **Youth Red Cross Unit establish linkage for extension activities.**

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/6.2.1-new-link.pdf
Link to Organogram of the Institution webpage	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/6.2.2-link-2.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution undertakes various welfare measures for both the teaching and non-teaching staff. The measures can be classified as Financial, Supportive, Academic & others.

Welfare Measures for financial benefits:

1. Mutual Benefit Fund

This fund is created out of the monthly contributions of both the teaching and the non-teaching staff.

2. GLSI

It is allow-cost scheme of LIC that provides insurance cover to

teaching & non-teaching staff of the college who are member of the scheme.

3. GIS

It is a scheme of the Govt of Assam to guarantee insurance cover to its employee.

4. SSS of LICI

The institution provides the facility of depositing insurance premium of its staff under SSS of LICI.

5. Provident Fund

It is a government managed retirement savings scheme.

6. Pension & New Pension Scheme:

Those who joined prior to 2005 get pension & others get the benefit of New Pension Scheme.

7. Gratuity

It is one-time payment given to staff as per Govt rules.

Supportive Measures:

The institution provides following leave to its employees as per the Govt. of Assam Rules i.e

Casual leave

Earned Leave

Duty Leave

Maternity Leave

Child Care Leave etc.

Measures for Academic & Intellectual Development:

The college organizes training programme for its staff & also encourages to participate in Seminar, Workshop Conferences etc.

Infrastructural Facilities:

Departmental room with well-furnished Administrative building.

Multi-gym & Sports facilities.

Pedestrian friendly footpath.

CC Camera in the campus.

Parking Shed.

Water Purifiers.

Generator.

Canteen

Library, reading Room

Laptop/ Desktop to all departments.

Residential facility for the chowkidar & night chowkidar.

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2023/01/6.3.1-link.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

04

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

04

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

06

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The college has a formal Annual Performance Appraisal system for teaching & non-teaching staff and provision of maintaining Annual Confidential Report for the non-teaching staff.

For the Teaching staff it follows the proforma suggested by the UGC and is conducted every year. The faculties are required to submit the recommended filled-in proforma of Self Appraisal to the Principal of the college. The principal examines the filled in proforma & ask the Coordinator of the Governance, Leadership and Management Committee to prepare a consolidated report in consultation with other senior members and place it in the IQAC meeting.

On the basis of the report, adequate and timely suggestions are provided by the Principal to the concerned faculty and departments to improve their performance.

The college takes offline feedback from student regarding curricular delivery & implementation. An analysis is shared with the teachers and the management, and discussed with the faculty members individually.

The college strictly follows the systematic procedures for the appraisal of the performance of the non-teaching staff through Self-appraisal forms and the Principal reviews their performance. The Principal maintains Annual Confidential Report of all Non-Teaching staff & forwarded to the Director of Higher Education along with Departmental Promotion Committee Report.

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/6.3.5-link.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Sources of fund of the college can be put into two categories- external sources & internal sources. External sources comprise of UGC, RUSA, ICSSR, NAAC, NSS Cell, Dibrugarh University, and Philanthropies contribution, Scholarship from Central & State Government & fund from Government of Assam. Fees from students such as Tuition Fee, Library Fee, Hostel Fee, Examination Fee, Centre Fee, Students' Union Body Fee, Self-Financing Courses Fee, revenue from the sale of college assets etc. are the internal sources of fund.

The Principal serves as DDO of the college & he makes financial transaction as per financial rules of Govt. of Assam.

External Audit: The entire fund received from external sources are audited by Registered Chartered Accountant. Income and expenditure statement along with supporting documents are submitted to a registered Chartered Accountant. After receipt of Audit Report, it is placed before Governing Body of the college for consideration. At the end, the report is sent to the sanctioning authority.

Mandatory audit by Directorate of Local Fund, Govt of Assam: A group of two to three auditors visit college premises to make on the spot verification of all transactions made during the given period.

Funds received from internal sources are audited internally as well as externally on regular basis.

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/6.4.1-link.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

19000/-

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The fund mobilization policy of the college has been formulated for achieving the goals and objectives of the institution. The sources of fund are Students' Fee, Self-Financing Courses Fee, UGC, RUSA, Government of Assam, Government organization like ICSSR, NAAC, NSS Dibrugarh University, Donation from the Philanthropers, NGO, Alumni etc, Corporate Sector contribution, Donation of Tea Companies, Revenue from assets of the institution etc.

To ensure fund from RUSA, the college tries to go for timely assessment & accreditation by NAAC. To carry out construction work with fund from UGC, the college has formed a Construction Committee as per UGC guideline, for the civil work of fund provided by RUSA, Assam the college has a MoU with Assam State Cooperative Housing Federation. The college has submitted proposal for fund from the Corporate Body like Numoligarh Refinery Limited, ONGC etc.

To ensure transparency in financial transaction, the college emphasizes on internal & external audit of fund & submit utilization to the funding agencies within time limit. Online Software of Affiliating University at the time of admission & in respect of fund received from RUSA, UGC, ICSSR, NSS etc. & PFMS Portal & in salary FINASSAM of Govt of Assam. For maintaining detail of its asset the college has installed ERP software.

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/6.4.3-link.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Institutionalization of a number of quality assurance strategies were planned and executed by the IQAC of the college at the beginning of the 4th cycle period. These include computerization of the academic as well administrative activities, awareness programmes on various issues of social relevance, more extension activities and outreach programmes, mandatory use of ICT in classroom teaching, monthly Appraisal Meetings of IQAC etc.

Timely conduct of all academic and administrative activities:

The IQAC has made it a point to conduct all the academic and administrative activities on time and this initiative has been institutionalized as a strategy for quality assurance.

The internal examinations are conducted as per Academic calendar and timely declaration of results.

In the administrative domain both internal and external audits conduct in time. Grants received for different purposes from different sources like UGC, ICSSR or RUSA have been utilized transparently and properly audited utilization reports submitted to the concerned authority timely. The AQARs of the college have also been submitted to NAAC in proper time every year.

2. Conducting FDPs, seminar, workshop etc for the teaching and non-teaching staff

IQAC has conducted One FDP in collaboration with ICT Academy, IIT, Gauhati & organized one workshop and one NAAC sponsored National Seminar during the year.

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/6.5.1-link.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC reviews the outcome of the teaching-learning process at periodic intervals and adopts strategies keeping in view its effectiveness. Feedback from the students and performance in academics are identified as parameters to gauge the outcomes.

Result analysis meetings are held after the declaration of final examinations and strategies are formulated in the IQAC Appraisal meetings.

The IQAC has resolved to use ICT in classroom teaching mandatorily not only by the faculty members but also by the students in seminar presentations.

Continuous evaluation through sessional examinations, home assignments, seminar presentations, group discussions, field trips, participation in co-curricular and extra-curricular are other components to evaluate the improvements and the effectiveness of the approaches embraced.

A motivating and stimulating strategy that have been adopted by few departments is the Peer-to-Peer teaching-learning for the advanced and slow learners. The strategy by Peer groups has recorded a noticeable outcome which is found to encourage participatory teaching-learning process.

File Description	Documents
Paste link for additional information	https://www.furkatingcollege.edu.in/wp-content/uploads/2022/12/6.5.2-link.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.furkatingcollege.edu.in/naac-reports/#1563809121736-e31ffad9-466d
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

In respect of appointment, the Selection Committee adheres to the constitutional norms for women reservation as well as the gender-neutral norms. Presently the college has 50% women faculty and 50% women non-teaching staff.

- The institution offering gender-neutral Self-financed Certificate Courses

- Conducts awareness programmes on gender issues
- NCC for both girls and boys
- NSS volunteers from both girls and boys
- Both boys and girls students allowed participate in Community Health Programmes, Blood Donation Camps, various sports activities and different cultural activities.
- Separate hostel within the campus for girl students.
- Separate common room, with attached washroom, separate washroom for Women staff. , First Aid Box and Incinerator.
- Installation of CCTV cameras with 24 hours recording facilities within the campus.
- During various events of the college, to ensure safety and security at the college campus precautionary arrangements are taken with the help of local police.
- Women's Cell as well as Internal Complaint Committee has been formed & always active in women issues.
- The college organizes self defence program for girl students.
- The Institution gives equal rights and benefits to both boys and girls in all fields such as scholarship, sports and cultural activities, etc.

File Description	Documents
Annual gender sensitization action plan	Sensitizing students towards gender issues is the one of the important responsibilities of a higher educational institution. The institution should initiate all efforts to change the attitude of students towards the opposite sex. It is the responsibility of a teacher to council students for creating a healthy environment within the campus as well as outside the campus.All possible efforts are taken to make an environment where all can work with a sense of personal security and dignity. Towards this goal the college has formed various committees/cells such as Sexual Harassment Cell, GrievanceRedresssal Cell etc to resolve grievances related to gender issues. The Sexual Harassment Cell

	organizes awareness about gender issues and ensures gender justice. The Cell alsoprepares Gender Sensitization Action Plan as mention bellow: ? To sensitize newly admitted students by arranging special session in Orientation Programme conducted for newcomers to promote positive values relating to all genders and rights. ? To sensitize the staff to set a standard for respectful behavior to all at campus. ? To encourage and ensure gender-neutral participation of students in co-curricular and extra-curricular activities. ? To encourage self defense for the girl students. ? To undertake programme for women empowerment and gender equality. ? To provide infrastructural facilities for both male and female. ? To conduct guest lecturers related to gender issues, women right and women empowerment for students.
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.furkatingcollege.edu.in/wp-content/uploads/2023/01/Specific-facilities_2.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

1. Solid waste Management

- Biogas plant of the college utilizes the organic waste produced in the campus with the intention of conservative energy consumption too.
- Stakeholders are sensitized through lectures, displaying slogans on boards.
- Placing dustbins in different locations of the college and then taken away for proper disposal.
- Students are encouraged not to use plastics. Hence, if it is found, thrown into the pit allotted for such wastes.
- Efforts are on to make the office paper free by making all the correspondences online.
- Proper maintenance of infrastructure and timely repair of furniture are done to minimize solid waste.
- The college has installed sanitary pad dispensers in the girls' washroom.

2. Liquid waste Management

- Waste water generated from the sanitary blocks, basins etc is disposed of through proper drainage system.
- Toilets are properly connected to the drainage system which gets rid of waste through drain to separate underground tanks which are regularly cleared and maintained.

E-Waste Management:

The electronic wastes like obsolete computer, Laptops, monitors, compact discs, printers, scanners, calculators etc. are repaired and reused. The college tries to reduce the volume of e-waste by upgrading the software at the right time & period checking of electronic items.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.furkatingcollege.edu.in/wp-content/uploads/2023/01/Geotagged-photo_2.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Following are some of the initiatives undertaken by the institution to provide an inclusive environment:

Administrative activities:

- ○ **Core Values of the institution are displayed in front of the administrative building.**
- ○ **The Code of Conduct has been uploaded of the institutional website.**

- ○ **An orientation programme is organized to incorporate the feeling of unity and integrity among the students.**
- ○ **Various cultural activities are organized in the institution to promote tolerance and harmony towards each other.**
- ○ **Different sports activities organized by the institution also play an important role to eradicate diversities among the college community.**
- ○ **Celebration of National Festivals and important occasions help providing an inclusive environment for all with diverse background.**
- ○ **Speech programmes are arranged on various occasions to inspire and motivate the young students to nurture their future journey in a harmonious way.**
- ○ **Workshops on Soft Skill Development are organized to help the students from different background to communicate effectively.**

Academic activities:

The curricular of different courses of the university have been designed in such a way that it will be helpful to achieve the goal creating an inclusive environment among the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

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

Initiatives undertaken are as follows..

- • **The institution celebrates national festivals like Independence Day, Republic Day, Constitution Day, Gandhi**

Jayanti etc with great zeal in which students come to know sacrifices of freedom fighters & various aspects of India's Freedom Struggle.

- The institution tries to inculcate duties & responsibilities as entrusted by the constitution of India through celebration of Constitution Day & National Voters Day.
- Police Officers, Advocate, Academicians are invited to the institution to inculcate about the duties and responsibilities of a good citizen among the students.
- The established Core Values and Code of Conduct help students and employees to be a responsible citizen.
- Awareness programme on "Road Safety and Traffic Rules" in collaboration with District Transport Office, Golaghat, Rallies on cleanliness, participation in Swachh Bharat Abhiyan, Blood Donation Camp etc have contributed immensely in inculcating the values of a responsible citizen.
- The mission of the institution is "To promote awareness on various issues as environment, human values, culture, human right, etc." These qualities are inculcated among the college community. As the initiatives of fulfilling this mission, the college conducts yoga, performing art class, self defence training programme etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	[View File](#)

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File](#)
Any other relevant information	[View File](#)

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

To inculcate value and sense of nationalism & patriotism in the minds of young students, the institution celebrates /organizes national and international commemorative days, events and festivals during the year.

Independence Day

Gandhi Jayanti

Teachers' Day

Commemorating the birthday of Dr. SarvapalliRadhakrishnan, the great teacher of our country, Teachers' Day is celebrated this year. Besides paying homage to the great son, the institution felicitates two retired teachers on that day.

International Women's Day

Woman Cellof the college organized International Women's Day at the college as well as outside the college by inviting eminent personalities of different fields.

International Yoga Day

International Yoga Day is celebrated at the institution this year to inspire and motivate the students for yoga and meditation.

Constitution Day

Constitution Day is observed at the college on 26th November.

National Voters Day

National Voters Day is celebratedon 25th Januaryfor promoting awareness on the necessity of voting and to encourage the young students towards their voting right.

World Water Day

World Water Day is observed to increase the awareness on the necessity of proper use of water.

World Environment Day

World Environment Day is observed on 5th June by organizing tree plantation programme, cleanliness programme etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	[View File](#)

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of the practice: Clean initiative undertaken by hostel boarders

Objectives of the practice:

- **To promote the values of cleanliness and respect for the environment.**
- **To aware the boarders cleanliness as their own responsibility.**

The context:

With enhancing social interaction, it develops the quality of

teamwork, self discipline and self independent.

Evidence of success:

These activities have been creating awareness among boarders about the importance of waste segregation and make them socially responsible students.

Problems encountered and resource required:

Insufficient water supply.

Title of the practice: Coaching classes for Competitive Examinations.

Objective of the practice:

- o To make a platform and guide for aspirants of UPSC, TET, Defense service and other competitive examinations.

The Context:

Most of our students are from agrarian background as well as first generation learner without having proper knowledge of various scopes in modern day world.

Practice:

Our teachers offerhis service .

Evidence of Success:

It is because of the initiative of our institution that helps the placement of a good number of youth.

Problem encountered and resource required:

Shortage of class room is the chief problem encountered in this practice.

File Description	Documents
Best practices in the Institutional web site	<u>View File</u>
Any other relevant information	<u>View File</u>

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Title: Guidance to Aspirants of Various Competitive Examinations.

Nowadays competitive examinations are becoming tougher day by day. It requires a lot of dedication, patience, hard work and most importantly, consistent efforts. So, to prepare for this challenging path, the aspirants are required to take initial steps so that their dreams come true.

The current era is full of competition and the students have to appear for number of competitive examinations. Therefore the students should be encouraged and guided to prepare for such challenging examinations. Furkating College is an institution which has been playing a significant role in taking initiative for preparing the students to face the different competitive examination like UPSC/ TET/PET/SSC etc. One of our teachers, Mr. Jatin Mech, takes special class and provide quality ambience to increase the student's success rate to enter administrative services with following aims and objectives:

1. **To motivate students for prospective career in Government and Corporate Sector**
2. **To make a platform and guide for aspirants of UPSC, TET, Defense service and other competitive examinations.**
3. **Providing comprehensive and quality study material and guidance for students who cannot afford coaching classes**

These initiatives help in placement of a good number of youth.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The College is determined to become a pioneer institution of higher education in the state of Assam by offering academic, environmental and community services. For the successful execution of this determination the institution has already adopted various steps and some future plans as well. As a part of the institutional future plan, Criterion VII also wants to adopt two important activities in future.

1. To aware the neighbouring people against Early Marriage: The custom of early marriage is common in the neighboring people of our institution that increases the problem of dropout rate as returning to academic life is almost impossible for a married girl and boys having many practical barriers to education. In order to aware the people of neighboring areas about the harmful effects of early marriage, the institution is going to conduct some awareness programmes in near future by involving the parents and guardians with these programmes.

2. Steps for proper disposal of plastic waste: Furkating College is an environment conscious institution which initiates in disposing various wastes for maintaining healthy atmosphere. The institution has signed an MoU with Furkating Tea Estate for solid waste management. In the coming year also it wants to sign an MoU with Gramin Vikas Trust, New Delhi, so that the plastic wastes of the institution can be disposed in a systematic way.