



Yearly Status Report - 2019-2020

Part A

Data of the Institution

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

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

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://dhingcollege.in/ugc_notice/pdf_db/AQAR%202018-19...pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://dhingcollege.in/ugc_notice/pdf_db/Academic%20Calendar%20for%20the%20session%202019-20.pdf

5. Accreditation Details

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

6. Date of Establishment of IQAC	13-Mar-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Preparation of hand	18-Mar-2020	22

Sanitizer and their free distribution by the Teachers Unit & Biotech Hub of the College during COVID Pandemic .	02	
Conduct Pledge on Rajasthan Culture & Art as a part of Ek Bharat Shrestha Bharat Abhijan.	24-Feb-2020 02	42
Conduct DBT Manav Human Atlas Initiative	12-Feb-2020 01	58
IQAC convened joint meeting with its all stake holders and HOD,s of the college. in order to chalkout plan of activities and institutional development plan for forth coming NAAC visit etc.	24-Sep-2020 01	25
IQAC convened screening committee for preparation of checklist and screening documents of application for the post of principal as per UGC/DHE guideline.	23-Apr-2020 01	5
IQAC convened meeting/discussion on updating departmental profile and data handling.	25-Jan-2020 01	16
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
RUSA fund received during previous year will be utilized during this year.	RUSA	RUSA	2019 365	10000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

. IQAC always ensures that our college should maintain a consistently good academic record. • For proper improvement of all round academic standard, IQAC regularly monitors the teaching -learning and student performance activity. • Student's feedbacks are regularly taken, reviewed, analyzed and taken follow up action to facilitate the process. IQAC offers suggestions for development of teaching learning process, infrastructure and in many other fields related to the college. • Further, IQAC ensures regular attendance of students and teachers round the year. The IQAC monitor the college infrastructure work as per guidelines of RUSA • Teachers are encouraged to participate in Refresher Courses, Orientation Programmes, STC, Research, Seminars and Workshops etc. for the up gradation of their knowledge base. IQAC also regulates the processing of career/CAS advancement scheme of the teachers. • All teachers are encouraged to take part actively in research work. They are encouraged to send proposals for major and minor research projects of UGC, DST, DBT etc. Departments are also encouraged to regularly hold PTM, tutorial and special classes to address the specific needs of student. But due to COVID19 pandemic Lockdown the above activities of the college slowed down w.e.f March 2020. Students were encouraged to take online classes instead of offline. Teachers were instructed to arrange online classes and asked to provide course materials to students through online as well as through college online portal. Teachers were encouraged to organize as well as to participate in webinar.

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

Plan of Action	Achivements/Outcomes
IQAC formulated Plan of action for renovation of Science Department namely the department of Chemistry, Zoology, Botany for infrastructural development under RUSA 2.0 Scheme.	The renovation work has been completed during 201920.
Meetings were organized by HOI IQAC Cell to finalize of Technical Proposal approved by RUSA for up gradation of	RUSA monitoring committee finalised the college priority list of work to be done during 2019-20 .

infrastructure/ renovation misc development works of the college including tender, sanction, purchase.	
IQAC undertook the plan of action for roofing work in the first floor of Science building.	Roofing work almost completed during 2019-20
IQAC formulated plan of action for renovation of Academic building .	Roofing work almost completed during 2019-20
IQAC formulated plan of action for renovation of Boys Hostel due to increasing number of boarders.	Renovation work completed during 2019-20
IQAC formulated plan of action for upgradation of exam evaluation control room and computer lab with online UPS and networking computers with LAN.	Installation of online UPS, Printer and 20 computers network has been activated.
IQAC formulated plan of action for procurement of additional high grade equipments for Science department.	Procurement of 25 nos equipments for the department of Zoology, Botany, Chemistry and Physics almost completed.
IQAC formulated plan of action for campus beautification and painting work	Tree plantation and painting of Iron sheets of AT building and girls hostel complete.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Dhing College Governing Body	27-Feb-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
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Date of Visit	20-Sep-2016
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2020
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Date of Submission	14-May-2020
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	The following are the brief about MIS modules adopted by our college: [Module 1]. Admission Management: The entire admission is linked to online
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application registration and admission modules where the admission life cycle of the students is captured in a single database in the college website [<http://dHINGCOLLEGEONLINE.CO.IN/>]. This has been done and supervises through an admission committee consisting of faculty members / IT experts of the college headed by the Principal. [Module 2]. Fees management: The fees collection is done manually as well as electronically. Timely alerts are given to the students in their registered mobile number. The notifications are also displayed in college notice board. Parents/Students are provided with the option to pay the fee online/offline from their mobile phones without the need to visit the campus. As regards to BPL card holders fees are waived as per government notification. [Module 3]. Attendance management: One of the most used functionalities of the college management system is the attendance management module which is used to record the subject wise or daily attendance of a student. Student's attendance is done through manually, introduction of online attendance system is not yet undertaken .Teacher's attendance is done through biometric hardware integrations available to minimize the manual intervention required in attendance taking for both teaching and non teaching staff of the college. Parttime contractual teachers as well as support service staff manual attendance register is maintained. [Module 4]. Timetable Management: Students and teachers can access the timetable from common notice board. But a master time table of Exit/Entry for the principal and teachers are done digitally through biometric device as well through a offline register strictly maintained by the principal of the collge. For any kind of leave teachers/employees must intimate the principal by messaging prior information writing in black white in the next day. [Module 5]. Examination management: All external examinations form fill up are done though online in the GU portal. Students were provided guidance and counseling to generate their own user ID password by the admission/examination help desk of the

college. Internal examinations are done manually. Students grade book reports are maintained logically in College data bank. [Module 6]. Library management: All the data in the library are digitally arranged. All books are bar coded. The librarian supervises all the library related activities from searching for books, issuing books, tracking of books, etc. Library management with barcoded books is one of the most required modules in our college. [Module 7]. Financial Management: College does not have Accounting Information System (AIS). But all financial data are stored in a computer based system as well as in CASH BOOK. Internal audited statements/ UC/SE are kept in the custody of Accountant in a sequential order. The authority regularly processes and analyzes store financial data and called upon it to retrieve and report such data to its users, namely accountants, auditors, government tax authorities etc. as and when required. As regards to the development work under RUSA and some of UGC Scheme PFMS is in well

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Dhing college an oldest institution of higher learning in North-Western part of undivided Nagaon & Morigaon district of Assam. It was accredited as 'B++' grade with CGPA 2.82 by NAAC in the year 2016. The college is recognized under section 2 (f)& 12B of the UGC Act, during 1971. It is affiliated to Gauhati University, Assam and follows the curriculum prescribed by the University. The colleges don't prepare the curriculum, but strictly follow the timely completion & implementation of curriculum prepared by the university. The Internal Quality Assurance Cell (IQAC) in consultation with the academic committee of the college headed by the Principal prepares the class routine to effectively implement the curriculum for each semester for each session. IQAC monitors the academic and other activities on regular basis to ensure the execution of timetable. Teachers are encouraged to evaluate their students continuously throughout the semester by conducting tests examination after completion of 50% course unit to ensure learners outcome on teaching learning system. Along with these tests, the internal assessments comprising of class tests, assignments and test of oratory skill are conducted for every subject in every semester. Evaluated answer scripts are returned to the students with necessary comments and suggestions to improve their academic performances. In order to effectively monitor the progress of every student, student's progress is supervised by maintaining a record of each student by respective departments

throughout careful evaluation. Besides, periodical guest lectures are also arranged by respective departments to make the students aware of their career prospect. IQAC regularly supervise and seeks students record of attendance from HODs for every quarterly notice to keep track of their attendance. The marks of the internal examinations for each class are properly tabulated every semester.

IQAC also confirms that internal examinations and scheduling of other programmes and events are conducted properly and on time. The College has well qualified, dedicated and experienced faculty. The traditional classroom teaching is supplemented by regular tests, tutorials, group discussions, extensive lab work, projects, and seminars and outreached exposure by way of industry/R&D lab visits and summer training in co-curricular activities. The College and Faculty members adopt numerous policies for bridging the knowledge gap of the enrolled 'weak' students to enable them to cope with the programme of their choices as well as promote, reward and facilitate 'advanced' learners. This includes mentorship, tutorials and remedial teaching. The entire approach is student centric. . Besides traditional lectures and seminars, infrastructure for the use of ICT in classrooms, like power point presentations, smart boards and audio-visual support are all available to make the delivery of the curriculum enabling and interesting for the students. In some departments, bridge courses or supplementary courses are held in order to make the curriculum delivery more holistic and effective. Tutorials are held with mentoring and participative learning encouraged. Internal assessment is done transparently with examined scripts shown to students as and when deem fit and proper. Our college college authority regularly updates annual report & students related data to the University.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Regular and Honours course .	01/08/2019
BSc	Regular and Honours course	01/08/2019
BCom	Regular and Honours Course	01/08/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	EVS	300
BSc	Physics and Zoology	44
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>It is mandatory for the part of college to regularly exercise of collecting feedbacks from the students of all the programs including teaching- learning process and curriculum. This valuable feedback helps the teacher to upgrade their techniques of teaching. Secondly, students convey their difficulties about syllabus, the availability of facilities and even the required essential facility to their needs. This facilitates the college to understand the present and the demand of the future. The feedback from students is taken periodically. The feedback form of students has been analyzed based on following points shared with IQAC for action taking and for future reference.</p> <ul style="list-style-type: none"> • Timely Completion of Syllabus by the faculty members. • Designing of curriculum. • Innovative teaching methods adopted. • E-learning/ library resources provided to the students by the college. • Test and evaluation process adopted by the College. • Timely declaration of results. • Uniform admission process adopted. <p>Feedback from the parents is taken by interacting with them during Parent Teacher Meet. Feedback is taken from alumni for suggestions or improvements in the curriculum. Feedback from the final year students are taken for their suggestions in improving the curriculum and it is conveyed to the Chairman, Governing Body of the College. Feedback from faculties are also taken for their suggestions in syllabus revision. From 2018-19 sessions Feedback collection/ alumni registration is included in MIS module and was made compulsory before obtaining certificates from the college.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
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BCom	Banking, Finance, Accountancy & management	145	170	145
BSc	Botany, Chemistry, Physics, Zoology, Mathematics	312	405	312
BA	Assamese, English, Bengali, Education, Economics, Political Science, History, Geography	774	850	774
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1231	Nil	48	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
30	30	7	3	1	3

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The mentoring system has been introduced in our college in order to establish a better and effective relationship between students and teachers in terms of their educational, personal and intellectual development. All teachers work as mentors for students. The students feel free to abide their mentors. This is a continuous process till the end of their academic session. The basic aim of student mentoring are [1] To enhance teacher –student relationship [2] To enhance student’s academic performance and attendance [3] To minimize student’s dropout ratio [4] To monitor the student’s regularity and discipline [5] To enable their parents to know about the performance of regularity of their wards. The IQAC is the nodal agency entrusted for effective implementation of the mentoring of students. The HOD of each department is given full autonomy regarding their own departmental academic activities. In every department, students are divided into groups. Mentors are expected to offer guidance and counseling as and when they require. It is the practice of mentors to meet students individually or in groups. In some particular cases counseling of students are done in presence of their parents and the principal. If a student is weak in particular subject, it is duty of mentor to apprise the concerned teacher through intimation by HOD. At least 4 to 5 meetings are arranged by mentors for their mentee in each semester. This system has been useful in identifying slow and advanced learner. Through a careful examination mentor’s reports are prepared by HOD of concerned subject, our college organized remedial classes . ICGC Cell, NCC

Cell, BTHub, Women Cell of our institution also provide career guidance to our students. The Biotech Hub of the college established under NER-BPMC of DBT Government of India in 2010 was entrusted to act as mentor for Biotech Lab in Senior Secondary Schools (BLISS) in Nagaon (Assam). In brief mentoring guidance is done in our institution mainly to focus on the selection of career and higher education, career advancements entrepreneurship development, opportunities, moral, honesty and integrity required for career growth. The most important outcome of the mentoring systems are [1] the attendance percentage of the students have increased to a greater extent [2] The number of drop-out of students have decreased consistently [3] Due to direct communication between mentor and the student, there is good improvement in student-teacher relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1231	48	1:26

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

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

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Lakhi Nandan Bordoloi	Assistant Professor	Ph.D award by Assam University , Silchar [Diphu Campus]
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UA171293	6th semester	30/09/2020	07/12/2020
BSc	US 171293	6th semester	30/09/2020	01/12/2020
BCom	UC171293	6th Semester	30/09/2020	01/12/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Dhing College is affiliated to Gauhati University Assam and follows the examination pattern of the university. Gauhati University new guideline for CBCS system is strictly adhered to with respect to evaluation process. There are three sessional/internal tests conducted in every year. The schedules of internal/ sessional examinations are given in the institute's academic calendar which is prepared at par with the university's academic calendar. The institute has continuous internal evaluation system to assess the students throughout the session. The institution's examination committee framed guidelines for appointing AOC/ Asstt. AOC in conducting the aforesaid examinations. The following reforms have been carried out effectively for conducting CIE: •

Proper scheduling the dates of internal examination, seating arrangements, hall/room invigilators duty list, preparing the question paper for the internal examination in the prescribed pattern based on knowledge level using revised Bloom's taxonomy • Scrutiny of the prepared question paper is carried out by HoD/ subject expert of concerned department. • Monitoring the attendance of the students for the examination is strictly followed. After completion of the internal examination, the faculties evaluate the answer scripts and distribute to the students for doubt clarifications or re-correction. The faculty submits the re-corrected scripts to the examination branch and marks are displayed on the notice board. • Result review meetings are conducted for further improvements after discussion with faculty, HoD and Principal. The evaluation for theory courses are assessed in direct mode (80) covering both internal and university examinations and indirect mode (20) covers internal assessment. • The evaluation for practical courses is assessed in the similar pattern followed for theory courses. • For practical examinations, each student is assessed through viva questions and observations • The evaluation for project work in some departmental subjects are assessed by conducting periodical project work covering key parameters like problem formulations , understanding of the project, presentation skills, communication of ideas , technical knowledge , team work and project management. • Performance of the student's in Internal Assessment is done by the faculties to identify slow and advanced learners in their respective subjects. Slow Learners are encouraged to improve their performance in future by counseling. Counseling Sessions are used to sort out the personal issues, academic and non-academic problem. • No students are allowed to sit in the exam if their class attendance is below 75.

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

Our College follows the academic calendar as prepared by the Gauhati University. The Academic Calendar is discussed by college at the beginning of each academic session when the Principal conducts meetings with IQAC, HODs and Coordinators, Examination Committee, Admission Committee members. The academic calendar prepared for 2019-20 is displayed in University Portal. The dates for our annual /sessional exam, departmental exams, college week festivals, freshman social, college election etc are notified by the principal through notice board. The main purpose of fixing these dates in advance is to enable the departments to plan for their own department programmes and events. It also helps the students to plan their academic and extracurricular activities. The final/semester examination dates were decided by the Gauhati University. The dates for internal examinations which are mandatory are decided well in advance and displayed on the notice board.

2.6 – Student Performance and Learning Outcomes

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

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UC171293	BCom	Regular and Honours courses in Accountancy	40	37	92.5

		and management under new CBCS			
UA171293	BA	Regular and Honours courses in Assamese, English, Bengali, History, Economics, Education, Pol. Science, Geography under new CBCS.	202	194	96.3
US171293	BSc	Regular and Honours Courses in Botany, Chemistry, Physics, Mathematics and Zoology under new CBCS .	57	57	100
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2.7 – Student Satisfaction Survey

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

http://dhingcollege.in/ugc_notice/pdf_db/SSS%20analysis%20&%20Questionary%20for%20the%20period%202019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	0	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
0	0	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Null	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	18	10	12	15
Presented papers	1	2	3	2
Resource persons	Nil	1	Nil	Nil

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Publicity Duty Against COVID-19 Pandemic.	NCC wing of Dhing College	5	35
National Science Day	BTHub of Dhing College	1	62
Celebration Womens day	Women Cell of Dhing College	8	125
Celebration of World Environmental day	Eco Club of Dhing College	3	75
Observation of World Aids day	Red Ribbon Club of Dhing College	2	122

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
SUO Shuvam Debnath an NCC cadet of Dhing College attended highest camp in NCC .	Area Competition in Republic day 2020 at PM rally, New Delhi	NCC [Republic Day Camp]	1
Major Dr. Mriganka Saikia an NCC officer of Dhing College is the recipient of Special Achievers Award by the Honourable Governor of Meghalaya,	Special Achievers Award in NCC .	NCC[Governors Award]	1

Shillong.

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Extension activity	NCC wing of Dhing College	NCC wing of Dhing College	2	63
Extension activity	NCC wing of Dhing College	NCC wing of Dhing College	5	35
Extension activity	BTHub of Dhing College	BTHub of Dhing College	1	62
Extension activity	Women Cell of Dhing College	Celebration Womens day	8	125
Extension activity	Eco Club of Dhing College.	Celebration of World Environmental day	3	75
Extension activity	Red Ribbon Club of Dhing College	Observation of World Aids day	2	122
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	Nil	Nil	Nil	Nil
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NET SKILL FOUNDATION	19/06/2019	To run the skill courses under UGC- NSQF	5

INSTITUTIONAL BIOTECH HUB	04/07/2019	To run skill courses in the subject of Fruit processing and laboratory Technology02	2
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1200000	1200000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
Others	Existing
Laboratories	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Fully	2.0	2015
D-SPACE	Partially	Updated	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8852	973937	200	60000	9052	1033937
Reference Books	8602	1592452	150	37500	8752	1629952
e-Books	97000	Nill	Nill	Nill	97000	Nill
Journals	22	24528	Nill	Nill	22	24528
e-Journals	6000	Nill	Nill	Nill	6000	Nill
CD & Video	16	80000	Nill	Nill	16	80000
Others(s pecify)	30	960000	Nill	Nill	30	960000
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Added	5	0	0	0	0	0	0	0	0
Total	69	0	0	0	0	0	0	0	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
About 21 faculty Members have develop Institutional LMS for HS UG Classes through Google Class Room/ Zoom/ U tube	http://www.dhingcollegeonline.co.in/cla_ssnotes.php

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1200000	1200000	700000	500000

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

<p>The infrastructure pertaining to physical, academic and support facilities in college are regularly maintained through various committees to ensure maximum benefit particularly to the students as well as teaching and non-teaching staff of the College. There are different committees in the college. Proper budget is allocated every year for the maintenance of various activities of the college. The committees meet regularly to monitor the optimum use of infrastructure which is accessible to the students and staff of the college. Most of the lectures take place in classrooms with microphone and speakers. This is to ensure usage of new audiovisual pedagogical techniques during the teaching process along with this we have open classrooms where lecture are given. The college has a Technical Assistant and Lab Assistants and Lab Attendants to ensure proper upkeep of the various labs including computer center. The College has a well equipped library with ICT . Students make extensive use of the facility for reading and research. The campus also offers facilities such as Cafeteria, Common Room and Gymnasium, outdoor indoor facilities, auditorium. The college has health care unit with proper sick room facility medicine of first aid. If required doctor are invited from PHC adjacent to the college. There is an open air spaces with greenery campus where students can sit and plays are performed. Both the Library and administration section of the college have undergone computerization. The library is fully bar coded and is open even after class hours during pick time. It has computer terminals with internet facility and large reading spaces. A regular update on new additions is provided by the library. A library committee works regularly to oversee the functioning of the library and various other committees' coordinate with each other to enable the students to get maximum exposure and participation and also to avail all the facilities provided by the college. The campus is situated in an ecofriendly environment with aqua ponds is of prime importance in the college. More over the college is well connected to district headquarter and nearby locality by road railways.</p> <p style="text-align: center;">http://dhingcollege.in/ugc_notice/pdf_db/Procedures%20and%20Policies.PDF</p>
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CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Students Poor Aid Fund	174	171453
Financial Support from Other Sources			
a) National	Minority Scholarship/ Ishan Uday	79	1161000
b) International	Nil	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Language Improvement (Functional English)	15/01/2019	45	UGC Scheme [Mentored by English Deptt]
Certificate in Human Rights	07/08/2019	135	UGC Scheme [Mentored by Pol.Science Dept.]
State Level NCC Camp	21/05/2019	41	JNV Dhing, LOKD College
National Level NCC Camp	30/09/2019	11	EBSB, Tezpur University, NIT Silchar, Hyderabad.

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Nil	Nil	Nil	Nil	Nil
2020	Nil	Nil	Nil	Nil	Nil

No file uploaded.

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	5	UG Programme from Dhing College	History	Enclosed file in details	Enclosed file in details
2020	5	UG Programme from Dhing College	Economics	Enclosed file in details	Enclosed file in details
2020	5	UG Programme from Dhing College	Chemistry	Enclosed file in details	Enclosed file in details
2020	15	UG Programme from Dhing College	Physics	Enclosed file in details	Enclosed file in details
2020	7	UG Programme from Dhing College	Geography	Enclosed file in details	Enclosed file in details
2020	11	UG Programme from Dhing College	Pol.Science	Enclosed file in details	Enclosed file in details
2020	5	UG Programme from Dhing College	English	Enclosed file in details	Enclosed file in details
2020	9	UG Programme from Dhing College	Botany	Enclosed file in details	Enclosed file in details
2020	6	UG Programme from Dhing College	Zoology	Enclosed file in details	Enclosed file in details
2020	16	UG Programme	Assamese & Mathematics	Enclosed file in	Enclosed file in

		from Dhing College		details	details
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	5
No file uploaded.	

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

Activity	Level	Number of Participants
Games ,Sports and Cultural activity for the period 2019-20	Under Graduate Level (UG) HS	2136
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	National Award on Republic Day 2020, Area Competition in RDC 2020, at New Delhi	National	Nil	1	NCC Cadet: Dhing College	SUO Shuvam Debnath
2019	All India Thal Sainik Camp	National	Nil	1	NCC Cadet: Dhing College	Akash Debnath.
2019	Special Achiever Award	National	Nil	1	NCC Incharge & Officer major	Dr. Mriganka Saikia
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Dhing College Student's council is termed as DCSU and it is constituted annually. Dhing College has a very active and dynamic Students' Union Body. It has been constituted as per recommendations given by Lyngdoh committee. It incorporates all provisions, objectives, functions, organization, election process, criteria, fund and budget etc. of the Students' Union. • The Composition of student's council for the period 2019-20 are listed below: • 2019-20 SL. No. Name Post Class/Activity 1] Ratul Islam President UG 2] Foridul Haque General Secretary UG 3] Nazirul Islam Asstt. Gen.Secretary UG 4] Dimpal Bora Secretary, Cultural UG 5] Nur Nehar Asst.Secretary, Cultural UG 6] Sourav

Jyoti Bora Secretary, Games Sports UG 7] Shahid Iqbal khusrup Asstt.Secretary, Games Sports UG 8] Abdul Hannan Editor College Magazine UG 9] Monjur Alahi Secretary, Debating Symposium UG 10] Ruksana habiba Secretary, Social Service UG 11] Junab Ahmed Secretary, Poor Fund UG 12] Mofidul Islam Secretary, Boy's Common Room 13] Sabina Begum Secretary, Girls's Common Room . The function of Student's Council: Student's council provides an opportunity to students to develop their leadership skills through active participation in college administration and students collaboration. The student council is expected to perform following functions: 1] Organizing cultural activities and sports activities for students. 2] Communicate students problem to the Principal and Management Body of the college. 3] Maintaining discipline in college campus 4] Maintaining college campus clean and green 5] Participation in extension activities like Voters Awareness Programme, Swachh Bharat Abhiyan, Tree Planation, Yoga Day, Blood Donation etc 6] They give their suggestions for purchase of books, magazines for library. The following committees of the college have student representatives: 1] Students Council 2] Anti-Ragging Committee 3] Sports Cultural Committee 4. NSS Committee 5] Alumni Association 6] Anti-Sexual Harassment Cell 7] Annual Magazine Committee 8] Disciplinary 9] RUSA Work Monitoring committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

200

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

20000

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association of Dhing College had convened 2(two) meeting during 2019-20 . The details of the meeting was enclosed in the proceeding book for the year 2019-20

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words): Practices: 1: Practices of Decentralization: • The success of an institution is the result of the combined efforts of all who work towards attaining the vision mission of the institution. Right from the President of the Management Committee to the staff and students, all the stakeholders have a role to play in building of the college. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the college. The institution focuses keen on decentralization by intending equal opportunity to participate in the functioning of the Institutional management comprising of College Governing body and others committee with specific functions. The College governing body facilitates the required needs of the college to reach the set goals or bench -marks of the Institution • The College Governing Council takes care of all financial management and the implementation of

facilities for the institution with the cries to upgrade the standard of amenities which supports effectively the teaching learning and research aspects. It guides and articulates the available resources and provides freehand to the head of the institution to carry out the activities in order to reach the expected maximum standard in turn to motivate the teaching and non teaching faculty to work according to the goals set. Practices II: Participative Management • The Parent -Teacher committee of the college takes care of students. The Principal, Heads of the departments, teaching and non teaching faculty along with student union body (DCSU), together concentrate on fostering the progress of institution by sharing the responsibilities to act according to the aims and objectives of the Institution. 1. Principal Level: Principal is the member secretary of the governing body and chairperson of the IQAC. All academic and operational policies are based on the unanimous decision of the governing body and IQAC. 2. Committee Level: Internal Quality Assurance Cell (IQAC), Library Management Committee, NCC, NSS Committee , Extension Activities, Debating Symposium , Students Welfare Committee, Annual Prize Distribution Committee, admission prospectus Committee, U.G.C. Affairs Committee, Website Development committee, College Annual Magazine Committee, Eco club Environment Awareness ,Green Audit and Garden committee, Women cell, Alumni Association , Students Grievance Redressal Committee, Purchasing and Building Maintenance Committee, academic committee, construction committee etc together conduct implement the activities of the college. Thus the institute promotes the culture of decentralization participatory management in every sphere of the college at strategic level, functional level operational level.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum plays an important role in higher education. Since our college is affiliated to Gauhati University, the College strictly follows and implements the syllabus designed by the university. As the curriculum is designed by the University, each department of the college works towards the timely delivery of the curriculum in the best possible manner that it can give the students a theoretical as well as a practical knowledge of subjects prescribed.
Teaching and Learning	Our College has adopted the following methods to impart knowledge to students: Chalk and Talk method• Seminars and workshops• Paper presentations• ICT teaching via LCD, Smart board, e-resources• Group discussion• One to one teaching• Audio visual aids• Quiz• Creative writing• Spoken English communicative skill• Interactive sessions• Projects and Assignments• Videos , Movies and Documentary films• Role play and

Exhibitions• Field Trips and Industrial visits• Models and other aids, and preserved specimens. For science students regular practicals are done in the laboratory.

Examination and Evaluation

The College follows the scheme of university examinations. Continuous Internal Assessments are conducted regularly. The schedule of internal examinations is made known to students in the beginning of the year through the College calendar and timely reminders are given from time to time through announcements and Notice-board college website.

Research and Development

To promote research, the staffs are encouraged to register for Ph.D, M.Phil and publish research papers. To enhance the research culture teachers are always encouraged to apply for minor/major /sponsored research projects by funding agencies like UGC/DBT/DST/MOEF/ ICSSR etc. A research committee of the college headed by principal regularly monitors the research activity conducted under PI of the concerned project/ survey work. Students are always encouraged to conduct field study and project especially on local issues. Till date college had successfully completed near about 12 minor projects, 7 major projects and publishes papers on referred journals. The Biotech Hub , an institutional laboratory infrastructure created by Department of Biotechnology, GOI is in well exist in the college with about 40 equipments of higher grade for conducting research .

Library, ICT and Physical Infrastructure / Instrumentation

Our College library plays a vital role in the life of students by being a centre of learning on the campus. The library is automated and all books are bar coded. INFLIBNET and NLIST are available to access e-journals and digital books. The books meant for academics, learning and reference are extensively made available to them anytime from 8.30 am to 4.00 pm. Our library has become an inherent part of helping students/faculty with useful material. The Faculty of the library meets at the beginning of the academic year in order to plan the various duties and functions to be carried out. The library committee regularly sit in meetings and takes necessary action as

and when necessary. The deliberations are recorded in the minute's notebook for improvement and future references. Feedback forms are given to the staff and students and suggestions are carried out to improve the overall functioning of the library. Our library is fully automated with MODERNLIB automation software. Books are issued and collected back using Bar-coded system. OPAC catalogue search is available. SWAYAM, INFLIBNET and NLIST are available to access e-journals and digital books. Photo copying and printing services are provided to staff, students.

Human Resource Management

The College has various cells and committees to manage different academic and curricular activities. More over the IQAC of the college regularly monitor and advised the faculty to participate various FDP programme from time to time.

Industry Interaction / Collaboration

During 2019-20 , due to Lockdown COVID-19 out college did not organized any industry oriented collaborative programme. Neither the college organized field trip for the year 2019-20.

Admission of Students

The entire admission is linked to online application registration and admission modules (where the admission life cycle of the students is captured in a single database in the college website [<http://dHINGCOLLEGEONLINE.CO.IN/>]. This has been done and supervises through an admission committee consisting of faculty members / IT experts of the college headed by the Principal. The management along with administrative staff reviews the admission process every year. Faculty members of each department assist in guiding the candidates and their parents during the admission. The College website and prospectus also gives details of eligibility norms for admission. It is given to the applicants along with the application form. During 219-20 around 1235 students were enrolled in UG classes.

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

E-governace area	Details
Planning and Development	Implementation of e-governance in our

college is well practiced. Attendance of Teaching- Non-Teaching staff members is governed by Biometric machine. All College tender notices circulars are displayed through website as well as notice board. As regards to admission, forms are filled up through online portal of the college. Student's online application for scholarships is also verified by the college through online portal.

Administration

The College is having Management Information System. There are following modules in MIS. a) Admission Management b) Fees Management c) Attendance Management d) Time Table Management E) Examination Management F) Library Management G) Finance Management.

Finance and Accounts

College does not have Accounting Information System (AIS). But all financial data are stored in a computer based system as well as in CASH BOOK. Internal audited statements/ UC/SE are kept in the custody of Accountant in a sequential order. The authority regularly processes and analyzes stored financial data and called upon it to retrieve and report such data to its users, namely accountants, auditors, government tax authorities etc. as and when required. As regards to RUSA and some of UGC Scheme PFMS is in well practiced.

Student Admission and Support

Information on courses, admission criteria, fee structure, extracurricular activities offered are published on College website as well in notice board at appropriate time. The detailed admission process is maintained by admission committee headed by Principal. The student admission support is provided by Admission committee comprising HOD of all departments. College adopts online mode of admission followed by offline verification of documents by admission committee. Documents uploading in all courses are mandatory. Allotment of course and subjects are finalized by admission committee in consultation with the applicants. EC quota seats are filled by the college from the applicants who apply for EC quota seats with proper documents. All vacant seats are filled up from waiting list on merit basis. In case of reservation of seats, our college follows the Assam

government rooster guideline.

Examination

The Institute is affiliated to Gauhati University and follows the syllabus and academic calendar of the university. College, as a centre, conducts university end semester theory /practical examinations as per schedule published by the university. For internal assessment, along with continuous assessment college conducts internal/ sessional examinations per subject per semester as per the academic calendar prepared by college.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Nil	Nil	Nil	Nil
2020	Nil	Nil	Nil	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nil	Nil	Nil	Nil	Nil	Nil
2020	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP Online[Dr. Mofidul Islam]	1	17/06/2020	24/06/2020	07
FDP Online[Dr. Mofidul Islam]	1	05/07/2020	12/07/2020	07
STC [Dr. Mofidul Islam (Asstt. Prof. of	1	23/09/2019	28/09/2019	07

Pol.Science)				
STC[Abdur Rashid, Asstt. Prof. of Geog]	1	23/09/2019	28/09/2019	07
FDP [Ranjit Bordoloi, Asstt. Prof. of Pol.Science]	1	12/06/2020	18/06/2020	07
STC[Nabanita Baishya, Asstt. Prof. of Economics]	1	21/10/2019	26/10/2019	07
FDP [Anita Biswa Sharma, Asstt.Prof. of Assamese]	1	24/06/2020	30/06/2020	07
FDP [Anita Biswa Sharma, Asstt.Prof. of Assamese]	1	03/08/2020	09/08/2020	07
FDP online programme [Kangkana Sharma, Asstt. Prof. Pol Science.]	1	17/06/2020	21/06/2020	07
FDP Co-creating MOOCS[Kangkana Sharma, Asstt. Prof. Pol. Science]	1	25/07/2020	10/08/2020	14

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	Nill	Nill

6.3.5 – Welfare schemes for

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

6.4 – Financial Management and Resource Mobilization

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

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

for approval necessary action. External audit is conducted once in every year by an external agency appointed by the Govt. of Assam. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The audited report for the period 2019-2020 is up-to-date.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	0
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6.4.3 – Total corpus fund generated

2200000.00

6.5 – Internal Quality Assurance System

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

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

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

The Parent -Teacher Association is a formal organization that consists of parents teachers that is committed to participant in college activity when invited by the college authority. The basic purpose of PTA is to encourage the parent's involvement in college activity. The PTA helps us in many ways, such as :

- It helps in guiding and participating in various meetings and developmental activity of the college.
- It helps mentoring the students
- It also helps in solving students related offences and redressed. It also helps in maintaining discipline in the college.

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

The college has few support service staff. They are recruited both on regular and contractual basis. At present support service staff includes like Mali, Plumber, electrician, sweeper, Lab attendant, security staff, cooks etc. The college authority provide adequate amount of fixed salary to the non sanctioned support service staff. In addition, some support staff are provided with free accommodation facilities . The women cell of the college occasionally takes care of their children by providing them free books and clothes.

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

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

- Phase wise up gradation of MIS has been undertaken.
- Number of faculty position has been increased. More number of Part-time/ guest teachers are appointed.
- Students and teacher's ratio has been minimized.
- More ICT in

teaching learning process is adopted . • A proposal for introduction of PG courses has been submitted to Board of Management in Botany, Zoology and Pol .Science for inspection approval by the Gauhati University. • To meet up the shortage of Class room, new class rooms construction under RUSA 2.0 Scheme [Phase-I] is under the process of implementation . • Number of supporting staff increased to 15 nos. • Due to COVID-19 and subsequent lockdown stressed on organizing webinar/ online classes has been initiated for the benefit of students and faculty of the college. As regards to skill based courses a separate block for class room / lab has been renovated. The provision of multi-gym is near completion with proper facilities.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Upgradation of departmental quality profile record validation for NAAC assessment. .A joint initiative by IQAC HODs.	25/01/2020	25/01/2020	25/01/2020	16
2020	Screening the applications for the vacant post of principal : A joint initiative by IQAC Management of the college.Principal	23/04/2020	23/04/2020	23/04/2020	5
2020	Plan of action by IQAC for 2020-21 in association with stake holders alumni[A post	24/09/2020	24/09/2020	24/09/2020	11

COVID-19
initiative]

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
"Generation Equality: Realizing Women's Rights" organised by Women Cell ,Dhing College.	06/03/2020	06/03/2020	145	15

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

Percentage of power requirement of the University met by the renewable energy sources

As a part of alternate energy initiatives, solar (SPV) panel has been installed in the campus during the year 2015 which is being used as a renewable source of energy to generate power. The solar plate has been installed in the college as a part of subsidized scheme under the Ministry of New Renewable Energy, Govt of India. The SPV plates have been installed with the capacity of 50KVA. Date of Installation of Solar Plant: 2015 • Units Produced: 50KVA. After installation of solar the college has been able to save expenditure required for electrical bill. Approximate Rs.12000.00 is saved per month after the installation of SPV plant .

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	02/10/2019	01	Swachh Bharat Abhijan organised by NCC wing ,Dhing	Cleanliness Drive	79

2020	1	1	22/03/2020	01	College Publicity Duty against COVID-19 organised by NCC wing Dhing College	Honourable PM Modis appeal to give wide publicity against pandemic COVID-19	47
2020	1	1	20/02/2020	1	Ek Bharat Shrestha Bharat	Quiz on Rajasthan i Culture	87
2020	1	1	21/02/2020	1	Ek Bharat Shrestha Bharat	Wall Patrika/painting	25
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Hand Book on Disciplinary Committee (Re-publication)	21/08/2019	The aim of education is to build good moral character besides obtaining certificates and degrees. All students will have to maintain high standard of discipline, good conduct and abide by rules regulations in the greater interest for all stakeholders. There will be zero tolerance in matters of discipline and healthy academic practices in the College. Any violation of College rules, irregular attendance, damage of college property, discourtesy to teaching and non-teaching staff in any form, adoption of unfair means in the examinations may lead to suspension from the College and hostel.
Hand Book on code of conduct of Students Self Government (DCTU)[Re-Publication]	26/08/2019	For DCSU election Code and conduct of election should be strictly followed. Dhing college strictly follow the

		guideline of DHE Assam.
Hand Book on Anti Ragging[Re publication]	05/08/2019	Ragging is totally banned in our institution. The order of the supreme court of India is strictly followed by the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Ek Bharat Shrestha Bharat	21/02/2020	21/02/2020	55
No file uploaded.			

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

Dhing College is located in an area covered with naturally grown plants of diverse vegetation. The college authority has taken initiatives to make the campus eco-friendly. To build an eco-friendly campus, the entire college community is accustomed with following:

- 1] Conservation of energy: To conserve the energy authority always keeps watch on proper uses of electrical appliances.
- 2] Use of renewable energy: To save the non-renewable energy, the college has installed 50KV Solar Plant which is used economically and efficiently in all academic purposes.
- 3] Waste management: Biodegradable waste generated from the college canteen, hostel are regularly disposed to the dumping site of Dhing Municipal Board. Chemistry and Biological laboratory waste materials are disposed separately.
- 4] E-waste management: The College uses a number of computers for academic and official purpose. After damage of PC's are sold out for recycle.
- 5] Use of Dustbins: Dustbins are placed in the key places to accelerate the proper garbage management mechanism in the campus.
- 6] Management of Class Room: All class rooms are made airy with proper ventilation.
- 7] Use of Silent Generator: In addition to solar power, college also uses 2 silent power generators not to disturb the classes.
- 8] Plantation Drives: Regular plantation drives are under taken in the campus by different cells and committees of the college on various occasions.
- 9] Celebration of Environmental Day: The College celebrates World Environment Day every year to aware our students to make the environment green.
- 10] Prohibition of malpractices: Prohibition of uses of cell phone, Donot split, No Tobacco is the motto of college.
- 11] Departmental Consciousness: The department of Botany always keeps watch on scientific naming of plants in the greenery campus. The Department of zoology watches and preserves the nesting place of birds in the campus.
- 12] Adequate number of dustbin / Frequent cleaning of Dustbin.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices: I: Students Poor Aid Fund[Help the students to help the poor]

[1] Context: Dhing College is located in rural area surround by majority of agrarian and economically backward Community. Majority of students are coming from religious minority community. With the expansion of Sarba Shiksha Abhijan Achani the enrollment from primary school to College level has been increasing day by day. But due to economic backwardness livelihood a huge number of students deprived collegiate education. Even they do not afford the fees for admission. Keeping this in mind the authority of the college wants to adopt a best practice in the name and style of "Poor Aid Fund" whose goals and objectives are stated below. As a societal organization the college authority extends helping hand to the economically weaker students to continue and

fulfill their dream for higher study. Thus this type of motivational approach will attract help the student to come forward for collegiate education and will make them to become responsible citizen in the future course of time.

[2]Objectives of the Practice: To create fellow-feeling among the student community. A nominal fund mobilization drive is practiced among the students at the time of their first entry into the College as a UG student. To extend moral support to the economically weaker students for higher academic and motivational prospect. [3] Goal: To generate humanitarian feelings among the student community for better understanding about the underprivileged section of the society. [4]The Practice: The poor-aid-fund was initiated by the College authority with the help of Student's Union w.e.f 2009 to foster the philanthropic feelings amongst the students. The fund generated through this initiative meant for the help of poor students. For this purpose, an amount of Rs. 40 (Rupees forty) only is collected from each student during the admission into First semester under the head of Student Union fees and the same is deposited in a separate Savings bank account in Assam Cooperative Bank, Dhing Branch. The fund is operated by a joint committee comprised of teachers and student which is as follows: o Chairperson - Principal o Convener - Treasurer of the Student Union o Members- Two faculty members o Vice President of Student Union o General Secretary of Student Union

• Table: Number of Students receiving Aids in year wise: Academic year: No. of Students receiving Aid • 2009-10 [64] • 2010-11 [73] • 2011-12 [39] • 2012-13 [112] • 2013-14 [110] • 2014-15 [114] • 2015-16 [132] • 2016-17 [136] • 2017-18 [140] • 2018-19 [142] • 2019-20 [174] .Evidence of Success: • The teaching fraternity of the College did not find any scope to help the flood victim people during 2019-20 due to lock down COVID-19 . But the faculties of the College extends their helping hand in terms of distributing free hand sanitizer musk to rural people during 2019-20. The faculty members of the college in association with Biotech Hub, NCC wing Women Cell of the college conducts awareness drive among local people about COVID-19 and distributed alcohol based hand sanitizer prepared by Biotech Hub of the college. Problems Encountered and Resources required: • The Fund Management Committee receives huge number of application seeking financial help as compared to its resource limitation. Contact Details: Name of the Principal: Dr. Biman Hajarika Name of the Institution: Dhing College. Town Dhing PIN: 782123 Work Phone:03672260500 (Off). 8133809105 (M) Website: www.dhingcollege.in E-mail: dhingcollege@gmail.com [Best Practices-II]: [Students participation in projects and field trips]: Our College is committed regularly to conducts and undertake student's projects and field trip to community level as a measure to reach out the rural people of the locality. As Dhing College is situated in a remote area inhabited by demographically diverse population of Bodo, Minority, Nepali and other ethnic community, we feel the need of establishing a permanent linkage with these less privileged and socially distanced people to make our students familiar with their socio-economic status and cultural heritage. With this aim in view, we envisage a plan of organizing field trip to these areas and providing project work every year on socio-economic and cultural ethos of these rural folk. Our motto here is to provide our students an opportunity of gaining a first-hand knowledge about these masses. These practices enable our students to relate their bookish knowledge with the reality coupled with a sense of responsibility to uplift them. Such practices have created a visible impact on the greater Dhing area. This means that learning goals and community engagement goals should be closely aligned. Content should inform students about various dimensions of their community project and, likewise, community engagement should allow opportunities to learn course content at deeper levels. Without this integration, student learning and community impact can be limited. During 2019-20 due to COVID our college did not organized any field projects field trips. Instead college had organized online student's assignment programme under various departments.

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

http://dhingcollege.in/ugc_notice/pdf_db/Institutional%20Best%20Practices%202019-20%20Pdf..pdf

7.3 – Institutional Distinctiveness

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

Dhing College, a pioneer institution of higher learning in the North Western part of the undivided Nagoan district of Assam, has played a pivotal role in providing the students a first-degree education in all permitted branches under Gauhati University. Since its inception, the college has been providing a platform to the poor and marginalised sections students to gain value-based holistic learning by integrating traditional and innovative practices combined with the core values of gender and racial equality, human rights and ecology in order to make them socially responsible citizen. We pledge to provide quality education to our students for their all-round development. With the broadening of the horizon of the higher education, all educational institutions have been called upon to adopt and evolve. In response to the same, Dhing College has been shouldering its responsibility of spreading knowledge to the stakeholders.

Our college believes that the purpose of education is to turn mirrors into windows, and therefore, focus is thrown not only on pure studies but also on providing opportunity to each and every student to explore his/her own capability in curricular, co-curricular or extra-curricular areas of interest. The vision of the institute focuses on making higher education accessible to students coming from demographically diverse population of Bodo, minority, Nepali and other backward communities residing in its vast catchment area. Most of these students are first generation learners who greatly influence the changing socio-economic pattern of the community. Many of these economically less privileged and geographically distanced students who secure admission to the various courses run by our college have already been able to build their careers with the help of the education received from our highly dedicated faculty. Our college opened its doors in 1965 in a rural set up to foster integral development of the students by enabling them to be intellectually alert, emotionally balanced, morally sound, socially committed, culturally enriched and spiritually oriented. The location of the college endowed with rural beauty, serenity and tranquillity has also created an education friendly environment. The college commenced with a humble beginning that followed a prosperous path and achieved a milestone of celebrating the Golden Jubilee - 50 Glorious Years of its existence in 2015. When set up, the college was a one stream institution imparting education in Arts subject only. Later on, to cater to the demands of the Science aspirants, the Science stream was opened in 1987 which was eventually brought under the deficit system in 1998. Recently, in 2016, the Commerce stream was put into force which, since inception has been receiving a good response from all corners of the greater Dhing. Today the college is able to position itself as a reputed educational entity in fields ranging from academics, sports activities and cultural programs by providing access to quality education for all, with a special emphasis on under privileged students enrolling from backward Char Areas within the undivided Nagaon District of Assam. Dhing Express Golden Girl "Hima Das" a student of this college became the world champion in U 20 world athletics. As majority of our students belong to rural families and socially marginalised groups, and half of the students belong to girl's community, the college takes pain to nourish them to find out their latent talents. They belong to illiterate families and suffer from cultural disorientation. Many of them even hesitate to talk in the local language to the faculty members regarding their difficulties. However, we identify such students and solve their problems at the departmental

or individual level. Our faculty members help them to correspond with government authorities like scholarship issues, filling online forms etc. The women cell of the college very often organises women empowerment program for making the girl students confident enough to struggle the battle of life. Various eminent personalities are being invited for the guidance on several issues related to health, human rights and gender discriminations. Cultural section of the college provides them with an opportunity to participate in various cultural competitions of the college and university level. In addition to the classroom interactions, project work, Yoga Camp, short term industrial visit, oral presentation, seminar/symposium/ workshop, paper presentation and access to e-journals and e-books have been provided to the students to make them fit in all possible ways. With encouragement and support these students gradually develop into confident and responsible citizens of India. We feel happy to see them complete their graduation and post-graduation and secure placement. We humbly believe that the success of our college can certainly be observed when we notice first graduate of the villages and empowered women. And we think that this is the distinctiveness of our college. Dhing College, a pioneer institution of higher learning in the North Western part of the undivided Nagoan district of Assam, has played a pivotal role in providing the students a first-degree education in all permitted branches under Gauhati University. Since its inception, the college has been providing a platform to the poor and marginalised sections students to gain value-based holistic learning by integrating traditional and innovative practices combined with the core values of gender and racial equality, human rights and ecology in order to make them socially responsible citizen. We pledge to provide quality education to our students for their all-round development. With the broadening of the horizon of the higher education, all educational institutions have been called upon to adopt and evolve. In response to the same, Dhing College has been shouldering its responsibility of spreading knowledge to the stakeholders. Our college believes that the purpose of education is to turn mirrors into windows, and therefore, focus is thrown not only on pure studies but also on providing opportunity to each and every student to explore his/her own capability in curricular, co-curricular or extra-curricular areas of interest. The vision of the institute focuses on making higher education accessible to students coming from demographically diverse population of Bodo, minority, Nepali and other backward communities residing in its vast catchment area. Most of these students are first generation learners who greatly influence the changing socio-economic pattern of the community. Many of these economically less privileged and geographically distanced students who secure admission to the various courses run by our college have already been able to build their careers with the help of the education received from our highly dedicated faculty. Our college opened its doors in 1965 in a rural set up to foster integral development of the students by enabling them to be intellectually alert, emotionally balanced, morally sound, socially committed, culturally enriched and spiritually oriented. The location of the college endowed with rural beauty, serenity and tranquillity has also created an education friendly environment. The college commenced with a humble beginning that followed a prosperous path and achieved a milestone of celebrating the Golden Jubilee - 50 Glorious Years of its existence in 2015. When set up, the college was a one stream institution imparting education in Arts subject only. Later on, to cater to the demands of the Science aspirants, the Science stream was opened in 1987 which was eventually brought under the deficit system in 1998. Recently, in 2016, the Commerce stream was put into force which, since inception has been receiving a good response from all corners of the greater Dhing. Today the college is able to position itself as a reputed educational entity in fields ranging from academics, sports activities and cultural programs by providing access to quality education for all, with a special emphasis on under privileged students enrolling from backward Char Areas within the undivided

Nagaon District of Assam. Dhing Express Golden Girl "Hima Das" a student of this college became the world champion in U 20 world athletics. As majority of our students belong to rural families and socially marginalised groups, and half of the students belong to girl's community, the college takes pain to nourish them to find out their latent talents. They belong to illiterate families and suffer from cultural disorientation. Many of them even hesitate to talk in the local language to the faculty members regarding their difficulties. However, we identify such students and solve their problems at the departmental or individual level. Our faculty members help them to correspond with government authorities like scholarship issues, filling online forms etc. The women cell of the college very often organises women empowerment program for making the girl students confident enough to struggle the battle of life. Various eminent personalities are being invited for the guidance on several issues related to health, human rights and gender discriminations. Cultural section of the college provides them with an opportunity to participate in various cultural competitions of the college and university level. In addition to the classroom interactions, project work, Yoga Camp, short term industrial visit, oral presentation, seminar/symposium/ workshop, paper presentation and access to e-journals and e-books have been provided to the students to make them fit in all possible ways. With encouragement and support these students gradually develop into confident and responsible citizens of India. We feel happy to see them complete their graduation and post-graduation and secure placement. We humbly believe that the success of our college can certainly be observed when we notice first graduate of the villages and empowered women. And we think that this is the distinctiveness of our college.

Provide the weblink of the institution

http://dhingcollege.in/ugc_notice/pdf_db/INSTITUTIONAL%20DISTINCTIVENESS.pdf

8.Future Plans of Actions for Next Academic Year

Future Plan for the period 2019-20: • To increase the intake capacity of students in all discipline by 25 following circular by DHE Assam • To increase the number of E-content development by faculty members following COVID Pandemic • Further upgradation of college website to accommodate more numbers of online content for stakeholders. • To provide online services and classes for the students following COVID-19 pandemic • To organize more number of webinar/Google classes for students. • To enlist the College in NIRF. • To enlist the College in Institutions' Innovative Council (IIC) under Ministry of HRD, Govt. of India. • To increase the amount of Scholarships in Poor-Aid Fund. • To established a HELP DESK centre at the college to assist student's online services. • To establish an Alumni achievers archives at the college in the name of Hima Das, the world athlete and alumni of the College. • To introduce Yoga classes and camps to enhance the mental health of students. • To introduce NSQF approved skill courses. • Regular sanitization of College campus following Covid-19. • To organize awareness camp on water quality to access the fluoride and arsenic content of catchment area of the College.