



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

HAFLONG GOVERNMENT COLLEGE

- Name of the Head of the institution **Mrs Madhumita Daolagupu**
- Designation **Principal in Charge**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03673236292**
- Mobile no **9435078288**
- Registered e-mail **haflongcollege@gmail.com**
- Alternate e-mail **principalhgc1961@gmail.com**
- Address **Haflong, Dist- Dima Hasao, Assam**
- City/Town **Haflong**
- State/UT **Assam**
- Pin Code **788819**

2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Semi-Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Assam University**
- Name of the IQAC Coordinator **Dr Sarbojit Thaosen**
- Phone No. **03673236292**
- Alternate phone No. **9435077190**
- Mobile **9435077190**
- IQAC e-mail address **iqachgc2022@gmail.com**
- Alternate Email address **thaosensarbojit@yahoo.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

<http://www.haflonggovtcollege.ac.in/AQAR%202018-19.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://haflonggovtcollege.ac.in/Academic-Calendar.html>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.70	2019	15/07/2019	14/07/2024

6. Date of Establishment of IQAC

14/05/2019

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
Institution	Establishment of Environment and Climate Cell	ASTECC	2020-21	50,000
Institution	Infrastructure Grants	RUSA	2020-21	82,00,000
Faculty	Exploration and Evaluation of Fish Faunal Diversity, Distri	ICAR-NBFGR	2020-21	2,00,000

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 **No File Uploaded**

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)

1. Preparation for online teaching due to pandemic. 2. Cooperation

with district disaster management authorities in oping with the crisis of Covid-19 pandemic. 3. Engagement of teachers in Quarantine Centres as officer in charge and assitant officer incharge. 4. Studying the impact of covid-19 pandemic in the nearby villages.

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
Online teaching to the students due to pandemic	Successfully completed curriculum implementation online and online examination.

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	HAFLONG GOVERNMENT COLLEGE
• Name of the Head of the institution	Mrs Madhumita Daolagupu
• Designation	Principal in Charge
• Does the institution function from its own campus?	Yes
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• Pin Code	788819
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• Name of the IQAC Coordinator	Dr Sarbojit Thaosen
• Phone No.	03673236292

• Alternate phone No.	9435077190
• Mobile	9435077190
• IQAC e-mail address	iqachgc2022@gmail.com
• Alternate Email address	thaosensarbojit@yahoo.in
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.haflonggovtcollege.ac.in/AQAR%202018-19.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://haflonggovtcollege.ac.in/Academic-Calendar.html

5.Accreditation Details

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<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9. No. of IQAC meetings held during the year	7	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
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<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Preparation for online teaching due to pandemic. 2. Cooperation with district disaster management authorities in coping with the crisis of Covid-19 pandemic. 3. Engagement of teachers in Quarantine Centres as officer in charge and assistant officer in charge. 4. Studying the impact of covid-19 pandemic in the nearby villages.</p>		
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	
Online teaching to the students due to pandemic	Successfully completed curriculum implementation online and online examination.	
13. Whether the AQAR was placed before statutory body?	No	
<ul style="list-style-type: none"> • Name of the statutory body 		

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	22/02/2022

15. Multidisciplinary / interdisciplinary

- College has a wide scope of many subjects and also providing education opportunities like History, Political Science, Philosophy, Economics, Assamese, Bengali, Basic Sciences, Management in the Commerce, etc in terms of Multidisciplinary and holistic education.
- Various departments (e.g. English, Bengali, Assamese, Economics, Basic Science, basic Commerce, etc.) are covering a wide range of subjects and help students for better understand how different subjects of study correlate for real-life applications for the future higher study..
- Certificate course on Spoken Assamese Language to benefit the student's requirements in getting knowledge about local language. The present batch constitute of 160 students.
- Environment education to create awareness among climate change, pollution, waste management, sanitation, conservation of biological diversity, management of biological resources and biodiversity, forest and wildlife conservation, and sustainable development and living.
- The UG program has a course on Environmental Studies. All the Courses on science disciplines have separate modules on environment and its various aspects.

16. Academic bank of credits (ABC):

NIL

17. Skill development:

- With the introduction of CBCS programme the university introduced skill enhancement course from 3rd semester to 6th semester in General course and in Honours programme in 3rd and 4th semester in all three streams i.e. Arts, science and Commerce.
- Industrial tour programme organised by Department of Commerce for the 6th Semester every year helped them in

development of their skills.

- Department of Zoology conducts visit to advanced fishery labs/farms for skill advancement of Honours Students of TDC 5th Semester in Fisheries in conformity with the Prescribed Syllabus every year.

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

In its curriculum some of the programmes and courses conducted by the institution incorporates Indian Languages, Literature, Culture and History appropriately. Some of Indian classical literature has been part of B A programme in English. Departments of History and Philosophy incorporates elements of Indian Culture and Philosophy. Two Modern Indian Language Departments, viz., Assamese and Bengali are offering courses in Indian Languages.

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

- Programme outcomes and course outcomes are displayed in the college website and teachers and students remain aware of these.
- The CBCS system is outcome based education. the skill enhancement course itself is outcome based education.
- Extension activities, awareness programmes, are taken up regularly by various clubs, cells and committees together with the students and teachers of college.
- Departments of Commerce organize study tours and industry visits to experience and develop the concern knowledge in terms of Multidisciplinary and holistic education which enrich the knowledge of the students.
- To make education outcome based , Seminars and invited talks are organized on themes incorporating Biodiversity and Environment by the departments of Zoology. Competitions, poster exhibitions, film/documentary shows based on green themes are conducted.

20.Distance education/online education:

- Distance Education in Under Graduate, Post Graduate, Diploma and Certificate courses are offered by IGNOU and KKHSOU study centres situated in the institution with which the institution has signed MoU.
- Assam Higher Secondary open schooling helps in reviving academic endeavour of the drop out students.

Extended Profile

1.Programme	
1.1	557
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	1863
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	458
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	461
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	70
Number of full time teachers during the year	
File Description	Documents
Data Template	No File Uploaded

3.2	69
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4. Institution

4.1	22
Total number of Classrooms and Seminar halls	
4.2	20.15
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	62
Total number of computers on campus for academic purposes	

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 has to implement the curriculum designed by the affiliating university. Curriculum implementation is done in a planned manner according to academic calendar. As per the guidelines of the university, internal assessment is done by taking two unit tests of every course in each semester. Recently the institution has started the use of ICT in teaching including smart board, projector etc. to deliver the curriculum effectively. Smart-class rooms are also made effective by the teachers of the various departments to provide the students with the audio-visual approach of the topics/texts so that they can have a better understanding of the concerned topics and also make it interesting, thereby avoiding the boredom of the traditional class-room teaching. The college has well-equipped laboratories and classrooms with projection facilities. To ensure learning outcomes of each subject, continuous evaluation and internal assessment is carried out through presentations, assignments/projects, class tests and group discussions. Choice Based Credit System (CBCS) has been introduced in TDC from the session 2018-19. Under CBCS, each

practical class is assessed to monitor the learning process of students. Moreover, tutorials are an essential part of the theory courses of CBCS, where teachers meet the students weekly for providing additional guidance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

As the institution is affiliated to Assam University it has to adhere strictly to the academic calendar prepared by the affiliating university. The institution has to conduct admission, classes internal and external end semester examinations as per the dates specified by the university. Academic as well as extracurricular activities are conducted as per the time specified by academic calendar of the university. Due to Covid-19 pandemic the institution remained closed from March 2020 to September 2020 and during this period quarantine centres were functioning in the institution premises. Online teaching and learning was going on from March 2020 till September 2020. After reopening in October 2020 the institution was conducting both online and offline classes as per the modified calendar given by the university and state Disaster Management Authority. The institution has to conduct teaching and learning in online mode due to the second wave of pandemic from May 2021.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for

B. Any 3 of the above

UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

27

File Description	Documents
Any additional information	No File Uploaded
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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

number of students during the year

0

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

1.3 - Curriculum Enrichment

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

Different courses of the programmes offered by the institution integrate crosscutting issues relating to Professional Ethics, Gender, Human Values, Environment and Sustainability into curriculum. Institution offers an Ability Enhancement Course on Environment Studies in each of its Undergraduate Programmes. This 4 credit course has the outcome of developing skill of the learner relating environment and sustainability enhancing behaviour. Programmes in Philosophy incorporate courses on Ethics and Applied Ethics which integrate issues relating to Human Values as well as environment, professional ethics and gender. Department of English and Bengali incorporate courses relating to the study of literature which include gender issues and feminism. Department of Political Science also offers courses on women's right and feminist theories.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

10

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

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

63

File Description	Documents
Any additional information	No File Uploaded
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	D. Any 1 of the above
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File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

918

File Description	Documents
Any additional information	No File Uploaded
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

450

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	No File Uploaded

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

Academic Departments make assessment of the learning levels of the students and give remedial teachings for the poor or slow learners, Advanced learners are provided with learning materials and content best suited for them and they are also encouraged to

solve problems and get involved in learning activities appropriate for the enhancement of their capabilities.

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

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

Number of Students	Number of Teachers
1864	70

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

For different courses conducted in different programmes implemented in the institution curriculum is designed by the affiliating university which makes provision for experiential learning. There are practical courses in different programmes which give enough scope for experiential learning. There are ability enhancement and skill enhancement papers in every programme conducted by the institution, These courses engage the students in participative learning, problem solving and developing skills in communication, soft-skill, as well as skills in different fields of learning. Every discipline has implemented courses which are solely designed to enhance ability and develop skill.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The institution has ICT enabled tools for effective implementation of teaching and learning. It has LCD projectors in most of the class-rooms. Further interactive smart-boards are also installed in some class-rooms, Most of the teachers are using these tools for teaching. Further due to Covid-19 pandemic the use of ICT enabled tools became essential for every teacher for curriculum implementation. Teachers and students had to make virtual class rooms by using appropriate tools available such as Google Meet, Zoom, Whatsapp, Telegram, video-calling etc. However poor internet connectivity in the remote areas of district where large number of the students have to live in their homes created a great hurdle for them to learn. For many of them self-learning materials were sent for learning.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

48

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

44

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

23

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	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

955

File Description	Documents
Any additional information	No File Uploaded
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 is affiliated to Assam University and hence the internal assessment systems mandated by the University are to be strictly followed by it. Choice Based Credit System has been introduced by Assam University at the UG level from the Academic year 2018-19. University introduced systems for both Continuous Internal Evaluation and End Semester Evaluation. In tune with the reforms made by the university, the internal evaluation system in UG Programs of the college has been revised from the session 2018-19. At the beginning of the session students are apprised of the Continuous Assessment system. The entire internal evaluation process involves class room evaluation, internal tests and assignments or projects. After the conduct of internal examinations the answer scripts are evaluated within the stipulated time and the scheme of evaluation is made transparent to the students. Evaluated scripts are shown to the students so that they may raise any of their grievances if they have. The faculty addresses the rightful grievances of the learners pertaining to the marks obtained in the internal examination.

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

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

Internal assessment is conducted in a transparent manner by the institution. Scripts of internal evaluation are shown to the learners after evaluation. If they have any grievance regarding the assessment they can bring it to the notice of the examiners which can reasonably be redressed in due time.

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

2.6 - Student Performance and Learning Outcomes

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

The programme outcomes and course outcomes of all the programmes are displayed in the website of the institution. These are

communicated to the teachers and learners at the time of admission and beginning of the session.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.haflonggovtcollege.ac.in/All%20Program%20Outcomes-converted.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Attainment of course outcomes are evaluated by conducting tests. Internal evaluations are so designed that its results reflect the achievements of the course and programme outcome. Finally the end semester examination and grade sheets reflect how far the programme and course outcomes are successfully achieved.

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

2.6.3 - Pass percentage of Students during the year

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

213

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	No File Uploaded
Paste link for the annual report	Nil

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)

[Nil](#)

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)

2

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

1

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	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Teachers are encouraged for contribution to knowledge by engaging in research work. To facilitate research it has a research committee. It has a future plan for creating an ecosystem so that innovations can take place with the initiatives and creativity of young learners and innovations can be encouraged and nurtured.

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

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

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

NA

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

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

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

1

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to

social issues, for their holistic development, and impact thereof during the year

Some extension activities have been taken in the academic session 2020-21 in the neighbourhood community. In collaboration with Department of Public Health Engineering of Government of Assam the students and teachers of Department of English made awareness programme on Rashtriya Jal Jivan Mission. Further NCC cadets also remained actively involved in some extension activities in the nearby areas of the institution like plantation programme on World Environmet Day. However extension activities have to remain suspended due to the second wave of Covid-19 pandemic.

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

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

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

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

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

1

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	No File Uploaded

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

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.5 - Collaboration

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

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

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

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

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

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.

The institution has good infrastructure for teaching learning such as well furnished class rooms equipped with LCD projectors, smart-board etc. It has two computer labs for use of the learners. Departments of Botany, Chemistry, Physics and Zoology have laboratories with required equipments which are adequate for practical classes.

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

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

The institution has facilities for cultural activities. It has a newly built auditorium with state of the art facilities to conduct cultural activities. Some sports facilities for out-door game are also available. Further the institution also uses the sports ground of District Sports Authority for out-door sports activities and events.

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

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

22

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

Initiatives have been taken for automation of the library. Some progress has been made in the current academic session in this

regard.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

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

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

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

0.13

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	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

11

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

Institution keeps updating its IT infrastructures and facilities whenever need arises. Due to Covid-19 pandemic it has to update its infrastructure for online teaching and learning as well as for the online conduct of examinations in the academic year 2020-21.

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

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

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)

0

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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.

Procedure for major maintenance activities like those of buildings, guard wall, roads and drainage system etc is to avail the services of Public Work Department of the State Government whenever it is required. Minor maintenance and repair works are initiated by the institution when needed. For the maintenance of the physical facilities and security and safety of the same the institution has chowkidars and grade IV staff permanently appointed for service round the clock. Laboratories are maintained by lab-bearers under the supervision of the concerned Head of the Departments and other teachers. Safety of the learners is ensured in the labs. Guards and other support staff are engaged for the safety of the boarders and the required mess and other services in the hostels. Security of the female boarders is ensured by well protected boundaries and guarders at the girls' hostel. For the maintenance of the cleanliness in the campus institution has the policy of engaging temporary workers for cleaning and sweeping. The institution has installed cctv cameras for surveillance and security within the campus in different parts of the college building. Maintenance of the computer labs are also done in appropriate ways by IT-technicians from outside.

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

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**

18

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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**

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

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

66

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
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

6

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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)

Due to pandemic of Covid-19 student association could not be formed in the institution during the session. Representation of the students in the various bodies remain suspended in the

session.

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

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	No File Uploaded

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

The name of the association is Haflong Government College Alumni Association. The office of the Association is within the compound of the Haflong Government College. The Association is having the objectives to work for welfare of the members and the people in general and will discharge the following functions, namely- (a) To develop and maintain functional co-ordination between the Alumni and the College (b) To promote close and healthy interaction between members to facilitate mutual development (c) To foster activities conducive towards the cause of overall academic elevation of the College. (d) To arrange extension, lectures, debates, discussions, seminars, workshop, conferences, educational tours, exhibitions etc. as far as practicable. (e) To distribute study materials and extend assistance to poor and or needy

students as far as permissible. (f) The income and properties of the association whatsoever derived or obtained shall be applied solely towards the promotion of the object of the society and no portion thereof shall be paid to or divided amongst any of its members by way of profits.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Haflong Government College was established with the vision to cater to the need for higher education and to tap the intellectual potential of the tribal population of the nearby region. The institution aims at the attainment of academic excellence and professional competence by the young generation. Its mission is to pursue knowledge through academic, co-curricular and extra-curricular activities and to develop the learner's personality with a strong value base. Governance of the institution is guided by such vision and mission and it is evident from the activities of the institution in different aspects such as making education accessible to the under-privileged, well planned and enriched curriculum implementation with the objective of achieving appropriate outcomes of its programmes and courses, providing required support to the learners by creating suitable learning environment and facilities by developing and properly maintaining its infrastructure and learning resources with the use of new technologies with its competent teaching and non-teaching staff. The Institution focuses on providing opportunities to learners to get experience in sports, games and extra-curricular activities as well as extension activities. Each individual learner is given

attention to so that his or her potentials are developed and each of the learners is provided with help, advice and guidance by appointed mentors.

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

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

The institution has the practice of decentralization in academic matters. The academic departments are empowered to make planning for curriculum implementations and the putting the same into practice. At the beginning of each semester departmental heads and other faculty members prepare a plan for implementation of curriculum at the departmental level. Implementation of the same is assessed at the departmental level. Internal assessment of the learning outcome is also done by the department. Further departments are also encouraged to develop their plans for research and extension activities. Departments make planning for such activities at the departmental level and take the necessary steps for the implementation of the same. Academic departments carry out extension activities in a decentralized way and get the students involved in these. Teachers can participate in management of extension activities, organizing seminars and workshop etc as a decentralized institutional practice. Only the approval of the authority is required in this regard.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution belongs to the Higher Education Department of the Government of Assam and the strategic and perspective plan for its development is implemented by the Government of Assam. However there is effective deployment of planning in the day-to-day

functioning of the institution like curriculum implementation, maintaining its infrastructure and learning resources, offering support and services to the learners etc.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Being a state government institution Haflong Government College is under the administration of Higher Education Department of Government of Assam and hence it does not have any institutional bodies like Governing Body etc. as this has not been formed by the Government till this academic session. The policies, administrative setup, appointment and service rules, procedures etc are made and implemented by the Government of Assam. The institution adheres to rules, procedures and directives of the Government in such administrative matters.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

E. None of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

The institution belongs to the Government of Assam and hence teaching and non-teaching staff of the institution can avail all the welfare measures available for state government employees such as pension and retirement benefits, group insurance, medical reimbursement for treatment of diseases, earned leave, child-care and maternity leave for women employees, LTC. etc.

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

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**

2

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution has a system where the teachers submit their Self Appraisal Reports along with supporting documents in a given format to IQAC in soft and hard copies. These reports are examined and maintained in IQAC.

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

6.4 - Financial Management and Resource Mobilization

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

Financial audit of the accounts of the institution is being conducted regularly by external auditors appointed for this purpose by the state and central government. Auditors designated by the Government of Assam visit the institution to conduct the financial audit of the accounts of the institution as per the instructions and practice in place of the state government. They submit their audit report to the Government of Assam. Similarly auditors from the office of the Accountant General of India also conduct financial audit of the institutional accounts and submit their report to the concerned government. Further the institution also avail the service of chartered accountants for the audit of financial transactions conducted. The practice of internal audit by the teachers of the institution is also in place. The institution appoints internal auditor to audit the transactions relating to conduct of examination, institutional festivities, workshop, seminar etc.

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

Being a government institution Haflong Government College rules, procedures and strategies made by the Government of Assam. Institution strictly adheres to the rules and procedures in mobilization of its funds and utilization of resources.

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

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

Due to challenges paused by the Covid-19 pandemic the Government of Assam has to take certain measures for which the institution has to keep its functions and activities limited to online teaching and evaluation for several months at a stretch. Accordingly the quality assurance strategies to be implemented have to be implemented under some limitations. Aim of the Quality Assurance Cell remained restricted to taking necessary measures for conducting online mode of teaching and learning. Its strategies aimed at saving the students, teachers and employees from the spread of the Covid-19 infection and continuing teaching and learning by maintaining Covid-19 protocols.

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

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

IQAC planned to take initiatives to review teaching learning process, structures and methodologies of operations and learning outcomes but due to the limitations and restrictions imposed by the Covid-19 protocols, implementation of such plans remained suspended as the second wave of the pandemic brought in further restrictions in its functions.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

The institution has continuously focused on the goal of gender equity in recent years and the current academic session has made higher education more accessible for women students. Hostel accommodation for girl students have been increased by inauguration of newly constructed two storeyed girls hostel which was in addition to the already existingsingle girls hostel. Girls Battalion of NCC has started functioning enabling large number of enrolment of women cadets. NCC girls battalion started functioning under newly trained NCC officer which enabled the girl students to learn and experience through different activities throughout the session. Further the women cell also remained functional during the session. Different cells and committees of the institution have adequate representation of women members and some of these are having women in the leading role.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Safety and Security, counseling and common room have been available.

7.1.2 - The Institution has facilities for alternate sources of energy and energy

D. Any 1 of the above

conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor- based energy conservation Use of LED bulbs/ power efficient equipment	
File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded
7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management	
The institution has properly placed dustbins for collection of solid waste at different parts of the campus. Institution's solid waste is disposed by waste management service of Haflong Town Committee. For liquid waste management the institution has drainage system which is connected to Haflong Town Committee's drainage system. For e-waste management the institution follows the procedures provided by the manufacturers of different electronic equipments. E-waste is sent back to the appropriate agencies for recycle and disposal. Chemicals and other toxic or hazardous chemicals are disposed in appropriate ways.	
File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded
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	D. Any 1 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

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	C. Any 2 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
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	E. None of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
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	D. Any 1 of the above

including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution is catering to the educational development of uniquely diverse demographic region of the state of Assam -- the District of Dima Hasao. The students belong to 18 different tribal communities each with its unique language, dialect, traditional beliefs and practices, folklore, arts and crafts as well as other diverse elements of culture. The college provides a platform for unity in diversity where the learners from different and diverse back-ground can participate together in different learning activities, sports, culture and other extra-curricular activities. The values of co-existence, co-operation, mutual respect and understanding are inculcated in the young mind for the harmony, integrity and the ideal of inclusive development for everyone in this region by different activities of learning, sports and games, cultural and other co-curricular activities. The institution has both boys and girls units of NCC battalion which are bringing the students together in different activities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution has been actively sensitizing its students and employees the constitutional obligations of each and every Indian citizen. The rights and duties of the citizens are not only part of curriculum in some of the courses but effort has been given so that the values inculcated in the constitution are enshrined in the young mind and they remain aware of the rights of the citizens as well as they become prepared to fulfill their obligations to the nation. The national days such as the Republic Day, Independence Day, Gandhi Jayanti, Voters day etc are celebrated in the institution with active participation of the students. National voters'day and voters awareness campaign has been conducted in the campus as well as in the nearby communities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

E. None of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	No File Uploaded

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

Every year the institution celebrates and organises national and international commemorative days and events such as Republic Day, Independence Day, Gandhi Jayanti, World Environment Day, Women's Day, Teachers' Day, Science Day etc. However due to Covid-19 protocol many of these activities were performed with restricted participation of limited number of participants maintaining covid protocol in the academic session 2020-21.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

BEST PRACTICE

1. TITLE OF THE PRACTICE: Plantation programme on world environment day by NCC Girls Unit.

2. OBJECTIVE OF THE PRACTICE: The main objective of the programme is to spread awareness on importance of keeping a clean environment enhancing the beauty and to maintain aesthetic value

of healthy living.

3. **THE CONTEXT:** To observe the World Environment Day 62 Assam Girls Bn NCC Haflong Govt. College organized Plantation programme on 5th June 2020. To provide education and awareness to all cadets as an integral part of planting initiatives, plantation programme was organized in their respective home during pandemic.

4. **THE PRACTICE:** To advocate World Environment Day observed every year, plantation programme was organized from the respective home of the cadets. The plantation programme was participated by the cadets and their family members by planting plants, vegetables to improve access to organic food, beautifying their homes and creating awareness on healthy environment. The activity, believed to increase physical activity and improve the mental health of the participants during pandemic, was shared by the cadets on social media to encourage awareness and environmental protection.

5. **EVIDENCE OF THE SUCCESS:** The practice of plantation programme has widely impacted the participants which resulted in continued plantation programmes in the college and beautification of the college after lockdown. The understanding of the fragility of our environment and the importance of its protection still needs to be created among the students.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Haflong Govt. College was established in the 1961 to cater to the need for higher education and subsequently to tap the intellectual potentials of the tribal students of this region of Dima Hasao. Upholding the National Policies on higher education, the college intends to mould and prepare the young minds to meet contemporary challenges with special focus on the tribal students. Guided by the principles of inclusiveness, integrity, innovation, creativity, equality and quality, the college has a vision to create an environment that is responsive to the needs of the

society. . Choice Based Credit System has been introduced in all UG and PG programmes offered by the institution in order to implement its vision and mission. Institution is continuously providing higher education to the underprivileged tribal population of remote hilly area of the state of Assam and this is the distinctive priority of the institution. Educating and empowering the underprivileged is the priority and thrust area of the institution and performance of the institution is visible from the educated and empowered section of the Dima Hasao District of Assam.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Strategies to be developed to conduct academic activities in the midst of Covid-19 pandemic.

Planning for online teaching and learning to continue for the next session.

A seminar hall with state of the art facilities to be constructed at the Arts Block.

A gymnasium to be set-up in the college premises.

Better solid waste management system to be developed.