

# SELF STUDY REPORT

SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
(NAAC)

BANGALORE-560072

FOR CYCLE-2

ASSESSMENT AND ACCREDITATION

YEAR - 2015

SUBMITTED BY-



IQAC

DAKSHIN KAMRUP GIRLS' COLLEGE

MIRZA, KAMRUP, ASSAM

PIN- 781125

TRACK ID- ASCOGN11967

[www.dkgirlscollege.org](http://www.dkgirlscollege.org)



# দক্ষিণ কামৰূপ ছোৱালী মহাবিদ্যালয়

মিৰ্জা - ৭৮১১২৫, কামৰূপ : অসম

## DAKSHIN KAMRUP GIRLS' COLLEGE

Mirza - 781125, Kamrup, Assam

E-mail : dkgcmirza1988@rediffmail.com

স্থাপিত : ১৯৮৮ ইং চন

☎ : 03623-230047

Website : www.dkgirlscollege.org

Ref. No. DKG/NAAC/

Dated: 24-02-2016

### Certificate of Compliance

(Affiliated/ Constituent/ Autonomous Colleges and Recognized Institutions)

This is to certify that Dakshin Kamrup Girls' College fulfils all norms

1. Stipulated by the affiliating University and/ or
2. Regulatory Council/ Body [such as UGC, NCTE, AICTE, MCI,DCI,BCI, etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 24-02-2016

Place: Mirza - 781125

(Dr. Gajendra Adhikary)

Principal

Dakshin Kamrup Girls' College

**Principal**

**Dakshin Kamrup Girls' College**

**Mirza-781125**



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স্থাপিত : ১৯৮৮ ইং চন

☎ : 03623-230047

Website : www.dkgirlscollege.org

Ref. No. - DKGC/NAAC/74/2003-15/10999

Date - 17.12.2015

To:

The Director  
National Assessment and Accreditation Council  
P.O. Box No. 1075, Nagarbhavi  
Bangalore: 560072

**Sub: Uploading of Self Study Report for Accreditation of Cycle - 2.**

Respected Sir,

I have the honour to inform you that the Self Study Report for Cycle - 2 Accreditation of Dakshin Kamrup Girls' College, Mirza is uploaded in the college website today on 17.12.2015.

This is for your kind information and perusal.

Yours sincerely,

*Malabika Roy*

(Dr. Malabika Roy)  
Joint Co-ordinator, IQAC  
D. K. Girls' College, Mirza -  
**Co ordinator**  
**IQAC & NAAC Cell**  
**D.K.Girls'College,Mirza**  
**Kamrup, Assam- 781125**

*Nadhikary*

(Dr. Nara Kanta Adhikary)  
Joint Co-ordinator, IQAC  
D. K. Girls' College, Mirza  
**Co ordinator**  
**IQAC & NAAC Cell**  
**D.K.Girls'College,Mirza**  
**Kamrup, Assam- 781125**

*Gajendra Adhikary*

(Dr. Gajendra Adhikary)  
Principal  
D. K. Girls' College, Mirza

**Principal**  
**D.K. Girls' College**  
**Mirza-781125**



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Website : www.dkgirlscollege.org

Ref. No. - DKGC/NAAC/74/2003-15/11002

Date - 17.12.2015

### DECLARATION

It is certified that the information provided in this Self Study Report (SSR) of the College, for 2<sup>nd</sup> cycle of Accreditation by NAAC, are true to the best of my knowledge. This SSR is prepared by the IQAC through proper discussions with the stakeholders, and no part thereof has been outsourced.

We all are aware that the esteemed members of the NAAC PEER TEAM will visit our institution for Accreditation of Cycle - 2 soon after receiving the SSR of the college.

Yours sincerely,

(Dr. Gajendra Adhikary)

Principal

D. K. Girls' College, Mirza

Principal  
D.K. Girls' College  
Mirza-781125

**SELF STUDY REPORT FOR CYCLE – 2**  
**DAKSHIN KAMRUP GIRLS' COLLEGE, MIRZA**  
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## **PREFACE**

Dakshin Kamrup Girls' College was established in the year 1988 to cater the need of the women of the entire area of the Dakshin Kamrup. The college is affiliated to the Gauhati University in the year 1989 and achieved such a level that it was brought under deficit grant-in-aid-system by the govt of assam in 1996. Though it was a humble beginning having only 133 students in 1988, the college has grown in its strength and within a short period of time could meet the expectation of the local people. The college is affiliated to GU and is included under section 2(f) and 12 (b) of UGC act 1956 in the year 2012. The college is privileged to be the only institution of higher education for women in the greater area from Goalpara in West to Guwahati in the East.

In order to translate the dream of female education into a reality, Sri Jatin Mali, (The, then State Education Minister of Asaam), the Dakshin Kamrup Students' Union and the Palashbari Sahitya Sabha took the initiative in establishing the college on the area.

Since its inception the college has flourished under the able guidance of some of the eminent personalities of South Kamrup (Dakshin Kamrup), Sri Tarun Chandra Das and Dr. Narayan Chandra Das as its principal and administrators respectively. Dr. Gajendra Adhikary is the principal of the college at present.

The college is situated at Mirza which is the nerve center of South Kamrup with a revenue circle, a police station, 30(approx) govt high schools, 22 private schools, 4 higher secondary schools, 4 higher educational institutions, one technical institution (NITS), number of vocational institutes including a nursing training center and a paramedical center, and a DIET center.

## MISSION

The famous line from Keno Upanishada “Bidyaya Bindattmritam” which is engraved in the emblem of the college denotes the mission of the college. The line signifies that education leads to enlightenment. The mission of the college is to impart to the students the knowledge of the self and the knowledge that can prepare them to lead a happy and meaningful life through the process of teaching and learning. Being an institution of higher education for women the college aims at a sustainable development of the women community of Dakshin Kamrup area and helps them to contribute to the process of national progress.

Simple meaning of the “Bidyaya Bindattmritam” –

*“When Brahman is known in all mentation, then complete knowledge or real wisdom is attained. A person with such knowledge attains immortality”.*

## VISION

The college has the noble vision of occupying a prestigious position in the field of higher education of women and transform itself into the centre of excellence. It always remains an earnest endeavour on the part of the college to-

- Empower the girl student economically, politically and socially.
- Help them to become responsible and worthy citizen.

The college provides need based opportunities to the students to develop their potentialities in art, sports, culture and literature through competition and participation in various events throughout the year.

The preparation of the present Self Study Report (SSR) is the result of continuous endeavour of the college in general and the “IQAC” in particular. The preparation of the present report has been made on the basis of the previous “NAAC” assessment report 2004. The governing body of the college has always been very much encouraging and supportive and left no stone unturned to meet the expectations of the college community.

This is a humble attempt indeed on our part to present our achievements and weaknesses in relation to each and every parameters prescribed by the “NAAC”.

## **A BRIEF PERCEPTION OF THE LOCALITY**

The south kamrup area in which the college is situated is extending from Brahmaputra to the North Dimoria (in morigaon district) in East, Khasi Hills to the South and Goalpara to the West.

The main occupation of the people is cultivation and they mostly depend on the rich forest resources of the area. It had a glorious chapter in cottage and weaving industries based on “ERI”, “MUGA” and” PAT”.

South Kamrup is inhabited by both tribal and non-tribal population but it is primarily dominated by tribal and schedule cast community. The population is composed of the tribes like Rabhas, the Boros, the Koch Rajbongshis, the Garos and the Khasis etc.

Most of the population follow Hinduism while a considerable number of people follow the Islam. Christianity is also gaining its fertiled ground mostly in the tribal dominated villages.

The college is situated in a rural area and economically backward and for this reason educationally people are lagging behind the other parts of Assam. However, the locality owns a rich cultural heritage with the ruins of a number of medieval architectures viz., The Merghar of Chanda Sadagar, The Chandika Temple, The Nijeswari and Pita Mata Temple and a number of Satras including that of Chamariya, Heramda, Garoimari, Palashbari and many more.

It is located on the Southern Bank of the river Brahmaputra. There are the following Government Offices-

1. Revenue Circle Office, Palashbari.
2. Sub-divisional Office of the P.W.D., Govt. of Assam.
3. 30 Bedded Civil Hospital.
4. Palashbari Police Station.
5. Office of the S.D.P.O., Chayani Borduar.

Moreover, the following Educational Institutions are also situated in the locality-

1. 30 (approx) numbers of Govt. High Schools.
2. 22 number of Private Schools.
3. 4 number of Higher Secondary Schools.
4. 4 number of Degree Colleges.
5. 1 Engineering College.



## **POST ACCREDITATION INITIATIVES**

The First Cycle of Accreditation by NAAC Peer Team was done on 22<sup>nd</sup> and 23<sup>rd</sup> September, 2004. Adjudging the college at C<sup>++</sup> level, the NAAC issued a certificate to the college dated 4<sup>th</sup> November 2004. The NAAC Peer Team expressed their satisfaction vide their Draft Report and suggested that the college should consider opening of UG programmes in Science and Commerce and also Short and Long job oriented courses relevant to the local needs. Accordingly, the college has taken the following steps-

### **1 Introduction of New Courses-**

- (a) Introduced job oriented three year degree course under Semester system in Mass Communication and Journalism and the first batch has been admitted and course is going on.
- (b) The Govt. of Assam discourages to open up any new stream in the college. To meet the increasing demands of the students; we have opened the PG course in Assamese.

### **2 Proposed New Courses-**

- (a) Proposed the University to allow us to open up PG courses in Education, Political Science and History.
- (b) We have proposed the UGC for providing us financial Aids to open up a Community College specially to impart the knowledge of rearing Muga and Palu seeds in collaboration with Regional Muga Research Station (RMRS), Boko, a unit of Central Government.

### **3 Discontinuation of Courses-**

- (a) Reeling of Coocon – it was self financing courses introduced earlier. A large number of students expressed their interest to the course. However, due to their poor economic condition, they could not afford the expenditure. Under this circumstances college authority has been compelled to close the course.

### **4 Collaboration-**

- (a) 175 students have been provided computer training under free training scheme of Govt. of India in collaboration with PIOMAC, an NGO leading by Ms. Ruma Rani Saikia one of our Ex- General Secretaries, Students' Union, and an Alumnae.

### **5 Infrastructural Development-**

We have registered our college with the UGC Act. 1956 under 2(f) and 12(b) on 19<sup>th</sup> September, 2012. We received grants under two schemes for Infrastructural Development-

- (a) Women's Hostel for Rs.80 (Eighty) Lakhs only. The Women Hostel is almost completed and expected to admit students within a few months.
- (b) Sports Facility Complex for Rs. 70 (Seventy) Lakhs only. The construction works of the Sports Complex have been 50% completed.
- (c) The college is enriched by two decorative gates. One on the side of the N.H. 37 and the other is in front of the college campus. The first one has been donated by Sri Gobinda Kalita, a local businessmen and a leading citizen while the second

- gate has been donated by Dr. Ranjan Bhuyan, the Vice Principal of our college. Both the donors have donated the gates in honour of their elder brothers.
- (d) Concrete benches are made available around the college by the Alumnae Association of our college.
  - (e) The State Govt. of Assam sanctioned us a sum of Rs. 47 (Forty Seven) Lakhs of which  
Rs. 39, 20,410 (Thirty nine lakhs twenty thousand four hundred ten) have been released and an Administrative building of a built up area of 5,000 sqf. has been completed.
  - (f) Another sum of Rs. 99.5 lakhs under a separate scheme has been released by the Govt. of Assam for Infrastructural development. We have partially completed a Digital Classroom of 1100 sqf. and the new construction of the Departmental rooms has been going on. The ground floor of this building covers 2400 sqf. Plinth area.
  - (g) We are also granted a sum of Rs. 5 (Five) lakhs only by the seating MLA of Palashbari Constituency under MLA ADS. It has been fully utilised by constructing a toilet for the students with modern amenities and facilities.
  - (h) Reconstructed Central Library.
  - (i) Established Book Shop and Xerox Machine.
  - (j) Constructed Two Wheeler shed for employees.
  - (k) Constructed Two Wheeler shed for students.

## 6 Proposed Infrastructure-

The college has submitted some proposals to UGC, NERO-

- (a) Class Room Building.
- (b) Home Science Laboratory Building.
- (c) Education Laboratory Building.
- (d) Central Library Building.
- (e) Auditorium.
- (f) Conference Hall (Seminar Hall).
- (g) Department wise Teachers' Common Room.
- (h) Warden Quarter.
- (i) Guest House.
- (j) Examination Reforms Unit Building.
- (k) Girls' Common Room Building.
- (l) Toilet Block (Girls').
- (m) Gymnasium Hall.
- (n) Volley Ball Court.
- (o) Generator with shed for Gymnasium.
- (p) Museum Building.
- (q) Equipments of Gymnasium Hall.
- (r) Generator.

## 7 Research Activities-

### (a) Minor Research Project-

The institute has a Research committee in practice. Some of the faculty members of the college have been engaged in minor research projects since 2014 funded by UGC. So far the 7 faculty members of the college are engaged in MRP (Minor Research Projects).

Name of the faculty	Duration	Title of the project	Name of the Funding Agency	Total grant		Total grant received funds
				Sanctioned	Received	
Dr. Gajendra Adhikary (Principal)	2 years	History and Archaeology of the Satras of Parhia Madhab Ata.	UGC	2,45,000/-	1,90,000/-	1,90,000/-
Dr. Jahnobi Devi (Assamese Dept.)	2 years	A descriptive catalogue of novels translated into Assamese from other modern Indian language	UGC	1,70,000/-	1,47,500/-	1,47,500/-
Mrs. Jinu Das (Economics Dept.)	2 years	Rural women empowerment & SHG. A study of women of Rabha com.S.K area	UGC	1,90,000/-	1,45,000/-	1,45,000/-
Dr. Nara Kanta Adhikary (History Dept.)	2 years	Historical importance of Samaria Satra with special reference to the copper plate inscription and other archeological sources	UGC	2,20,000/-	1,70,000/-	1,70,000/-
Dr. Ranjan Bhuyan. (English Dept.)	2 years	Objectives of teaching English at high school	UGC	2,00,000/-	1,50,000/-	1,50,000/-

		levels & impediments faced by the teachers and students; A study in the high schools of Dakshin Kamrup area of Assam				
Dr. Jagannath Barman (Assamese Dept.)	2 years	Dakshin Kamrupor Jatra Dal. EK Adhyan	UGC	1,50,000/- -	1,25,000/ -	1,25,000/ -
Dr. Haren Ch. Kalita (Political Science Dept.)	2 years 2014 – 2016	Political Participation of Assamese Women in Mainstream Politics : A Case Study of Guwahati Loksabha Constituency	UGC	2,55,000/-	Nil	Nil

**(b) Guiding Students' Research-**

Name of faculty member	Name of the project	Field	University/Agency
Dr. Gajendra Adhikary (principal)	Guiding students for Ph.D.	History	G.U
Dr. Jahnabi Devi	Guiding students for Ph.D.	Assamese	G.U
Dr. Ranjan Bhuyan	Guiding students for Ph.D.	English	Singhania University

**(c) National Seminars-**

- (i) UGC Sponsored National Seminar on “Place of Assam in Indian Society, Culture and Economy” Organised by the Dept. of History dated 2<sup>nd</sup> & 3<sup>rd</sup> July, 2014.
- (ii) UGC Sponsored National Seminar on “Present Trend and Status of Assamese Literature and Other Modern Indian Literature: A Comparative Study” Organised by the Dept. of Assamese on 16<sup>th</sup> & 17<sup>th</sup> October, 2015.

**8 Higher Studies of the Teachers-**

- (i) 9 numbers of teachers have been awarded Ph. D. and 1 number of teacher attained M.Phil. Degree after first cycle of NAAC Peer Team visit. Moreover, 1 number of teacher has been awarded FDP from UGC.

**9 Publications-****(a) Departmental-**

- (i) “The Scenerio of Present Economic Development of Assam” by the Department of Economics.
- (ii) “Leafage” by the Department of English.
- (iii) “Education Today and Tomorrow” by the Department of Education.
- (iv) “Home Science Concepts and Applications” by the Department of Home Science.
- (v) “Darshan Prabandha Jyoti” by the Department of Philosophy.
- (vi) “History and Nature with Specific Reference to South Kamrup” by the Department of History.
- (vii) “Bharator Rajniti” by the Department of Political Science.
- (viii) “Library: Now and Then” by the Library Section of the college.
- (ix) “Sahityar Chaya–Prachhaya” by the Department of Assamese.

**(b) Bulletins-**

- (i) Bulletin of Philosophy by the Department of Philosophy.
- (ii) Economic Bulletin by the Department of Economics.
- (iii) Shiksha Jyoti by the Department of Education.
- (iv) Sahitya Chandrika by the Department of Assamese.
- (v) Impression by the Department of History.
- (vi) Political Bulletin by the Department of Political Science.
- (vii) Museum Bulletin by the Management Committee of the Museum.

- (c) **“Rupalim”** – A Souvenir published on the occasion of Silver Jubilee Celebration and **“Sudakshina”**- The Annual Publication of the College.

**(d) Faculty Publications-**

- (i) Dr. Gajendra Adhikary-
  1. A History of Temples of Kamrup and Their Management.
  2. Religious Establishment of Assam.
  3. Asamar Itihas.
  4. Itihasar Jalangare Asamat Visnu- Krishna Kathar Chinta-Charcha.
  5. A History of South Kamrup.
  6. Asomar Itihasar Keitiman Kimbadanti: Ek Bislesan.

7. Journal of Assam Research Society, 2011(ed.)
8. History and Nature with Specific Reference to South Kamrup(ed.)
- (ii) Dr. Nara Kanta Adhikary-
  1. Ek Bingsha Satikat Sankaradeva aru Satra.
  2. Sri Sri Barvisnu Atar Carit (ed.)
  3. Place of Assam in Indian Society, Culture and Economy, Vol.-II(ed.)
- (iii) Dr. Jahnobi Devi-
  1. Upanyash Bichar.
  2. Upansash Bislesan.
  3. Asamiya Jivani Bhattik Upanyash.
- (iv) Dr. Jagannath Barman-
  1. Prabhabar Atit, Idipas, Jaydev aru Anyanya Prabandha.
  2. Fasibajarat Dara Singh.
- (v) Dr. Lilabati Choudhury-
  1. Bhinnna Sanskritir Mil.
  2. Abirat Siksha.
- (vi) Dr. Haren Ch. Kalita-
  1. Regional Politics, the Role of Asom Gana Parishad.
- (vii) Mr. Kamaleswar Bora-
  1. Greek Darshan.

**(e) Seminar Proceedings-**

1. "Place of Assam in Indian Society, Culture and Economy" Vol-I.
2. "Place of Assam in Indian Society, Culture and Economy" Vol-II.
3. "Present Trend and Status of Assamese Literature and Other Modern Indian Literature: A Comparative Study"

**10. Inter College Activities-**

The College joins in Youth Festival regularly under G.U. and students participate in various competitions organised by the other Colleges of Assam.

**11. Visit of Resource Person to our College-**

1. Dr. Meeta Deka, Associate Professor Department of History, Gauhati University on 25/10/2011.
2. Dr. Paromita Das, Associate Professor Department of History, Gauhati University on 05/01/2012.
3. Dr. Dambarudhar Nath, Professor Department of History, Dibrugarh University on 11/02/2013.
4. Dr. Mrinal Borah, HOD, Department of History, Chaygaon College on 03/06/2011.
5. Prof. Magrul Hussain, Associate professor, S.B Deorah College, Guwahati on 03/06/2011.
6. Dr. Priyam Goswami, Former HOD, Department of History, Gauhati University on 12/04/2014.
7. Dr. B.B. Mishra, retired professor of Himalayan Studies, North Bengal University on 22/04/2015.

8. Prof. Kishori Mohan Pathak, Former Vice – Chancellor Tejpur University, 22/05/2013.
9. Prof. Gobinda Prashad Sarma, Rtd. HOD. English Dept. Gauhati University on 28.10.11.
10. Sri Kiran Sarma, Sanskrit Literature, 22.10.11.
11. Ismile Hussain, Writer and Associate Professor, Assam Engineering Institute, Guwahati, 24.9.10.
12. Dr. Jamuna Sarma Choudhury, Rtd. HOD. Dept. of Assamese, Cotton College University on 24.10.09.
13. Dr. Pramod Bhattacharjya, eminent writer in Assamese, 10.10.09.
14. Sri Dhaneswar Kalita, Rtd. Vice- Principal D.K.College, Mirza 10.2.09.
15. Dr. K. K. Barman, Dept. of Economics, Gauhati University, 2009.
16. Dr. Bedabrata Saikia, Assistant Professor, Handique Girls' College, 23/10/2013.
17. Dr. Ranimudiar Deka, Assistant Professor, Dispur College, 27/09/2012.
18. Dr. Mrinmoyee Bhattacharya, Associate Professor, Paschim Guwahati Mahavidyalaya, 27/09/2012.
19. Dr. Dharanidhar Mali, Director (Rtd.) IIE, 12/11/2015.
20. Dr. Ratul Mahanta, Dept. of Economics, Gauhati University, 01/10/2014.
21. Dr. Srinath Barua, VC (Rtd.), KKHSOU.
22. Late Dr. Nandita Sarma, Former HoD, Dept. of Education, G.U.
23. Dr. Jagat Sargiwari, HoD, Dept. of Education, G.U. 2010.
24. Dr. Dulumoni Goswami, Associate Prof. Dept. of Education, G.U.
25. Dr. Renu Devi, Former Head, Dept. of Education, G.U.
26. Dr. Ananya Baruah, Associate Prof. Dept. of Education, Bikali College, 2010.
27. Mrs. Indira Saikia, Former HoD, Education, D.K College, Mirza, 15/09/2007.
28. Jatin Baruah, Ex. Prof. Dept. of Education Handique Girls College, Guwahati, 27/09/2007.
29. Dr. Pradip Kalita, Former Controller of examinations, ASHEC, 09/08/2007.
30. Biraj Kumar Das, Associate Prof. Dept. of Education, Domdoma College, 18/11/2011.
31. Dr. Polee Saikia, Associate Prof. Dept. of Education, G.U. 5/11/2011.
32. Ashim Ranjan Sarma, Associate Prof. Dept. of Education, D.K College, Mirza, 10/09/2004.
33. Dr. Gayatree Goswami, Prof. Dept. of Education, G.U. 31/08/2012.
34. Dr. Marami Goswami, Associate Prof. Dept. of Education, Guwahati College, 12/05/2014.

35. Dr. Gobinda Prasad Sarma, Ex-Prof., HoD, Dept. of English, & Dean of Arts, 17/08/2002 and 16/10/2015.
36. Prof. Shukla Bhattacharjee, HoD, Dept. of English, D. K. College, Mirza, 29/07/2007.
37. Prof. Madhabi Medhi, Hod, Dept. of English, B.Barooah College, Guwahati, 04/10/2007.
38. Farida Sultana Haque, Senior faculty, Dept. of English, Saraighat College, 10/10/2008.
39. Dr. Gayatri Goswami, Prof. and HoD, Dept. of Education, G.U. 2008.
40. Dr. Sandhya Goswami, Prof. and HoD, Dept. of Political Science, G.U. 2008.
41. Dr. Polly Vaqueline, Associate Professor, Dept. of Women Studies, G.U. 30/09/2011.
42. Dr. Jogen Ch. Kalita, Director, CDC, G.U
43. Dr. Daya Nanda Pathak, Ex- Principal, Pragjyotish College, Guwahati.
44. Dr. Pradipta Borgohain, Prof. and HoD, Dept. of English, G.U.
45. Dr. Manashi Borah, Associate Professor, Dept. of English, G.U.
46. Dr. Debajit Das, Assistant Professor, Dept. of English, D.K.College, Mirza, 21/11/2015.
47. Dr. Saurav Pran Goswami, Prof. Gauhati University, 05/04/2009.
48. Pradip Khataniar from Cotton College, 20/10/2007.
49. Mrs. Minoti Barthakur, 09/09/2011.
50. Dr. Juthika Das from Handique Girl's college, 23/11/2011.
51. Dr. Jogendra Kumar Das, Assistant Professor, D. K. College, Mirza, 20/09/2007.
52. Dr. Alaka Sarma, Professor Political Science, GU, 24/10/2009.
53. Dr Gayatri Goswami, Dept. of Education G.U.
54. Dr. Sandya Goswami, Professor Political Science, GU, 22/12/2010.
55. Dr. Subrajit Konwar, Dept. of Political Science, G.U, 21/11/2011.
56. Dr. Jyotsna Barua, Senior Scientist, Krishi Vigyan Kendra, Kahikuchi, Assam Agricultural University, 2011.
57. Dr. Arundhati Deka, Joint Director, Directorate of Medical Education, Govt. of Assam, 07/09/2007.
58. Dr. Arundhati Deka, Joint Director, Directorate of Medical Education, Govt. of Assam, 28/09/2013.
59. Mr. Simanta Bairagi, Assistant Vice President and Associate Director of Agency Tata AIA Life Insurance Corporation, 2013.
60. Ms. Inu Barua, Eminent Actress, T.V personality, 2013.
61. Ms. Abha Khanikar, Entrepreneur, 2013.
62. Prof J. B. Bhattacharjee, Chairman, Institute of North East India Studies, Kolkata and Founder VC, Assam University, Silchar dated 2<sup>nd</sup> & 3<sup>rd</sup> July, 2014.
63. Mr. S. K. Bose, President, Numismatic Society of India, Kolkata dated 2<sup>nd</sup> & 3<sup>rd</sup> July, 2014.



64. Dr. Bimal Mazumdar, Dept. of Assamese, G.U dated 3<sup>rd</sup> July, 2014.
65. Prof. A. K. Thakur, Dept. of History, NEHU dated 2<sup>nd</sup> & 3<sup>rd</sup> July, 2014.
66. Dr. Sagar Baruah, Principal, Khagarijan College, Nagaon dated 3<sup>rd</sup> July, 2014.
67. Dr. Mohammad Arif, Joint Secretary, UGC, NERO dated 3<sup>rd</sup> July, 2014.
68. Prof. Lakshmi Nandan Borah, Ex-President Asom Sahitya Sabha dated 16<sup>th</sup> October, 2015.
69. Dr. Raju Bardaloi, Principal, Chhaygaon College dated 16<sup>th</sup> October, 2015.
70. Prof. Nigamananda Das, HoD, English, Nagaland University dated 16<sup>th</sup> October, 2015.
71. Prof. Arindam Barkatoky, Dept. of English, A.D.P. College, Nagaon dated 16<sup>th</sup> October, 2015.
72. Prof. Madan Sarma, Dept. of English, Tezpur University dated 17<sup>th</sup> October, 2015.
73. Mr. Mridul Sarma, Dept. of Assamese, Kanoi College, Dibrugarh dated 17<sup>th</sup> October, 2015.
74. Dr. Satyakam Barthakur, Dept. of English, Dibrugarh University dated 17<sup>th</sup> October, 2015.
75. Dr. Prafulla Nath, Dept. of Assamese, Gauhati University dated 17<sup>th</sup> October, 2015.
76. Prof. Tarani Deka, HoD, Dept. of Assamese, Gauhati University dated 17<sup>th</sup> October, 2015.
77. Prof. Umesh Deka, Rabindra Nath Tagore Prof., Dept. of MIL, Gauhati University dated 17<sup>th</sup> October, 2015.
78. Prof. Jatin Baruah, Former Head of the Department of Education, Handique Girls' College, 27/09/2007.
79. Dr. Poli Saikia, Assistant Professor, G.U, 11/05/2011.
80. Prof. Ashim Ranjan Sarma, Assistant Professor, D.K. College, 04/09/2004.
81. Dr. Marami Goswami, Head of the Department of Education, Gauhati College, 12/05/2014.

## 12. Faculty Members as Resource Person outside the Institution-

- (i). Dr. Gajendra Ahikary-
  - (a). Dibrugarh University on 24-26 Nov, 2010.
  - (b). NEIHA Conference, Tripura University on 18<sup>th</sup> Nov, 2011.
  - (c). Sundaridia, Barpeta on Feb, 2007.
  - (d). ASC, Gauhati University on 31<sup>st</sup> Jan, 2012.
  - (e). ASC, Gauhati University on 3<sup>rd</sup> Feb, 2012.
  - (f). S. B. Deorah College, Guwahati, 2015.
  - (g). S. B. M. S. College, Sualkuchi, 2015.

- (h). Bikali College, Dhupdhara, 25<sup>th</sup> Nov, 2015.
- (ii). Dr. Nara Kanta Adhikary-
- Hem Chandra Choudhury Girls' High school, Kukurmara on 26/02/2003.
  - D. K. College, Mirza on 01/07/2010.
  - Suren Das College, Hajo on 10/11/2012.
  - D. C. Court Kamrup on 22<sup>nd</sup> and 28<sup>th</sup> Dec, 2011.
- (iii). Mrs. Sanghamitra Singha-
- D. K.Girls' College, Mirza on 21<sup>st</sup> Nov, 2005.
  - D. K.Girls' College, Mirza on 11<sup>th</sup> Feb, 2012.
- (iv). Dr. Mitali Kathkatia-
- D. K.Girls' College, Mirza on 2<sup>nd</sup> and 3<sup>rd</sup> July, 2014.
  - J. N. College, Boko on 25<sup>th</sup> March to 10<sup>th</sup> April, 2013.
  - KKHSOU, TET, D. K. College, Mirza on 26<sup>th</sup> Dec, 2012.
  - D. K. College, Mirza on 15<sup>th</sup> June, 2010.
  - D. K. College, Mirza on 17<sup>th</sup> June, 2009.
  - D. K. College, Mirza on 5<sup>th</sup> July, 2008.
- (v). Dr. Lilabati Choudhury-
- D. K.Girls' College, Mirza on 2<sup>nd</sup> and 3<sup>rd</sup> July, 2014.
- (vi). Mrs. Jinu Das-
- D. K. College, Mirza in 2010.
- (vi). Dr. Rekha Devi Borah-
- D. K. College, Mirza on 28/06/2008.
  - D. K. College, Mirza on 27/06/2009.
  - D. K. College, Mirza on 16/06/2010.
  - Training Camp organised by Krishi Vigyan Kendra Kamrup AAU, Kahikuchi on 04/06/2011 and 05/06/2011.
- (vi). Mrs. Ranjana Deka-
- Assam Agriculture University in 2008.
  - Assam Agriculture University in 2009.
- (vii). Dr. Jagannath Barman-
- D. K. College, Mirza on 17<sup>th</sup> June, 2010.
  - D. K. College, Mirza on 10<sup>th</sup> July, 2009.
  - Gauhati University from 01/07/2010 to 30/09/2010.
  - D. K.Girls' College, Mirza on 2<sup>nd</sup> and 3<sup>rd</sup> July, 2014.
  - D. K.Girls' College, Mirza on 16<sup>th</sup> and 17<sup>th</sup> October, 2015.
- (viii). Dr. Jahnobi Devi-
- D. K.Girls' College, Mirza on 2<sup>nd</sup> and 3<sup>rd</sup> July, 2014.
  - D. K.Girls' College, Mirza on 16<sup>th</sup> and 17<sup>th</sup> October, 2015.
  - Dhing College, Dhing
  - Asom Jatiya Vidyalaya, Noonmati on 25/08/2012.
  - Paschim Guwahati College, Dharapur on 09/06/2012.
  - Sipajhar Sahitya Sabha on 23/10/2011.

### 13. Silver Jubilee Celebration-

The college attains its Silver Jubilee Year in 2012 and 2013. The occasion was celebrated with one year long Educative and Colourful Programmes. It includes organising a prize money Inter college Kabbadi and Kho-Kho Competition among the colleges and Senior Secondary Schools situated in the South Kamrup Area from 08.09.2013 to 09.09.2013 and a cooking competition among the colleges under G.U. was also organised on 30.03.2013 and a Chorous competition of the colleges of South Kamrup were held on 6<sup>th</sup> January, 2013. All Assam Inter College Bihu Dance Competition was also organised by our college where in 31 colleges participated which was held on 20, 21, 22 August, 2013.

The Inaugural Ceremony of the Silver Jubilee Celebration was addressed by Dr. Srisri Pitambar Deva Goswami, the Satradhikar of celebrated Auniati Satra of Majuli, Mrs. Taibun Nessa an international Athletes, the students of neighbouring colleges, guardians, local leading citizens and the Parliamentary Secretary of Education to the Govt. of Assam Sri Rekibuddin Ahmed. Ten books containing essays by scholars of repute have been published by the departments of our college. Besides, a Souvenir namely 'Rupalim' compiling the records from its inceptions till date of the college was compiled and published. It also includes future plan and prospects of the college. The Silver Jubilee concluding ceremony was attended by Srijut Bhogeswar Barua a receipt of Arjuna Award of the Govt. of India, Dr. Himanta Biswa Sarma, the Education Minister of Assam, and others.

## PROFILE OF THE COLLEGE

### Profile of the Affiliated / Constituent College

#### 1. Name and Address of the College:

Name:	DAKSHIN KAMRUP GIRLS' COLLEGE	
Address:	P.O- MIRZA, DIST. - KAMRUP	
City: MIRZA	Pin: 781125	State: ASSAM
Website:	www.dkgirlscollege.org	

#### 2. For Communication:

Designation	Name	Telephone with STD code	Mobile	F a x	Email
Principal	Dr. Gajendra Adhikary	O: 03623-230047 R: X	9864071403		<a href="mailto:dkgcmirza1988@rediffmail.com">dkgcmirza1988@rediffmail.com</a> <a href="mailto:dkgcprincipal@gmail.com">dkgcprincipal@gmail.com</a>
Vice Principal	Dr. Ranjan Bhuyian	O: 03623-230047 R: X	9864502410		<a href="mailto:ranjanbhuyan25@gmail.com">ranjanbhuyan25@gmail.com</a>
Steering Committee Co-ordinator	Dr. Malabika Roy Dr. Nara Kanta Adhikary	O: 03623-230047 R: 0361-2573561	9957570987 9435342914		<a href="mailto:malabikaroyiqac@gmail.com">malabikaroyiqac@gmail.com</a> <a href="mailto:narakantaadhikary67@gmail.com">narakantaadhikary67@gmail.com</a>

#### 3. Status of the Institution:

Affiliated College

Constituent College

Any other (specify)

#### 4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

iii. Co-education

b. By Shift

i. Regular

ii. Day

iii. Evening

## 5. It is a recognized minority institution?

Yes   
 No

If yes specify the minority status (Religious/ linguistic/ any other) and provide documentary evidence.

**Does Not Arise**

## 6. Sources of funding:

Government   
 Grant-in-aid   
 Self-financing   
 Any other

7. a) Date of establishment of the college: (dd/mm/yyyy) **20/11/1988**

b) University to which the college is affiliated/ or which governs the college (If it is a constituent college)

**GAUHATI UNIVERSITY**

## c) Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2(f)	19-09-2012	-
ii. 12(B)	19-09-2012	-

(Enclose the Certificate of recognition u/s 2(f) and 12 (B) of the UGC Act)

Annexure I (Enclosed with the Hard copy)

d. Details of recognition/ approval by statutory/ regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/ clause	Recognition/ Approval details Institution/ Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.	N/A			
ii.	N/A			
iii.	N/A			
iv.	N/A			

(Enclose the recognition/ approval letter)

## 8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC) on its affiliated colleges?

Yes  No

If yes, has the college applied for availing the autonomous status?

Yes  No

**9. Is the college recognized**

a. By UGC as a college with Potential for Excellence (CPE)?

Yes  No

If yes, date of recognition: N/A (dd/mm/yyyy)

b. For its performance by any other governmental agency?

Yes  No

If yes, Name of the Agency N/A and

Date of recognition: N/A (dd/mm/yyyy)

**10. Location of the campus and area in sq.mts:**

Location	Rural
Campus area in sq.mts.	<b>51883.63</b>
Built up area in sq.mts.	<b>13272</b>

(\* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

**11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under agreement.**

- Auditorium/seminar complex with infrastructural facilities : **NIL**
- Sports facilities
  - ✓ **Play ground**
  - Swimming pool
  - Gymnasium
- Hostel Boy's hostel
  - I. Number of hostels
  - II. Number of inmates
  - III. Facilities (mention available facilities)
    - ✓ **Girls' hostel (Under Construction 90% Completed)**
      - i. Number of hostels: 1
      - ii. Number of inmates : 48
- Facilities (mention available facilities) :
  - i. Electricity
  - ii. Water supply
  - iii. Lavatory
  - iv. Kitchen
  - v. Dining Hall
- Working women's hostel –
  - Number of inmates
  - Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise)
  - Cafeteria: **NIL**
  - Health centre: **NIL**
- First aid, Inpatient, Outpatient, Emergency care facility, Ambulance.....
- Health centre staff –

Qualified doctor Full time  Part time

Qualified Nurse Full time  Part time

Facilities like banking, post office, **book shops**  : 1

- Transport facilities to cater to the needs of students and staff:
- Animal house :
- Biological waste disposal:
  - ✓ **Generator or other facility for management/regulation of electricity and voltage : Generator 5.5 KVA**
- Solid Waste Management facility
- Waste Water Management
- Water Harvesting

## 12. Details of programmes offered by the college(Give data for current academic year)

Sl. No	Programme level	Name of the programme/course	Duration	Entry Qualification	Medium of instruction	Sanctioned/approved student strength	No.of students admitted
1	Under Graduate	B.A.(Sem)	3 yrs	H.S. Passed	Assamese / English	1000	566
2	Post-Graduate	M.A in Assamese	2 yrs	B.A. Major in Assamese	Assamese	15	15
	Integrated programmes PG						
	M.Phil						
	Ph.D						
	Certificate courses						
	UG Diploma						

	PG Diploma						
	Any other (specify and provide)	Mass Communication & Journalism	3 yrs	H.S. Pass	English	25	8
		KKHSOU - U.G	3 yrs	H.S. Pass	Assamese/English	-	21
		IDOL - P.G	2 yrs	B.A.	Assamese/English	-	7
		B.A. (Major) in English	3 yrs	H.S Pass	English	25	10

13. Does the college offer self-financed Programmes?

Yes

No

If yes, how many?

**N/A**

14. New programmes introduced in the college during the last five years if any?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	05
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15. List the departments respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments	UG	PG	
Arts	History, Home Science, Economics, Education, Philosophy, Political Science, Mass Communication & Journalism	07	01	
Science				
commerce				
Any other(specify) Arts	1. Introduced P.G. in Assamese. 2. Environmental Studies has been introduced as a Core Subject.		<input checked="" type="checkbox"/>	

16. Number of programmes offered under (programme means a degree course like B.A, B.SC, M.A, M.Com)

a) Annual system

**b) Semester system**

c) Trimester system



**17. Number of programmes with**a) Choice based credit system b) **Inter/Multidisciplinary Approach** c) Any other(specify and provide details) **18. Does the college offer UG and /or PG programmes in Teacher Education?**Yes 

If yes,

a. Year of Introduction of the programme(s) **N/A** (dd/mm/yy)  
and number of batches that completed the programme 

b. NCTE recognition details(if applicable)

Notification No.: **N/A**

Date: .....

(dd/mm/yy)

Validity.....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes **19. Does the college offer UG or PG programme in Physical Education?**Yes No 

If yes,

a. Year of Introduction of the Programme(s) **N/A** (dd/mm/yy)  
And number of batches that completed the programme 

b. NCTE recognition details(if applicable)

Notification No. **N/A**

Date : ..... (dd/mm/yyyy)

Validity : .....

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes **20. Number of teaching and non-teaching positions in the Institution:**

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate professor		Assistant professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F		
Sanctioned by the UGC/University/State Government <i>RECRUITED</i>	-	-	06	12	02	05	06	05	-	-
<i>Yet to recruit</i>	-	-	-	-	01	-	01	-	-	-
Sanctioned by the Management/society or other authorized bodies <i>RECRUITED</i>	-	-	-	-	-	01	05	-	-	-
	-	-	-	-	04	08	01	01	01(Computer Operator)	01(Xerox Machine Operator)

<i>Yet to recruit</i>	-	-	-	-	-	-	-	-	-	-
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\*M-Male \*F-Female

### 21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate professor		Assistant professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.SC./D.Litt.							
Ph.D.			04	06	01	01	12
M.Phil.					01	01	02
PG			02	05		05	12
Temporary teachers							
Ph.D.							
M.Phil.							
PG							
Part-time teachers							
Ph.D.							
M.Phil.							
PG					04	08	12

### 22. Number of visiting Faculty/Guest Faculty engaged with the college.

**NIL**

### 23. Furnish the number of the students admitted to the college during the last four academic years:

Categories	B.A. I,II,III yr.		Sem I,II,IIIrd Sem		Sem I,III,IIIrd yr.		Sem I,III,V	
	Year 1 2012-13		Year2 2013-14		Year 3 2014-15		Year 4 2015-16	
	Male	Female	Male	Female	Male	Female	Male	Female
SC		24		26		22		26
ST		32		31		26		35
OBC		314		303		258		248
General		268		258		241		249
Others (BMCJ)								08

### 24. Details on students enrolment in the college during the current academic year:

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the college is located	566	15	-	-	581
Students from other states of India					
NRI students					
Foreign students					
Total	566	15	-	-	581

### 25. Dropout rate in UG and PG (average of the last two batches)

UG

**122.50**

PG

-

**26. Unit cost of Education**

(Unit cost= total annual recurring expenditure (actual) divided by total number of students enrolled)

- a) Including the salary component
- b) Excluding the salary component

**27. Does the college offer any programme/s in distance education mode (DEP)?**

Yes

If yes,

- a) Is it a registered centre for offering distance education programmes of another University

Yes  No

- b) Name of the university which has granted such registration.

- c) Number of programmes offered

- d) Programmes carry the recognition of the Distance Education Council.

Yes  No

**28. Provide Teacher – Student ratio for each of the programme/course offered:** **29. Is the college applying for**

Accreditation: cycle  cycle 2  cycle 3  cycle 4

Re – Assessment:

(cycle 1 refers to first accreditation and cycle 2, cycle 3, and cycle 4 refers to re-accreditation)

**30. Date of accreditation \*(applicable for cycle2, cycle 3, cycle 4 and re-assessment only)**

Cycle 1: 22 – 23 September, 2004 Accreditation Outcome/Result: C<sup>++</sup>

Cycle 2: ..... Accreditation Outcome/Result:

Cycle 3: ..... Accreditation Outcome/Result:

\*Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

Annexure II

**31. Number of working days during the last academic year.**

32. Number of teaching days during the last academic year

*(Teaching days means days on which lectures were engaged excluding the examination days)*

182
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33. Date of establishment of Internal Quality Assurance Cell( IQAC ):

**IQAC 23/08/2003** (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

**AQAR (i) 17.12.2015** (dd/mm/yyyy) for the Session 2011-12

**AQAR (ii) 17.12.2015** (dd/mm/yyyy) for the Session 2012-13

**AQAR (iii) 17.12.2015** (dd/mm/yyyy) for the Session 2013-14

**AQAR (iv) 17.12.2015** (dd/mm/yyyy) for the Session 2014-15

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information) –

- 1. History cum Cultural Museum.**
- 2. Sports Complex (Under Construction).**
- 3. Academic Building & Digital Class Room (Under Construction).**

## EXECUTIVE SUMMARY WITH SWOC ANALYSIS

As a premier institution of higher education for women, Dakshin Kamrup Girls' College has celebrated 25 years of its glorious service in 2013. After the Accreditation by NAAC in 2004 with C<sup>++</sup>, the institution volunteers for the second cycle of Accreditation by submitting its self-study report in the month of December, 2015 as per the NAAC guidelines. Dakshin Kamrup Girls' College is located in Kamrup District of Assam and on the South Bank of the mighty river Brahmaputra and it came into existence on 20<sup>th</sup> November, 1988. The college is privileged to be the only institution of higher education for women in the greater area from Goalpara in West to Guwahati in the East. Since the time of its inception it has been spreading the light of knowledge among the economically backward girl students of this area. Due to certain social system the girl students were kept deprived of their higher education of this habitation. So, it will not be on exaggeration to say that the establishment of this college opened up a new vista of higher education for the girl students of this locality. But even after the expiry of long 27 years the college has yet been facing a good many problems. The college authority with the active support from stakeholders and well wishers has been trying to do away the hurdles and to make the college a centre of excellence.

As the college is affiliated to Gauhati University, it primarily imparts undergraduate level of education with facilities for major courses in all the existing subjects (ARTS) Except Home Science and Bachelor of Mass Communication and Journalism (BM CJ) in conformity with the curriculum prescribed by the Gauhati University. The College has introduced PG courses in Assamese from the current year 2015. The performance appraisal for the institution is summarised below:-

**(i). CURRICULAR ASPECTS:** The curricular of the B.A programme is designed by Gauhati university .Earlier it was three year degree course. From 2011 Semester system has been introduced with credit based evaluation system. Keeping in mind the need of the girl students the college has introduced Home Science as a subject in degree course along with the subjects i.e. English, Assamese, Political Science, History, Economics, Education, Elective Assamese, Philosophy and Bachelor of Mass Communication and Journalism a distinct stream. College has also introduced PG in Assamese from this session i.e. 2015 onwards under Gauhati University. Major course in English has been introduced from 2012. Supplementing the formal education, "Environmental Studies" was introduced from the year 2005 as a compulsory subject in degree course.

**(ii). TEACHING- LEARNING AND EVALUATION:** The teaching learning process of the institution has two aspects i.e. training and instruction. The appointments of teachers are made as per the guidelines of UGC and Directorate of Higher Education, Govt of Assam. There is provision of recruitment of part time lecturers as and when necessary. Most of the teachers are engaged in research work and they update themselves through participation in UGC sponsored refresher courses (RC), orientation courses (OC) , short term courses (STC), workshops, seminars, conferences etc. Faculty members also participate in state, national and

international seminars & workshops from time to time organised by different organisations. Seminars and workshops are also organised from time to time by the individual departments. The teachers make themselves aware about their strength and weaknesses through the system of self- appraisal and students' feedback.

Along with the evaluation system prescribed by the university the college has its own system of evaluating students' academic performance through class tests, unit tests, home assignment, project etc. There is also a transparent system of internal assessment as per university evaluation system. Provisions of tutorial classes are also there to help the students to improve their academic performance. Some merit awards and scholarships are there for encouraging the students with better academic performance. Completion of courses and revision in time is matter of serious concern because the teachers are required to take classes in 10+2 stage as per the govt. Instruction. Moreover, teachers are at times required to perform non-academic duties by the state govt. which hampers normal-academic duties to a large extent.

Some of the members have obtained guide ship and has research scholars working for Ph. D under their guidance.

Students monitoring and guidance services are provided for academic and personal upliftment of the students. Career Guidance Cell and NSS Unit of the college take active part in this regard. Students performance in the final semester of last year shows significant results as pass percentage of the college is higher than the University pass percentage, i.e. college percentage is 98.36% whereas university pass percentage is 90.29%(appeared -80, passed- 80 in major course and approx. 104, passed 95 in general course). The drop-out rate of the college is a matter of great concern. There are various reasons for the drop-out. Some of the major reasons are marriages and others are identified as the poor economic conditions of the family, transportation costs, inadequate communication system etc.

**(iii). RESEARCH, CONSULTANCY & EXTENSION:** The research cell of our institution encourages its faculty members for promotion and development of research activities in different fields. 7 UGC funded minor projects have been going on since 2014. In the college at present there are 13 Ph.D. holders and presently 3 have registered for Ph.D. They are granted leave as per UGC provisions (FDP) and by the permission of G.B. to facilitate research work. Since 2005 there has been an increased number of research papers presented by the teachers in national and international seminars & conferences & many of them are published. The college has published 3 volumes of seminar papers of UGC sponsored national seminar held in the college on the month of July 2014 and October 2015. Altogether there are 9 publications with ISBN published by various departments of our college. Under the banner of Extension Cell D.K. Girls' College, Mirza, the college always extends its co- operation to serve the people of its adopted village in every possible way. Teachers and students are encouraged for extension activities. In this aspect, respective departments organises such programmes through field trips. The extension programmes are organised by NSS, Women Cell & Career guidance Cell from time to time. Teachers are also

encouraged to render their services for the benefit of the society through the participation in programmes of different voluntary organisations and NGOs' during their off hours.

**(iv). INFRASTRUCTURE & LEARNING RESOURCES:** Since its inception the college has created considerable infrastructure and tried to manage efficiently the limited physical space available. It has a campus area of 11 Bighas, 4 Kathas and 9 Lechas of land. The academic and administrative campus of the college comprises of administrative building, photostat centre, library, girls' common room, auditorium, conference room, separate departmental rooms for faculty members, canteen, union by chamber, museum, reading room, home science laboratory, education laboratory, girls' hostel, playground etc. Few new constructions are going on; they are digital classroom, girls' hostel, laboratory, Sports Complex. They are expected to be completed within a short period of time. The college has LCD and OHP facilities to enrich the teaching learning experiences. The infrastructural facility of the college is developed with the help of grants sanctioned by the UGC & State Govt. of Assam.

**(v). STUDENTS SUPPORT & PROGRESSION:** Apart from the classroom instruction, the teachers of the college provide continuous and need based support to the students in both academic and non-academic matters. The faculty members have adopted the system of feedback from the students which help them to be aware of their strength & weaknesses & thereby to improve their classroom teaching.

The institution has a number of special scholarships for the meritorious students sponsored by the well wishers of the college. The govt. sponsored scholarship "ISHAN UDAY" has also been received by some of the students of the college. The college provides free books and other facilities including admission fee to the needy students.

The college publishes its prospectus annually updating the latest changes made for improvement in the academic fields. The remarkable achievements of the students are also highlighted in the prospectus. Students' publication is encouraged through the annual college magazine, the departmental wall magazines, departmental bulletins, NSS wall magazines and other wall magazines of the college.

Students having proficiencies in sports are encouraged and provided facilities as and when required. For the exposure in the non-academic field, students are encouraged to take an active part in various co-curricular activities organised from time to time mainly the annual college week. NSS unit of the college are also involved in different activities which provide social benefits to the students & nation. The Alumnae Association of the college has been formed in 2002 with a view to work for the upliftment of the students as the college now has registered in the association. Besides this the departmental Alumnae meet is also organised by the Dept. of History and Dept. of Philosophy at times. The College has constituted three trusts for the students namely - Gajendra Chandra Kalita Memorial Award, Bhupendra Kumar Choudhury Memorial Trust, Bogaram Das & Bimala Das Award.

Students union of the college which is a democratic body represents the students. The Grievance Redressal Cell is responsive to the grievances of the students.

**(vi). GOVERNANCE, LEADERSHIP AND MANAGEMENT:** The organisational structure of the college is headed by the principal who is assisted by a number of functional heads with different designations including the Vice Principal for the co-ordination of all the programmes. The administrative structure of the college is formed according to the “The Assam Provincialised College and Non-Government College Management (Amendment) Rules 2009” of the Govt. The G.B. has a great role to play in the overall management of the institution including the appointment of teaching and non-teaching staff of the college with due approval of the Directorate of Higher Education, Govt. of Assam. The college authority encourages team efforts for implementation of different plans & programmes through different committees with members from both teaching and non-teaching staff. The college has formed 25 committees till date for its all round development. The college has only the faculty of Arts under which there are altogether 8 departments. A separate stream for Bachelor of Mass Communication & Journalism has also been opened from 2015. The respective heads of the department are responsible for administering different departmental activities with the co-operation of the college. The college library staffs are working under the supervision of the Librarian who allots the duties of the staff with approval of the Principal. The financial recommends of the institutions are made from UGC, Govt. grants & fees collected from the students.

The salary is born by the Govt. The institution has an internal audit system for monitoring financial matters which is done by the Chartered Accountant and the external audit of the college is done by the college Directorate of the Local Audit, Govt. of Assam. The college has a student Aid Fund for the benefit of the needy students. Leadership grooming is done at two levels viz. Academic & Research (among the teachers), extracurricular, curricular (among students). Internal Quality Assurance Cell (IQAC) has been functioning since 2003. Regular meeting of IQAC and Heads of Departments are held for effective planning & implementation of the policies of the institution. Feedback collected from the students are analysed for the review of implementation of institutional policies.

**(vii). INNOVATION & BEST PRACTICES:** For continuous qualitative development the college has implemented various innovative and best practices. In order to welcome eco-friendly environment and the college has adopted few strategies as- Tree plantations are done in all around the campus, Central library of the college has been computerised (initial stage), Dust Bins are placed at different corners of the college, to provide a healthy working environment, Plantation of medicinal tree is done in the college campus. Though there is no in-house centre for Yoga, Meditation & Prayer yet for the all round development of the personality of the students, teachers & employees, a number of workshops on Yoga & Meditation are held from time to time. Apart from that, every class is required to dedicate one minute group meditation in the presence of the respective teachers at the beginning of every class. The college also organises extension activities in the adopted village “Sarpara” from time to time to serve the community in different aspects. Some of the best practices followed by the college are-

- 1) Elections of the Students Union are held without the traditional campaigning system. Students are only allowed to campaign inside the college campus, and



they can do the campaigning in the classroom in the presence of the teachers. Use of posters and banners are strictly prohibited. Students enjoy a democratic atmosphere as far as election procedure is concerned. In all the cases relating to Students Union Election, the Lingdo Committee Report is followed.

- 2) A local leading English premier daily "The Assam Tribune" has been kept in a binding form since 1988. This practice has certainly been providing useful information to the students & teachers for research purposes. Many research scholars from outside also make effective use of the college library and collect information in their respective fields.
- 3) The College authority encourages students' participation in inter-college festival (youth festival) organised by Gauhati University. Students are also encouraged to participate in sports and debate competition organised by different colleges of Assam.
- 4) It is worth mentioning here that the NSS Unit of the college always encourages students to volunteer their services whenever required. Educational tour and excursions in and outside the State are also organised by the college from time to time to enrich the knowledge of the students and to give them right kind of exposure in different field.
- 5) The college has its own college anthem which beautifully unfolds the grace and dignity of the women of South Kamrup. The anthem is composed by Dr. Jagannath Barman faculty, Dept of Assamese.

## SWOC ANALYSIS OF THE COLLEGE

### STRENGTH-

1. Experience of long 27 years of undergraduate education.
2. Active participation of the stakeholders in institutional development activities.
3. Transparent disciplined and healthy examination and evaluation system.
4. Dedicated teaching and non-teaching staff.
5. Poor fund for the economically backward students.
6. CC TV camera surveillance to monitor student-teacher activities in the campus.
7. Canteen, Bookshop and Xerox facilities within the college campus.
8. The college has a good reputation as one of the leading college for Women Higher Education in the State.
9. The G.B. includes eminent and experienced academicians and administrators who always try for the quality improvement of the Institution.
10. Competent faculties are appointed strictly on the merit basis according to the guidelines from higher authority.
11. The college maintains an atmosphere of discipline.
12. The college is free from Party Politics, Election to the Students' Union are conducted without any expenditure of money of the students.

13. Eco-friendly living and socially responsible citizenship is inculcated in students through the routine activities of the NSS and the Social Service Unit of the college.
14. The college has enhanced and upgraded regularly the infrastructure facilities and learning resources.
15. Strong and continuing networking with Alumnae, Parents and retired faculties through their respective organizations who help the college to receive Feedback for quality improvement.
16. College has a playground for outdoor games.
17. College has a well organized Historical and Cultural Museum.
18. Being adjacent to the National Highway the college enjoys good connectivity with the nearby area. Police Station is adjacent to the college which provides security round the clock and 30 bedded Hospital is in the next door.
19. Presence of basic infrastructure and sufficient land area for any further upgradation and expansion.
20. The office of the Palashbari Revenue Circle and Magistrate Office are at the next door.

#### **WEAKNESS-**

1. Shortage of permanent faculty members in majority of the departments. Student-teacher ratio is not up to the mark.
2. Insufficient number of classrooms.
3. Insufficient recreation facilities for the faculty members.
4. Lack of residential facilities for the Principal, Teaching and Non-teaching Staff.
5. Irregularity of Power Supply.
6. According to the policy of the State Govt., New academic programmes have been introduced in the Aided system for the last several years.
7. Poor financial background of the students.
8. Non-availability of post graduate courses in majority of the subject.
9. Lack of modern teaching aids.
10. Lack of scope for institutional resource mobilization to generate income.
11. Dependence to G.U. in designing curriculum.
12. Non-availability of placement cell to create employment opportunities.
13. Insufficient funds to meet the growing necessities of the Stakeholders.
14. Non-availability of professional and job oriented courses.

#### **OPPORTUNITIES-**

1. Scope to upgrade the college to a rural Model Girls' College as it is the first and only Women College in the greater area from Goalpara in West to Guwahati in the East.
2. Scope to open up PG classes in all departments.

3. Scope to open vocational courses on Sericulture as the sources of the same are found in the locality.
4. With the internal resources the college provides free ships, fee concessions and other welfare schemes for economically backward students, thus keeping them to continue their higher studies.
5. Support from the Alumnae and benefactors enables the college to give a good number of scholarships and free ships to students especially on merit cum means basis.
6. An increasing number of teachers have acquired research degrees and undertaken research projects, so there is improved scope for upgrading more departments to the status of research centres.
7. Scope to inspire the students to set up Self Help groups.
8. The college being affiliated to the Gauhati University and registered by UGC, it is eligible to apply for development grants and UGC sponsored programmes.
9. To introduce job oriented and skill development self employed courses and other emerging subjects.
10. Scope for rural entrepreneurship development depending on local resources.
11. The good public perception and image of the college which can contribute to the growing interactions between the institution and the industry/corporate sector/business firms/social organizations.
12. Research and extension activities in the field of local cultural heritage viz. Satriya, Jatra and Dhulia.

### **CHALLENGES-**

1. Due to the poor economic background of the locality it is difficult to open self-financed job oriented courses.
2. As the college is situated in an area which is well connected with Guwahati City, so it is somewhat difficult to check the meritorious students from migrating to the city to pursue higher education.
3. Growing tendency of the affluent section of the society to prefer the private educational institutions.
4. Lack of proportionate number of faculties.
5. The Govt. takes the time to grant concurrence for the appointment of teaching and non-teaching staff which delayed the appointments in substantive vacancies.
6. Being an affiliated college and functioning in accordance with Govt. Policy the college has limited autonomy.
7. Our college is a rural college. The infrastructure and resources of the college are limited.
8. Skills of the maximum number of inputs are poor.

## CRITERION WISE REPORT

### CRITERIA – I: CURRICULAR ASPECTS

#### 1.1 CURRICULUM PLANNING AND IMPLEMENTATION

##### 1.1.1 State the vision, mission and objective of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

The college has the noble vision of occupying a prestigious position in the field of higher education of women and transform itself into a centre of excellence. The famous line from Keno Upanishad “Bidyaya Bindattmritam” which is engraved in the emblem of the college denotes the mission of the college. The line signifies that education leads to enlightenment. The mission of the college is to impart the students the knowledge of the self and the knowledge that can prepare them to lead a happy and meaningful life through the process of teaching and learning. Being an institution of higher education for women the college aims at a sustainable development of the women community of Dakshin Kamrup Area and helps them to continue to the process of national progress.

In order to make all-round development of women community of the Dakshin Kamrup area, the college has adopted certain well defined goals and objectives.

The vision, mission and objective of the college are communicated to the students, teachers, staff and other stakeholders through the various fruitful actions. Firstly, everyone is made to realise their duty and responsibility in making the institution one of the best institution of higher education for women in North East India. Secondly, the college holds Public meeting, Parent guardian meeting and the students are made aware about the aims and objectives of the college through the prospectus of the college at the beginning of the every academic year.

##### 1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and sustainable through specific examples(s).

For effective implementation of the curriculum, the college develops and deploys a specific action plans every year. For this purpose a timetable covering all subjects is prepared and lay stress upon the completion of the course on time, which is allotted to the faculty members.

To access the imparted knowledge of the courses and regular feedback from the students is sought. Besides the routine classes there is a provision of tutorial and extra classes for the benefit of the students.

Library facilities are offered to the students free of cost. Apart from these initiatives, seminars, workshops, talk exhibitions, field visits, tours to important places, guest lectures are organised by the college from time to time. Faculty members of the college

prepare their teaching plans at the beginning of the academic session. In the other areas such as sports, music, culture and literature the college provides various encouraging programmes. In this regard College Week provides powerful platform to the students to exhibit their inherent talents and capabilities in different fields like sports, music, literary activities, drama, debate etc.

### **1.1.3 What type of support (Procedural and Practical) do the teachers receive (from university and/ or institution) for effectively translating the curriculum and improving the teaching practice?**

For effective translation of curriculum and improvement of the teaching practice, the teaching faculty of the college gets full support and co-operation from both University and Institution whenever necessary.

The Gauhati University offers curriculum and syllabus of different subjects to the college and the college follows the norms and rules prescribed by the university. The university is the sole authority in the matter of changing syllabus to meet the challenges of the time. For improving the teaching practices, the college encourages its faculty members to attend lectures/ seminars/ workshops from time to time. The college encourages participation of faculty members in Career advancement programmes like different refresher courses, orientation courses, short term courses etc. Timely supply of books, journals and other teaching materials to the teachers required for effective delivery of the curriculum. Provide moral and financial support to the different faculty to organise seminar, symposium workshop, lectures etc in the department.

### **1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the curriculum provided by the affiliating university or other statutory agency.**

The college ensures the effective delivery and transaction of curriculum through the following ways:-

- 1) The teacher takes their allotted classes following a regular routine and completes the syllabus on stipulated time. Every department maintains class diary and teaching plan.
- 2) Seminars, workshops, talk, field study, educational tour etc. are organised to develop the intellect and skills of students in various aspects.
- 3) The college follows a continuous evaluation system, i.e. Sessional exams for degree course for the effective implementation of the curriculum.
- 4) The college has the provision of remedial classes, tutorial classes for weak and slow learners.

### **1.1.5 How does the institution network and interact with beneficiaries such as industry research bodies and the university in effective operationalization of the curriculum.**

### Industry-

The college has a career guidance cell which maintains a reasonably good relation with the nearby Gas Plant Industry. Students are taken to visit the industry with a view to give them a vivid picture of the employment scenario of the industry.

### Research Body-

Eminent scholars from different research bodies viz. Indian Institute of Entrepreneurship (IIE), Guwahati, NEIHA, Shillong, are invited to deliver lectures on different topics. Faculty members are also encouraged to take up membership of professional research bodies and participate in research activities to further enhance their research activities.

### University-

The faculty members of the college keeps regular touch with their affiliating unit and get latest information regarding their subjects. Professors of the parent university are also invited to the college to deliver lectures on different subjects. The Governing Body of the college has two university nominees who serve as an academic advisor to the institution. Apart from this, there are other two academic advisors from different Govt. Organisations. Academicians from different Universities i.e. Gauhati University, Manipur University, North Bengal University, North Eastern Hill University, Assam University, Dibrugarh University are also invited to deliver lectures as resource persons in different occasions.

#### Details of such programme are as follows –

Date	Programme	Resource person	Sponsored by / Organised by
23-01-2009	One day seminar on public funded Education system challenges and responsibilities	Dr. Apurba Kumar Das, President, ACTA and Prodip Kumar Dutta, Secretary, ACTA, Dr. Kandarpa Das, Director, IDOL, G.U.	ACTA, Kamrup (B Zone)
10-02-2009	Assamese Dictionary	Mr. Dhaneswar Kalita	Department of Assamese
27-08-2009	Lecture on Job Opportunities.	Mr. Dipankar Das, ICA, Maligaon	Career Guidance Cell of D. K. Girls' College

27-08-2009	Seminar on 'Secrets of Success'	Mr. Abhishek Chakravarty, Marketing Accounting Professionals, Maligaon	Career Guidance Cell of D. K. Girls' College
24-10-2009	Assamese Short Stories	Dr. Jamuna Sharma Choudhury	Department of Assamese
24-10-2009	Assamese Alphabet	Dr. Pramod Bhattacharjee	Department of Assamese
08-02-2010	Family Resource Management	Dr. Santana Kakati, HoD, Dept. Of Home Science, Handiwue Girls' College, Guwahati	Department of Home Science
07-11-2010	Talk on eye donation for 'World Vision Day'	Dr. Hridayananda Pathak, Eminent Physician (Eye Specialist)	D. K. Girls' College
21-01-2011	Lecture on 'Role of village industries in the devt, of Assam	Dr. Dharani Dhar Mali, KVIC Govt. of Assam	Department of Economics
11-05-2011	Lecture Programme on Beauty and Health	Ms. Mala Mahanta Bhuyan, Beautician	Career Guidance Cell of D. K. Girls' College
09-09-2011	Lecture on Personality Development and Mental Power	Dr. Minoti Barthakur, Ex-Prof. Cotton College	Department of Philosophy
30-09-2011	Empowerment of Women: The need of the Day	Dr. Polly Vauquiline, Associate Professor, Dept. of Women Studies, G.U.	Department of English
25-10-2011	Lecture on "Aggrarian Movement in Assam"	Dr. Meeta Deka, Associate Professor, Dept. of History, G.U.	Department of History
22-11-2011	Seminar on Khadi village Industries	Dr. Jiten Das, Distinguish Writer, Dr. D. D. Mali Ex-Director, IIE, Guwahati	Organised by Career Guidance Cell

23-11-2011	Lecture on Indian Philosophy	Dr. Juthika Das, Associate Professor, Handique Girls' College, Dept. of Philosophy	Department of Philosophy
05-01-2012	Talk on "Art and Architecture on Ancient India"	Dr. Paromita Das, Associate Prof. Dept. of History, G.U.	Department of History
22-08-2012 To 30-08-2012	Workshop on Drama	Himangshu Prasad Das, NSD, Guwahati	Career Guidance Cell of D. K. Girls' College
20-12-2012	Talk on 'Globalisation literature and values'	Dr. Malinee Goswami, Prof. Dept of Assamese, G.U.	Silver Jubilee Celebration, Seminar Committee, D. K. G. C, Mirza
26-04-2013	Talk on Historical relationship between Manipur and Assam.	Dr. N.J. Singh, Manipur university	Department of History
20-05-2013	Foundation stone lying ceremony of college hostels	Dr. K.M Pathak, Ex. VC. Central University Tezpur & Dr. Akhil Medhi, V.C. G.U.	D. K. Girls' College
31-01-2014	Book release function	1) Dr. Balen Das, President Assam college principal Association. 2) Sri Jyoti K. Hazarika, Secretary, ACTA. 3) Dr. R.C. Kalita, Principal, D.K. College. 4) Dr. S.N. Thakuria, Principal, Rampur college. 5) Dr. Dilip Kalita, Director ABILAK. Sri Bhubaneswari Baishya, Ex-HoD	D. K. Girls' College



		Dept of Assamese, Cotton college, Guwahati.	
02-02-2014	Foundation stone lying ceremony of Digital class Room.	Dr. Himanta Biswa Sarmah, Education minister. Govt. of Assam	D. K. Girls' College, Mirza
03-07-2014	Place of Assam in Indian Society, Culture and Economy	Prof. A. K. Thakur, HoD, Dept. of History, NEHU.	Sponsored by UGC and Organised by Department of History
03-07-2014	Lecture on "Benudhar Sharma's Historical Writings in Regional and National Perspectives"	Dr. Sagar Boruah, Principal, Khagarijan College, Nagaon, Assam	Sponsored by UGC and Organised by Department of History
03-07-2014	Lecture on "Role of Assam in the Freedom Movement of Assam"	Dr. Mohd. Arif, Joint Secretary, NERO, Guwahati, Assam	Sponsored by UGC and Organised by Department of History
02-07-2014	Bharatiya Bhakti Aandolanor Prekhyapatat Sankarwdwvar Byakatityar Bichar	Dr. Bimal Mazumdar, Associate Professor, G.U.	Sponsored by UGC and Organised by Department of History
15-05-2015	NAAC activities of the college.	Prof. Jogen Ch. Kalita, Director, CDC, G.U.	IQAC, D. K. Girls' College.
13-05-2015	Lecture on Globalisation.	Prof. B. P. Mishra, Dept. of History, North Bengal University.	IQAC, D. K. Girls' College.
16-10-2015 To 17-10-2015	National Seminar on Present Trends and Status of Assamese Literature and Other Modern Indian Literature: A comparative Study	1) Prof. Nigamananda Das, HoD, Dept. of English, Nagaland University 2) Dr. Arindam Barkataki, Associate Prof. ,Dept. of English, A.D.P. College, Nagaon, Assam.	Department of Assamese.

**1.1.6 What are the contributions of the institution and/ or its staff members to the development of the curriculum by the university? (Number of staff members/ departments represented on the board of studies, student feedback, teacher feedback, stakeholder's feedback provided specific suggestion.**

The University solicited suggestion from the institutions at one time of framing the new curriculum. In this regard Dr. Gajendra Adhikary (Former HoD, Dept. Of History, D.K.G.C), Existing Principal, D.K.G.C, Dr. Rekha Devi Bora ( HOD, Dept. of Home Science) , Dr. Jahanabi Devi (HOD, Dept. of Assamese), Dr. Jaganath Barman ( Associate Prof., Dept. of Assamese), Dr. Mitali Kathkatia ( Associate Prof., Dept. of Education) are invited to participate in the process.

**1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the preview of the affiliating university) by it? If “YES”, give details on the process (Needs Assessment design, development and planning) and the courses for which the curriculum has been developed.**

Our college strives towards the development of the inherent potentialities lies in the students. In this regard various quality development programmes are conducted by various departments and cells. For example personality development workshop development and life skill enrichment programme were conducted by the Dept. of Philosophy and Career Guidance Cell of the college. The college also upholds various awareness programmes on various aspects like health, environment protection, laws, women empowerment, yoga and meditation etc. Various training are given to the students of Home Science department , such as cutting, stitching, finishing of infant garment, children garment and women garment etc. as per prescribed syllabus of Gauhati University every year. The college does not develop curriculum for any of the courses other than those offered by the affiliating university. But there are some proposed certificate courses in the following subjects.

- 1) Spinning, reeling and weaving of “Eri” & “Muga” (Three months).
- 2) Spoken English.
- 3) Beautician.
- 4) Yoga and Meditation.
- 5) Early Childhood Care and Education (six month).
- 6) Nursing.
- 7) Food Preservation (one month).

**1.1.8 How does institution analyze/ ensure that the stated objectives of curriculum are achieved in the course of implementation?**

Every year the college analysed thoroughly the results of final year. The overall performance of the students in a particular examination is also evaluated. It comprises of permanent term wise examinations, continuous assessment, unit test, participation in the class etc.

Such continuous evaluation reveals slow learners who have not secured the expected level of performance. They are identified and remedial measures like extra coaching, paying individual attention and personal guidance are rendered. Advanced students are also taken extra care to achieve better results. The result of the University and the College is the main test to evaluate whether one stated objective have been achieved or not. Placement of students and progression of Alumnae also indicates the success of the institution in achieving the desired goals. The Internal Quality Assurance Cell of the college analyses the stated objectives of the curriculum of Gauhati University & ensures that some are implemented. The college makes utmost efforts to ensure effective curriculum implementation by adopting the following mechanism.

- 1) Teaching plans.
- 2) Assignments.
- 3) Seminars.
- 4) Guest lectures.
- 5) Result analysis.
- 6) Remedial classes.
- 7) Tutorial classes.
- 8) Educational tours
- 9) Field visit.

## **1.2 ACADEMIC FLEXIBILITY**

### **1.2.1 Specifying the goals and objectives give details of the certificate/ diploma/ skill development courses etc. offered by the institution.**

The range of various programme options available to the students in terms of certificate/ diploma/ skill development courses etc. offered by the college are as follows;-

The existing courses of study are prescribed by Gauhati University, K.K Handique State Open University, IDOL, Gauhati University. Details are given below-

- 1) By Gauhati University
  - (a) B.A (General).
  - (b) B.A (Major in English, Assamese, Education, Philosophy, Economics, Political Science, History).
  - (c) Master Degree Programme- (Assamese).
  - (d) Mass Communication & Journalism Degree Course.
- 2) By K.K Handique State Open University
  - (a) Degree Courses – B.A. (General)
- 3) IDOL, Gauhati University

## (a) PG courses in Arts

**1.2.2 Does the institution offer programme that facilitate twinning/dual degree? If “yes”, give details.**

No, the institution does not offer programmes that facilitate twinning/ dual degree.

**1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability.**

Range of Core/Elective options offered by the university and those offered by the College.

**Table - (A)**

Core options offered by the university and those opted by the college			
Arts		Arts	
Offered by the University	Opted by the College	Offered by the University	Opted by the College
English	English	Education	Education
Assamese(Mil)	Assamese(Mil)	Philosophy	Philosophy
Alt. English	Alt. English	History	History
Elective Assamese	Elective Assamese	Home Science	Home Science
Political Science	Political Science	Mass Communication and Journalism	Mass Communication and Journalism
Environmental Studies	Environmental Studies	Economics	Economics
M.A in Assamese	M.A in Assamese		

**Table – (B)**

Elective options offered by the university and opted by the college	
Arts	Arts
Offered by the University	Opted by the College
Alternative English	Alternative English
Elective Assamese	Elective Assamese
General English	General English
Education	Education
MIL (Assamese)	MIL (Assamese)
Economics	Economics
Political Science	Political Science
Philosophy	Philosophy
History	History
Home Science	Home Science

The college offers B.A (General), B.A (Major) and BMCJ at under graduate level and M.A in Assamese in P.G level. Environmental Studies which is a compulsory subject for all the students ensures the responsibility of keeping the environment safe as good citizens. All these courses definitely enhance the employable skill among the students which in turn help them improve in higher studies. The Gauhati University does not give academic flexibility to its affiliated colleges.

- Choice Based Credit system and range of subject options - D.K Girls' college, Mirza, maintains a credit and grading system designed and developed by the Gauhati University. The range of subject options is mentioned in Table A and B.
- Course offered in modular form - College does not offer any courses in modular form.
- Credit transfer and accumulation facility - In our institution we don't have any credit transfer and accumulation facility.
- Lateral and vertical mobility within and across programmes and courses - None.
- Enrichment courses - Though college do not have any specific enrichment courses yet the existing courses are enriched by organizing Seminars/Workshops/Lectures relating to knowledge development, personality development and skill development and preparing the students for job by career counselling.

**1.2.4 Does the institution offer self-financed programmes? If “yes”, list them and indicate how they differ from other programmes, with reference to admission. NIL**

**1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If “yes”, Provide details of such programmes and the beneficiaries.**

College provides the necessary arrangements for the students to attend different skill oriented programmes at regional level organized by different organizations like Computer Basic Training in Computer Operation by PIOMAC Computer Centre, Mirza.

**1.2.6 Does the university provide for the flexibility of combining the conventional face-to-face and distance mode of education for students to choose the course/combination of their choice? If “yes”, how does the institution take advantage of such provisions for the benefit of students?**

No, the University does not provide it.

### **1.3 CURRICULUM ENRICHMENT**

**1.3.1 Describe the efforts made by the institution to supplement the University's curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated.**

The college, being affiliated to the University, does not have the option of formulating its own curriculum. Still the courses adopted in UG and PG levels have their relevance to the institution's goals and objectives. The college aim to impart such knowledge and skills which are important for the all round development of the students. Moreover the college try to provide all kinds of facilities in academic and other fields. The academic calendar of the college is prepared for every session with active involvement of the staff. Principal makes sure that the curriculum framed by the university is implemented in such a way that it reflects 'The Mission and Vision' of the college. At UG level, the college, following the instructions of the university, offers a compulsory paper in "Environmental Studies". This paper is framed in such a way that issues like ecology and environment protection and preservation, value orientation for environmental protection global and national demands have made their judicious entry in the course of studies.

### **1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so far as to cope with the needs of the dynamic employment market?**

Since the college is affiliated to Gauhati University, therefore, the college does not have any option to modify the curriculum. However, the college organizes field study, educational tour, departmental seminar, symposia, lectures and workshop on the topic of the syllabus so that the students can acquire updated need based knowledge and information which help them to cope with the needs of the dynamic employment market. However, at the initiative of the Home Science Dept. of the institution, four Alumnae of D. K. Girls' College were sent for three months Certificate Course on "Approval Designing & Construction" Sponsored by USAID-AIP (United State AID and Agricultural Innovative Programme, Hyderabad) conducted by Assam Agricultural University, Jorhat from 25<sup>th</sup> June to 25<sup>th</sup> September, 2014.

### **1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate, Environmental Education, Human Rights, ICT etc, into the curriculum?**

The above mentioned issues are reflected in the existing curriculum to some extent. However, college makes an effort to integrate these issues into the experience of the students by organizing workshop, seminars, awareness programmes and by celebrating days especially World Environment Day, Gandhi Jayanti etc. The subject of Environmental Studies is a part of curriculum which is compulsory for all the students.

### **1.3.4 What are the various value-added courses/enrichment programs offered to ensure holistic development of students?**

#### **Moral and Ethical Values**

- 1) Health Camp.
- 2) Yoga programmes

- 3) One minute meditation before the commencement of every class.
- 4) NSS activities (inside and outside the campus).
- 5) Individual counselling to the students when needed.
- 6) Student representatives are elected for the purpose of maintaining discipline of the institution.
- 7) Quotations from the Holy Books and other eminent scholars have been engraved on the walls of the institution.
- 8) Music competitions on devotional songs are organized among the students.
- 9) Performances on devotional songs (BARGEET) (BHAJANS) are also encouraged.
- 10) A democratic and expenditure free approach is made in election campaigning so as to compel the students not to pressurise their guardians for any kind of expenses in this regard.

### **Employable and Life skills**

The communication skill is a must for effective adjustment with different situation of life including better career options. Therefore, faculty members put extra efforts to develop the communication skill of the students in the classroom through questioner answer session, group discussion, extempore speech, exposing of life events.

- 1) Kabbadi & Kho Kho training camp.
- 2) Spoken English course.
- 3) Training in life skills.
- 4) Students are also encouraged to participate in different events such as cultural and sports programmes, excursions, camps to improve their team spirit and organizational skills.

### **Better career options**

- 1) Computer training, beautician, cooking, singing, yoga.
- 2) Anchoring, drama, workshop, recitation, embroidery.
- 3) Training for recruitment in different state, authority, central government jobs.
- 4) Exhibition cum sale on handicrafts, homemade food, handloom products are organized to show the marketing prospects of the product as well as for developing the positive attitude towards entrepreneurship.
- 5) Awareness programmes on Mass communication and Journalism as career options.
- 6) Internet facilities are also provided to the students when needed to give them knowledge of the world around.

### **Community –Orientation**

Various programmes are organized by women cell/NSS & Department of Home Science in nearby villages of the college. On 4th and 5th June 2011 the H. Sc. department organized a two day Entrepreneurship Workshop. Development programmes on Infant Garment in Sajonpara village of Rani Development Block. The resource person was Dr. Rekha Devi Bora, HoD, department of Home Science. For community orientation, the college provides the following community orientation programmes-

- 1) Plantation of trees in the neighbouring village area has been done under the scheme of Ministry of Forest and Environment, Govt. of India, and awareness lecture programme on environment has also been organized in collaboration with the Amranga Kala Mandir, (NGO, Amranga).
- 2) Environmental Awareness Programme at Sarpara Girls' High School.
- 3) Cancer awareness programmes in Sarpara organized by Women's cell and NSS.
- 4) Seminar on khadi organized by CGC in collaboration with IIE.
- 5) An awareness programme on sanitation, hygiene, education and water quality issues in collaboration with W.S.S.O. and Department of Philosophy.

### 1.3.5 citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

The IQAC of the college collects the feedback from the students in a specific format. They fill up a form supplied to them in which they express their opinion on the curriculum and the methodology used by the teachers while teaching the curriculum.

#### The Format of Students' Feedback on Teachers (prepared by IQAC, D.K.G.C)

##### STUDENTS FEEDBACK SHEET D. K. GIRLS' COLLEGE, MIRZA

**Name of the Teacher :**

**Department :**

1. Is the teacher regular in attending classes?

- a). Very regular
- b). Regular
- c). Irregular

2. How well does the teacher prepare for the class?

- a). Thorough



- b). Well
  - c). Poor
3. Is your teacher audible?
- a). Very clear
  - b). Clear
  - c). Inaudible
4. Do you understand what your teacher teaches?
- a). Always
  - b). Sometimes
  - c). Never
5. Does the teacher have a thorough knowledge on the subject matter?
- a). Thorough
  - b). Well
  - c). Poor
6. Does your teacher generate interest in the subject?
- a). Yes
  - b). No
- If yes, how?
- a). Using visual aids (blackboard, globe, chart, models etc.)
  - b). Audio aids
  - c). Using both
7. Does the teacher encourage your participation in the class?
- a). Yes
  - b). No
8. If yes, which of the following methods are mostly used?
- a). Question answer method

- b). Discussion method
  - c). Discussion outside class
9. How helpful is the teacher in advising?
- a). Helpful
  - b). Sometimes helpful
  - c). Unhelpful
10. How is your teacher?
- a). Courteous
  - b). Rude
  - c). Indifferent
11. Is your teacher available outside the classroom for discussion?
- a). Always
  - b). Sometimes
  - c). Never
12. Does your teacher conduct regular test? If yes, specify them
- a). Class test
  - b). Unit test
  - c). Sessional test
13. Does your teacher correlate the subject matter with the environment and other related issues?
- a). Always
  - b). Sometimes
  - c). Never
14. Are you aware about the lesson/ course plan of the teacher?
- a). Yes
  - b). No
  - c). Sometimes

15. How co-operative are you teacher with you?

- a). Always
- b). Sometimes
- c). When needed

16. Ability of the teacher in -

- a). Conducting a test
- b). Designing assignments
- c). Designing projects
- d). Preparing for the examination

17. Does your department encourage feedback system?

- a). Always
- b). Sometimes
- c). When needed

18. Your teacher as perceived by you

- a). Motivator
- b). Facilitator
- c). Counsellor

AnyComment:

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.....

### **1.3.6 How does the institution monitor and evaluate the quality of its Enrichment Programmes?**

The respective convenor and co-ordinators of the various units and different committees monitor the enrichment programmes and ensure their quality. It also functions as an advisory body to guide the college for improving the quality of its services to the students. They also keep the records of different events for reviewing & monitoring the programmes.

## 1.4 FEEDBACK SYSTEM

### 1.4.1 What are the contribution of the institution in the design and development of the curriculum prepared by the University?

Based on the feedbacks from its different stakeholders some of the faculty members who are also the members of course curriculum committee (CCS) of the University give their valuable suggestion in designing the course content for degree course. In this regards, Dr. Gajendra Adhikary, (Former HoD, Dept. of History), Existing Principal, D.K.G.C, Dr. Rekha Devi Bora ( HoD, Dept. of Home Science) , Dr. Jahanabi Devi (HoD, Dept. of Assamese), Dr. Jagannath Barman ( Associate Prof., Dept. of Assamese), Dr. Mitali Kathkatia ( Associate Prof., Dept. of Education) are invited to participate in the process.

### 1.4.2 Is there a formal mechanism to obtain feedback from the stakeholders on curriculum? If “Yes” how it is communicated to the university and made use internally for curriculum enrichment and introducing changes/ new programmes?

Though the college does not have a formal mechanism to obtain feedback from students yet the IQAC at the end of the final semester exam obtain feedback from the students in a specific format & analyze the out-come and if necessary changes are made accordingly.

### 1.4.3 How many new Programmes/ Courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/ programmes?

- 1) The K.K Handique State Open University Study Centre of the college offers courses at undergraduate level.
- 2) B.A in Mass Communication and Journalism is introduced in the session 2015-16.
- 3) M.A in Assamese is also introduced in the session 2015-16.
- 4) Major in English.
- 5) IDOL, (under Gauhati University) Study Centre of the college offers courses at P.G. level in Arts.

#### Rationale for introducing new courses

##### (A). Major in English.

- 1) Long term demand has been felt by the college to open up major courses in English.
- 2) Since English is an international language, thus it is felt that opening major course in English will help the students to learn world literature which will ultimately help them to enrich their own culture & literature.

##### (B). Mass Communication and Journalism.

- 1) To meet the growing demands of the girl students of South Kamrup for the subjects.

- 2) Mass communication & Journalism is a very powerful subject at present as far as career prospects are concerned.
- 3) The subject has been introduced to provide the students firm grounding in communication skills. It has aim to develop ability for critical thinking & creativity and to give the student an opportunity to combine the theoretical curriculum with practical applications through lucid writing skills, oral presentation skills & a mastery of various mass communication media available in our global information age. To provide in depth understanding of print, electronic journalism, rural communication, film studies, cultural studies.

### **(C). P.G course in Assamese.**

Ours is a loan institution after Handique Girls' College for higher studies for women folk in this vast area comprising greater Guwahati in the East and Goalpara in the West. The present strength of our College is more than 1500 in all , while in Degree Course we have more than 650 students calculated as on date. We are imparting them knowledge on different subjects on humanities, informations and technologies . Till date performance is very creditable. Almost every year our pass percentage is higher than Gauhati University and the adjoining Colleges.

In last 26 years the college confined only in Higher Secondary and Degree course. Every year a large number of students pass out from our College and look higher education in different intuitions. But due to overburden, a lot of students' aspiration to get higher education remains unfulfilled. To help these needy students our institution has planned to open P.G. Course in Assamese.

## **CRITERION - II: TEACHING - LEARNING AND EVALUATION**

### **2.1 STUDENT ENROLMENT AND PROFILE**

#### **2.1.1 How does the college ensure publicity and transparency in the admission process?**

The admission process of the college is quite transparent. The dates of admission are notified in the college notice board. The college prospectus along with the admission forms are issued to the students and the prospectus gives a thorough information about the visions, missions of the institution, campus profile, details of academic programmes to fulfil the needs of the students, the scholarship for the meritorious students and various other opportunities that the college offers.

#### **2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test or interview (iv) any other) to various programmes of the institution.**

The college has no provision of giving any strict cut-off percentage for admission. Thus, the students are admitted as per the merit list prepared by the **Admission Committee of the college**. But for admission to the various major courses the respective departments of the college **conduct entrance test/ interview**.

#### **2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/ district.**

The mission of the college is to impart holistic education to the young women from all sections of the society, which makes us not to be strict enough to put any cut-off percentage for admission at the entry level.

The minimum percentage of marks is usually 30% but in case of students willing to take major in any subject the minimum percentage is 40%. Apart from it, a test is conducted by the respective departments in case of major courses.

#### **2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If “yes” what is the outcome of such an effort and how has it contributed to the improvement of the process?**

Yes, the outcome and contribution are mentioned below-

- 1) The institution has a mechanism to review the admission process and student profile annually.

- 2) After receiving the forms from the students, the admission committee makes a thorough study about the academic background as well as economic status of the students.
- 3) Records of extra -curricular activities of the students are maintained in the office.
- 4) During the day of admission, concerned bank personals are engaged for smooth functioning of transaction of admission fees.

**2.1.5 Reflecting on the strategies adopted to increase/ improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/ reflect the National Commitment to diversity and inclusion.**

**(i). SC/ST/OBC (ii). Women (iii). Differently abled (iv). Economically weaker sections (v). Minority community (vi). Any other**

College strictly follows the Indian Government norms to implement the reservation policy for SC, ST(P),OBC,MOBC, physically handicapped students and students having outstanding performance in extra -curricular activities.

Year	SC (7%)	STCP (10%)	STCH (5%)	OBC (15%)	PH (3%)	Extracurricular (2%)	Others
2012-13	24	32	-	314	-	-	268
2013-14	26	31	-	303	-	-	258
2014-15	22	26	-	258	-	-	241
2015-16	26	35	-	248	-	-	264

**2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends i.e. reasons for increase/ decrease and actions initiated for improvement.**

## PROGRAMME UG (ARTS).

Year	No. of Applications	No. of Students Admitted	Demand Ratio
2009-10	346	346	1:1
2010-11	387	387	1:1
2011-12	601	601	1:1
2012-13	638	638	1:1
2013-14	618	618	1:1
2014-15	547	547	1:1
2015-16	558	558	1:1

## PROGRAMME P.G. (ARTS)

2015-16	15	15	1:1
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**2.2 CATERING TO STUDENT DIVERSITY****2.2.1 How does the institution cater to the needs of differently-able students and ensure adherence to government policies in this regard?**

The college adheres to the government policies for differently-able students in terms of reservations and financial needs.

**2.2.2 Does the institution assess the students' need in terms of knowledge and skills before the commencement of the programme? If "yes", give details on the process.**

There is no such provision. Most of the programmes are designed by affiliating university.

**2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/ Remedial/ Add-on/ Enrichment Courses, etc.) to enable them to cope with the programme of their choice?**

To minimise and bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice, the institution follows the following strategies-



- 1) Tutorial classes.
- 2) Personal counselling.
- 3) Class test.
- 4) Question answer sessions.
- 5) Group discussions.
- 6) Seminars.
- 7) Projects.

Through this process slow learners can be detected and extra efforts are put to enable them to cope with their choices.

#### **2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc?**

Various seminars, workshops, lectures were organised in the college by the departments to sensitize its staff and students on issues such as gender, environment etc.

#### **2.2.5 How does the institution identify and respond to special educational/ learning needs of advanced learners?**

Advanced learners are identified through **tests, seminars, debates and assignments** held in the college during the session. In order to help the advanced learners to improve their aptitude and other talents, they are encouraged to take part in various **inter-college and intra-college competitions**. The advanced learners are encouraged to study the books & journals to enrich their knowledge. They are also encouraged to make maximum use of the college library, counselling cell of the college. They are also provided with free books and other learning materials as and when needed. Every department extends their dedicated efforts to help the advanced learners the best possible way.

#### **2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?**

The institute collect information on the academic performance of the students at risk of drop out from the disadvantaged sections of society, physically challenged, slow learners and economically weaker sections etc. For slow learner's unit test, class test, oral test and interaction with students in the college are being held. For economically weaker & the disadvantaged section of students, our institution have several scholarships such as-

- 1) SC/ ST/OBC/MOBC/Physically handicapped, Ex-teagarden labour scholarship as per government policy.
- 2) Student with outstanding calibur is provided with all the required text books and cash to facilitate her for further study.
- 3) Financial assistance to poor and meritorious students from Student aid fund.

- 4) Bogaram and Bimala Das Trust- the award is reserved for the students one from H.S 1<sup>st</sup> year and one from TDC 1<sup>st</sup> year belonging to economically weaker section and securing highest marks among the first division students.

## 2.3 TEACHING – LEARNING PROCESS

### 2.3.1 How does the college plan and organise the teaching, learning and evaluation schedules (Academic calendar, teaching plan, evaluation blue print etc.)?

At the commencement of the academic year, the institution prepares the general teaching schedule. The college prepare the timetable distributing the classes and teaching hours among the faculty members.

The college annually publishes the Prospectus during the college admission which contains the information regarding the teaching learning schedule, holidays, dates of internal examinations, papers offered under Non Major Elective and Major subject. The college has a well defined academic calendar prescribed by the affiliating University which is strictly followed in the management of the classes of the college. Also every department prepares respective teaching plan for the academic session every year. **Class test and Sessional examinations** are conducted as per the academic calendar of the college.

The faculty members are involved in the entire evaluation process and they are engaged as examiner, scrutinizer, external examiner, head examiner, supervisor, zonal assistant officer in-charge & tabulator.

**Evaluation blue print** - The student academic progress is monitored regularly by adopting the strategy of continuous internal assessment, seminars, group discussions, assignments etc. marks assigned for internal assessment and for final exam is as per GU norms.

The method of evaluation followed in the Semester Exam for UG is single evaluation completely by external examiners.

#### Evaluation Blue Print

Courses	Internal marks	Semester marks	Total
UG	20/15 for Major	80/60 for Major	100/75
	20/15/10 for General	80/60/40 for General	100/75/50

### 2.3.2 How does IQAC contribute to improve the teaching – learning process?

IQAC has been instrumental on running the wheel of the teaching – learning process of the institution. Since the inception of IQAC on 2003, it has been extending its co-operation

towards the improvement of quality and achieving excellence. It formulates necessary strategies to overcome the drawbacks if any in respect of teaching and learning process in the college and also forward necessary suggestion to the authority in this respect.

IQAC of the college mainly look after the following aspects towards the improvement of Quality and Achieving Excellence –

1. Clarity and transparency in the admission process.
2. Timely submission of teaching plan by the teacher.
3. Discussion on the outcome of feedback.
4. Monitoring different aspects of the student support system.
5. Monitoring the development of skills and co-curricular activities if both the teachers, supporting staff and the teachers.
6. Allocation of funds for each department to purchase new books for the central library of the college.
7. Organising seminars, workshops and lecture programmes.
8. Preparation and submission of Annual Quality Assurance Reports.
9. Maintenance of self- appraisal report of the faculty members.
10. Monitoring of different cells of the college.
11. Important achievements of the IQAC during last five years-
12. Upgradation of college campus.
13. Installation of running water facility.
14. Renovation of old Assam type building.
15. Provision of drinking water facilities.
16. Construction of Digital Classrooms.
17. Construction of Girls' Hostel.
18. Construction of Sports Complex.
19. Construction of laboratory of the Department of Education.
20. Construction of laboratory of the Department of Home Science.
21. Power supply (uninterrupted).
22. Construction of Administrative Block with Conference Room.
23. Two new Main Gates, one by the side of N.H.37 and the other at the entrance of the College campus.
24. Cycle stand for the students.
25. Publication of Wall magazine and College magazine.

### **2.3.3 How is learning made more student-centric? Give details on the support structures and system available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?**

Learning is made student-centric by the teachers who enlighten them about the prescribed syllabus and give them wider perspective about the subjects through a series of lectures. This is followed by student-centric approach like-

- 1) Preparation of assignments.
- 2) Seminar on projects.
- 3) Report writing.
- 4) Group discussion.
- 5) Educational tour.
- 6) Preparation of wall magazine.
- 7) Screening of documentary films.
- 8) Displaying models and charts.
- 9) Books and journals are recommended in the syllabus for further learning.
- 10) Guest lectures organised at the departmental level by inviting subject experts.

Learning is made more learner-centric by laying stress on specific learning outcome for all courses making it more participatory and interactive.

### **2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?**

Institution nurture critical thinking, creativity among students by organising Seminars, Workshops on areas like life skills, Music, Drama and Exhibition cum sale programmes on hand-loom and handicraft products made by Alumnae and the present student's of the college. It also encourages participation of the students in various competitions and programmes like cooking competition, essay competition, extempore speech competition, letter writing competition, debate competition, poem and story writing competition, recitation, music and dance competition, art competition, flower and flour decoration competition, bridal making competition, mehendi competition, drama competition, quiz competition, anchoring etc.

### **2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning-resources from National Programme Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.**

Various technologies and facilities used by the faculties for effective teaching are as follows-

- 1) Computer.
- 2) LCD projector.
- 3) Xerox and printing facilities.
- 4) OHP.
- 5) Desk top.
- 6) Digital Classroom (under construction).

The students are taken on industrial visit, archaeological visits, educational tour etc. from time to time as a part of effective teaching practice.

### 2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

Students and faculties are exposed to advanced level of learning through-

- 1) Lecture Sessions, Local and National Level Seminars, Workshops where experts are invited to the college from various fields.
- 2) Availability of new books and journals in the library.
- 3) Field visit, visit to industries, project submission etc.
- 4) Students Exchange Programme.

### 2.3.7 Detail (process and the number of students benefitted) on the academic, personal and psycho-social support and guidance services (professional counselling/ mentoring/ academic advise) provided to students?

The students with major course are provided with an additional library card. Since, 1988, **The Assam Tribune**, a premier daily English Newspaper, and **The Dainik Asom**, a leading Assamese Daily, have been preserved with proper binding in order to facilitate the Students.

The college has one career guidance cell, one guidance & counselling centre for providing psycho-social counselling for the academic and personal problems of the needy students. Students feel free to share and find solution to their all types of problems. Both the cells are headed by the college principal and other faculty members of the departments.

Career guidance cell of the college organizes counselling sessions for the final year students and always tries to give them information's relating to career building. For the benefit of the students and faculty members, the following programmes were organized in the college on professional counselling, mentoring and academic advice during the last few years:-

Sl. No.	Name of the programme	Expert/Resource person	Organized by	No. of participants	Date
1.	Seminar on Secret of Success	Abhishek Chakravarty, Marketing Accounting Professionals, Maligaon	CGC, D.K.G.C	76	27.8.2009
2.	Seminar on Job opportunities	Dipankar Das, ICA, Maligaon	CGC, D.K.G.C.	31	27.8.09
3.	Workshop on Embroidery	Dept. of Home Science, D.K.G.C	CGC, D.K.G.C.	31	05.10.10
4.	One day training program on Anchoring	Ms. Reeta Bhattacharjya	CGC, D.K.G.C.	43	05.10.10
5.	Workshop on Recitation	Dr. J. Devi, HOD, Assamese,	CGC	10	06.10.10

		D.K.G.C			
6.	Seminar on career options in Aviation, Hospitality and Tourism	Ms. Sintu Sarma from "BEYON CLOUDS"	CGC, D.K.G.C.	128	23.8.11
7.	Essay and Debate competition regarding Self Employment and Entrepreneurship Development	Dr. J. Barman, Assoc. Prof. Dept. of Assamese. D.K.G.C	CGC	15	21.11.11
8.	Seminar on Khadi village Industries	Dr. Jiten Das Dr. D.D. Mali	KVIC'S People Education program and society for promotion of Entrepreneurship and Economic (speed) Ghy.	117	22.11.11
9.	Cooking competition	Dept. of Home Science	CGC. D.K.G.C	43	7.9.11
10.	Workshop on Drama	Mr. Himanshu Prasad Das, NSD Graduate, noted Actor, Director, Script writer	CGC	20	22.8.12 – 30.8.12
11.	Two day workshop on Bargeet and Lokageet	Ms. Tarali Sarma, noted Singer, National Award winner.	CGC	20	29.8.13 – 30.8.13
12.	Lecture programme on Beauty & Health	Ms. Mala Mahanta Bhuyan, Beautician.	CGC	60	11.5.13
13.	Cooking competition at a) South Kamrup Level b) Kamrup District Level (for Degree students )	1. Inu Barua, noted actress, T.V. personality 2. Simanta Bairagi, Food specialist, Entrepreneur 3. Abha Khanikar, Entrepreneur	CGC & Dept. of Home Science	(a) 58 (b) 20	28.9.13
14.	Exhibition cum Sale programme		CGC	38	31.1.14 to 2.2.14
15.	Selection of students for free Computer Education under	DOEACC	CGC	18	October, 2014

	the banner of DOEACC, Mirza				
16.	“Awareness program on Job Related Competitive Exams”	Mr. Abhijit Sarma Mr. Rikumani Das SIKSHA, Maligaon	CGC	68	18.2.15

**2.3.8 Provided details of innovative teaching approaches/ methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

Some new innovations have been adopted in teaching methods during the last four years. New semester system has been introduced by Gauhati University in place of traditional yearly system from the session 2011-12. As such, teachers have to adopt new teaching methodologies so as to make the students learn within a given period of time.

Innovations that have been adopted by the faculty members of the institution are-

- 1) Home assignments and Seminar presentation are integral part of the curriculum.
- 2) Educational visit, field visit, visit to industries, field work and project are regularly arranged.
- 3) Students are guided and encouraged by faculty members to prepare wall magazines of the respective departments.
- 4) Film shows relating to course is done by the Department of History.
- 5) Smart class room is under construction (under UGC programme).

**2.3.9 How are library resources used to augment the teaching learning process?**

The college library has been playing an important role in the process of teaching and learning. The college library is easily accessed by each and every student. The students are allowed to borrow books for a period of fifteen days and they can further renew the issue if required. Major students are being provided with additional facilities like, they are provided with more library cards compared to the general course students. Besides borrowing books from the library, there is also the facility of reading room in the library where students, teachers as well as supporting staffs can sit and read in their spare time. The library has sufficient number of text books, reference books, journals, periodicals, newspapers and magazines available for the students as well as for the teachers. Besides having a central library, each department has its own library which is also equally accessible to the students of the department.

**2.3.10 Does the institution face any challenge in completing the curriculum within the planned time frame and calendar? If “Yes”, elaborate on the challenges encountered and the institutional approaches to overcome these.**

Since the institution is a women's institution in a rural area, many challenges are encountered so far as completing the curriculum is concerned. Though the institution keeps no stone unturned to complete the curriculum with the time frame and calendar based on prescribed Gauhati University calendar. Yet, the institution is not free from certain challenges from the point of view of students regular attention which are identified as-

- 1) Poor education level of the parents.
- 2) Social pressure for early marriage of girls.
- 3) Poor economic condition of the family.
- 4) Lack of proper communication facility.
- 5) Poor health of the girl's students (most of the students are having the problem of anaemia).
- 6) Lack of inspiration and support from the family for higher education.

The above mentioned challenges are identified only on the basis of their occurrences.

Apart from these teachers are to take additional classes of higher secondary (two years course) along with the degree classes for which teachers have time constraints for completing the degree course. Also most of the teachers are engaged in State Government duties like election duty and census duty which sometimes hamper activities of teaching and learning.

The college has completed 25 glorious years of existence as a premier institution for women higher education in the South Kamrup area. Yet the number of teachers and office staff are very limited and below the requirement level compared to the number of students. Some of the departments are running with much lower number of permanent teachers. This indeed creates problems in completing the curriculum on time.

The college tries to meet these challenges by adapting the following strategies-

- 1) Appointing part time teachers.
- 2) Arranging extra classes, tutorial class etc. for completion of the curriculum.
- 3) Providing notes on selected topics.

**2.3.11 How does the institute monitor and evaluate the quality of teaching learning?**

The college has adopted a number of processes to monitor and evaluate the quality and teaching learning process-



- 1) For ensuring the attendance of teacher and supporting staff, bio-matrices machine has been installed.
- 2) Teachers are required to submit teaching plans to the authority.
- 3) Work load is maintained by the Head of each and every Department.
- 4) Attendance of individual teacher is maintained in the department.
- 5) Feedbacks from the students are taken on the performance of individual teachers.
- 6) The proper functioning of the classes is being supervised by Principal and Vice- Principal.

Lectures, seminars and workshops are organised from time to time to upgrade the teaching skills of the faculty members. Teachers are also allowed to attend seminars, workshops, conferences and career development programmes like Refresher course (RC) Orientation course (OC) Short term course (STC) as and when necessary.

Faculty members are encouraged to undergo Ph.D courses, M.Phil courses etc. from recognised universities. Some of the faculty members are doing minor research projects (MRP) under UGC scheme. Teaching staff with Ph. D degree are encouraged to go for guide ship. Meanwhile three of the faculty members including the Principal of the college have guide ship under different universities.

## 2.4 TEACHER QUALITY

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.SC/ D.LITT	NIL						
PH.D			04	06	01	01	12
M.PHIL					01	01	02
PG			02	06		04	12

Temporary Teachers						
PH.D	NIL					
M.PHIL					01	
PG						
Part –time Teachers						
PH.D	NIL					
M.PHIL						
PG				04	08	12

In general all positions of teaching and non-teaching staff are filled as per the norms laid down by the Gauhati University/ Government of Assam. Requests are sent through proper channel to the Government to fill up the required posts. Regarding the post of librarian and teachers advertisements with necessary details are published in the leading newspaper for eligible candidates having present UGC norms. Application forms of the candidates are properly scrutinized by the experts and selections are done on the basis of merit and academic performance of the candidate. Arrangements are also made for appointment of part time teachers in different departments based on departmental requirements.

**2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the effort made by the institution in this direction and the outcome during the last three years.**

The college has limitations regarding opening new programmes and courses as it is controlled by DHE regarding opening new full-time courses and appointing new teachers. However, as per the Assam Government's direction to open professional courses in the colleges of Assam, **the bachelor degree in Mass Communication and Journalism has been introduced in the year 2015.**

Since, the institution has only one stream i.e. Arts, the question of introducing subjects like Biotechnology, IT, Bioinformatics does not arise. Yet, the departments are encouraged to open up courses on emerging areas. College has already submitted proposals for introducing different courses at degree level to the concerned authority.

**2.4.3 Provide details on staff development programmes during the last four years. Elaborate on the strategies adopted by the institution in enhancing the teacher quality.**

(A). Nomination to staff development programmes.

Academic Staff Development Programmes	Number of faculty nominated
Refresher course	03
HRD programme (STC)	06
Orientation programme	05
Staff training conducted by the University	03
Staff training conducted by other institution	02
Summer/ Winter Schools, Workshops etc	NIL

(B). Faculty Training programmes organised by the institution to empower and enable the use of various tools and technology for improved teaching- learning

To improve the teaching- learning methods the following steps are taken by various departments of the college-

- 1) Educational field trips.
- 2) Organise workshops on grading system.
- 3) Screening of documentary films.
- 4) Displaying models and charts.
- 5) Project works are given to the students.
- 6) Organise seminars.
- 7) Workshops on PG 1<sup>st</sup> semester syllabus, Department of Assamese, GU.
- 8) Awareness on sexual harassment.
- 9) Awareness programme on legal right of women.

**Handling new curriculum** - Whenever a new curriculum is being introduced, experts are invited to give necessary information related to it. When grading system was newly introduced by G.U for the semester system, following experts were invited to the college:–

- 1) Dr. Marami Goswami, Associate Professor of Gauhati College was invited by IQAC to explain and elaborate on the grading system in semester exams of Gauhati University on 12/05/2015.
- 2) Professor Jogen Chandra Kalita, Director College Development Council (CDC), Gauhati University was invited as a resource person by the IQAC to discuss about various academic related activities for NAAC assessment on 11.5.2015.

(C). Percentage of faculty invited as resource persons in workshops/ seminars/ conferences organised by external professional agencies.

- 1) 36% faculty members are invited as resource person in external workshops/ seminars/ conferences organised by National / International professional bodies (9/25).
- 2) 88% faculty members presented papers in workshops/ seminars/ conferences conducted or recognised by National / International professional agencies (22/25).
- 3) 84% faculty presented their research papers in workshop/ seminars and conferences sponsored by various agencies (21/25).

**2.4.4 What policies/ systems are in place to recharge teachers? (eg : providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialised programmes industrial engagement.)**

The college authority always supports the teaching staff to avail FIP/ FDP for doing Ph.D. One of the faculty members is doing research under FDP scheme of UGC.

The authority of the college make necessary arrangements for the faculty members to get necessary grant for conducting research projects of UGC and other research organisations. Some of the faculty members are doing **Minor Research Projects (MRP)** under UGC. Teachers are also motivated to publish their research finding in both National and International referred journals.

Institution also encourages teachers to attend Orientation Course (OC), Refresher Course (RC), Training Programmes and Workshops. The college grant leave for attending National/ International Seminars organised by reputed organisation. Guest lectures are also organised in various upcoming areas of different discipline.

**2.4.5 Give the number of faculty who received awards/ recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/ achievement of the faculty.**

Till date no awards/ recognitions have been received by the faculty at state, national and international level for excellence in teaching. Yet, one of the faculty members Dr. Mitali

Kathkatia Associate Professor, Department of Education, received Dr. Ganga Singh Chauhan Women Educationist Award in the year 2012.

#### **2.4.6 How has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching- learning process?**

Questionnaires are prepared by the IQAC cell and are distributed among the students of B.A final semester. Based on the feedback, the teachers are informed verbally about their strength and weaknesses and advised to improve the same.

There is no system of evaluation used for improving the quality of the teaching-learning process of the teachers by the students and external peers. Yet Departmental Promotion Committees (DPR) is formed for the evaluation and promotion of the teachers in which two subject experts are nominated by the V.C., Gauhati University, are invited.

### **2.5 EVALUATION PROCESS AND REFORMS**

#### **2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?**

College prospectus is published every year at the beginning of the session. The academic calendar of the college is included in the prospectus which contains the details of the activities both academic and non-academic and the evaluation schedule. The prospectus is issued to every student along with the admission form which makes them aware of the evaluation process. Teachers also take help of the prospectus for such purpose.

One workshop was organised on evaluation and gradation system (Semester) for faculty members and the students.

Students are also made aware about the evaluation system by the teachers in the respective classes at the beginning of the session.

#### **2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

The evaluation system is divided into two parts- i) Internal Assessment. ii). External Assessment.

External assessments are done by G.U. through semester examinations and announcement of results are made by G.U. through the system of CGPA.

Internal assessment is based on-

- 1) Seminar Presentation.
- 2) Project Submission.
- 3) Sessional tests.

Since the college is affiliated to G.U. and reforms are generally made by G.U.

### 2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

It is compulsory for the affiliated colleges under G.U. to follow the course curriculum, examination system and evaluation designed by G.U. The proper implementation of evaluation reforms are ensured by the Examination Committee of the college.

The continuous Internal Assessment is made under the following heads- Assignment, Seminar, Projects, Test and Attendance.

### 2.5.4 Provide details on the formative and summative assessment approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

Following steps are taken to measure the students' progress- sessional test, departmental assignment, laboratory experiment, home work and project submission.

In some departments like Education, History and Philosophy one full paper is based on project work where research methodology is followed as per G.U guideline. This helps the students to have an idea on how research works are carried on and also given them the opportunity to unearth the unexplored areas of study.

### 2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioural aspects, independent learning, communication skills etc.)

The internal assessment system has changed significantly with the introduction of semester system in the year 2011. The students are allowed to have a look at their sessional answer scripts after the evaluation of it. But they need to return it to the respective departments. Therefore, in this way the internal assessment system has become transparent and also the students get the chance to improve themselves after knowing their drawbacks.

IQAC monitors and communicates the evaluation process to the students. The examination committee holds various examinations like sessional lists and ensures every department to hold their unit tests.

The final exam results of different courses under Gauhati University are as follows-

Year	Semester	Students Appeared	Students Passed	Pass % G.U	Pass % DKGC
	1 <sup>st</sup> Sem	309	145	52.20%	46.92%

2011	2 <sup>nd</sup> Sem	258	219	71.05%	84.88%
2012	1 <sup>st</sup> Sem	339	204	64.32%	60.11%
	2 <sup>nd</sup> Sem	222	144	71.69%	64.86%
	3 <sup>rd</sup> Sem	232	176	69.48%	75.80%
	4 <sup>th</sup> Sem	219	195	86.39%	89.04%
2013	1 <sup>st</sup> Sem	220	100	58.62%	45.45%
	2 <sup>nd</sup> Sem	222	144	71.69%	64.86%
	3 <sup>rd</sup> Sem	179	148	76.09%	82.68%
	4 <sup>th</sup> Sem	166	141	85.06%	84.94%
	5 <sup>th</sup> Sem	194	179	85.88%	92.26%
	6 <sup>th</sup> Sem	184	174	91.25%	98.56%
2014	1 <sup>st</sup> Sem	211	184	61.80%	87.20%
	2 <sup>nd</sup> Sem	194	105	69.74%	54.12%
	3 <sup>rd</sup> Sem	169	121	81.13%	71.60%
	4 <sup>th</sup> Sem	166	141	85.06%	84.94%
	5 <sup>th</sup> Sem	160	113	82.14%	70.63%
	6 <sup>th</sup> Sem	184	174	91.25%	94.56%
2015	2 <sup>nd</sup> Sem	191	140	69.77%	73.30%
	4 <sup>th</sup> Sem	151	128	81.96%	84.77%
	6 <sup>th</sup> Sem	154	122	89.49%	79.22%

### 2.5.6 What are the graduates attributes specified by the College/ Affiliating University? How does the college ensure the attainment of these by the students?

The graduate attributes are specified in the mission and vision of the institution. The college has the noble vision of occupying a prestigious position in the field of higher education for women and transferring itself into a centre of excellence. The mission of the college is to impart the knowledge of the self that can prepare the student to lead a happy and

meaningful life through the process of teaching and learning. The institution with the help of various units and departments tries to ensure the attainment of these attributes.

### **2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the College and University level?**

- 1) The teachers and the departments of the college take immediate steps in redressing grievances of students at college level with reference to evaluation process.
- 2) Each department of the college has the provision of returning the answer scripts to the students so that they can look in to their performance and can improve accordingly.
- 3) There is also the provision of re-checking of the answer scripts in the final examination at the university level on the payment of prescribed fees as per G.U rule.
- 4) Moreover, under RTI Act 2005, there is a provision for the students to obtain photocopy of the answer scripts from the university.

## **2.6 STUDENT PERFORMANCE AND LEARNING OUTCOMES**

### **2.6.1 Does the college have clearly stated learning outcomes? If “yes” give details on how the students and staff are made aware of these.**

- 1) Each department of the college tries to measure the learning outcomes of the students based upon their performances in the formative and summative examinations.
- 2) The college prospectus highlights the remarkable performance of the students in the final exams.
- 3) Different awards are given to the students at different categories (details of the criteria are clearly mentioned in the prospectus).
- 4) The best reader award to one student is given from the Central Library of the College.
- 5) Achievements of the students other than academic aspect are also highlighted by the authority from time to time in college publications.

### **2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/ programme? Provide and analysis of the students results/ achievements (Programme/ course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/ courses offered.**

Many of our students are doing P.G. in different Universities in different disciplines. Some of our students have completed their P.G. courses. Most of them are working as teachers in different colleges and schools. Some students have taken nursing training and they are also working in the different health sectors of Assam. Some of our students are working as entrepreneurs and so on. A few students are also working in the Air Force and Defence. In



this way they are giving service to the nation. (The data is available with the Student Support and Progression Committee, Criterion- V).

### **2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?**

In order to achieve the intended learning outcome, the teaching-learning and assessment are structured accordingly. The Syllabus is distributed among the teachers of the respective departments and asked to prepare annual teaching plan, which is kept in each department. Regular assessments of the students are done through the unit test for the H.S level students and sessional test for the degree level students.

- 1) Efforts are made to prepare the teaching plan, methodologies, assessment, seminars and group discussions etc. student centric. The departmental HOD monitors teaching-learning methods.
- 2) The IQAC monitors the results of sessional exams with the departments and accordingly necessary measures are suggested as and when necessary.
- 3) The Principal also arranges meetings with the HOD and other faculty members to apprise them of their departmental performance.
- 4) System of feedback is also there to facilitate the achievement of intended learning outcome.

### **2.6.4 What are the measures/ initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?**

The college offers courses designed by G.U. The university tries to frame the syllabus of the courses to make it socially and economically relevant. The CG cell of the college has organised various lectures, workshops, seminars etc. to develop the entrepreneurial skill among the students. Some of them are mentioned below:-

- 1) Lecture programme on career options on 23<sup>rd</sup> August 2011.
- 2) Cooking competition on 7<sup>th</sup> September 2011.
- 3) Awareness programme on entrepreneurship development on 21<sup>st</sup> and 22<sup>nd</sup> November 2011.
- 4) Workshop on drama from 22<sup>nd</sup> August to 30<sup>th</sup> August 2012.
- 5) Two day workshop on Bargeet and Lokageet on 29<sup>th</sup> and 30<sup>th</sup> August 2012.
- 6) Lecture programme on beauty and health on 11<sup>th</sup> May 2013.
- 7) District level cooking competition on 28<sup>th</sup> September 2013.
- 8) Exhibition cum sale from 31<sup>st</sup> January to 2<sup>nd</sup> February 2014.
- 9) Career counselling programme on various competitive exams on 2015.
- 10) Project work for developing research aptitude.
- 11) With the initiative of Department of Home Science of the college four Alumnae were sent for Three Months Certificate Course on "Apparel

Designing and Construction” sponsored by USAID-AIP, Hyderabad, conducted by Assam Agricultural University, Jorhat from 25<sup>th</sup> June 2014 to 25<sup>th</sup> September 2014.

College has an adopted village “SARPARA” where many extension activities and innovative programmes are organised from time to time. Some of such programmes are-

- 1) Awareness programme on food and nutrition.
- 2) Awareness programme on breast cancer.
- 3) Environmental awareness programmes.
- 4) Sanitation awareness programme.

#### **2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?**

After the declaration of the results, especially University conducted examination results, the Principal arranges meetings with IQAC members and teaching staff as a whole to analyze and appraise the results of various departments. If the results are good all are congratulated for their effort and if is not up to the mark, they are motivated for improvement.

In consultation with IQAC chalks out plan to overcome barriers of learning like-

- 1) Organising tutorial classes.
- 2) Providing reference books.
- 3) Taking extra classes.
- 4) Providing notes on selected areas.
- 5) Individual counselling.
- 6) Discussion with parents.

#### **2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?**

The college authority with the help of IQAC generally monitors and ensures the achievements of learning outcomes. In doing this the institution always take the advise and co-operation of Teachers' Unit, Students Union, Career Guidance Cell, Grievance and Redressal Cell, feedback support of the students etc.

#### **2.6.7 Does the institution and individual teachers use assessment / evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If “yes” provide details on the process and cite a few examples.**

Yes, internal assessments are conducted by every department on the basis of the course being completed in the class. After evaluating the answer script, the weaknesses of the students are found out and steps are taken to remove their doubts.

## **CRITERION III - RESEARCH, CONSULTANCY AND EXTENSION**

### **3.1 PROMOTION OF RESEARCH**

#### **3.1.1 Does the institution have recognized research centre/s of the affiliating University or any other agency/organization?**

No, however a few teachers are engaged as guide for PH.D programmes under different universities and have scholars doing research work under their guide ship.

#### **3.1.2 Does the institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.**

The college has a Research committee to encourage and support the teaching staff to take research projects. Principal and the senior faculties from different Department are the members of this committee. The major functions of the research committee are as follows –

- 1) Providing information and research guidance to teaching staff about the various funding agencies.
- 2) Encouraging timely release of funds from the funding agencies to promote research activities.
- 3) Ensuring timely release of funds from the funding agencies to promote research activities.
- 4) Providing any other information's relating to research

#### **3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes / projects?**

To carry out the research project as per design and direction of UGC, the authority of the college provides necessary arrangement to the investigator in terms of release of funds and also insisted upon the timely completion of the project. The college authority also emphasized on the publication of the research findings in reputed national and international journals.

The college authority also tries to provide adequate infrastructure and man power to each department or faculty to carry out research activities.

Special leave for research work also have been provided to the scholars as per UGC rules.

As per the policy of the college, the teachers are allowed to use the following facilities for the research as support in terms of technology and information needs.

- 1) Well maintained departmental libraries.
- 2) General library.

- 3) Research journals.
- 4) Internet connectivity.
- 5) Computers.

### 3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

The college is permitted to carry out under graduate classes and PG class in Assamese. At present there is no such provision to go for full time Research syllabus prescribed by the University. Project works and practical activities are carried out in the departments. Presentation of seminar papers in the departmental seminar is also encouraged to boost up research culture among students.

### 3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading research projects, engaged in individual/collaboration research activity etc.)

The details of faculty involved in active research are shown in the following table –

**Table 3(a): Faculty involved in Active Research**

(A). Guiding Students for Ph.D./ M. Phil.			
Name of faculty member	Name of the project	Field	University/Agency
Dr. Gajendra Adhikary (principal)	Guiding students for Ph.D.	History	G.U
Dr. Jahnabi Devi	Guiding students for Ph.D.	Assamese	G.U
Dr. Ranjan Bhuyan	Guiding students for Ph.D.	English	Singhanian University

(B). Minor Research Project			
Name of faculty member	Name of the project	Field	University/Agency
Dr. Gajendra Adhikary. (Principal)	Minor Research Project	Satras of South Kamrup	UGC
Dr. Jahnobi Devi	Minor Research Project	Novels translated into Assamese	UGC
Mrs. Jinu Das	Minor Research Project	Women of Rabha Community	UGC
Dr. Ranjan Bhuyan	Minor Research Project	English Teaching in Schools of South Kamrup	UGC
Dr. Nara Kanta Adhikary	Minor Research Project	Chamaria satra	UGC
Dr. Haren Ch. kalita	Minor Research Project	Politics and Assamese Women	UGC
Dr. Jagannath Barman	Minor Research Project	'JATRA' of South Kamrup	UGC

### 3.1.6 Give details of workshops/training programmes/sensitization programmes conducted/organised by the institution with focus on capacity building in terms of research and imbibing research culture among staff and students?

To accelerate the research culture among the faculty member the college organises Seminars, Workshops, Surveys, and Environmental Awareness Programme etc. on different subjects periodically.

Following table shows the details –

**Table-3(b): Details of Workshop/ Training programme/ Sensitization programme etc. From 2009-2015**

Year	Name of programme (workshop/training/sensitization prog./awareness programme.)	Organising Dept./Agency	Sponsored by
2009	Seminar on job opportunities on 27/8/09	Career Guidance Cell of D.K. Girl's college	College Fund
2009	Seminar on secret of success on 27/8/09	Career Guidance Cell of D.K. Girl's college	College Fund
2009	Seminar on World Saving Day on 30/10/2009	Home Science	Self
2009	Awareness workshop on Nutrition from 1/09/09 to 7/09/09	Home Science Dept. of D.K.G.C.	Self
2010	Workshop on Embroidery on 5/10/2010	Home Science	Self
2010	Workshop on Recitation on 6/10/2010	Career Guidance Cell	College Fund

2010	Lecture on 'An Introduction to the History of South Kamrup	Dept. Of History	College Fund
2010	One day training programme on Anchoring on 5/10/10	Career Guidance Cell	College Fund
2010	Lecture on 'Family Resource Management' by Dr. Santana Kakati on 8/2/10	Home Science	Self
2011	Lecture programme on career option on 23/8/11	Career Guidance Cell	College Fund
2011	Cooking competition on 07/09/11	Career Guidance Cell	College Fund
2011	Essay & Debate competition on 21/11/11	Career Guidance Cell	College Fund
2011	Seminar on khadi & village industries on 22/11/11	Career Guidance Cell	College Fund
2011	Awareness programme on 'preparation of Nutritious food' on 15/09/12	Home Science	College Fund
2011	Lecture on 'Prachin Bharatiya Sahitya' delivered by Kiran Sarmah on 22/10/11.	Dept. of Assamese	College Fund
2011	Lect. on Upainyash: 'Udhab aru Krambikash' delivered by Gobinda Prasad Sarmah on 28/10/11.	Dept. of Assamese	College Fund
2011	Lecture on 'Education & Social life' by Prof. Biraj Das on 18/11/11	Dept. of Education	College Fund
2011	Lecture on 'Financial System' delivered by Dr. K.K. Barman	Dept. of Economics	College Fund
2011	Lecture on 'Indian Philosophy' delivered by Dr. Juthika Dasm on 23/11/11.	Dept. of Philosophy	College Fund
2011	Lecture on 'Personality development & Meditation' by Dr. Minati Barthakur on 9/9/11.	Dept. of Philosophy	College Fund
2011	Lecture on 'Development problems in early childhood' by Dr. Jyotsna Baruah.	Home Science	College Fund
2011	Lecture on 'Agrarian Movement in Assam' by Dr. Neeta Das of G.U on 25/10/11.	History	College Fund
2011	Lecture on 'Socialisation and its Importance' by Dr. Aparna Goswami.	Political Science	College Fund
2011	Lecture on 'Globalisation and Sovereignty' by Dr. Subhrajee Konwar.	Political Science	College Fund
2011	Lecture delivered by Dr. G.P.Sarma Dept. Of English, G.U	English	College Fund
2011	Talk delivered by Dr. Polly Vaqueline, Women Studies, G.U on 30/9/11.	English	College Fund
2012	Workshop on Drama from 22-08-12 to 30-08-12.	Career Guidance Cell	College Fund
2012	Lecture on Market Analysis by Dr. K. Bhagabati of D. K. College on 26/9/12	Economics	Self

2012	Lecture on 'Agricultural Marketing & Sustaining Development' delivered by M. Bhattacharjya on 27/9/12	Economics	Self
2012	Lecture on 'Economic Development of Assam' by Dr. R. M. Deka, Dept. of Economics, Dispur College on 27/9/12	Economics	Self
2012	Lecture on Globalisation, literature & values' by Dr. Malinee Goswami of Dept. of Assamese, G.U on 20/12/2014.	Sub com of seminar & symposia of silver jubilee celebration. 20-12-2014	College Fund
2012	Lecture on 'Sports' by Subhas Basumatari on S.A.I. Guwahati on 22/09/2012.	Sports sub com of silver jubilee	College Fund
2012	Lecture on 'on person' delivered by Dr. Saurav Pran Goswami, G.U. Dept. of Philosophy.	Philosophy	College Fund
2012	Lecture on 'What is Philosophy' delivered by Pradip Khataniar of Cotton College. Ghy.	Philosophy	College Fund
2012	Lecture on 'Political Philosophy' delivered by Dr. J.K. Das, D.K. college, Mirza on 2/9/12	Philosophy	Self
2013	Talk on 'Beauty Culture' on 11-5-2013.	Career Guidance Cell	Self
2013	Lecture programme on 'Reading Method of copper plate inscription 'by Dr. Narayan Ch. Das on 16-02-2013.	Silver Jubilee Celebration Committee	Self
2013	Lecture on 'Environmental Awareness Programme' on 20/3/2013 delivered by Dr. Bhanu Saikia, Subha Lakshmi Devi.	Silver Jubilee Celebration Committee	Self
2013	Lecture on 'Historical and cordial relationship between Assam and Manipur' delivered by Dr. N. Joy Kumar of Manipur University on 26/4/13.	Silver Jubilee Celebration Committee	Self
2013	Talk on Women health & Beauty by Mala Mahanta Bhuyan on 11/5/2013	Silver Jubilee Celebration Committee	College Fund
2013	Lecture on Multinational Corporation of India by Dr. B. Saikia of Handique Girls' College on 23/10/13	Economics	Self
2014	Workshop on 'semester system of B.A course' delivered by Moromi Goswami of G.U on 12/5/2014	Dept. of Education	College Fund

2014	Inaugural Address on the Topic "Place of Assam in Indian Society, Culture and Economy" on 02/07/2014 delivered by Prof. J. B. Bhattacharjee, Chairman, Institute of North- East India Studies, Kolkata, and founder Vice- Chancellor, Assam University, Silchar.	National Seminar Organised by the Department of History.	UGC Sponsored
2014	Lecture on "Monetary Transactions Among the North-Eastern States in Colonial Period" on 02/07/2014 delivered by Mr. S. K. Bose, President, Numismatic Society of India, Kolkata.	National Seminar Organised by the Department of History.	UGC Sponsored
2014	Lecture on " Bharatiya Bhakti Aandolanor Prekhyapatat Sankardeva-r Byakatitwa Bichar" on 02/07/2014 delivered by Dr. Bimal Mazumdar, Associate Professor, Dept. of Assamese, G.U.	National Seminar Organised by the Department of History.	UGC Sponsored
2014	Lecture on Micro Finance by Dr. Ratul Mahanta of G.U. on 1/10/14	Economics	Self
2014	Lecture on "Place of Assam in Indian Society, Culture and Economy" on 02/07/2014 delivered by Prof. A. K. Thakur, HoD, Dept. of History NEHU.	National Seminar Organised by the Department of History.	UGC Sponsored
2014	Lecture on "Benudhar Sharma's Historical Writings in Regional and National Perspectives" on 03/07/2014 delivered by Dr. Sagar Boruah, Principal, Khagarijan College, Nagaon, Assam.	National Seminar Organised by the Department of History.	UGC Sponsored
2014	Lecture on "Role of Assam in the Freedom Movement of India" on 03/07/2014 delivered by Dr. Mohd. Arif, Joint Secretary, NERO, Guwahati, Assam.	National Seminar Organised by the Department of History.	UGC Sponsored
2014	31/1/2014. A book fair was organized in the eve of Silver Jubilee Celebration.	Library com. Of D.K. Girl's college	College Fund
2014	An Exhibition – cum sale was held to display some handloom & handcraft of South Kamrup region on 31-1-15 to 1-1-15.	Career Guidance Cell	College Fund
2014	A tree plantation programme was held in the college campus on 31-1-14.	Silver Jubilee sub com. D.K.G.C	College Fund
2015	3/4/15 workshop on 'UGC Funds its	D.K.G.C	UGC



	rules & regulations' lect. delivered	NAAC Cell	Sponsored
2015	Workshop on career counselling by 'Siksha' a unit of career guidance Guwahati on 18/2/15.	Women cell D.K.G.C	College Fund
2015	A Silent procession was org. in protest against the witch hunting cases in Assam& other parts of India	Women cell D.K.G.C Under Research and Extension Cell	College Fund
2015	Lecture on Entrepreneurship Development in Assam by Prof. D. D. Mali on 12/11/10	Economics	Self
2015	An legal awareness programme/workshop was organized	IQAC & Research and Extension Cell	Assam Judicial Service Association
2015	A seminar was held on the eve of Museum Foundation Day where Dr. Deepti Phookan Patgiri of G.U delivered a lecture on sub language of Assam	Dept. Of History	College Fund
2015	A cancer awareness programme was held on 9/5/15 at Sarpara primary school at nearby Sarpara village	Women cell of D.K.G.C & NSS unit	College Fund
2015	On 11-5-15 Prof. Jogen Ch. Kalita, Director, CDC, G.U., talked on NAAC activities of the college	IQAC D.K.G.C	College Fund
2015	On 13-5-15 Prof. B.P. Mishra of North Bengal university delivered a lecture on Globalisation	IQAC	College Fund
2015	On 20-5-15 Prof. delivered a lecture on Sexual harassment and its prevention by Alaka Bhattacharyee and Suniti Sonowal	Women cell & NSS Unit	College Fund
2015	5 <sup>th</sup> June 2015. A programme of 'Tree plantation' was organized as a part of World Environment Day'.	Dept. of Environment D.K.G.C	College Fund
2015	9 <sup>th</sup> November, 2015 delivered lecture on 'Role of Women in American Education' by Er. Bimal Rajbangshi and Mrs. Bhanti Rajbangshi, New York, USA.	NSS Unit	College Fund
2015	National Seminar on "Present Trend and Status of Assamese Literature and Other Modern Indian Literature:A Comparative Study" on 16 <sup>th</sup> and 17 <sup>th</sup> October, 2015	Dept of Assamese	UGC Sponsored
2015	Workshop on Syllabus of P.G. courses on 17/6/15	Dept of Assamese	College Fund

These awareness and sensitization programme helps in building research culture among the staff and students. Since, these programmes highlight the burning issues of the present society; teachers & students are encouraged to undertake research work in such areas.

### 3.1.7 Provide details of prioritized research areas and due expertise available with the institution?

The institute has a Research committee in practice. Some of the faculty members of the college have been a number of minor research projects since last year funded by UGC. So far the 7 faculty members of the college are engaged in MRP (Minor Research Projects).

Name of the project/faculty	Duration year from - to	Title of the project	Name of the Funding Agency	Total grant		Total grant received funds
				Sanctioned	Received	
<u>Minor research project</u> Dr. Gajendra Adhikary (principal)	2 years	History and Archaeology of the Satras of Parhia Madhab Ata.	UGC	2,45,000/-	1,90,000/-	1,90,000/-
Dr. Jahnobi Devi (Assamese dept.)	2 years	A descriptive catalogue of novels translated into Assamese from other modern Indian language	UGC	1,70,000/-	1,47,500/-	1,47,500/-
Mrs. Jinu Das (Economics dept.)	14 <sup>th</sup> june 2014 to june 2016. 2 years	Rural women empowerment & SHG. A study of women of Rabha com.S.K area	UGC	1,90,000/-	1,45,000/-	1,45,000/-
Dr. Narakanta Adhikary (History dept.)	2 years	Historical importance of Samaria Satra with special reference to the copper plate inscription and other archeological	UGC	2,20,000/-	1,70,000/-	1,70,000/-

		sources				
Dr. Ranjan Bhuyan. (English dept.)	2 years	Objectives of teaching English at high school levels & impediments faced by the teachers and students; A study in the high schools of Dakshin Kamrup area of Assam	UGC	2,00,000/-	1,50,000/-	1,50,000/-
Jagannath Barman (Assamese dept.)	2 years	Dakshin Kamrupor Jatra Dal. EK Adhyan	UGC	1,50,000/-	1,25,000/-	1,25,000/-
Dr. Haren Kalita (Political Science dept.)	2 years 2014 – 2016	Political Participation of Assamese Women in Mainstream Politics : A Case Study of Guwahati Loksabha Constituency	UGC	2,55,000/-	Nil	Nil

### 3.1.8 Enumerate the efforts of the institution in attending researches of eminence to visit the campus and interact with teachers and students?

In spite of limited facilities, the college organises seminars, lecture programmes and invite eminent professor, and academicians from different organisations for delivering lectures.

Details of such programme are as follows –

Date	Programme	Resource person	From university/organisation
23-01-2009	One day seminar on public funded Education system challenges and responsibilities.	Dr. Apurba Kumar Das, President, ACTA and Prodip Kumar Dutta, Secretary, ACTA, Dr. Kandarpa Das, Director, IDOL, G.U.	ACTA(B Zone)

07-11-2010	Talk on eye donation for 'World Vision Day'	Dr. Hridayananda Pathak	
21-01-2011	Lecture on 'Role of village industries in the devt, of Assam	Dr. Dharani Dhar Mali	KVIC Govt. of Assam
20-12-2012	Talk on 'Globalisation literature and values'	Dr. Malinee Goswami	G.U
26-04-2013	Talk on Historical relationship between Manipur and Assam.	Dr. N.J. Singh	Manipur university
20-05-2013	Foundation stone lying ceremony of college hostels	Dr. K.M Pathak & Dr. Akhil Medhi	EXVC. Cent. University Tezpur V.C. G.U
31-01-2014	Book release function	<ol style="list-style-type: none"> <li>1) Dr. Balen Das, President Assam college principal Association.</li> <li>2) Dr. Jyoti k. Hazarika, Secretary, ACTA.</li> <li>3) Dr. R.C. Kalita, Principal D.K. College.</li> <li>4) Dr. S.N. Thakuria, Principal, Rampur college.</li> <li>5) Dr. Dilip Kalita, Director ABILAK.</li> <li>6) Mrs. Bhubaneswari Baishya, Ex-HoD, Dept. of Assamese, Cotton college.</li> </ol>	<p>ACPC</p> <p>ACTA</p> <p>D.K. College</p> <p>Rampur College</p> <p>ABILAK</p> <p>Guwahati</p>
02-02-2014	Foundation stone lying ceremony of Digital class Room.	Dr. Himanta Biswa Sarmah	Education minister. Govt. of Assam.

02-02-2014	Inauguration of open meeting of closing ceremony of silver jubilee	Dr. Mridul Hazarika, Vice Chancellor	G.U.
13-05-2014	Talk on Globalisation.	Dr. B. P. Mishra	North Bengal University.

**3.1.9 What percentage of the faculty has utilized Sabbatical leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

One of the faculty members from the department English has been doing research under Faculty Development programme (FDP) of UGC. Accordingly, sabbatical leave has been granted to the faculty by UGC.

This provision encourages other faculty members to take up research projects.

**3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/educating/transfer of relative findings of research of the institution and elsewhere to students and community?**

The college has organised several programmes towards the creation of awareness among the students.

- 1) The faculty members of the college launch several outreach programmes at neighbouring institution from time to time.
- 2) Research papers of two faculty members were published in different national & international ref. journals.
- 3) Some of the research findings are published in the form of Books.
- 4) Publication of seminar papers presented in U.G.C sponsored national seminar organised by Dept. of History in 2 volumes.
- 5) Faculty members awarded PH.D degrees are felicitated by organising a special event and are encouraged to deliver talk on the findings of their research work.

**3.2 RESOURCE MOBILIZATION FOR RESEARCH**

**3.2.1 What percentage of total budget is ear-market for research? Give details of major heads of expenditure, financial allocation and actual utilizations?**

Since the college is not a research organisation so there is no provision for financial allocation towards research related activities.

However, college authority a nominal financial assistance to each department for seminars and research related activities.

**3.2.2 Is there any provision in the institution to provide seed money to the faculty for research?**

The college does not provide seed money to the faculty of research.

**3.2.3 What are the financial provisions made available to support students research projects by students?**

The college authority does not provide financial assistance to support student research projects by students.

**3.2.4 How does the various departments/units/staff of the institution interact in undertaking interdisciplinary research? Give ex. Of successful endeavours and challenges in organising inter disciplinary research? NIL**

**3.2.5 How does the institution ensure optimal use of various equipments and research facilities of the institution by its staff and students?**

The institution ensure optimal use of various equipment's and research facilities of the institution by its staff and students through –

- 1) College library
- 2) Departmental libraries
- 3) **Museum**
- 4) Internet facilities

**3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.**

Institution received special grants from both UGC & Govt. of Assam.

**Table – special grants received from both UGC and DBT.**

Funding Agency	Particulars of grants	Year	Grants (Rs) received
UGC	Women Hostel	2012-13	70,00,000/-
UGC	Sports Complex	2013	35,00,000/-
UGC	National Seminar	2014	1,12,000/-
UGC	National Seminar	2015	1,12,000/-
UGC	Establishment of IQAC		3,00,000/-
UGC	Development Assistance (GDA) During 11 <sup>th</sup> & 12 <sup>th</sup> Plan		10,00,000/-
Govt. Of Assam	Academic & Digital Classroom		99,00,000/-

MLA Fund	ADS		5,00,000/-
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**3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agency, industry and other organisation. Provide details of ongoing and completed projects grants received during the last four years?**

Name of the project/faculty	Duration year from - to	Title of the project	Name of the Funding Agency	Total grant		Total grant received funds
				Sanctioned	Received	
<u>Minor research project</u> Dr. Gajendra Adhikary(principal )	2 years		UGC	2,45,000/-	1,90,000/-	1,90,000/-
Dr. Jahnobi Devi (assamese dept)	2 years	A descriptive catalogue of novels translated into Assamese from other modern Indian language	UGC	1,70,000/-	1,47,500/-	1,47,500/-
Mrs. Jinu Das	14 <sup>th</sup> june 2014 to june 2016 2 years	Rural women empowerment & SHG. A study of women of Rabha com.S.K area	UGC	1,90,000/-	1,45,000/-	1,45,000/-
Dr. Narakanta Adhikary( MRP )	2 years	Historical importance of Samaria Satra with special reference to the copper plate inscription and other archeological sources	UGC	2,20,000/-	1,70,000/-	1,70,000/-
Dr. Ranjan Bhuyan. English dept. (MRP)	2 years	Objectives of teaching English at high school	UGC	2,00,000/-	1,50,000/-	1,50,000/-

		levels & impediments faced by the teachers and students; A study in the high schools of Dakshin Kamrup area of Assam				
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Name of the project/faculty	Duration year from - to	Title of the project	Name of the Funding Agency	Total grant		Total grant received funds
				Sanctioned	Received	
J. Barman (MRP) Assamese Department	2 years	Dakshin Kamrupor Jatra Dal: Ek Adhyan	UGC	1,50,000	1,25,000	1,25,000/-
Dr. Haren Kalita (P.SC) Minoar Research Project	2 years 2014 – 2016	Political Participation of Assamese Women in Mainstream Politics: A Case Study of Guwahati Loksabha Constituency	UGC	-	-	-

### 3.3 RESEARCH FACILITIES

#### 3.3.1 What are the research facilities available to the students and the research scholars within the campus?

The following facilities are provided to the students and Research Scholars within the campus-

- 1) College library.
- 2) Departmental library.
- 3) A good collection of newspaper and periodicals & journals.
- 4) Internet facility.

#### 3.3.2 What are the institution strategies for planning, upgrading and creating infrastructure facilities the meet the needs of Researchers especially in the new and emerging areas of research?

- 1) Upgradation of library and reading room.



- 2) Construction of digital classroom.
- 3) The institution has a plan to enhance the infrastructural facilities through various research projects from different funding agencies to meet the needs of researchers.

### **3.3.3 Has the institution received any Special grants or Finance from the Industry or other beneficiary agency for Developing Research facilities?**

Our institution has not received any special grants or finance from the industry or other beneficiary agencies for developing research facilities.

### **3.3.4 What are the research facilities made available to the students and research scholars outside the campus/ other research laboratories?**

Central library of the college preserve the “The Assam Tribune” premier local English daily and some are made available to the students and research scholars outside the campus.

### **3.3.5 Provide details of the library/ information research centre or any other facilities available especially for the researchers?**

The following facilities are available in the college library -

- 1) Books – 12,016.
- 2) Reference books – 2,641.
- 3) A good number of Manuscripts – 30
- 4) Encyclopaedia – 127
- 5) Journals and Periodicals –  
Journal & Periodicals – 32
- 6) A good collection of newspapers.
- 7) The college museum also provides useful information in respect of culture and tradition of Assam. It serves as one of the important research centres of the entire area of South Kamrup.
- 8) Magazines - 08

### **3.3.6 What are the collaborative researches facilities developed/ created by the research institutes in the college? For example Laboratories, library, instruments, computers, new technology etc.: NIL**

## **3.4 RESEARCH, PUBLICATION AND AWARDS**

### **3.4.1 Highlight the major research achievements of the staff and students in terms of –**

**Patents obtained and filed (process & product) – NIL**

**Original research contributing to product improvement – NIL**

### Research studies or surveys benefiting the community or improving the services -

Science faculty of our institution has published numbers of Research papers in both National and International journals, which has significant contribution towards the students and community. Number of books has been published during the period of 2010-15 on Social Science also benefited the readers.

Ph.D. awarded to the following teachers during the period of 2009-15 is a major research achievement for the college contributing to the benefit of the community.

Name of faculty	Dept	Year	Subject/ Topic	Institution
Dr. Mitali Kathkatia	Education	2010	“A study of the problems among school going adolescents of the educated working and educated non-working mothers- with special reference to Kamrup District”	GU
Dr. Azizul Haque	Political science	2011	Democratic decentralisation & women empowerment with special reference to Kamrup District	MU
Dr. Malabika Roy	English	2012	“The poetic counter point in Rabindra Nath Tagore’s short stories: A Critical study”	GU

Dr. Rekha Devi Bora	Home Science	2013	“ A comparative study of extra version Neuroticism and locus of control in persons with Diabetic and Cardiovascular disorder from the urban middle class”	GU
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- 1) Manasree Das enrolled herself in Ph.D. programme in Assam University and continuing her Research work.
- 2) Sri Haren Das enrolled in Ph.D. programme in Magadh University.
- 3) Meenakshi Bairagi enrolled her name in Ph.D programme under GU (Under FDP scheme of UGC).

Original research contributing to product improvement – **NIL**

**3.4.2 Does the institute publish or partner in publication of research journals? If yes indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

Each and Every Department published Departmental Bulletin either quarterly or annually.

**3.4.3 Give details of the publication by the faculty and the students:**

Dept.	Name of the Teacher	No. of paper published	Chapter in Books	Books Edited	Books with ISBN/ISSN
Assamese	Dr. Jahnobi Devi	10	3	1	3
	Dr. Saraswati Kalita	2	2	1	
	Dr. Jagannanth Barma	5	NIL	NIL	1
	Jamuna Mali	1		NIL	
English	Dr. Malabika Roy	1		1	
	Dr. Ranjan Bhuyan			1	

English	Meenakshi Bairagi	3	1	1	
Education	Dr. Lilabati Choudhury	4	1	4	
	Dr. Mitali Kathkatia	2	1	1	
	Md. Habibur Rahman	1	1	1	
	Reeta Bhattacharjya		1	1	
Economics	Mrs. Jinu Das	2	1	1	
	Dr. Nibedita Devi	5	1	1	
	Ms. Indrani Devi	2	1	1	
	Ms. Manasree Das	8	1	1	
History	Ms. Sanghamitra singha	3	1	1	
	Dr. Narakanta Adhikary	8	6	1	3
Home Science	Dr. Reka D Bora	1	1	1	1
	Ms. Ranjana Deka		1	1	
Philosophy	Ms. Mitali Goswami	1	3	1	
	Ms. Alaka Das	3	1	1	
	Mr. Kamal Bora			1	1
	Haren Das		1	1	1

Political Science	Dr. Azizul Haque	2	1	1	
	Dr. Haren Kalita	6	2	NIL	4

### 3.4.4 Provide details (if any) of Research awards received by the faculty:

Dr. Mitali Kathkatia received Sri Ganga Singh Chauhan Memorial Women Educationist Award 2012 given by Indian psychometric and educational research Association (IPERA).

M. Bairagi – Department of English, Awarded by UGC, RZ-SZ-AROM Fellowship for Ph.D.

Recognition received by the faculty from reputed professional bodies and Agencies, National and Internationally: **NIL**

Incentives given to faculty for receiving state, national, and international recognitions for research contribution:

Research committee of D.K.G.C always encourages the faculties to carry on research work (PH.D, M. Phil, etc.) and also encourage for carrying minor research projects to bring laurels to the institution.

## 3.5 CONSULTANCY

### 3.5.1 Give details of the systems & strategies for establishing institute-industry interface?

As the institute is a rural based girl's college with only Arts stream, we have proposed to start a Hand loom & Sericulture industry under the scheme of Community College.

### 3.5.2 What is the stated policy of the institution to promote consultancy? How the available expertise is advocated or publicized?

The college does not have any well formulated policy to promote consultancy. Yet, the college always extends its co-operation and involvement in providing expertise for promoting consultancy services to the students and the community.

- 1) Career guidance cell of the college provides necessary consultancy by organising programmes on various employment opportunities.
- 2) Participation of faculty members as resource person in various seminars, workshops and lecture programmes organized by different organisations.

- 3) The institution has an adopted village named Sarpara, where we have often organised some consultancy services regarding health and hygiene, Food and Nutrition, some women related programmes.

### **3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

Our institution always encourages the staff to utilize their expertise for any kind of consultancy and provide all possible facilities to them.

### **3.5.4 List of the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years?**

During the last four years no revenue is generated.

### **3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: institution) and its use for institutional development?**

There is no such policy of the institution so far.

## **3.6 EXTENSION ACTIVITIES AND INSTITUTIONAL SOCIAL ACTIVITIES**

### **3.6.1 How does the institution promote institution- neighbourhood- community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

Our institution promotes institution neighbourhood community network through the following extension activities:-

The activities done under various Heads are –

#### **NSS UNITS OF D. K. G. C-**

- 1) Institution and community level activities on AIDS in 2009.
- 2) Nutrition and Awareness camp 2009.
- 3) State level leadership projection to ignited youth 2010.
- 4) Yoga camp 2010 and 2015.
- 5) Mega National Integration camp at Patna, 2011.
- 6) Mega National Integration camp at New Delhi, 2010.
- 7) Socio- economic survey camp at Gargara village, 2012.
- 8) Workshops on life skill 2013.
- 9) District level Awareness camp on food, health, and hygiene 2013.
- 10) Free health camp in the college campus 2013.
- 11) Cleanliness drive in college campus and main entrance road as a part of 'Swassa Bharat Abhijan' in 2014.

- 12) Celebration of Mothers' Day on 19/11/2015 by NSS Unit of D. K. Girls' College.

### Activities done by career guidance cell: (2009 – 2015)

- 1) Seminar on secret of success 27.08.2009.
- 2) Lecture programme on job opportunity. 27. 08. 2009.
- 3) One day training programme on Anchoring. 05.10.2010.
- 4) Workshop on Recitation. 06.10.2010
- 5) Lecture programme on career options. 23.08.2011
- 6) Cooking competition. 07.09.2011.
- 7) Essay and debate competition. 21.11.2011.
- 8) Seminar on khadi and village industries. 22.11.2011.
- 9) Workshop on drama. 22.08.2012 to 30.08.2012.
- 10) Two day workshop on Borgeet and Lokogeet from 29.08.2013 to 30.08.2013.
- 11) Lecture on beauty culture. 11.05.2013.
- 12) District level cooking competition. 28.09.2013.
- 13) Three day exhibition cum sale. 31.01.2014 to 02.02.2014.
- 14) All Assam Bihuwati competition among Degree batch students – 2014, 20/21/22 august 2014.
- 15) Kabadi & kho-kho competition 2014.
- 16) Art competition – During College Week.

### Activities under women cell -

- 1) Nutrition Awareness programme at pub-Sarpara L.P school on 07.09.2009.
- 2) Preparation of nutritious food was taught by demonstration method by final year students among women of Sarpara village during 2011-2012.
- 3) Observation of World Vision Day organized by Home Science Dept. On 01.11.2010.
- 4) Slogan competition on violence against women in public places jointly organised by Women Cell of G.U. & D.K.G.C on 19.09.2014.
- 5) Silent procession with play card to S.D.C office for submission of a memorandum to Govt. Authority to stop witch hunting activities in Assam on 07.03.2015.
- 6) Awareness programme in the community regarding cancer and diet consultation org. By D.S Research centre, Bamunimaidam & women cell of D.K.G.C on 09.05.2015 at sarpara village.

- 7) Awareness programme on sexual harassment and its prevention was organised jointly by women cell D.K.G.C & NSS on 20.05.2015.
- 8) Mass Communication Awareness Programme jointly organised by NSS & Dept. Of Mass Communication, D.K.G.C in 2015.

#### Other activities-

- 1) For the holistic development of the student we have a programme of one minute Meditation before the beginning of every class.
- 2) The study centre of K. K. Handique State Open University of this institution has been contributing for educating the people of this neighbourhood who cannot afford higher education through the conventional system because of their various constraints.
- 3) The institution also proposed to start another courses under the scheme of community college under UGC. The courses going to open are sericulture and weaving course & beauty & welfare course.
- 4) D.K. Girl's college has a Museum established in 1995, which preserve and conserve Number of Traditional goods. Museum day is celebrated in 11<sup>th</sup> Feb every year where a lecture programme in memory of Binapani Mahanta is organised by the College Authority.
- 5) The institution celebrates number of functions besides college week and freshers. Those are Tithi of Mahapurush Sankardeva, Gandhi Jayanti, Teacher's Day, Saraswati Puja, New years Day, World Environment Day, Independence Day, World Philosophy Day, Mothers Day etc.
- 6) Each of every department of the college organises educational tour, excursion/picnic etc. to different places every year which helps the student to all round development of their personality and increase co-relation with students & teachers.
- 7) Dept. Of Economics conducted three survey in 2013, 2014 and 2015 repectively on various aspects and the response from the students was very positive. The survey conducted was on-
  - (a) Survey on Socio-Economic conditions of Girl student 2013.
  - (b) Survey on popularity of Economics in 2014.
  - (c) Survey on Health and Hygiene of Girl student 2015.

#### 3.6.2 What is the institutional mechanism to track student's involvement in various social movement/activities which promote citizenship roles?



Every year the college authority arranges election to the students union democratically to involve them in different activities concerning the welfare of the student's community as well as introduce them to the Democratic process.

### 3.6.3 How does the institution solicit stake holder's perception on the overall performance and quality of the institution?

The institution solicits stake holders perception on the overall performance and quality of the institution through participation in various events of the college viz- Foundation Day, Freshman Social, Guardian Meeting, Seminars, Workshops, Festivals, Cultural Events , etc.

### 3.6.4 How does the institution planned and organise its extension and outreach programmes? Providing the budgetary details for last four years, list Major extension and outreach programmes and their impact on the overall development of students?

The college has few cells for extension and outreach programmes like women cell, Alumni association, NSS, career guidance cell which plan programmes for extension and society oriented services. Some Major extension & outreach programmes are as follows –

SL.NO	Unit/cell	Budget	Major Extension and outreach programme
1.	Student's Union	Income-2,37,058/- Expenditure-2,27,788/-	Participated in the youth Festival of G.U. and Saraswati Puja Celebration every year.
2.	NSS	44,500/-	Engaging the NSS volunteers on campus cleaning of the college. Number of student (NSS volunteer) participated in the state level leadership programme for ignited youth organised By Vivekananda Kendra, Kanyakumari. Assam programme. N.S.S vol. Participated in Mega National Camp. In New Delhi in 2010 and Patna in 2011. District level Awareness camp was organised by NSS unit on Food, Health & Hygiene on 2013. Free health camp was organised in the college campus on 2013, 14 and 15 <sup>th</sup> .
3.	Career Guidance Cell	Income-34,685/- Expenditure-23,425/-	A workshop on Drama was organised by career guidance cell from 22-08-2012 to 30-08-2012. District level cooking competition was held on 29-09-2012. Two days workshop on Borgeet and Lokogeet from 29-08-2013 to 30-08-2013

			was held as an outreach programme.
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### **3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other national/international agencies?**

Our institution always promotes the participation of students and faculty in all types of extension activities including participation in NSS activities, youth festivals in G.U, Dr. Mitali Kathkatia, the programme officer of NSS D.K.G.C. attended number of Mega National Integration camp in New Delhi, Patna along with NSS volunteers of our college.

### **3.6.6 Give details on Social Surveys, research or extension work undertaken by the college to ensure social justice and empower students' from under- privileged and vulnerable sections of society?**

To ensure social justice and empower students from under-privileged and vulnerable sections of society, our college authority takes the responsibility of education to number of students free of cost. Besides this various departments distribute text book & reference books to the degree students for the whole course in free of cost.

- 1) Organizing awareness programmes on sexual harassment and legal rights of women.
- 2) Regular counselling to students.
- 3) Extension activities by NSS inside and outside the campus.

### **3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement student's Academic learning experience and specify the values and skills inculcated?**

The different programmes of extension services by women cell, career guidance cell, and departmental services definitely go a long way in career building, character building and personality development of the students. These Programmes plays a significant role in community development, maintenance of social justice and increase environmental awareness.

All these activities gently compliment student's academic learning in terms of increased level of involvement in various extension activities, elevating their confidence level and also in developing leadership quality among them. The NSS volunteers of the college have always been very active in rendering their services not only inside the campus but also outside the campus including participating in various camps at state & national level.

Through these activities they also learn the value of co-operation, brotherhood, sacrifice, discipline and integrity in life.

### 3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in each activity?

The institution ensures involvement of the community in its reach out activities and contributes to the community by following ways –

- 1) Parents teachers meeting.
- 2) Inviting commonly people to the various functions and events organized by the college.
- 3) Organizing awareness campus in the community by the college.
- 4) Encourages involvement and co-operation of the Alumni in various institutional programmes.
- 5) Organizing various NSS activities.
- 6) Activities by women's cell.
- 7) Activities of career guidance cell.
- 8) Activities of Environmental Studies.
- 9) Institution and community level activities on AIDS in 2009.
- 10) Nutrition and Awareness camp 2009.
- 11) State level leadership projection on ignited youth 2010.
- 12) Yoga camp 2010 and 2015.
- 13) Mega National Integration camp at Patna, 2011.
- 14) Mega National Integration camp at New Delhi, 2010.
- 15) Socio- economic survey camp at Gargara village, 2012.
- 16) Workshops on life skill 2013.
- 17) District level Awareness camp on food, health, and hygiene 2013.
- 18) Free health camp in the college campus 2013.
- 19) Cleanliness drive in college campus and main entrance road as a part of 'Swassa Bharat Abhijan' in 2014.
- 20) Seminar on secret of success 27.08.2009.
- 21) Lecture programme on job opportunity. 27. 08. 2009.
- 22) One day training programme on Anchoring. 05.10.2010.
- 23) Workshop on Recitation. 06.10.2010
- 24) Lecture programme on career options. 23.08.2011
- 25) Cooking competition. 07.09.2011.
- 26) Essay and debate competition. 21.11.2011.
- 27) Seminar on khadi and village industries. 22.11.2011.
- 28) Workshop on drama. 22.08.2012 to 30.08.2012.
- 29) Two day workshop on Borgeet and Lokogeet from 29.08.2013 to 30.08.2013.
- 30) Lecture on beauty culture. 11.05.2013.
- 31) District level cooking competition. 28.09.2013.
- 32) Three day exhibition cum sale. 31.01.2014 to 02.02.2014.

- 33) All Assam Bihuwati competition among Degree batch students 2014, 20/21/22 august 2014.
- 34) Kabadi & kho-kho competition 2014.
- 35) Art competition – During College Week.
- 36) Nutrition Awareness programme at pub-Sarpara L.P school on 07.09.2009.
- 37) Preparation of nutrition food was taught by demonstration method by final year students among women of Sarpara village during 2011-2012.
- 38) Observation of World Vision Day organized by Home Science Dept. On 01.11.2010.
- 39) Slogan competition on violence against women in public places jointly org. By women cue of G.U & D.K.G.C at 19.09.2014.
- 40) Silent processor with play card to S.D.C office to submission of a memorandum to Govt. Authority to stop witch hunting activities in Assam on 07.03.2015.
- 41) Awareness programme in the community regarding cancer and diet consultation org. By D.S Research centre, Bamunimaidam & women cue of D.K.G.C on 09.05.2015 at sarpara village.
- 42) Awareness programme on sexual harassment and its prevention was org. jointly by women cell D.K.G.C & NSS on 20.05.2015.
- 43) Mass Communication Awareness Programme jointly organised by NSS & Dept. Of Mass Communication, D.K.G.C.
- 44) For the holistic development of the student we have a programme of one minute Meditation before the beginning of every class.
- 45) The study centre of K. K. Handique State Open University of this institution has been contributing educating the people of this neighbourhood who cannot afford higher education through the conventional system because of their various constraints.
- 46) The institution also proposed to start another courses under the scheme of community college under UGC. The courses going to open are sericulture and weaving course & beauty & welfare course.
- 47) D.K. Girl's college has a Museum established in 1995, which preserve and conserve number of Traditional goods. Museum day is celebrated in 11<sup>th</sup> Feb every year where a lecture programme in memory of Binapani Mahanta is organised by the College Authority.
- 48) The institution celebrates no. of functions besides college week and freshers. Those are Tithi of Mahapurush Sankardeva, Gandhi Jayanti, Teacher's Day, Saraswati Puja, New years Day, World Environment Day, Independence Day, World Philosophy Day, Mothers Day etc.
- 49) Each of every department of the college organises educational tour, excursion/picnic etc. to different places every year which helps the student to all round development of their personality and increase co-relation with students & teachers.

- 50) Talk on Work Culture and Women Education in Western Society, delivered by Bimal Rajbongshi on 9/11/2015 Organised by Career Cell of D. K. Girls' College under Research and Extension Activities.
- 51) "Mothers day" is celebrated on 19/11/2015 in Room No-14 by NSS Unit of D. K. Girls' College.
- 52) World Philosophy Day Organised by Philosophy Department on 19/11/2015 and also an Alumnae Meet was held on the same day.
- 53) College Foundation Day of college was celebrated on 20/11/2015 in Room No-14.
- 54) On Independence Day teachers of our college delivered lecture and a Bulletin was also proposed to be published and it was published and innagurated on 20/11/2015 on the occasion of the foundation day celebration of the college. The Bulletin named "Swadhinatar Barnali", has been edited by Dr. Gajendra Adhikary, Principal, D. K. G. C.
- 55) A Bulletin on Philosophy was released on 19/11/2015 on Philosophical Day Celebration.
- 56) A Meeting was held on 23/11/2015 regarding SSR prepared by the college and dicussed it with Prof. J. P. Tamuly, member G.B. of the college.
- 57) On 15/11/2015 a One Day Conference on Palahbari Sahitya Sabha was held in the college.
- 58) Lachit Divas was celebrated by D. K. G. C Students Union on 24/11/2015.

### **3.6.9 Give details on the constructive relationship forged (if any) with other institutions of the locality for working on various outreach and extension activities?**

The college has constructive relationship with local institutions as well as state level institutions.

#### **Local bodies:**

- 1) Palasbari Sahitya Sabha.
- 2) Mirza Sports Association.
- 3) Prajapita Brahmakumari Institute.
- 4) Mirza Market Association.
- 5) Local Printing Press (saru prakhashan, Vishnu offset, janata press, etc.).
- 6) Dakshin Kamrup Students' Union.
- 7) Dakshin Kamrup Rtd. Advocate Association.
- 8) Palasbari Police Station.
- 9) Palasbari Circle Office.
- 10) DIET Mirza.
- 11) CBI Mirza Branch.
- 12) SBI Mirza Branch.
- 13) Vet- Hospital, Mirza.

14) Mirza P.H.C

**State level:**

- 1) Assam College Teachers' Association.
- 2) Axom Sahitya Sabha.
- 3) State Museum Govt. Of Assam.
- 4) Vivekananda Kendra, Guwahati.
- 5) Kamrup Anusandhan Samittee.
- 6) Assam Satra Maha Sabha.
- 7) UGC, NERO.
- 8) Assam Science Society.
- 9) HNR Govt. of India.

**3.6.10 Give details of awards received by the institution for extension activities and contribution to the social/community development during the last four years? NIL**

**3.7 COLLABORATION**

**3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives – collaborative research, staff exchange, etc. sharing facilities & equipment, research scholarships?**

Our institution collaborates and interacts with other institutions in the following aspect – Regional Muga Research Station, Central Silk Board (opening of community college under UGC scheme), Assam Science Society.

**3.7.2 Provide details on the MOUS/collaborative arrangement (if any) with institutions of national importance/other universities/industries/corporate, etc. and how they have contributed to the development of the institution?**

- 1) Assam Science Society
- 2) Krishna Kanta Hanadique State Open University( KKHSOU)
- 3) Institute of Distance and Open Learning ( IDOL)
- 4) Palashbari Sahitya Sabha

**3.7.3 Give details (if any) on the industry-institution community interactions that have contributed to the establishment/erection/up gradation of academic facilities, student & staff support, infrastructural facilities of the institution viz Laboratories/Library/New technology/Macement Services etc.?**

The institution has received Financial Grants from different local organization. Following personalities and organizations has offered certain financial grants on Aid -

- 1) Local well established businessman.

- 2) Educationist & Engineer (B.Bhuyan & Jogesh Ch. Mazumdar).
- 3) College gate – Dr. Ranjan Bhuyan.
- 4) College Main Entrance – Govinda Chandra Kalita.

#### **Different Trust like –**

- 1) Gajendra Chandra Memorial Trust.
- 2) Bhupendra Kumar Choudhury.
- 3) Bagaram Das and Bimala Das Trust.

#### **Donors list –**

##### **A. Room Donor.**

- 1) Prajna Bhawan.  
Sri Jogesh Chandra Majumdar.  
Haru Prakashan, Beltola, Guwahati.
- 2) Bhagavati Devi Jain Memorial Room  
Sri Mohanlal Jain, Guwahati.
- 3) Chandraprava Goswami Memorial Room.  
Sri Narakanta Goswami, Mirza.
- 4) Gajendra Chandra Kalita Memorial Room.  
Sri. Gajendra Chandra Kalita  
Sri. Mitali Kalita  
Kumarpara, Guwahati
- 5) Madanlal Agarwala Memorial Room  
Sr. Chandmal Agarwala  
Palashbari
- 6) Mahendra Choudhury Memorial Room  
Sr. Sabya Choudhury  
Kokjhar, Mirza.
- 7) Madan Chandra Kumar Memorial Room  
Sri. Rabindra Kumar  
Sri. Jogendra Kumar  
Sri. Kushal Kumar  
Palashbari
- 8) Smt. Jonaki Boro, Gosaihat, Maniari Tiniali.

##### **B. Other Donors (1988 to 2015)**

- 1) Ashok Kumar Seraugi, Bijohnagar.
- 2) Dayalal Patel, Palashbari.
- 3) Karan Singh Patel, Palashbari.
- 4) Amulya Kalita, Rampur.
- 5) Madan Kumar, Palashbari.
- 6) Umesh Ch. Das, Jarobari.
- 7) Binit Kumar Jain, Bijohnagar.

- 8) Shymal Dasgupta, Guwahati.
- 9) Atul Choudhury, Kandupur.
- 10) Sudhir Agarwala, Palashbari.
- 11) Ramchandra Choudhury, Sarpara.
- 12) Haren Ch. Kalita, Palashbari.
- 13) Bagaram Das, Mirza.
- 14) Kanaylal Surana, Guwahati.
- 15) Nirmal Kumar Jain, Guwahati.
- 16) Binod Kumar Agarwala, Palashbari.
- 17) Lilabati Choudhury, Mirza.
- 18) Bijit Khound, Guwahati
- 19) Dharmeswar Bora, Mirza.
- 20) Tarun Ch. Das, Mirza.
- 21) MP's Area Development Scheme, DR. M. M. Singh.
- 22) United Fund Construction of Floor Scheme of 1994-95.
- 23) United Fund Construction of Home Science Lab. Scheme of 1993-94.
- 24) United Fund Construction of College Building 1991-92.
- 25) Sr. Pranab Kalita, Rangamati.

#### **C. Permanent Donors (1988-2015)**

- 1) Dr. Gajendra Adhikary, Mirza.  
Bill for "The Assam Tribune" (Newspaper)

#### **D. Main Gate and the College Campus Gate Donors**

- 1) The main gate of the College has been built in memory of Late. Gajendra Chandra Kalita, one of the well wishers of this college, and the gate has been donated by-
  - (a) Gobinda Chandra Kalita
  - (b) Niranjana Kalita
  - (c) Bhaba Kalita
- 2) The College campus gate has been erected in honour of Dr. Basanta Kumar Bhuyan and has been donated by our respected Vice-Principal of the college Dr. Ranjan Bhuyan and his Mrs. Dr. Bandana Bhuyan, a leading Veterinary Doctor of Guwahati.

#### **E. Donation given by the teaching and non-teaching staff of the college during Silver Jubilee Celebration**

Teaching/Non-teaching Staff	Designation	Amount
Dr. Gajendra Adhikary	Principal	Rs. 30,000
Dr. Saraswati Kalita	Associate Professor	Rs. 40,000
Mrs. Jinu Das	Associate Professor	Rs. 15,000
Mrs. Mitali Goswami	Associate Professor	Rs. 35,000
Dr. Malabika Roy	Assistant Professor	Rs. 25,000



Dr. Jahnobi Devi	Associate Professor	Rs. 15,000
Mr. Haren Das	Assistant Professor	Rs. 10,000
Mr. Habibur Rahman	Associate Professor	Rs. 25,000
Dr. Nibedita Devi	Associate Professor	Rs. 20,000
Mrs. Indrani Devi	Associate Professor	Rs. 20,000
Dr. Jagannath Barman	Associate Professor	Rs. 15,000
Dr. Ranjan Bhuyan	Vice-Principal	Rs. 15,000
Dr. Nara Kanta Adhikary	Associate Professor	Rs. 15,000
Ms. Minakshi Bairagi	Associate Professor	Rs. 15,000
Dr. Mitali Kathkatia	Associate Professor	Rs. 15,000
Mrs. Sanghamitra Singha	Associate Professor	Rs. 15,000
Dr. Lilabati Choudhury	Associate Professor	Rs. 15,000
Mrs. Alaka Das	Assistant Professor	Rs. 15,000
Mrs. Jamuna Mali	Associate Professor	Rs. 15,000
Dr. Azizul Hoque	Associate Professor	Rs. 15,000
Mr. Kamaleswar Bora	Assistant Professor	Rs. 10,000
Dr. Rekha Devi Borah	Associate Professor	Rs. 15,000
Mrs. Ranjana Deka	Assistant Professor	Rs. 20,000
Dr. Haren Chandra Kalita	Assistant Professor	Rs. 10,000
Mrs. Jaya Khound	Librarian	Rs. 15,000
Mr. Niral Sarma	Head Assistant	Rs. 5,000
Mr. Paresch Chandra Das	Office Assistant (UD)	Rs. 5,000
Other Non-Teaching Staff		20,000

#### F. Donation given by other Leading persons of the Community

Name	Designation	Amount
Dr. Narayan Chandra Das	Ex-Principal	Rs. 40,000
Mr. Tarun Chandra Das	Founder Principal, President, G.B.	Rs. 10,000
Mr. Narayan Choudhury	Businessman	Rs. 40,000

**3.7.4 Highlight the names of eminent Scientist / participants who contributed to the events, provide details on national and international conference organised by the college during the last four years.**

- 1) Prof. Malinee Goswami of Dept. Of Assamese of G.U delivered a lecture on Globalisation and Literature in 2013.
- 2) Prof. N. Joy Kumar of Manipur University delivered a talk on Cordial relationship between Assam and Manipur 2014.
- 3) Prof. Deepti Phukan Patgiri of G.U delivered a lecture on dialect of Assamese language in 2014.
- 4) Prof. B.P. Mishra of North Bengal University delivered a lecture on globalisation on 13-5-2015.
- 5) One UGC Sponsored National Seminar was organised by the Dept. of History on "Place of Assam in Indian Society, Culture and Economy, on 2<sup>nd</sup> and 3<sup>rd</sup> July 2014.

**3.7.5 How many of the linkages/ collaboration have actually reflected in formal N/O US and agreement. List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and / or facilitated.**

- 1) Curriculum development/ enrichment.
- 2) Internship/ on-the job training.
- 3) Summer Placement.
- 4) Faculty exchange and professional development.
- 5) Research – Ph. D, MRP.
- 6) Consultancy.
- 7) Extension.
- 8) Publication.
- 9) Student Placement.
- 10) Training Programmes.
- 11) Introduction of New Courses – P.G course, BMCJ course, Environmental Studies, KKHSOU Course.
- 12) Student Exchange.

**3.7.6 Detail on the Systematic efforts of the institution in Planning, Establishing and implementing the initial of the linkages/ collaborations. NIL**

## **CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES**

### **4.1 PHYSICAL FACILITIES**

#### **4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?**

The needs and wants are reported and discussed in the Governing Body's meeting. With the approval of the G.B., the proposed construction works are discussed with the construction committee. The committee then starts construction under the technical supervision of the PWD Department Govt. of Assam.

Some of the policies to create and enhance infrastructure by tapping the available funding opportunities are –

- 1) Upgradation of College Campus.
- 2) Development and renovation of class-rooms.
- 3) Upgradation of library and reading room.
- 4) Construction of Girls' Hostel.
- 5) Upgradation of H. Sc and psychological laboratories.
- 6) Upgradation of sports facilities.
- 7) Beautification of college campus.
- 8) Up gradation of departmental facilities.
- 9) Up gradation of college canteen.
- 10) Ensuring uninterrupted power supply.
- 11) Construction of college auditorium.
- 12) Construction of modern lavatory.
- 13) Renovation of frames of college Wall Magazines.
- 14) Provision of Computer and Internet facilities to every department.
- 15) Provision of separate rooms for NSS, Career Guidance Cell, Women's' Cell and up gradation of Girls' Common Room and IQAC.
- 16) Separate arrangement for PG and BMC courses.
- 17) Provision of white board and green board and different audio-visual system like OHP, LCD Projector.

#### **4.1.2 Detail the facilities available for:**

##### **A). Curricular and co-curricular activities-**

- 1) Development and renovation of 3(three) classrooms already existing.
- 2) Development and renovation of library and reading room.
- 3) Smart classroom is under construction with the financial Aid from the Govt. of Assam (total grants 99.95 lakhs).
- 4) The college installed Green board, LCD projector.

- 5) 5.5 KVA Inverter has been set up for uninterrupted power supply in the Administrative Block of the college. Similar provisions will be made phase-wise in the other unit of the College.
- 6) Museum.
- 7) Conference hall for teachers.
- 8) Room for IQAC.
- 9) Room for CGC.
- 10) Girls' hostel is under construction.
- 11) Study centre and coordinator room for KKHSOU.
- 12) Study centre and coordinator room for IDOL.
- 13) Separate classroom for Mass Communication & room for teaching staff.
- 14) Home Science laboratory.
- 15) Psychology laboratory (Education Dept.).
- 16) Administrative block.
- 17) Separate room for the faculty members of different departments.
- 18) Photostat facility.

#### **B). Extra-curricular activities-**

- 1) Sports Facility Complex (under construction).
- 2) Room for NSS.
- 3) Extended Cycle stand.
- 4) Flower garden.
- 5) Canteen.
- 6) Play ground.
- 7) Girls' common room.
- 8) Students' Union Body room.
- 9) Make shift arrangement for sick room as and when necessary.
- 10) Installation of CCTV camera.
- 11) Construction of new lavatory for students.
- 12) Musical instruments.
- 13) Sports materials.
- 14) Microphone.
- 15) LCD Projector is used for showing film and documentary.
- 16) Financial support to the competent students for participating in various extra-curricular activities outside the campus.
- 17) Yoga camps.
- 18) Free health check up camps.

**4.1.3 How does the institution plan and ensure that the available infrastructure is in the line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/ augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution campus and indicate the existing physical infrastructure and the future planned expansions if any).**

The institution plans and ensures the optimal use of existing infrastructural facilities by following strategies-

- 1) Optimal use of class rooms by allotting classes in the class routine.
- 2) Organizing different out-door and indoor games.
- 3) Organizing seminars, discussion sessions and conference.
- 4) Practical classes in the laboratories.
- 5) Organizing sports training program, workshops on music & drama, workshops on life skills etc.
- 6) The external agencies like KKHSOU and IDOL have their study centre in the college.
- 7) The District State and Central administration etc. use the infrastructure of the institution during non-working days for organizing different events and examinations.

#### **4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with the physical disabilities?**

College has no special infrastructural facilities to meet the requirement of the students with physical disabilities.

#### **4.1.5 Give details on the residential facility and various provisions available within them:**

Girls' hostel funded by UGC (48 seat capacity) is under construction. As the hostel will be functional from the next year, only necessary facilities will be provided accordingly.

#### **4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

Provisions made available to students and staff in terms of health care in the campus and off the campus -

##### In campus -

- 1) First aid facilities to provide emergency first aid service.
- 2) Awareness program on health and nutrition.
- 3) Individual counselling by the department of Home Science.
- 4) Free Health check up camps.

##### Off campus facilities –

- 1) 30 Bedded Community Health Centre (CHC) with residential physicians.
- 2) Emergency ambulance facility by State Government of Assam.
- 3) Palashbari Police Station.
- 4) Office of the Palashbari Revenue Circle.

#### **4.1.7 Give details of the Common Facilities available in the campus:**

The common facilities available in the campus are-

- 1) Separate room for IQAC.
- 2) Canteen.
- 3) Recreational facilities for staff.
- 4) Safe drinking water.
- 5) Career guidance cell.
- 6) Women's cell.
- 7) Grievance and Redressal Cell.
- 8) Photostat facility.
- 9) Digital Camera.
- 10) OHP, LCD Projector.
- 11) Temporary Auditorium.
- 12) Modern Sanitation facility.

## 4.2 Library as a Learning Resource:

### 4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/ user friendly?

Yes, the college has a library advisory committee comprising of five members with principal as chairman, librarian as member secretary, vice principal and two teaching staff as members.

Significant initiatives implemented by the committee to render the library services student friendly are-

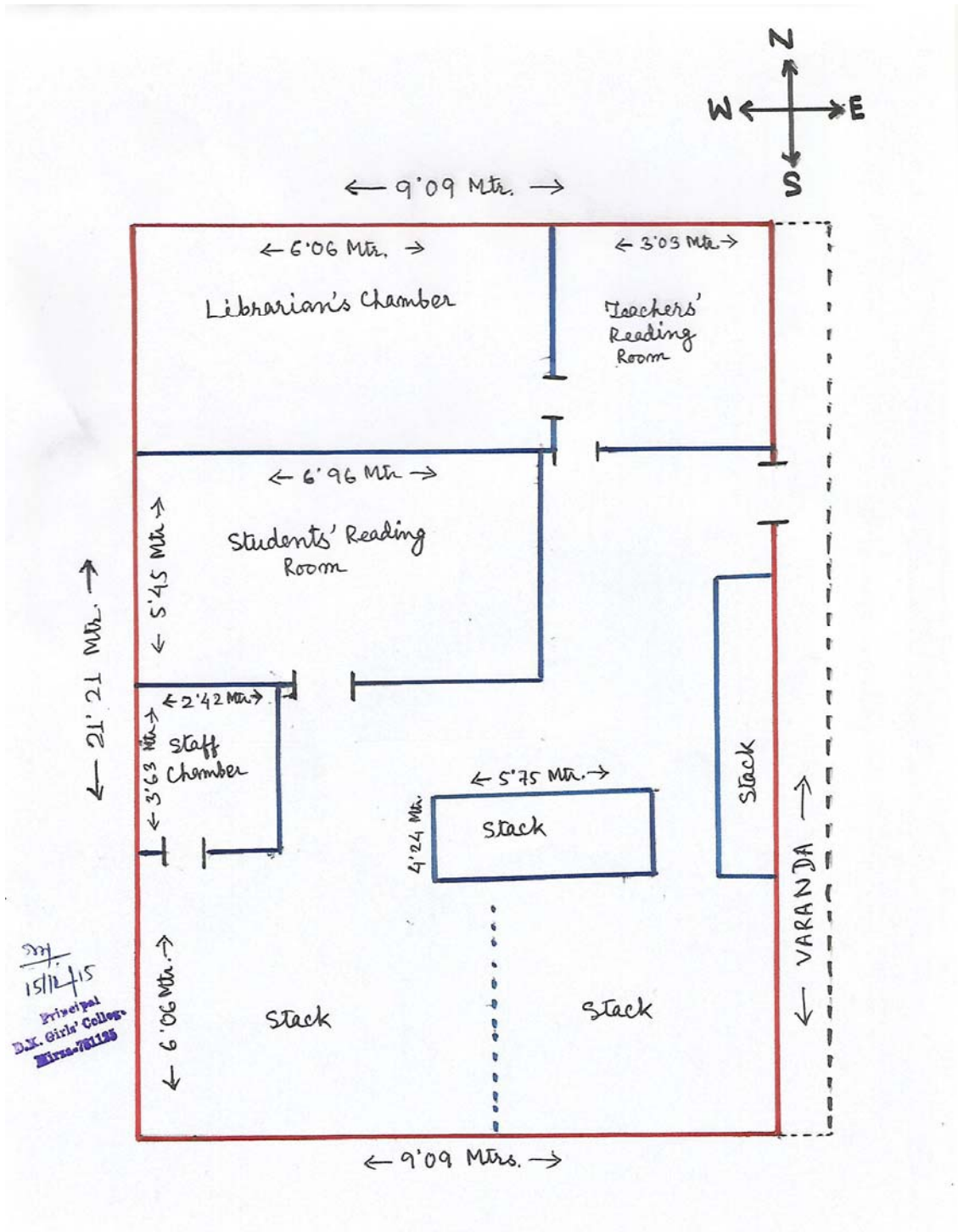
- 1) Issuing the Library card.
- 2) Provision of reading room.
- 3) Provision of best reader award.
- 4) Availability of local and national news papers.
- 5) Periodicals.
- 6) Reference books & text books.
- 7) Issuing of extra card for major students.
- 8) Preservation of a local premier daily English Newspaper "The Assam Tribune" and the "Dainik Axom" A Leading Assamese Daily since 1988.
- 9) The committee is also responsible for general maintenance of working environment of the library to meet the requirements of the library users.

**4.2.2 Provide details of the following:**

Total area of the Library (in Sq. Mts):	636 Sq.Mtr
Reading Room:	173 Sq.Mtr.
Stack Room:	262 Sq.Mtr.
Total Seating Capacity:	220 Sq.Mtr
Students:	125 Sq.Mtr.
Teaching & Non-teaching Staff:	48 Sq.Mtr.

Working Hours in the Library	From	To
On Working Days	9.00 AM	4.30 PM
On Holidays	-	-
During Examination Days	9.00 AM	5.30 PM
During Vacations (Summer Holidays)	9.30 AM	4.00PM

Layout of the Library:





**4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

The college purchases books and journals through the library committee as per the demand list submitted by different departments. The other reading materials are generally purchased by the librarian with the consultation of the library committee. The amount spent on new books and journals during the last four years are given below-

Table 4(a): Library Expenditure

Library holdings	2011-12		2012-13		2013-14		2014-15	
	Nos.	Total Cost (Rs)	Nos.	Total Cost (Rs)	Nos.	Total Cost (Rs)	Nos.	Total Cost (Rs)
Text Books	383	52,784/-	488	63,310/-	372	59,201/-	293	47,130/-
Reference Books	333	70,078/-	170	43,797/-	585	89,891/-	659	91,961/-
Journals	NIL		NIL		NIL		10	1,850/-
Periodicals	201	4,927/-	144	2,562/-	183	3,899/-	114	2,364/-
E-resources	NIL		NIL		NIL		NIL	
Any other (specify)	1825		1825		1825		1825	
Newspaper (5 No. of National and Local Newspapers) are Purchased regularly	2232	9,158/-	2232	9,158/-	2216	14,088/-	2184	13,032/-

**4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

1. OPAC: NO

2. Electronic resource management package for E-journals: NO
3. Federated searching tools to search articles in multiple data base: NO
4. Library website: NO
5. In-house remote access to e-publication: NO
6. Library automation: NO
7. Total number of computers for public access: **2(Two)**
8. Total number of printers for public access: NO
9. Internet band with speed: **BSNL Broadband**
10. Institutional repository: NO
11. Content management system for e-learning: NO
12. Participation in resource sharing networks/ consortia: NO

#### 4.2.5 Provide details on the following items:

Average number of walk-ins:	125
Average number of books: Issue:	88
Return:	80
Ratio of library books to students enrolled:	1.26
Average number of books added during last three years:	1065

Year	Procured	Donated	Total
2013	880	40	920
2014	970	06	976
2015	1199	101	1300

Details of “weeding out” of books and other materials:

Weeding out of books and other materials once in a year

#### **4.2.6 Give details of the specialized services provided by the library:**

- 1) Issuing of extra library card for major students.
- 2) Since, 1988, The Assam Tribune, a premier daily English Newspaper has been preserved in the college library with proper binding to facilitate learning experiences to the Students, Staff and the Research Scholars from outside.
- 3) The Dainik Asom, a leading Assamese Daily, has also been preserved in the college library with proper binding in order to facilitate learning to the Students, Staff and the Research Scholars from outside. Apart from these the library also has a good collection of popular Assamese Magazines. College library also subscribes India Today magazine and a National Newspaper the Hindu.
- 4) Question papers collection: The library has a good collection of final year question papers of Degree course for the students.
- 5) There are separate Shelves and Almirahs for keeping text books and reference books for each department. This is done in order to help the students and the teaching staff to find out the reading materials according to their needs and requirements.
- 6) Information deployment and notification: Various beneficial information's and notifications to students and teachers are displayed in the library notice board and the college notice board regularly.
- 7) Data entry of the library, manual catalogue making and classification of books has also been done.
- 8) User orientation and awareness: For user orientation and awareness, the librarian informally makes the user aware about the rules and regulations of the library and its use.

#### **4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.**

The library staffs encourages the faculties and students to use the library to their advantage by providing positive respond all the time and also help to access the facility like catalogue box. They maintain the books and journals systematically and keep records correctly for the benefit of the students. They also encourage faculty members and students in exploring new areas of knowledge and information by displaying new arrivals of books and journals.

#### **4.2.8 What are the special facilities offered by the library to the visually/ physically challenged persons? Give details.**

No, special facilities are available in the library for the physically challenged students till date.

#### **4.2.9 Does the library get the feedback from the users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the**

### **Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)**

College library does not have feedback system as yet. However, faculty members give their suggestions on various aspects of the library for its improvement through the library committee.

## **4.3 IT Infrastructure**

### **4.3.1 Give details on the computing facility available (hardware and software) at the institution.**

Number of computers with Configuration:

- 1) Office of the Principal: Number of Computers: 02
- 2) Office assistant: 01
- 3) Office staff: 03
- 4) Language Lab: NIL
- 5) Computer Lab: NIL
- 6) Department: 11
- 7) Classroom: NIL
- 8) Server Computer: NIL
- 9) IQAC Office: 01
- 10) LAN facility: BSNL Broadband
- 11) Computer Student Ratio: NIL
- 12) Licensed Software: Windows Operating System.
- 13) Number of nodes/computers with Internet facility: 04

### **4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?**

Number of computers with Internet facility should have been much more than the college has at present. The college authority has already put an effort to increase its number in the near future. Students are also sent to PIOMAC Computer Centre Mirza by CGC of the college to make them computer literate free of cost. Students can also avail Internet facility in the centre as and when necessary.

College authority and office staff of the college has always been very co-operative in helping the faculty members and the students for getting various Internet related information's.

### **4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?**

The institution has no such plans for developing and upgrading IT infrastructure and associated facilities as yet though the authority is keen to develop such facilities in the near future.

**4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years).**

There is no fixed annual budget allocation for procurement and up-gradation of computer system. The college purchases computer and accessories as and when necessary.

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

The college has minimum ICT uses. However it makes use of the available ICT facilities of the college for the following purposes-

- 1) Admission.
- 2) Examination.
- 3) Documentation of some data and information.

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching – learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.**

The college does not have online teaching-learning resources facilities for independent learning and ICT enabled classroom till date. However the construction of digital classroom is going on and is expected to be completed soon.

The digital classroom is expected to play the role of a facilitator for the teachers.

**4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

The institution has not yet connected with the National knowledge network or affiliating university directly. However, teachers search related data through the Internet facility provided.

## **4.4 Maintenance of Campus Facilities**

**4.4.1 How does the Institution ensure optimal allocation and utilization of the available resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?**

The Budget for allocation and utilisation of the financial resources for construction, purchase and maintainance are presented below-

**Table 4(c): Budget allocation and utilization of financial resources (in rupees)**

Head	2011-12		2012-13		2013-14		2014-15	
	Allocation	Utilization	Allocation	Utilization	Allocation	Utilization	Allocation	Utilization
Building	20,00,000/-	21,58,147/-	25,00,000/-	27,17,346/-	70,00,000/-	64,36,612/-	75,00,000/-	78,81,729/-
Furniture	1,40,000/-	1,41,400/-	1,40,000/-	1,11,809/-	5,00,000/-	5,21,904/-	3,00,000	2,47,200/-
Equipment	10,000/-	10,521/-	10,000/-	10,069/-	12,000/-	13,289/-	15,000/-	10,165/-
Computer	1,40,000/-	1,36,103/-	40,000/-	39,662/-	40,000/-	30,655/-	40,000/-	37,860/-
Vehicle	35,000/-	37,392/-	40,000/-	43,530/-	50,000/-	71,060/-	70,000/-	66,946/-
Any Other	14,55,000/-	14,71,671/-	16,02,000/-	16,90,810/-	20,37,000/-	21,09,637/-	23,45,000/-	26,36,046/-

#### 4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

The institution has different committees for maintenance and upkeep of the infrastructure, facilities and equipments.

- 1) Construction committee looks after the maintenance and upkeep of the infrastructure.
- 2) Purchase committee purchase the equipment and materials.

For the maintenance and upkeep of the infrastructural facilities & equipments the college has the following facilities-

- 1) Laboratory assistance.
- 2) Electrician, carpenter and plumbers are called from outside whenever necessary.
- 3) Sweepers.

#### 4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

The college has taken effective measures by appointing professional personal on temporary basis in this regard. The college has two laboratory assistants for maintenance of the equipments.

#### 4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

The major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of drinking water etc.) are-

- 1) Microtech inverter of 5.5 KV capacities has been installed in the Administrative Block.
- 2) Jet pump for running water supply.

## **CRITERION V: STUDENT SUPPORT AND PROGRESSION**

### **5.1 STUDENT MENTORING AND SUPPORT**

#### **5.1.1 Does thy institution publish its updated prospectus/ handbook annually? If “yes”, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?**

Yes, the college prospectus is published annually. The prospectus provide all relevant information about the college, such as-

- 1) About the college Vision and Mission.
- 2) Course Contents.
- 3) Admission.
- 4) Fee Structure.
- 5) Examination.
- 6) Zone.
- 7) Scholarships, Awards and Lectures.
- 8) Other Facilities Offered.
- 9) College Library.
- 10) Museum.
- 11) College Publications.
- 12) Celebrations
- 13) Associations and College Unions.
- 14) Other Activities.
- 15) Teaching Staff.
- 16) Non-teaching Staff.
- 17) General Rules for Maintaining Discipline.
- 18) Academic Calendar 2014-2015.
- 19) G.U Holiday List.
- 20) Achievements.
- 21) Performance of a section of students in H.S and T.D.C Examination in the last year.
- 22) A Glimpse into other activities of the college.

#### **5.1.2 Specify the type, number and amount of institutional scholarships/ free trips given to the students during the last four years and whether the financial aid was available and distributed on time?**

Yes, the institution provides various types of Scholarships and Awards which have been enlisted in the form of a table as follows –

Session	Type of Scholarship	Name of the Scholarship	Amount	Number of Students Awarded
2011-2012	Endowment	Gajendra Ch. Kalita Memorial Trust	1,000/-	2
2012-2013			1,000/-	2
2013-2014			1,000/-	2
2014-2015			-	-
2011-2012	Endowment	Bhupendra Kumar Choudhury Memorial Trust	800/-	1
2012-2013			1,000/-	1
2013-2014			1,000/-	1
2014-2015			-	-
2011-2012	Endowment	Boga Ram Das Award	15,300/-	4
2012-2013			14,300/-	4
2013-2014			15,500/-	3
2014-2015			19,300/-	4
2015-2016			21,860/-	4
2007-2008	Financial Assistance	Students Aid Fund	5,400/-	18
2008-2009			2,100/-	14
2009-2010			6,000/-	31
2013-2014			19,000/-	24

- Gajendra Ch. Kalita Memorial Trust was constituted in 1992, awards are offered in cash who secures highest marks among the students appearing from the college with First Division in H. S. Final Examination and who secures highest marks in Major subjects in T.D.C Part-III, a minimum of 55% marks.
- Bhupendra Kumar Choudhury Memorial Trust was constituted in 2000, the award is offered in cash annually to a student who secures minimum 75% in any subject in the H. S. Final Examination.
- Boga Ram Das Award was constituted in 2011, the award is reserved for the students belonging to below poverty line and securing highest marks among the First Division Students of H.S. First Year and T.D.C. First Year.
- Financial Assistance to poor and meritorious students from Students Aid Fund. It was formed on 08/02/1993. Every year some meritorious and poor students are selected through applications and the money is distributed among them on the basis of their results.

### 5.1.3 What percentage of students receives financial assistance from State Government, Central Government and Other National Agencies?

**Table No. 1(Students received Financial Assistance from State Government, Central Government)**

Class	Enrol-ment Year	Year of Received	Type of Caste and No. of Students	Total Amount Received *	Amount Distributed among the Students*	Amount Returned*	Percentage of the students which
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			SC	ST	OBC				received financial assistance
TDC 1 <sup>st</sup> Year	2009-10	2011-12	-	10	-	39,590/-	39,590/-	-	100%
TDC 1 <sup>st</sup> Year & 2 <sup>nd</sup> Year	2009-10	2011-12	06	-	-	24,010/-	11,875/-	12,135/-	100%
TDC 1 <sup>st</sup> Year	2008-09		06	-	-	22,080/-	14,600/-	7,480/-	100%
TDC 2 <sup>nd</sup> Year	2009-10	2012-13	-	-	22	2,63,360/-	2,40,560/-	22,800/-	100%
TDC 3 <sup>rd</sup> Year	2009-10		-	-	12				
TDC 1 <sup>st</sup> Year	2009-10		-	-	106				
TDC 2 <sup>nd</sup> Year	2010-11		-	-	04				
TDC 3 <sup>rd</sup> Year	2010-11		-	-	01				
TDC 2 <sup>nd</sup> Year	2007-08		05	-	-				
TDC 1 <sup>st</sup> Year	2007-08	04	-	-					
TDC 1 <sup>st</sup> Year	2011-12	07	-	-					
TDC 1 <sup>st</sup> Year	2010-11	08	-	-					
TDC 2 <sup>nd</sup> Year	2010-11	01	-	-					
TDC 2 <sup>nd</sup> Year	2005-06	07	-	-					

TDC 1 <sup>st</sup> Year	2012- 13		-	15	-	97,860/-	89,430/-	8,430/-	100%
TDC 1 <sup>st</sup> Year	2010- 11		-	06	-				
TDC 2 <sup>nd</sup> Year	2009- 10		-	02	-				
TDC 2 <sup>nd</sup> Year	2010- 11	2013- 14	-	01	-	4,920/-	4,920/-	-	100%
TDC 2 <sup>nd</sup> Year	2011- 12		03	-	-				
TDC 2 <sup>nd</sup> Year & TDC 3 <sup>rd</sup> Year	2012- 13		05	-	-				
TDC 2 <sup>nd</sup> Year	2009- 10		01	-	-				
TDC 2 <sup>nd</sup> Year	2008- 09	2014- 15	01	-	-	1,00,500/-	61,680/-	38,820/-	100%
TDC 3 <sup>rd</sup> Year	2008- 09		04	-	-				
TDC 1 <sup>st</sup> Year	2012- 13		05	-	-				
TDC 1 <sup>st</sup> Year	2012- 13	2014- 15	-	18	-	1,42,600/-	1,42,600/-	-	100%
TDC 1 <sup>st</sup> Sem	2013- 14		-	14	-				
TDC 1 <sup>st</sup> Year	2013- 14		-	-	82				
TDC 1 <sup>st</sup> Year	2014- 15	2015- 16	-	-	45	5,99,610/-	5,99,610/-	-	100%
TDC 1 <sup>st</sup> Year	2011- 12		-	-	109				

TDC 2 <sup>nd</sup> Year	2011- 12		-	-	01				
TDC 1 <sup>st</sup> Year	2013- 14	2015- 16	06	-	-	86,940/-	86,940/-	-	100%
TDC 3 <sup>rd</sup> Year	2013- 14		04	-	-				
TDC 1 <sup>st</sup> Year	2014- 15		08	-	-				

“ISHAN UDAY” - A Special Scholarship Scheme for North Eastern Region, UGC with effect from 01/12/2014. Amount Rs. 5400/-

**Table No. 2(Students received Financial Assistance from Other National Agencies)**

Name of the Student	Class	Subject	Class Roll No.	Session
Purabi Nath	B.A 1st & 2 <sup>nd</sup> Semester	Economics(Major)	06	2014-2015
Angana Thakuria	B.A 1st & 2 <sup>nd</sup> Semester	Economics(Major)	07	2014-2015
Tutumoni Das	B.A 1st & 2 <sup>nd</sup> Semester	Education(Major)	01	2014-2015
Minakshi Mazumdar	B.A 1st & 2 <sup>nd</sup> Semester	Assamese(Major)	09	2014-2015
Jasmine Sultana	B.A 1st & 2 <sup>nd</sup> Semester	Assamese(Major)	08	2014-2015
Dipika Das	B.A 1st & 2 <sup>nd</sup> Semester	History(Major)	05	2014-2015
Nisha Rani Thakuria	B.A 5 <sup>th</sup> & 6 <sup>th</sup> Semester	English(Major)	03	2014-2015
Mamata Talukdar	B.A 5 <sup>th</sup> & 6 <sup>th</sup> Semester	Political Science(Major)	09	2014-2015

### 5.1.4 What are the specific support services/ facilities available for?

A. Student from SC/ ST, OBC and economically weaker sections - Students from SC, ST and OBC get government scholarship and other facilities available. The college provides special support to deserving students to weaker sections in terms of waiver of tuition free and free library facility. There is also the provision for meritorious but economically poor students to get financial assistance.

B. Students to participate in various competition/ National and International - The College provide special help for the students who participate in national competitions in terms of financial assistance and coaching through local and outside coaches.

C. Medical assistance to student, health centre, health insurance etc. - Health camps and Para-medical health camps are organized by the college to provide medical assistance to students and community. The college has special understanding with the local community health centre for immediate treatment of students whenever necessary.

D. Support for slow learners - Tutorial classes are regularly organized for slow learners, judging by the performances in the class test and unit test examinations special classes are organized for weaker sections of the college.

E. Exposures of students to the institution of higher learning/ corporate/ business houses etc. - Educational excursions, field trips, visits to the nearby industries, G.U library, science museum, national museum etc. are organized for the students with a view to provide them with necessary exposure to the institution of higher learning.

F. Publication of student magazines - The college magazine "Sudakshina" is published annually for the students for the upliftment of their literary and creative skills. Every department has its own wall magazine where students' creativity is artistically showcased.

The other forms of publication of the college are-

- 1) Wall magazine "Haraghat" (twice in a year).
- 2) Wall magazine "Sri Panchami" is published on the occasion of Saraswati Puja annually.
- 3) "Smritilekh" an alumni magazine is published annually.
- 4) Wall magazine "Jonaki" by student union in collaboration with Dakshin Kamrup Students Union, Mirza.
- 5) Wall magazine "Prerona" published annually by the NSS Unit of the college.
- 6) "Niharika" a special handmade magazine prepared by the students is published annually.
- 7) Alumnae photo album.
- 8) There is also a special provision in the college to make the pictorial presentation of the special events held in the college from time to time in the photo archives.
- 9) ISBN publication from all departments.

#### **5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.**

The Career Guidance Cell of the college organizes entrepreneurship development programme in collaboration with IIE, Guwahati.

Keeping in view of the demands of the present time as well as keeping in view the future prospects, career guidance cell of the college organizes programmes and workshops on various career oriented subject courses held so far as-

- 1) Beautician Course.
- 2) Food Preservation.
- 3) Workshops on Music and Drama.
- 4) Exhibition cum sale.
- 5) Cutting, tailoring and embroidery course (15 days) for non Home Science students of the college by the department of Home Science.

**5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, quiz competitions, debate and discussions, cultural activities etc.**

Various competitions organized by different educational institutions are attended by the students and their performance in this regard is found to be satisfactory. The policies and strategies of the institution in this regard are-

- 1) Organizing competitions on various co-curricular activities such as indoor & outdoor games, Quiz, music, extempore speech, dance, drama, mono acting, cooking, floor decoration, flower decoration competitions etc.
- 2) Coaching programmes for different sports (outdoor sports).
- 3) Workshop on drama and music.
- 4) Yoga camps for mental and physical wellbeing.
- 5) Encouraging students to participate in various NSS camps organized at state and national level.
- 6) Encouraging students to take part in the Youth Festival of Gauhati University.
- 7) Sports uniform and other requirements are provided to the students representing the college.
- 8) Flexible schedule is made for internal examinations of the students participating in co-curricular activities outside the college.
- 9) Preferences are given during admission to the students who have certificate of outstanding achievement in co-curricular activities.

**5.1.7 Enumerate on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE/ CAT/ GRE/ TOFEL/ GMAT/ Central/ State services, Defence, Civil services etc.**

Since college is an undergraduate college, UGC examinations like NET, SLET are not attended by our students. However a part of Alumnae cleared NET, SLET, and TET and are engaged in different teaching profession.

**5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)?**

The college has a Career Guidance Cell and an information Cell for students counselling and guidance. The Grievance Redressal Cell is very much attentive towards the grievance of students. The members of the cell and other teachers on their personal capacity counsel the students on the matters regarding personal, career and psycho-social matters. College also organizes different programmes that play an important role in providing counselling services to the students in respect of personal, career and psycho-social aspects. Such programmes are-

- 1) Yoga camps to address problems related to stress and anxiety & examination phobia.
- 2) Awareness programme on Entrepreneurship Development.
- 3) Workshops on life skills organized by NSS Unit to enhance the life skill capacities of the students for better and contented life Health Camps.
- 4) Parent-teacher meets.
- 5) Individual counselling by faculty members as and when necessary.
- 6) Seminar on "Job opportunities" organized by CGC.
- 7) Seminar on "Career opportunities" organized by CGC.
- 8) Programme on "Beauty and Health".
- 9) Awareness programme on "Health and Nutrition"

**5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If "yes", detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).**

The college does have a structured mechanism for career guidance and placement of its students. Guidance Cell in the year 2000 and since then the cell has been regularly aiding the students concerning career guidance and counselling. It exhibits advertisements, notices and posters related to careers and higher education.

**5.1.10 Does the institution have a student Grievance Redressal Cell? If yes, list (if any) the grievances reported and redressed during the last four years.**

Yes, the institution has a Grievance and Redressal Cell for students. In order to solve the Grievances of students, a Grievance and Redressal Cell has been formed in 2003. Since, then it has been functioning smoothly. For this, there is a provision of a complaint box in the college campus, where the grievancers get the opportunity to drop their respective complaints. Since the last four years a number of complaints have been received from students. The details of Grievances are as follows-

1. To provide Hostel facilities.

2. To provide Well Hygenic Lavatory.
3. To supply more water purifiers.
4. To increase the number of text and reference books in the central library of the college.
5. To change the Uniform of the students.
6. To provide seating arrangements inside the college campus.
7. To install CCTV camera in the central library of the college for smooth functioning of the library.
8. To improve the quality of the edible items in the college canteen.
9. To improve the condition of the playground.

## 5.2 STUDENT PROGRESSION

5.2.1 Provide the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

**Progression Table (Education)**

Session	Class	Total number of Pass Students	Percentage of Progression	
			Higher Education	Employment
2011-2012	TDC (1+1+1)	81	20%	10%
2012-2013	TDC (1+1+1)	104	25%	15%
2013-2014	TDC (Semester)	174	40%	20%
2014-2015	TDC (Semester)	122	35%	15%

5.2.2 Provide details on the programme wise pass percentage and completion rate for the last four years (cohort wise/ batch wise as stipulated by the university)? Furnish programme wise details in comparison with that of the previous performance of the same institution and that of the colleges of the affiliating university within the city/ district.

Year	Semester	Students Appeared	Students Passed	Pass % G.U.	Pass % D.K.G.C.
2011	1 <sup>st</sup> Sem	309	145	52.20%	46.92%
	2 <sup>nd</sup> Sem	258	219	71.05%	84.88%
2012	1 <sup>st</sup> Sem	339	204	64.32%	60.11%
	2 <sup>nd</sup> Sem	222	144	71.69%	64.86%
	3 <sup>rd</sup> Sem	232	176	69.48%	75.80%

	4 <sup>th</sup> Sem	219	195	86.39%	89.04%
2013	1 <sup>st</sup> Sem	220	100	58.62%	45.45%
	2 <sup>nd</sup> Sem	222	144	71.69%	64.86%
	3 <sup>rd</sup> Sem	179	148	76.09%	82.68%
	4 <sup>th</sup> Sem	166	141	85.06%	84.94%
	5 <sup>th</sup> Sem	194	179	85.88%	92.26%
	6 <sup>th</sup> Sem	184	174	91.25%	98.56%
2014	1 <sup>st</sup> Sem	211	184	61.80%	87.20%
	2 <sup>nd</sup> Sem	194	105	69.74%	54.12%
	3 <sup>rd</sup> Sem	169	121	81.13%	71.60%
	4 <sup>th</sup> Sem	166	141	85.06%	84.94%
	5 <sup>th</sup> Sem	160	113	82.14%	70.63%
	6 <sup>th</sup> Sem	184	174	91.25%	94.56%
2015	2 <sup>nd</sup> Sem	191	140	69.77%	73.30%
	4 <sup>th</sup> Sem	151	128	81.96%	84.77%
	6 <sup>th</sup> Sem	154	122	89.49%	79.22%

### 5.2.3 How does the institution facilitate student progression to higher level of education and/ or towards employment?

The institute has a career guidance cell which helps students to go for higher education or job opportunities.

### 5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The college arranges tutorial classes for weaker students to improve their academic performance. The study centre of KKHSOU has been established in the year 2014 to motivate the students who are found as drop out to continue their study through this distance mode of study. There is also the provision of BPP (Bachelor of Preparatory Programme) under K.K.H.S.O.U.



### **5.3 STUDENT PARTICIPATION AND ACTIVITIES**

#### **5.3.1 List the ranges of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.**

D. K. Girls' College organises an annual fest i.e. College Week where a good number of competitions based on sports, games, cultural and other extracurricular activities is hosted for the students.

##### **(A). List of Events.**

###### **Games and Sports:**

- 1) Race-
  - (a) 100 mtr.
  - (b) 200 mtr.
  - (c) 400 mtr.
  - (d) 4X100 Relay race.
- 2) Shot put.
- 3) Discuss throw.
- 4) Javellin.
- 5) Jump.
  - (a) High Jump.
  - (b) Long Jump.
  - (c) Triple Jump.
- 6) Skipping.
- 7) Kabbadi.
- 8) Tug of War.
- 9) Badminton.
- 10) Cricket.
- 11) Kho-kho.
- 12) Carrom.
- 13) Chess.
- 14) Musical chair.
- 15) Ring.
- 16) Panja.

###### **Cultural Competition:**

- 1) Bargeet.
- 2) Lokageet.
- 3) Assamese Modern Song.
- 4) Jyoti Sangeet.
- 5) Bishnu Rabha Sangeet.
- 6) Jayanta Sangeet.
- 7) Biya Naam.
- 8) Bhajan.
- 9) Bangeet.
- 10) Modern Group Dance.

- 11) Modern Single Dance.
- 12) Bihu Group Dance.
- 13) Bihu Single Dance.
- 14) Folk Dance.
- 15) Drama.
- 16) Miming.
- 17) Mono Acting.
- 18) Costume presentation regarding different dresses of North East India.
- 19) Bride Competition.

#### **Literary Competition:**

- 1) Poetry Writing (on the Spot).
- 2) Poetry Writing.
- 3) Parodi Poetry/ Song Writing.
- 4) Essay Writing (on the Spot).
- 5) Story Writing (on the Spot).
- 6) Short Story Writing (on the Spot).
- 7) Open Letter Writing.
- 8) Art Competition.
- 9) Phakara-Jojana Competition.

#### **Other Competitions:**

- 1) Cooking.
- 2) Flower Decoration.
- 3) Knitting.
- 4) Floor Decoration.
- 5) Debate Competition.
- 6) Recitation.
- 7) Extempore Speech.
- 8) Quiz Competition.
- 9) Oratory.
- 10) Mehendi Competition.
- 11) Salad Making.
- 12) Achar Making.

**(B). Students' achievements in last four years in some categories are highlighted below-**

Session	Award	Winner
2010-2011	Best Athlete	Ritu Thakuria
	Best Singer	Karabi Kalita
	Best Literary Award	Dipali Medhi
	Best Actress	Marami Das
	Best Social Workers	Himakshi Das, Gitika Nath, Gita Das, Juri Sarma, Riniki Das & Beauty Mali.
	Best Athlete	Marami Das

2011-2012	Best Singer	Mousumi Begum
	Best Literary Award	Sarjinara Ahmed
	Best Debator	Dipika Das & Yukinara Sultana
	Best Social Workers	Rubiya Begum & Narzina Akhter Nehar.
	Best Common Room Performer	Pinki Devi
2012-2013	Best Athlete	Marami Das
	Best Singer	Karabi Kalita
	Best Literary Award	Lipika Das & Sarjinara Beum.
	Best Debator	Minakshi Thakuria
	Best Social Worker	Barnali Das
	Best Orator	Lipika Das
2013-2014	No award was presented on this session for the Silver Jubilee Celebration of the College. College Week was adjusted with the Silver Jubilee Celebration.	

**5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University/ State/ Zonal/ National/ International, etc. For the previous four years.**

- 1) Marami Das was begged 3<sup>rd</sup> Best Actress in the Youth Festival of G.U. in 2012.
- 2) Best Discipline Group Award of Drama begged by the group of competitor of our college in 2012 Youth Festival, G.U.
- 3) Rajashree Goswami, the 2<sup>nd</sup> Winner of All Assam College Bihu Competition in 2013.
- 4) Another list of achievements of the students are mentioned in the table given below-

Sl. No.	Year	Event	Agency	Name of the Students	Award
1.	2012	Drama	Youth Festival, G.U.	Marami Das	Third Best Actress
2.	2012	Drama	Youth Festival, G.U.	Minakshi Thakuria, Marami Das, Moon Kalita, Rajashree Goswami, Karabi Kalita, Gayatri Kalita.	Best Disciplinary Group
3.	2013	All Assam Bihuwati Competition (College Level)	D. K. Girls' College Jubilee Celebration	Rajashree Goswami	1 <sup>st</sup> Runners Up
4.	2013	Kabbadi Competition (South Kamrup Level)	D. K. Girls' College Jubilee Celebration	D. K. Girls' College Group	2 <sup>nd</sup> Position
5.	2013	Chorus	D. K. Girls'	D. K. Girls' College	2 <sup>nd</sup> Position

		Competition (South Kamrup Level)	College Jubilee Celebration	Silver	Group	
6.	2013	Cooking Competition (South Kamrup Level)	D. K. College Jubilee Celebration	Girls' Silver	Kalindri Das Rossy Begum Chandana Das	1 <sup>st</sup> Position 2 <sup>nd</sup> Position 3 <sup>rd</sup> Position
7.	2013	Sports(Kho-Kho Competition)	D. K. College Jubilee Celebration	Girls' Silver	D. K. Girls' College Group	Runners Up
8.	2013	Literary Competition (Essay)	D. K. College Jubilee Celebration	Girls' Silver	Yukinara Sultana Minakshi Thakuria	1 <sup>st</sup> Position 2 <sup>nd</sup> Position

### 5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The college collects feedback from its pass outs regularly in or to improve the quality of education and the suggestion and improvements will be carried to improve the performance and quality of the institution. Mainly such feedback is collected from our Alumnae Association.

#### FEEDBACK OF ALUMNAE

Dakshin Kamrup Girls' College

Mirza, Kamrup, Assam

Pin- 781125

Name of the Alumnae :

Marital Status :

Guardian's Name :

Present Address :

Permanent Address :

Occupation :

Year of Entry :

Year of Leaving :

#### 1. Why did you select this Institution for your Higher Education?

- (a) Nearby College
- (b) Good Name
- (c) Girls' College

#### 2. How has the Institution helped and inspired you in moulding your career?

- (a) Fully
- (b) Partially

- (c) Not at all
- 3. Have you ever visited your college as an Alumnae?**
- (a) Frequently  
(b) Sometimes  
(c) Never
- 4. How do you feel when you visit your college as an Alumnae?**
- (a) Satisfactory  
(b) Not Satisfactory
- 5. What is your opinion on the Present Management?**
- (a) Satisfactory  
(b) Not Satisfactory
- 6. Are you satisfy with Present Infrastructural Development of the College?**
- (a) Yes  
(b) Partially  
(c) No
- 7. What is your view on the Present Academic Atmosphere of the College?**
- (a) Greatly  
(b) Partly  
(c) Nothing Substantial
- 8. What kind of help and cooperation did you get while you were a student of this Institution?**
- (a) Always  
(b) Sometimes  
(c) Never
- 9. How helpful the teachers were in guiding and advising you?**
- (a) Helpful  
(b) Sometimes Helpful  
(c) Not at all
- 10. Were the teachers regular in attending classes?**
- (a) Very regular  
(b) Regular  
(c) Irregular
- 11. Has the college organised any programme on Workshop, Training and Seminar for your benefit?**
- (a) Yes  
(b) No

If Yes, specify them in number

- (i) Workshop  
(ii) Training  
(iii) Seminar

- 12. In your opinion how far has the college succeeded in contributing towards the Higher Education of Women in South Kamrup Area?**
- (a) Greatly
  - (b) Partly
  - (c) Nothing Substantial
- 13. Could you show any remarkable performance during your college life? If so, in which field?**
- (a) Literature/Culture
  - (b) Sports
  - (c) Others
- 14. What kind of change do you notice in the college between the past and the present?**
- (a) Upgrade
  - (b) Degrade
  - (c) Unchanged
- 15. Besides imparting education, in which other fields do you think the college should pay immediate attention?**
- (a) Full Fledged Auditorium
  - (b) Introduction of Vocational Courses
  - (c) Science Stream
- 16. Have you informed your college about your present placement?**
- (a) Yes
  - (b) No
- 17. Any other suggestion:**

Date:.....

Signature of the Alumnae

Designation

**5.3.4 How does the college involve and encourages students to publish materials like catalogues, wall magazines, college magazines, and other material? List the publications/materials brought out by the students during the previous four academic sessions.**

The college encourage the student to creative writing skills among them. In the college magazine, wall magazine and departmental bulletins, the students contribute their writings both in Assamese and English on various topics. All such publications come out under student editorship where teachers of the concerned department supervised the entire efforts.

Every department regularly publishes wall magazines as an attempt to encourage the students in their writings.

**Annual Publication of the College**

1) Sudakshina.

**Table of the Departmental Wall Magazine**

History : (a). Kabach. (b). Ankita. (c). Buranji Bithika.

Assamese : Sanskriti Sudha

English : Streamlet

Political Science : Rajnitir Dapon

Philosophy : Darshan Jyoti

Economics : Arthanoitik Darpan

Home Science : Garhastha Bigyan

Education : Shikshayan

**Museum Publication** : Museum Bulletin

**Student oriented Departmental Publications**

History : (a). Impression. (b).Sanhita. (c). Chitra Punja.

Philosophy : Bulletin of Philosophy

Assamese : Sahitya Chandrika

Economics : Economic Bulletin

Political Science: Political Bulletin

Education : Shiksha Jyoti

**Other Publications**

- 1) A hand-written magazine 'Niharika' is published regularly by the students.
- 2) A wall magazine 'Haraghat' is published half yearly by the students.
- 3) A wall magazine 'Smritilekh' is published annually by the Alumnae Association.
- 4) A wall magazine 'Jonaki' is published annually by the AASU Unit.
- 5) A wall magazine 'Shree Panchami' is published annually by the Teachers Unit.
- 6) A photo archive is displayed every year.
- 7) Alumnae Photo Album Published by the Alumnae Association.

### 5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

The college have a Students Union Body. Elections of the Students Union are held without the traditional campaigning system. Students are only allowed to campaign inside the college campus, and they can do the campaigning in the classroom in the presence of the teachers. Use of posters and banners are strictly prohibited. Students enjoy a democratic atmosphere as far as election procedure is concerned in all the cases relating to Students Union Election, the Lingdo Committee Report is followed. The Students Union Body not only take active part in every programme organised by the college but also inspire the other students to take active part in such occasions. All the occasions are generally funded by the college.

#### **Union Body of the College of the last five years and the current year-**

##### **2010-2011**

##### **Portfolio**

##### **Name**

Vice-President –	Suman Kumari
General Secretary –	Kalindri Das
Assistant General Secretary –	Dipti Das
Cultural Secretary –	Karabi Kalita
Magazine Secretary –	Rita Kalita
Debate and Symposium Secretary –	Reshmin Akhtar
Sports Secretary –	Ritu Thakuria
Girls' Common Room Secretary –	Barnali Das
Social Service Secretary –	Jitu Moni Thakuria

##### **2011-2012**

Vice-President –	Kalindri Das
General Secretary –	Minakshi Thakuria
Assistant General Secretary –	Dharitri Mali
Cultural Secretary –	Gayatri Kalita
Magazine Secretary –	Minakshi Kumari
Debate and Symposium Secretary –	Munu Begum
Sports Secretary –	Syamali Mazumdar
Girls' Common Room Secretary –	Minakshi Das
Social Service Secretary –	Rashmi Begum

##### **2012-2013**

Vice-President –	Dharitri Mali
General Secretary –	Purnima Das
Assistant General Secretary –	Rodali Mazumdar
Cultural Secretary –	Rajashree Goswami
Magazine Secretary –	Mitali Das
Debate and Symposium Secretary –	Nasfica Ara
Sports Secretary –	Ashma Begum
Girls' Common Room Secretary –	Barnali Mahanta
Social Service Secretary –	Himakshi Das



**2013-2014**

Vice-President –	Sushmita Das
General Secretary –	Jutika Thakuria
Assistant General Secretary –	Sangita Goswami
Cultural Secretary –	Anjali Thakuria
Magazine Secretary –	Bhumika Nath
Debate and Symposium Secretary –	Nasfica Ara
Sports Secretary –	Purabi Talukdar
Girls' Common Room Secretary –	Anjuma Begum
Social Service Secretary –	Narjina Akhtara Nehar

**2014-2015**

Vice-President –	Barnali Talukdar
General Secretary –	Namita Das
Assistant General Secretary –	Oliviya Talukdar
Cultural Secretary –	Sadhana Kumari
Magazine Secretary –	Barnali Talukdar
Debate and Symposium Secretary –	Tarali Das
Sports Secretary –	Papari Das
Girls' Common Room Secretary –	Shehnaz Sultana
Social Service Secretary –	Rose Bery Sultana

**2015-2016**

Vice-President –	Rose Bery Sultana
General Secretary –	Dipti Choudhury
Assistant General Secretary –	Ila Kakati
Cultural Secretary –	Mampi Mali
Magazine Secretary –	Mamata Najmin
Debate and Symposium Secretary –	Chandana Choudhury
Sports Secretary –	Lakshmi Rabha
Girls' Common Room Secretary –	Runuma Begum
Social Service Secretary –	Kamala Begum

**5.3.6 Give details of various academic and administrative bodies that have student representatives on them.**

The Student Union is represented by the General Secretary of the Union in the Internal Quality Assurance Cell. Besides, in the Examination Committee and Admission also take help of the Student Union if necessary. The following list shows the representation of the students-

- 1) Election Committee.
- 2) Anti Ragging Committee.
- 3) Cells and Committees constituted for specific occasions.
- 4) College Magazine.
- 5) Wall Magazines.

- 6) Editorial Boards of the Publications.
- 7) NSS Unit.
- 8) Internal Quality Assurance Cell (IQAC).
- 9) Various Association/ Forum under different teaching department.

### 5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

#### Any other relevant information regarding Student Support and Progression which the college would like to include.

The institution constituted an Alumnae Association in 2002. We have sound relationship with Alumnae and Former Faculty Members. In different college functions they are entangle when and where their presence feels necessary. They participate in major programmes like College Week, College Foundation Day, Museum Foundation Day, Alumnae Meet, Saraswati Puja, Freshmen Social etc. They extend their helping hand. The former faculty members are invited to various institutional events as Chief Guest, Special Guest etc.

Some of the Alumnae employed in different sectors, (Govt., Semi Govt. and Private Sectors) are shown below-

Sl. No.	Name of the Alumni	Job/ Occupation
1.	Dr. Padma Sarkar	Asst. Professor, B. H. College, Howly
2.	Mrs. Kabita Das	Asst. Professor, Rampur Anchalik College, Rampur
3.	Mrs. Swapna Sarma	Asst. Profesor, Hari Gayatri Mahavidyalaya, Azara, Ghy
4.	Ms. Dhira Goswami	Asst. Professor, Rampur Anchalik College, Rampur
5.	Ms. Shilpi Sudha Goswami	Part-Time Lecturer, D. K. Girls' College
6.	Ms. Tarali Sarma	Asst. Professor, Rangia Girls' College
7.	Ms. Dipali Medhi	Asst. Professor, Suryasiri College
8.	Ms. Sangita Das	Asst. Professor, Hari Gayatri Mahavidyalaya
9.	Ms. Beauti Kakati	Asst. Professor, ACT Com. College
10.	Mrs. Ruma Rani Saikia	Managing Director, PIOMAC, Mirza
11.	Mrs. Namita Das	Asst. Teacher, R. B. Higher Secondary School
12.	Ms. Tanmaya Thakuria	Asst. Teacher
13.	Ms. Marami Baishya	Sports Teacher (Uparhali)
14.	Ms. Anupama Mahanta	Asst Teacher (TET)
15.	Ms. Kabita Das	Asst Teacher (TET)
16.	Mrs. Malaya Das	Asst Teacher (TET)

17.	Mrs. Niharika Thakuria	Asst Teacher (TET)
18.	Mrs. Ilamayee Das	Asst Teacher (TET)
19.	Mrs. Jyoti Das	Asst Teacher (TET)
20.	Mrs. Reshma Akhter	Asst Teacher (TET)
21.	Mrs. Eliza Akhter	Asst Teacher (TET)
22.	Mrs. Namita Kalita	Asst Teacher (TET)
23.	Mrs. Shyabanti Mazumdar	Head Teacher
24.	Mrs. Bibha Rani Das	School Teacher
25.	Mrs. Anju Das	School Teacher
26.	Mrs. Himadri Deka	School Teacher
27.	Mrs Karabi Das	School Teacher
28.	Mrs Dulumoni Thakuria	School Teacher
29.	Mrs. Pranita Das	School Teacher
30.	Mrs. Lavita Kalita	School Teacher
31.	Mrs. Bharati Mazumdar	School Teacher
32.	Mrs. Gita Bhagawati	School Teacher
33.	Mrs. Dipika Devi	School Teacher
34.	Mrs. Giribala Thakuria	School Teacher
35.	Mrs. Minati Kalita	School Teacher
36.	Ms. Nirmali Das	School Teacher
37.	Ms. Hasina Begum	School Teacher
38.	Ms. Pallavi Das	School Teacher
39.	Ms. Saraswati Das	School Teacher
40.	Ms. Jyotsna Das	School Teacher
41.	Ms. Jyotsna Das	School Teacher
42.	Ms. Renu Begum	School Teacher
43.	Ms. Gitika Kalita	School Teacher
44.	Ms. Parul Das	School Teacher
45.	Ms. Kalindri Das	School Teacher
46.	Ms. Suman Kumari	School Teacher
47.	Ms. Supriya Das	School Teacher
48.	Ms. Hemlata Rabha	School Teacher
49.	Ms. Juri Das	School Teacher
50.	Ms. Papari Kalita	School Teacher
51.	Karabi Deka	School Teacher
52.	Trishna Das	School Teacher
53.	Niva Das	School Teacher
54.	Jonali Talukdar	School Teacher
55.	Niluma Begum	School Teacher
56.	Manjula Goswami	School Teacher
57.	Nabanita Dewan	School Teacher
58.	Meghali Mazumdar	School Teacher
59.	Madhusmita Das	School Teacher
60.	Sewali Kakati	School Teacher
61.	Nabanita Kakati	School Teacher
62.	Manisha Kakati	School Teacher
63.	Supriya Das	School Teacher
64.	Jitumoni Thakuria	School Teacher

65.	Dimple Kumari	School Teacher
66.	Poornima Kumari	School Teacher
67.	Dipannita Dewan	School Teacher
68.	Anjuma Begum	School Teacher
69.	Sangita Kumari	Pottery Maker
70.	Gitanjali Kalita	Beautician
71.	Jutika Das	Beautician
72.	Sarjinara Begum	Beautician
73.	Mrs. Karabi Kalita	Singer
74.	Shikhamoni Mazumdar	Call Centre Employee
75.	Karabi Das	Call Centre Employee
76.	Indrani Goswami	NGO, Nehru and Yuva Kendra
77.	Dulumoni Mazumdar	NGO, Chennai
78.	Arpita Bhattacharjya	NGO, Bengalaru
79.	Dipika Doley	NGO incharge
80.	Hiramoni Das	Private Job
81.	Konkona Talukdar	Company Job
82.	Ranjita Das	Business
83.	Bhagya Kalita	Self Employed
84.	Sharmila Agarwala	Self Employed
85.	Ranjita Boro	Self Employed
86.	Tutumoni Talukdar	Self Employed
87.	Archana Das	Self Employed
88.	Jaba Das	Self Employed
89.	Hiramoni Das	Health Consultant
90.	Alaka Goswami	Health Department
91.	Ms. Reena Doloi	Homeo Practitioner
92.	Mrs. Mira Medhi	Nurse (A.N.M)
93.	Mrs. Ritamani Dutta	Nurse (G.N.M)
94.	Mrs. Gitanjali Kalita	Nurse (A.N.M)
95.	Ms. Dhanmani Kalita	Nurse (A.N.M)
96.	Ms. Tapashi Sarma	Nurse (G.N.M)
97.	Dipannita Kakati	Nurse (A.N.M)
98.	Lakshmi Boro	Nurse (G.N.M)
99.	Ms. Reetamani Dutta	Nurse and Journalist
100.	Mrs. Tutumoni Nath	Defence, CISF
101.	Mrs. Manasi Rabha	Security, Home Guard
102.	Rekha Rani Nath	Assam Police
103.	Kabita Rani Das	Music Teacher
104.	Purabi Thakuria	Dance Teacher
105.	Mrs. Pranati Devi	Spicejet Airlines
106.	Priyanka Thakuria	Airport Authority
107.	Kabita Das	Indian Airport Authority
108.	Ms. Papari Das	Social Welfare
109.	Ms. Nira Goswami	Railway
110.	Ms. Manisha Sarma	Indian Railway
111.	Ms. Nabanita Das	Assam Co. Bank
112.	Ms. Mamoni Bora	Employee, HDFC Bank

113.	Ms. Binita Kalita	Advocate, Ghy
114.	Sayedda Sultana	Advocate, Ghy
115.	Ms. Gita Mahanta Kalita	Fashion Designer
116.	Ms. Dharitreepiya Das	Operation Executive
117.	Ms. Bijubala Nath	Computer Teacher
118.	Ms. Minakshi Kalita	Computer Teacher
119.	Manjula Begum	Computer Teacher
120.	Karabi Nath	Computer Teacher
121.	Chitra Nath	Computer Teacher
122.	Bijulata Nath	Computer Operator
123.	Ms. Rosy Begum	Councillor, G.P
124.	Ms. Falashree Roy	Councillor, G.P
125.	Ms. Uttara Deka	Councillor, G.P
126.	Ms. Chandramita Kalita	Councillor, G.P
127.	Papori Choudhury	Accoland Employee

## **CRITERION VI: GOVERNANCE, LEADERESHIP AND MANAGEMENT**

### **6.1 INSTITUTIONAL VISION AND LEADERSHIP**

**6.1.1 State the mission and vision of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

#### **Mission of the College**

The famous line from Keno Upanishada "Bidyaya Bindattmritam" which is engraved in the emblem of the college denotes the mission of the college. The line signifies that education leads to enlightenment. The mission of the college is to impart to the students the knowledge of the self and the knowledge that can prepare them to lead a happy and meaningful life through the process of teaching and learning. Being an institution of higher education for women the college aims at a sustainable development of the women community of Dakshin Kamrup area and helps them to contribute to the process of national progress.

Simple meaning of the "Bidyaya Bindattmritam" –

*"When Brahman is known in all mentation, then complete knowledge or real wisdom is attained. A person with such knowledge attains immortality".*

#### **Vision of the College**

The college has the noble vision of occupying a prestigious position in the field of higher education of women and transform itself into the centre of excellence. It always remains an earnest endeavour on the part of the college to-

1. Empower the girl student economically, politically and socially.
2. Help them to become responsible and worthy citizen.
3. Develop leadership quality among women.
4. Explore the self employment opportunity.
5. Eradication of gender discriminations.
6. To aware women folk in healthy and hygienic environment.

The college provides need based opportunities to the students to develop their potentialities in art, sports, culture and literature through competition and participation in various events throughout the year.

The preparation of the present Self Study Report (SSR) is the result of continuous endeavour of the college in general and the “IQAC” in particular. The preparation of the present report has been made on the basis of the previous “NAAC” assessment report 2004. The governing body of the college has always been very much encouraging and supportive and left no stone unturned to meet the expectations of the college community.

This is a humble attempt indeed on our part to present our achievements and weaknesses in relation to each and every parameter prescribed by the “NAAC”.

### **6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?**

The Governing Body (GB) of the college is the sole management body. The Governing Body represents all the stake holders of the college. All the policies and plans to ensure quality are designed by the Governing Body unanimously on the basis of need and merits of the college. The policies are implemented by the principal with the help of sub committees (usually from faculty members) appointed by the G.B on the basis of expertise.

### **6.1.3 What is the involvement of leadership in ensuring?**

#### **1. Implimentation Structure-**

The leadership in ensuring policy statements and action plans for the fulfilment of the mission of the college is formulated and developed by the G.B based on the suggestions given by the different stakeholders. The policies are implemented by the Principal with the help of different sub-committees and HoD's of the departments. The sub-committees are headed by the principal of the college with other members from teaching and non-teaching staff as well as experts from different concerned stakeholders.

#### **2. Constructions-**

The college management has already started the construction of digital class facilities etc for betterment of teaching learning process. The college has also exhibit its leadership in providing infrastructure facilities in games and sports and also regularly sending students in different Gramya Krira, State and National level competition (section 5.3.2). Construction is going on of a Sports Complex under the UGC grant in the year 2014-15, Modern toilet facilities constructed under the MLA AD Scheme in 2013-14. Construction of a UGC Sponsored Women Hostel is at the concluding phase and expected students will be accommodated within a few months.

#### **3. Museum and Cultural Heritage-**

The college has a Historical and Cultural Museum which consists more than 200 items. The cultural heritage of the college is reinforced under the leadership of D.K Girls' College Cultural Unit. The cultural heritage of the locality is being represented by the students and teachers in different occasions of the college as well as in the institutions if and when invited for.

#### **4. Empowerment of Women-**

The college has established a Women's Cell in the year 2004 for empowerment of the girl students and abounding general women of the locality. The college has also different Cells and Unit. They are performing different activities for the organisational change. The list of is mentioned below-

1. Research Promotion Committee.
2. Admission Committee.
3. Examination Committee.
4. Centre Committee.
5. Teachers' Unit.
6. Students' Union.
7. Employees' Union.
8. Career Guidance Cell.
9. Grievances and Redressal Cell.
10. Alumnae Association.
11. Construction Committee.
12. RTI Cell.
13. Disciplinary Committee.
14. Election Committee.
15. Extension Cell.
16. Festival Committee.
17. Library Committee.
18. Museum Committee.
19. NSS Unit.
20. Students' Aid Fund.
21. Internal Quality Assurance Cell.
22. Answer scripts Evaluation Zone under Gauhati University.
23. Yoga Committee.
24. Women Cell.

#### **6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

The various procedures adopted by the institution to monitor and evaluate the policies and plans of the institution are designed and approved by the G.B with the help of different sub-committees, principal of the institution implements the plans and policies from time to time. The head of different departments informs the principal about the problem, prospects and progress of the departments. The Grievance and Redressal Cell also plays an important role in informing the principal about the grievances of the students. IQAC of the college keeps records of each and every development and also analyses the problems if any and plans strategies for the solutions.

#### **6.1.5 Give details of the academic leadership provided to the faculty by the top management?**



Authority always encourages the faculty members to participate in various Faculty Development Programmes (FDP) Funded by UGC. The college also organises seminars, workshops and training programmes for the development of the faculty members along with the student community. Faculty members participate in different seminars, workshops, conferences etc at the National and International level.

#### **6.1.6 How does the college groom leadership at various levels?**

Developing leadership quality among women is one of the chief missions of our college. With this goal, the college designs some courses like Home Science, Mass Communication and Journalism, KKHSOU (distance learning), IDOL etc for which the curriculum is designed and structured to develop the intellectual, entrepreneurial and managerial skills among the students.

The college has been continuously providing facilities including academic atmosphere for grooming leadership among the faculty members, non-teaching staff as well as among the student community. During the last few years 13 (thirteen) faculty members have been obtained Ph. D degree from different university and they have been continuing their research activities in their own fields besides publishing papers in different national and international research journals (section- 3.4.3). Also four faculty members of the college have obtained M. Phil degree during this period. Non-teaching staff has also developed their professional skill and expertise in accounts, office maintenance, computer skill development etc. through various programmes and courses. Students of our college have also been grooming at various level through NSS, Yoga, Games and Sports at state and national level (section- 3.6.4). Faculty members are also encouraged to attend leadership training programmes to strengthen their leadership qualities.

#### **6.1.7 How does the college delegate authority and provide operational autonomy to the departments/ units of the institution and work towards decentralized governance system?**

The college has decentralized management and administrative governance system in which the departments and different units, cells, sub- committees have operational autonomy. The departments have academic autonomy in respect of conducting departmental seminar, project works, academic field trip, unit test & internal assessment etc. The departments also have full autonomy in managing the classes in conformity with the daily routine of the college. All the executive bodies are formed democratically, discuss relevant issues under its own jurisdiction and resolved accordingly. Members of both teaching and non-teaching staff and student community may raise their individual opinion and grievance which are conveyed to the administration for timely and judicious settlement.

**6.1.8 Does the college promote a culture of participative management? If “yes”, indicate the levels of participative management.**

The college upholds the principles of participative management system from its inception. At the beginning the college was managed and run by G.B consisting of people from the localities. The college has also constituted various committees (section- 6.1.3) to help the management in different institutional activities. But after the deficit coming under Grant- in Aid system and the provincialisation of the college the G.B has been formed according to Govt rule. At present two guardian representatives and one donor member are there in the G.B.

**6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT**

**6.2.1 Does the institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?**

Yes as stated in the vision and mission statement the college provides the basic facilities for developing its quality policy, the different committees of the college along with IQAC are the key agencies for driving and implementing different policies taken by the authority. The IQAC of the college reviews the functioning of the agencies from time to time.

To meet the mission and vision of the college quality policies are developed by the IQAC. The policies were designed and developed on the basis of the needs of the college and suggestions from different stakeholders are also considered. The policies which are developed by the IQAC were reviewed and deployed by the Governing Body of the college.

**6.2.2 Does the institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.**

The college as a totality of Academic, Infrastructure and Administrative body formulates the following plans for development.

**Academic Plans:**

1. Encourages research activities.
2. Plan for UGC of CC scheme, Yoga etc.
3. Plans for co-curricular and extra-curricular activities for students.
4. Opening PG classes in different subject viz. Assamese, Education, Political Science, History.
5. B. Ed. Classes.
6. Opening of Vocational Courses.

**Infrastructure Plans:**

1. To provide Digital Class Rooms.
2. To provide suitable infrastructure for Hostels.
3. To achieve adequacy in infrastructure for various games and sports activities.
4. To develop recreational and modern sanitation facilities for girls.

5. To promote eco-friendly campus.

### **Administrative Plans-**

1. The college authority emphasizes in the professional training of its faculty members as well as makes proper arrangement for professional training of non-teaching staff.
2. Regularization of Non-teaching staff under Govt. Employment Scheme.

### **6.2.3 Describe the internal organizational structure and decision making processes.**

The organizational structure of the college facilitates its smooth functioning. The G.B is the policy making body comprising of academicians, educationists, professionals, guardian representatives, teacher representatives and representatives of non-teaching staff to shape the academic policy keeping in view the national policies of higher education, existing priorities and local needs. The feedback obtained from the students and alumnae. Suggestions from the faculty and NAAC Peer Team constitute the major inputs for the perspective planning. The dates obtained are carefully analysed by different committees and IQAC. The perspective institutional plan for the academic programme and infrastructural development is framed by the Head of the Institution in consultation with the G.B. The developmental activities are carried out in accordance with the Master Plan of the institution. The Principal and the G.B monitor the efficient implementation of the policies.

### **6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following.**

#### **Teaching & Learning:**

The college authority ensures effective implementation of the teaching learning process by-

1. Recruiting highly qualified and competent teaching staff.
2. Promoting professional development of the employees by providing support:
3. To undertake research activities.
4. To participate in orientation, refresher, short term course, workshop, symposiums etc.
5. To equip themselves with modern pedagogy of teaching & learning.
6. To encourage to participate in National and International Seminars/Workshops.
7. To encourage to organise National and International Seminars/Workshops.
8. To make arrangements for substitute teaching in case of leave of any faculty.

Apart from the traditional system of teaching learning the college has developed facilities like power point presentation through projector, overhead projector, departmental seminar, group discussion, home assignment, field visit and visit to higher institutions to provide dynamic exposure to the students.

## Research and Development

The college has been trying its best for the development of research activities. During this period 13 numbers of faculties completed and qualified for Ph. D degree and 1 number is doing research work. Total 7 numbers of faculty members are engaged with MRP funded by UGC. Again interested teachers are encouraged to pursue their research individually and apply for financial grants from the UGC through the college authority. (For R & D explained in the section 6.1.5 and 6.1.6).

## Community Engagement

The community engagement of the locality has been ensured by the college by different ways like alumnae meet, parent/guardian etc. for the development of the college. Besides, the college has an NSS unit which encourages students to take part in NSS activities and other extension activities inside and outside the campus. The college has an adopted village called "Sarpara" near the college where various community development programmes are undertaken by different departments of the college. The college also has a Yoga centre to ensure good health of the community. The college has also a women cell to create awareness among women regarding various women related issues. The college organises various outreach programmes to enable the students to respond to the burning issues of the society. College organises many programmes through Women Cell, NSS, Yoga committee, Museum committee, Sports club, Cultural unit etc. Some of such programmes are free medical check up, Women law awareness programme, observation of World Environment Day, World Philosophy Day, Mothers Day, Lachit Divas, Tithi of Srimanta Sankaradeva, Youth festival, College Foundation Day, Quality Development Programme, various lectures, seminars and workshops, plantation etc. Also the IQAC organises counselling programmes.

## Human Resource Management

The college has a very effective mechanism for assessing adequate human resource management in terms of teaching and non-teaching staff recruitment, planning and monitoring professional development of faculty members. There are various welfare schemes like Students' Aid Fund, Binapani Mahanta Memorial Trust, Bhupendra Kr. Choudhury Memorial Trust, Bogaram Das and Bimala Das Memorial Trust, Gajendra Ch. Kalita Memorial Trust etc. for the welfare of the students. The different faculty development programmes are organised periodically to update the knowledge and skills of teachers. Each department of the college organises guest Lectures for the benefit of the students. Resource persons from different disciplines of the Gauhati University and other institutions of higher education are invited for delivering lectures at regular intervals. The college recruits faculty members, teaching and non-teaching staff and library staff as per guidelines provided by the university/state government/ decentralised management.

## Industry interaction

The college has no direct interaction with the industry. But few awareness and motivation training programmes towards entrepreneurship have been conducted by

Information and Career Guidance Cell (ICGC) of the college in collaboration with different external agencies.

**6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and stakeholders, to review the activities of the institution?**

The college is transparent in all respect of its activities and opens to all kinds of information. The head of the institution ensures for the top management & stakeholders etc. by following means -

1. The college has a website i.e. [www. dkgirlscollege.org](http://www.dkgirlscollege.org) for management, stakeholders etc to access information regarding college.
2. Organise periodical meetings to analyse the overall progress of the institution.
3. Arranges for personal interactions with students, parents, guardians in both formal and informal ways.
4. Makes arrangements for personal interaction with faculty, employees and librarian of the college by the Principal.
5. The college has also well set up effective RTI Cell which was established in the year 04.04.2011 with a nodal officer and it has been well operated and executed. All together 7 number of RTI queries have been received by the authority of the college and all the required information and data wise prepared and send to the concerned persons within the stipulated time.
6. The college also provides information of all kinds through notices and application.
7. The college also collects information available in Students' Feedback Form.
8. By collecting reports of the Guardians' meets.

Besides all these above mentioned means the college has been providing academic information through Prospectus and annual college magazine "Sudakshina" and "Rupalim" the souvenir of silver jubilee celebration and other departmental publications also provide academic informations. The head of the institution and management of the college are always in interactive mode with students, teachers, guardians, parents, alumnae, well wishers and public with regards to the teaching quality curriculum, extra-curricular like games and sports, cultural etc. activities and infrastructural requirements. Through interaction with the stakeholders some decisions are also adopted and steps are sincerely taken for their implementation.

**6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

The college management has always been encouraging and supporting involvement of the staff in improving the effectiveness and efficiency in the institutional processes. So many college activities instance the process. For example at the time of college election of Students' Union, at the time of conducting final, internal and routine examinations, at the time of celebration of festivals, meetings, seminars, workshops etc. the teaching and non-teaching staff of the college extends all kinds of support and co-operation. Besides normal

duties and responsibilities the teaching and non-teaching staffs of the institution always extends their co-operation in preparing college documents and developing policies and their implementation.

**6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

During the period from 12.03.2014 to 06.11.2015, 5(five) meetings of the G.B held on 12.03.2014, 27.05.2014, 20.11.2014, 06.11.2015 and 63 numbers of resolutions were adopted in the different aspects of the college mainly on construction, approval of expenditure, promotion of teaching and non-teaching staff, opening of P.G in Assamese, Education, Political Science, History, advertisement of faculty in History and Librarian, appointment of contractual staff, utilization of Government Grants, leave approval for PH.D course, proposals for UGC regarding infrastructure, UGC scheme and Community College for sericulture, matter regarding NAAC visit, meagre enhancement of fee structure, annual audit report of the college, placement of audit report, introduction of new subject viz. BMC and Journalism, NOC for Ph. D etc. All the above mentioned resolutions have been well implemented.

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If “yes”, what are the efforts made by the institution in obtaining autonomy?**

No, Gauhati University does not have provision for according the status of autonomy to affiliated institution.

**6.2.9 How does the institution ensure that grievances/ complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievance for promoting better stakeholder relationship?**

Our college has a well effective Grievance Redressal Cell which was formed in the year 2003. Since then it has been functioning smoothly. The cell has introduced the provision of a complaint box in the college campus, where the grievencers can drop their respective complaints. On the first week of every month the complaints are scrutinised by the respective committee members. After consultation with the authority, proper steps are taken to solve them. The cell comprises of Principal as the President, Co-ordinator Dr. Rekha Devi Bora, members Prof. Habibur Rahman and Prof. Kamaleswar Bora.

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?**

There is no any court case filed against the college during the last four years.

**6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If “yes”, what was the outcome and response of the institution to such an effort?**

Our college collects the feedback of the students for analyzing their reports on institutional performances and tries to meet the expectations and recommendations made by them through the feedbacks. The major outcomes of the student feedback are as follows-

1. Renovation of girls' toilet, washroom and sanitary system.
2. Construction of Girls' hostel.
3. Increased the number of class rooms.
4. Library has been made student friendly. The numbers of books, journals and periodicals have been increased.
5. Renovation of infrastructure facility for games and sports.
6. Canteen facilities have been improved to accommodate more students.
7. Change of college uniforms.
8. Provided seating arrangement for the students.

### **6.3 FACULTY EMPOWERMENT STRATEGIES**

#### **6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?**

The college takes various steps to enhance the professional development of teaching and non-teaching staff in the following ways -

- 1) Teachers are encouraged to attend workshops/ national seminar/ in-house seminar/ orientation courses/ short term courses/ refresher courses etc. funded by UGC and other organisations.
- 2) Teachers are encouraged to go for FIP, conducting research activities (Minor Research Project), organising national seminar.
- 3) The institution also encourages different departments to organized national & international seminars, workshops & conferences. To develop computer skill among the member of non-teaching staff the management encourage them to participate in the courses by different ASC.

#### **6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?**

For empowering the faculty members of the college, there is a provision of sending the faculty members to attend RC, OC, STC, Workshops, and Seminars etc. The college also motivate the faculty members for various academics and research activities. All the teachers had attended OC and RC courses while 13 numbers teachers had completed Ph. D, 4 numbers M. Phil and 2 numbers have also been doing their research work for the degree of Ph. D in different universities. Altogether seven faculty numbers are doing Minor Research Project funded by UGC which indicates a strong academic and research strategies of the college. ICGC of the college has also been providing leadership in empowering the faculty members of the college (section- 6.1.6) in this regard.

**6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

The head of the institution and the IQAC evaluates and ensures the performance appraisal of the teacher on the basis of prescribed format supplied by Director of Higher Education, Govt. of Assam. Besides, the Principal of the college have collected and analyzed feedback from the stakeholders mainly from the student communities to strengthen and ensure better performance of the staff. Further college has decided to take performance appraisal on the basis of Academic Performance Indicator (API) under PBA system as adopted by UGC.

**6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?**

The college authority and the IQAC analyses the appraisal of each staff of the college. The drawback of appraisal is discussed and suggestions are provided by the Principal at individual level in the presence of Vice-principal and head of the department. The major drawbacks are forwarded to the G.B of the college for consideration.

**6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

The college has very limited scope of welfare scheme for teaching and non-teaching staff. There were two welfare and saving fund viz. D.K Girls' College Mutual Aid Fund (DKGCMAF) and Teachers & Employee Welfare Fund (TEWF) constituted by the teaching and non-teaching staff of the college where every member of the college contributed on monthly basis. Almost all members had been availing the loan facility at a meagre rate of interest. But at present both the fund had closed due to some internal problems.

**6.3.6 What are the measures taken by the institution for attracting and retaining eminent faculty?**

The appointment of the teachers is made accordingly to the guidelines of the Assam College Employees Provincialised Act 2005 and the best teachers are selected. The procedure of selection is transparent which attracts the candidates to apply for the job.

**6.4 FINANCIAL MANAGEMENT AND RESOURCE MOBILISATION**

**6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

The college has effective and efficient monitoring mechanism for the use of available financial resources. The college has G.B approved different sub committees with expert from the concerned field like Purchase Committee, Construction Committee etc. Through these committees college monitor all the activities regarding financial resources.



The expenditures are regularly audited by the Chartered Accountant appointed by the G.B. and also by the Directorate of Local Audit Govt. of India.

**6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**

The college G.B appoints a Chartered Accountant for internal audit. The internal audit is completed till 31.03.2015. The external audit is done by Auditors from Directorate of Audit (Local Fund), Government of Assam. The last Government Audit of the Institution was done from 01.04.2013 to 31.03.2014 and Audit report submitted by Asst. Director to Director of Local Fund on 29.11.2014. Yet the final audited report is not received by the college authority.

The internal audit was carried out up to the year 31.03.2015 which is approved by the G.B having no any objection.

**6.4.3 What are the major sources of institutional receipts/ funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/ corpus available with institutions, if any.**

The main source of institutional receipts/ funding of the college are-

- 1) Student Fees.
- 2) UGC Grants.
- 3) MLA Fund.
- 4) State Government Grants.
- 5) Donations.

**Session 2011-12**

Heads	Income	Expenditure
1. General	42,74,493/-	40,03,935/-
2. Students Union	2,37,058/-	2,27,788/-
3. Internal Examination	89,878/-	45,867/-
4. Library	1,10,414/-	1,23,427/-
5. Students Aid Fund	14,107/-	-
6. Festival	83,330/-	62,548/-
7. Museum	18,714/-	9,795/-
8. Development Fund	1,82,215/-	35,750/-
9. Career and Guidance Cell	34,685/-	23,425/-
10. Scout and Guide	6,650/-	-
11. N.S.S	-	2997/-
Total	50,51,544/-	45,35,532/-

**Session 2012-13**

<b>Heads</b>	<b>Income</b>	<b>Expenditure</b>
1. General	52,07,335/-	46,31,310/-
2. Students Union	5,38,795/-	6,45,093/-
3. Internal Examination	84,620/-	32,627/-
4. Library	1,18,150/-	1,32,416/-
5. Students Aid Fund	15,727/-	175/-
6. Festival	1,02,782/-	76,807/-
7. Museum	16,199/-	5,600/-
8. Development Fund	2,06,903/-	4,06,936/-
9. Career and Guidance Cell	17,306/-	-
10. Scout and Guide	2,578/-	-
11. N.S.S	-	200/-
<b>Total</b>	<b>63,10,395/-</b>	<b>59,31,164/-</b>

**Session 2013-14**

<b>Heads</b>	<b>Income</b>	<b>Expenditure</b>
1. General	5,27,95,418/-	1,081,7816/-
2. Students Union	3,32,159/-	2,58,276/-
3. Internal Examination	94,041/-	1,86,673/-
4. Library	1,68,455/-	1,45,948/-
5. Students Aid Fund	17,997/-	43,900/-
6. Festival	1,37,161/-	1,15,137/-
7. Museum	25,799/-	33,322/-
8. Development Fund	1,89,943/-	1,17,700/-
9. Career and Guidance Cell	20,065/-	35,595/-
10. N.S.S	-	347/-
<b>Total</b>	<b>5,37,81,038/-</b>	<b>1,17,54,714/-</b>

**Session 2014-15**

<b>Heads</b>	<b>Income</b>	<b>Expenditure</b>
1. General	93,39,618/-	1,23,10,909/-
2. Students Union	3,24,737/-	2,84,193/-
3. Internal Examination	88,412/-	1,12,987/-
4. Library	1,51,730/-	1,80,433/-
5. Students Aid Fund	15,610/-	100/-
6. Festival	1,37,510/-	72,274/-
7. Museum	17,991/-	15,787/-
8. Development Fund	2,08,209/-	64,901/-
9. Career and Guidance Cell	15,610/-	6,313/-
10. N.S.S	46,355/-	44,788/-
<b>Total</b>	<b>1,03,45,782/-</b>	<b>1,30,92,685/-</b>

As evident from the audit report the college has no deficit to manage. An amount of rupees 4, 40,000/- lakhs has fixed deposit as reserve fund of the college.

#### **6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

Time to time the college made efforts for acquiring additional fund from different funding agencies. During the last three years a good numbers of proposal/ receipts were applied for seeking additional fund. Several proposals on construction of Home Science and Education laboratory, class rooms, Library Building, Seminar and Conference Hall, Auditorium, Department Wise Teachers' Common Room, Warden Quarter, Guest House, Examination Reforms Unit, New Girls' Common Room, New Toilet Block for Girls', Gymnasium Hall, Volleyball Court, Cultural Museum Building, 20/16 KVA/KW Generator Set, Generator Shed etc. are applied to the UGC.

### **6.5 INTERNAL QUALITY ASSURANCE SYSTEM (IQAS)**

#### **6.5.1 Internal Quality Assurance Cell (IQAC)**

**(a) Has the institution established an Internal Quality Assurance Cell (IQAC)? If “yes” what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

The institution has an IQAC which was formed in 23.08.2003. Some important Institutional Policies are-

- 1) The college has a distinctive policy on the Quality Assurance. The IQAC being the sole body for the formulation and monitoring of Annual Plan, is also responsible for the Quality Assurance.
- 2) The IQAC is also an important stakeholder of different academic and administrative bodies and as such it essentially takes part in all kind of activities for improvement and sustenance of the Quality of the college.
- 3) The IQAC holds its meetings regularly and decides on various strategies for Quality Assurance which is later placed in the meetings of the G.B. The proposals of the IQAC are forwarded to the G.B. for necessary approval and financial sanctions for implementation.
- 4) The IQAC of the college has the responsibility for the execution of various Quality sustenance programmes.
- 5) The IQAC holds meetings with the teaching and non –teaching staff to update them about the various quality measures to encourage them to participate in various quality improvement programmes and to motivate them to organise an be part to the quality sustenance projects of the college.

**(b) How many decisions of the IQAC have been approved by the management/authorities for implementation and how many of them were actually implemented?**

Most of the suggestions of the IQAC are approved and implemented by the Governing Body. Some important decisions are -

**Session 2011-12**

Decision of the IQAC	Implemented by the G.B.
<ol style="list-style-type: none"> <li>1) To increase the number of books in the college library.</li> <li>2) Infrastructural facilities are to be expanded.</li> <li>3) Construction of the Administrative Block is to be continued.</li> <li>4) To provide financial assistance to economically poor but meritorious students.</li> <li>5) To bring the institution under 2 (f) and 12B of the UGC act 1956.</li> <li>6) To construct the Girls' Hostel and Indoor Sports Training Facilities under UGC scheme.</li> <li>7) Major course in English to be introduced.</li> <li>8) To increase the number of books in the college library.</li> </ol>	<ol style="list-style-type: none"> <li>1. Number of books in the college library has been increased.</li> <li>2. The following infrastructural facilities have been increased-               <ol style="list-style-type: none"> <li>(a) Construction of store room.</li> <li>(b) Renovation of the boundary wall (front side) has been completed.</li> </ol> </li> <li>3. Construction of the Administrative Block is going on.</li> <li>4. Financial assistance has been provided to 4 economically poor but meritorious students from Bogaram Das and Bimala Das Memorial Award.</li> <li>5. The process to bring the institution under 2 (f) and 12B of the UGC act 1956 is going on.</li> <li>6. Construction of the Girls'</li> </ol>

	<p>Hostel and Indoor Sports Facility Complex underUGC scheme are on process.</p> <p>7. Financial awards to students have been provided-</p> <p>(a) Gajendra Chandra Kalita Memorial Award.</p> <p>(b) Bhupendra Kumar Choudhury Memorial Award.</p> <p>(c) Financial assistance and free books including course fee have been provided to students of outstanding career.</p> <p>(d) Bogaram Das and Bimala Das Memorial Award.</p>
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**Session 2012-13**

Decision of the IQAC	Implemented by the G.B.
<ol style="list-style-type: none"> <li>1) The college is celebrating the silver jubilee year during this session. In connection with that a year long programmes will be organized by the college.</li> <li>2) To introduce Major courses in English.</li> <li>3) To increase the number of books in the college library.</li> <li>4) Infrastructural facilities are to be expanded.</li> <li>5) To up – grade and increase the sports facilities for students.</li> <li>6) Coaching on outdoor games is to be organized.</li> <li>7) To computerize library in phased manner.</li> <li>8) To complete the construction of the Administrative Block.</li> <li>9) To bring the institution under 2 (f) and 12B of the UGC act 1956.</li> <li>10) To construct the Girls' hostel.</li> </ol>	<ol style="list-style-type: none"> <li>1. Silver Jubilee Celebration has been started with a year long programme.</li> <li>2. Major courses in English have been started by the permission of the Gauhati University.</li> <li>3. The following infrastructural facilities have been increased-               <ol style="list-style-type: none"> <li>(a) Renovation of the old Assam Type building.</li> <li>(b) Up- gradation of college campus.</li> <li>(c) Renovation of running water facilities.</li> <li>(d) Renovation of drinking water facilities.</li> <li>(e) The Foundation Stone of the Girls' Hostel under UGC scheme has been laid on 22-5-2013.</li> <li>(f) The Foundation Stone of the Main Gate of the College has been laid on 10-5-2013 near NH-37.</li> <li>(g) Construction of the Boundary wall has</li> </ol> </li> </ol>

	<p>been done.</p> <ol style="list-style-type: none"><li>4. Cultural competitions, debate and extempore speech competitions have been organised. A chorus competition (Institutional Level) among the students of H.S. Schools and Colleges of South Kamrup has been organized on 06/01/2013. A cultural procession has been organized on 20/11/2012 in order to commemorate the Silver Jubilee Celebration.</li><li>5. Coaching on outdoor games has been organised and different outdoor and indoor games competitions have also been conducted.</li><li>6. Computerization of the central library is going on.</li><li>7. Construction of the administrative block has been completed and it has been inaugurated by Rekibuddin Ahmed, the Honorable Parliamentary Secretary, Ministry of Education Govt. of Assam, on 20/11/2012.</li></ol>
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	<p>8. The college has been brought under 12B of the UGC act 1956 on 19/09/2012.</p> <p>9. The foundation stone of the Girls' Hostel under UGC scheme has been laid on 22/05/2013.</p>
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### Session 2013-14

Decision of the IQAC	Implemented by the G.B.
<ol style="list-style-type: none"> <li>1. Steps will be taken to increase infrastructure viz. Class Rooms, Smart Class Room, Departmental Cabins etc.</li> <li>2. Steps will be taken to Computerised Central Library.</li> <li>3. To construct a girls' hostel in the college campus.</li> <li>4. To construct a sports facility complex in the college complex.</li> <li>5. Provision to be made for free admission and supply of free text books to economically poor and meritorious students.</li> <li>6. To meet the increasing demand of the students a Vocational Course on</li> </ol>	<ol style="list-style-type: none"> <li>1. A total number of 972 Books at a cost of Rs. 1,50,361/- have been purchased for the Central Library.</li> <li>2. Infrastructures-             <ol style="list-style-type: none"> <li>(a) Two Main Gates.</li> <li>(b) Digital Class Rooms (Under Construction).</li> <li>(c) Departmental Cabins (Under Construction).</li> <li>(d) Sports Complex (Under Construction).</li> <li>(e) Lavatory.</li> </ol> </li> <li>3. Museum-             <ol style="list-style-type: none"> <li>(a) Ten Manuscripts on Sanchi Barks have been collected.</li> <li>(b) All the Manuscripts of Sanchi Barks has been digitalized with the technical assistance of Sankardeva Kalakhetra of Assam under the Manuscript Preservation</li> </ol> </li> </ol>



<p>Mass Communication be introduced.</p> <p>7. Post Graduate Courses in Assamese shall be introduced in G.U.</p> <p>8. Steps shall be taken to publish Research Papers and Student Oriented Books by teaching faculties.</p> <p>9. Departmental initiatives will be taken to organise National Seminar on suitable themes.</p> <p>10. Two Gates of the college shall be erected.</p> <p>11. Proposals for MRP shall be submitted by the faculties.</p> <p>12. SSR shall be prepared and send to the NAAC accordingly.</p> <p>13. Colour of the Students Uniform shall be changed in response to the resolution adopted by General Meeting of the Students.</p> <p>14. The Distance Learning Courses of K. K. Handique State Open University (KKHSOU) and Institute of Distance and Open Learning (IDOL) under Gauhati University are to be started.</p>	<p>Scheme Govt. of India.</p> <p>4. Academic-</p> <p>(a) Teaching faculty has participated in number of National and Regional Seminars.</p> <p>(b) A total number of 9 Books have been produced and published with ISBN.</p> <p>(c) A Souvenir of Silver Jubilee Celebration name "Rupalim" is published.</p> <p>(d) The courses under K. K. Handique State Open University have been started.</p>
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**Session 2014-15**

Decision of the IQAC	Implemented by the G.B.
<ol style="list-style-type: none"> <li>1. Construction of Digital Class Room will be completed by 14-15 Session.</li> <li>2. Post Graduate Course in all subject and Vocational Course to be introduced.</li> <li>3. Computer set to be provided to each of the departments.</li> <li>4. Well furnished departmental cabins are provided.</li> <li>5. Provision for uninterrupted Power Supply to be made.</li> <li>6. Floor Area of the Central Library to be extended and provisions for teachers reading room to be made separately.</li> <li>7. Steps to be taken to appoint Librarian and Teaching Faculty in the Department of History.</li> <li>8. The college canteen building to be renovated.</li> <li>9. Celebration of Red Letter Days like Lachit Divas, Tithi of Sankaradeva, Republic Day, Teachers Day, along with the day of International Importance like Mothers Day, World</li> </ol>	<ol style="list-style-type: none"> <li>1. Digital Class Room near to complete.</li> <li>2. Post Graduate Course in Assamese and Vocational Course in Bachelor in Mass Communication and Journalism have been introduced.</li> <li>3. Laptop Computer provided to each and every department.</li> <li>4. Departmental room near to be completed.</li> <li>5. 5.5 KVA capacity Inverter for uninterrupted Power Supply has been installed.</li> <li>6. 146 sq.mtr. is increased in Central Library and provisions of a reading room for the teacher are made.</li> <li>7. Formalities of instituting interviews for the post of Librarian and Assistant Professor of History have been completed and the recommendation of the selection committee along with the approval of the G.B. have been send to the DHE Assam for further action.</li> <li>8. College Canteen building has been adequately renovated.</li> <li>9. Days like Lachit Divas, Tithi of Sankaradeva, Republic Day, Teachers Day, along with the day of International Importance like Mothers Day, World Environment Day, Yoga Divas and World Philosophy Day have been</li> </ol>

<p>Environment Day, Yoga Divas, World Philosophy Day are to be celebrated in pomp and gaiety.</p> <p>10. A Two Wheeler Shade for administrative staffs to be constructed.</p> <p>11. A car parking place to be provided.</p> <p>12. UGC Sponsored Seminar to be organised by the Departments.</p> <p>13. SSR to be compiled and send to the NAAC.</p>	<p>celebrated.</p> <p>10. A UGC sponsored two day National Seminar was organised by the Department of History on two proceedings volumes have been published.</p> <p>11. 7 proposals for MRP have submitted and are going on.</p> <p>12. The SSR is compiled.</p> <p>13. The courses under Institute of Distance and Open Learning (IDOL) have been started.</p>
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**(c) Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**

The IQAC of the college has external members on its committee and they generally take part in the various discussions and activities.

**External Members-**

1. Dr. Dharanidhar Mali, Rtd. Director, Indian Institute of Entrepreneurship, Beltola, Guwahati.  
He organised a Seminar on “Khadi and Village Industries” on 22.11.2011 in collaboration with Career Guidance Cell, D. K. Girls’ College.
2. Er. Jogesh Mazumdar, (Rtd.) PWD, Assam.  
He looks after the technical part of the constructions of the college honorary and he also donates the library hall.

**(d) How do students and alumnae contribute to the effective functioning of the IQAC?**

The students provide feedback to the IQAC. It helps in improvement of the policies adopted by IQAC. Also Alumnae Association provides support in quality enhancement of the college. The Alumnae Association donated the seatibg arrangement for the students in the college campus and provides some water purifiers.

**(e) How does the IQAC communicate and engage staff from different constituents of the institution?**

The IQAC of the college physically communicates with the staff and engage them through different sub-committees as mentioned in the section 6.2.3. Besides these, most of the records of teaching and non-teaching staff are maintained by respective cells of the college. They provide necessary information to IQAC as and when required and accordingly adopt mechanisms.

**6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If “yes”, give details on its operationalisation.**

The IQAC has an integrated framework for the whole year, both in academic and administrative, which is materialised with active co-operation of stakeholders. The college has following integrated framework for quality assurance regarding academic and administrative activities of the college.

1. Preparation of Daily Routine.
2. Preparation and conducting annual and periodical examinations.
3. Observance of Annual College Week, Freshers Social and Organising Other Celebrations like Independence Day, Republic Day, Teachers Day, World Environment Day, World Philosophy Day, Mothers Day etc.
4. Sending annually Teachers and Employee Representatives to the G.B.
5. Admission.
6. Evaluation Process.

**6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If “yes”, give details enumerating the impact.**

Though the college has no such type of training programme regarding quality assurance the college maintain its quality by the above mentioned framework.

**6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If “yes”, how are the outcomes used to improve the institutional activities?**

The college has internal academic audit system of its own. The Principal of the college convene academic council meeting at the end of every academic session where academic matters related to teaching learning and evaluations are discussed. Important proceedings are sent to IQAC and college G.B for necessary remedies. Results and related statistics are annually published in the college magazine where pictures of the academic audit are properly reflected. The appropriate authority from GU and DHE also make regular inspection of the college.

**6.5.5 How is the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/ regulatory authorities?**

The policy adopted by the IQAC is aligned to the framework of UGC and NAAC so as to achieve optimum quality enhancement.

**6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

Regular review of teaching learning process is conducted through the feedbacks from students and parents. Also, the result of the students highlights the strengths and weaknesses of the teaching learning process. Depending on the feedback from the students and parents, the academic committee suggests appropriate measures for improvement of the teaching mechanism. The structure, methodologies of operation of the institutional mechanism for continuous review and evaluation of teaching and learning process of the college is described in the Criteria-2 in details.

**6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

The mechanisms of quality assurance policies and outcome of the college communicate with the various internal and external stakeholders as described in the section 6.2.5. Besides college authority discuss about outcomes of the quality assurance policies with the parent-guardian and alumnae of the college. In addition to the prospectus, the institution communicates its quality assurance policy, mechanism and outcomes through the meetings of the departments, staff and parents. The college notice board is also an effective tool for internal communications.

**Any other relevant information regarding Governance Leadership and Management which the college would like to include.**

## **CRITERION- VII: INNOVATIONS AND BEST PRACTICES**

### **7.1 ENVIRONMENT CONSCIOUSNESS**

#### **7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?**

The college has not formally conducted any kind of green audit inside the college campus. Of course every member of the college family is fully aware of the need of green audit of its campus. There are more than 25 plant species available in our college campus of different varieties including few medicinal plants. Moreover the college family has been trying to create awareness about environment through different cells like NSS, Women Cell etc. The ongoing projects of the college will try to follow the criteria of green audit system. An annual programme for plantation and awareness for maintaining greenery is being regularly conducted under the aegis of the Ministry of Forestry and Environment, Govt. Of India, and the Assam Science Society, Guwahati.

#### **7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?**

- 1) **Energy Conservation:** Faculty members of the college always make an effort to guide students about energy conservation mainly electricity. We have been using C.F.L bulbs as a measure of conserving electrical energy.
- 2) **Use of Renewable Energy:** Regarding renewable energy no such programme has been undertaken till date.
- 3) **Water Harvesting:** Regarding water harvesting no such programme is undertaken.
- 4) **Check Dam Construction:** Not Applicable.
- 5) **Effort for Carbon Neutrality:** Fortunately the college is situated in a beautiful serene environment. The college is also rich in plant diversity and hence the amount of carbon is naturally low in the campus. Still to create awareness among the students Environment Day is celebrated every year. The college makes use of LPG connection in college for cooking purpose. Tree plantation programme is undertaken every year in the college on the occasion of World Environment Day. In order to make the campus Eco-friendly plantation drive is organised from time to time in and around the campus. Besides the state forest department and the local MLA also extends their co-operation in this respect on several occasions. On 20.3.2013 the state forest department provided 25 saplings of different varieties to be planted in our campus.
- 6) **Plantation:** National Environmental awareness campaign was organised on 11 may 2013 by Assam science society in collaboration with Dept. of History D. K .Girls College Mirza.
- 7) **Hazardous waste management:** 1. sufficient dustbins are placed within the campus for deposition of hazardous waste. 2. The college tries to make the

campus polythene free by regular awareness drives, posturing and campus cleaning programmes by NSS volunteers.

- 8) **E-waste management:** Casual labours are engaged for collecting and disposing of the e-waste of the college.

## 7.2 INNOVATIONS

### 7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

Some of the innovative works are implemented in the college which has positive impact over all environment and functioning of the college are listed below-

- 1) Installations of CC TV Camera in the college campus.
- 2) Provision of conference hall.
- 3) Provision of LCD projector.
- 4) Creation of a functional IQAC.
- 5) Introduction of sessional examination, seminars, group discussions, field study, project work.
- 6) The college has a student's counselling cell to deal with socio-psycho problems faced by the students.
- 7) Girls' hostel inside the college campus (under construction).
- 8) Provision for purified drinking water.
- 9) Well maintained museum.
- 10) Award for learners, free admission for economically backward students.
- 11) Encouragement for the promotion of research activities among faculty members.
- 12) Sports facility complex (under construction).
- 13) Opening of study centre of KKHSOU.
- 14) Opening of study centre of IDOL.
- 15) Eminent celebrities from different fields are invited during college week and freshmen social every year.
- 16) Anti Ragging Cell.
- 17) One minute meditation before class started.
- 18) Cleaning and beautification inside & outside the campus.
- 19) Collecting of relief materials for the people affected by natural calamities mainly flood.
- 20) Boundary wall around the college campus.
- 21) More than forty meritorious and poor students were provided financial help from College Student Aid Fund.
- 22) Every year student with remarkable merit get financial award from different trusts like Bogaram Das, Bhupendra Kumar Choudhury and Gajendra Kalita trust etc. of the college.

- 23) Functioning of Women Cell.
- 24) One of the alumni of our college has been appointed as an operator in the Photostat centre of the college.
- 25) Career guidance cell, D.K.G.C.
- 26) Punching to record teachers and employees attendance.
- 27) NSS Innovative activities.
- 28) Grievance Redressal Cell.
- 29) Campaign free college election system.
- 30) Collection of premier English daily "The Assam Tribune and the Dainik Asom A Leading Assamese Daily" since 1988.
- 31) Medical check up camp.
- 32) Felicitation of Ph. D. degree holders.
- 33) Opening of study centre of Insitute of Distance Open Learning (IDOL) under Gauhati University.
- 34) Series of lecture programmes by eminent educationist.
- 35) Regular visit to the adopted Sarpara village.
- 36) Financial assistance has been received by the BPL students.
- 37) Most of the teachers are engaged in MRP and other research activities.
- 38) Number of two UGC Sponsored National Seminars were organised during 2014 and 2015.
- 39) Felicitation of the children of college office staff for their outstanding academic achievement.
- 40) Opening of B.A. in Mass Comm.
- 41) Opening of P.G course in Assamese.
- 42) Alumnae meet was organised by the Dept. of History.
- 43) Alumnae meet was organised by the Dept. Of Philosophy.
- 44) Alumnae meet was organised by the college.
- 45) Srimanta Sankardeva *Janmo Tithi* was celebrated.
- 46) Biswakarma Puja was organised by the college and the Dept. of Home Science.
- 47) Inverter (5.5 KVA) has been purchased for the Administrative Building.

### **7.3 BEST PRACTICES**

**7.3.1 Elaborate on any two best practices in the given format at page no.98, which have contributed to the achievement of the Institutional Objectives and / or contributed to the Quality improvement of the core activities of the college.**

#### **Best Practice - I**

**Title of the Practice:** Meditation for Concentration.

**Goal:** One minute meditation has been introduced at the beginning of every classes. With a view to elevate the concentration level of the students meditation will enable them to purify their soul and make them well self disciplined.



**The Context:** To help the students to lead a balanced life by maintaining a sound relationship between body and mind etc.

**The Practice:** This is one of healthy practice followed by our institution since 1996. One minute meditation is religiously observed at the beginning of every class in the presence of the respective teachers. Just after entering the class teacher makes everyone aware about the session by maintaining silence. Students along with the teacher meditate with utmost concentration for one minute. The main aim of this practice is to increase the level of their concentration needed for performing day to day activities including concentration in the classroom activities.

**Evidence of Success:** Evidence of success can be observed in the following aspects-

- 1) Peace and harmony among the student has increased.
- 2) Concentration of the students in the class has reasonably improved.
- 3) Marked improvement in their academic performance.

**Problems Encountered and Resources Required:** Our students need motivation and awareness about the benefits of meditation. For that we organise awareness and motivation camps in our college. To tackle these problems we needed like both financial and man power resources. The college authority has to manage the same.

## Best practices- II

**Title of the Practice:** Extension Activity.

**Goal:** Extension activities are made mandatory for the students to promote community linkage, social responsibility, interaction with the people and problem analyzing capacity and solving skills.

**The Context:** In contemporary society the students are highly ignorant about the problems of the society in which they live. Therefore, it is realised that the students must be made aware about the existing social issues it causes and solution through extension activities.

**The Practice:** Different awareness programmes are organised in the college where students' active participation is encouraged. NSS volunteers also render their valuable services in this regard. Various awareness programmes are-

- 1) Awareness programme on sanitation, Mass Communication, Sexual Harassment, Cancer etc. were organised.
- 2) Health awareness programme.
- 3) Cleaning and beautification drive in the campus.
- 4) Participation of the local women including women from the adopted village in the awareness camp on legal rights of women.

**Evidence of Success:** Evidence of success can be observed in the following aspects-

- 1) Has a positive impact in respect of development of integrity among them.
- 2) Student participation in various socio-cultural activities has been increased to a very large extent.
- 3) Exposure of the students to the burning issues of the society and other possible solutions could be made possible.
- 4) The evidence of success could be measured only in terms of behavioural changes in both sides. For example- women of the community visits college for consultation of their personal as well as social problems, increased interests of the students in various social problems and their solution.

**Problems Encountered and Resources Required:** Fund mobilisation to organise events is the major problems for the college.

**Contact Details:**

**Name of the Principal: Dr. Gajendra Adhikary**

**Name of the Institution: Dakshin Kamrup Girls' College, Mirza**

**City: Mirza**

**Pin Code: 781125**

**Accredited Status: C<sup>++</sup>**

**Work Phone: 03623-230047**

**Website: [dkgirlscollege.org](http://dkgirlscollege.org)**

**Fax: NIL**

**Mobile: 09864071403**

**E-mail: [dkgcmirza1988@rediffmail.com](mailto:dkgcmirza1988@rediffmail.com)**

[dkgcprincipal@gmail.com](mailto:dkgcprincipal@gmail.com)

## EVALUATIVE REPORT OF THE DEPARTMENTS

### DEPARTMENT OF ASSAMESE

1. **Name of the Department** : **ASSAMESE**
2. **Year of Establishment** : **1988**
3. **Name of Programme/ Courses offered (UG, PG, M.Phil, Ph.D, Integrated Masters; Integrated Ph.D etc.)** : U.G (Major and Pass), P.G. course has been introduced from the academic year G.U, 2015-16.
4. **Names of Interdisciplinary courses and the departments/ units involved** : Environmental Studies in TDC courses and H.S
5. **Annual/ Semester/ Choice based credit system (programme wise)** : The Semester based programme has been newly introduced by the Gauhati University in place of three years (1+1+1) degree course with effect from the academic year 2011-12. Moreover the college offers H.S course for the two years as per syllabus of AHSEC. Like that the college offers PG course for the semester system as per syllabus of G.U.
6. **Participation of the Department in the courses offered by the departments** : **NIL**
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** : **NIL**
8. **Details of courses/ programmes discontinued (if any) with reasons** : **NIL**
9. **Number of Teaching Posts** :

	<b>Sanctioned</b>	<b>Filled</b>
Professor	NIL	NIL
Associate Professors	4	4
Assistant Professor	-	1(Non-sanctioned)
Stop Gape lecturer	-	3

10. **Faculty profile with name, qualification, designation, specialization (D.Sc/D.Lit/PH.D/M/Phil, etc.)**

Sl. No	Name	Qualification	Designation	Specialization	No. of Year of experience	No. of Ph.D students guided for last 4 years
1	Dr. Saraswati Kalita	M.A(Double), M.Phil, PH.D	Associate Professor	<u>A+B</u> Literature, Language	26	-
2	Dr. Jahnobi Devi	M.A, M.Phil, PH.D, NET, Praveen in Hindi.	Associate Professor	A Literature	25	4
3	Ms. Jamuna	M.A	Associate	A	22	-

	Mali		Professor	Literature		
4	Dr. Jaganath Barman	M.A, PH.D	Associate Professor	B Language	22	-
5	Ms. Sewali Medhi	M.A	Assistant Professor	B Language	16	-

### 11. List of Senior visiting Faculty:

Sl. No	Name	Designation	Date	Topic
1.	Prof. Tarani Deka.	HoD.Assamese.Gauhati University	17.06.15	Western Criticism and Modern Poetry.
2.	Dr. Prafulla Nath	Associate Prof.	19.09.15	Pre Sankardeva Period of Assamese Literature
3.	Prof.Dipti Phukan Patgiri.	Ex. Dean of Arts Faculty, Gauhati University.	17,06.15	Classification of Linguistics.
4.	Prof. Upen Rabha Hakasam.	Ex. HoD. Assamese. Gauhati University	17.06.15	Assamese Culture.
5.	Prof. Gobimda Prasad Sarma.	Ex Dean of Arts Faculty , Gauhati University	28.10.11	Assamese Novel and its Evaluation.
6.	Mr. Kiran Sarma	Rtd. Principal Veda vidyalaya, Rupnagar.Rtd. Vice Principal & Rtd. HoD. Sanskrit, B. Barooah College.	22.10.11	Old Indian Literature.
7.	Mr. Ismile Hussain.	Associate Prof. Institute of Assam Engineering College.	24.09.10	Mahapurush Sankardeva.
8.	Dr. Jamuna Sarma Choudhury	Rtd. HoD. Assamese. Cotton College University.	24.10.09	Assamese Short Story and its Evaluation.
9.	Dr. Pramod Bhattacharya.	Rtd. Executive Engineer. Road Divission.Assam.	24.10.09	Assamese Alphabet.
10.	Mr. Dhaneswar Kalita.	Rtd. Vice Principal. HoD. Assamese.D.K.College. Mirza.	10.02.09	Assamese Ditionary.

### 12. Percentage of Lectures delivered classes handled (programme wise) by temporary Faculty): 5.7% (20 classes per week)

### 13. Student - Teacher ratio ( programme wise) :

As members of teachers		Enrollment Position							
Session	Subject	1 <sup>st</sup> /2 <sup>n</sup> <sub>d</sub> sem	Ratio	3 <sup>rd</sup> /4 <sup>t</sup> <sub>h</sub> sem	Ratio	5 <sup>th</sup> /6 <sup>th</sup> sem	Ratio	P.G 1 <sup>ST</sup> Sem	Ratio
2011-12	Assamese	23	1:4.6	-	-	-	-	-	-

	Major MIL Assamese Elective Assamese	239 34	1:47.8 1:6.8						
2012-13	Assamese Major MIL Assamese Elective Assamese	33 218 28	1:4.4 1:43.6 1:5.6	22 216 26	1:4.4 1:43.2 1:5.2	-	-	-	-
2013-14	Assamese Major MIL Assamese Elective Assamese	34 187 54	1:6.8 1:37.4 1:10.8	31 153 19	1:6.2 1:30.6 1:3.8	22 20	1:4.4 1:4.0	-	-
2014-15	Assamese Major MIL Assamese Elective Assamese	29 174 40	1:7.8 1:34.8 1:8.0	28 142 33	1:5.6 1:28.4 1:6.60	31 9	1:6.2 1:1.80	-	-
2015-16	Assamese Major MIL Assamese Elective Assamese P.G	45 190 55	1:5.62 1:23.75 1:6.87	38 142 31	1:4.75 1:17.75 1:3.87	26 -	1:3.25 -	-	-
								15	1:1.36

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NIL**

**15. Qualifications of teaching faculty with DSC/ D. Litt/ Ph. D/ M. Phil/ PG :**

**Ph.D – 3, M.Phil – 2, P.G – 5**

<b>Name of Faculty</b>	<b>Qualification</b>
Dr. Saraswati Kalita	M.A(Double), M.PHIL., PH.D
Dr. Jahnobi Devi	M.A, M.PHIL, PH.D., NET, Praveen in Hindi.
Ms. Jamuna Mali	M.A
Dr. Jagannath Barman	M.A, PH.D.
Ms. Sewali Medhi	M.A

**16. No. of faculty with ongoing programme from a national/international funding agency and grants received :**

**Number of faculty with ongoing project/project completed**

Name of faculty	Major/Minor	Funding Agency	Grants Recieved	Ongoing/ completed
Dr. Jahnobi Devi	Minor	U.G.C	1,40,000/-	ONGOING
Dr. Jagannath Barman	Minor	U.G.C	1,50,000/-	ONGOING

**17. Departmental project funded by DST-FIST; UGC; DBT; ICSSA; etc and total grants received:** Approved Rs. 1, 50,000/- for organize a National seminar on the topic 'Present trend and status of Assamese Literature: A comparative study' funded by UGC.

**18. Research centre/Facility recognized by the university:** Approved PH.D research guides Dr. Jahnobi Devi under Gauhati University, Assamese Department.

**19. Publications:**

- 1) Dr. Jahnobi Devi – (a) Book- 3  
(b) Edited- 1
- 2) Dr. Jagannath Barman – (a) Book- 3  
(b) Edited- 1
- 3) Dr. S. Kalita – 2
- 4) Dr. J .Devi – 11
- 5) Dr. J. Barman – 8
- 6) Ms. J. Mali – 2
- 7) Ms. S. Medhi – 2

**Numbers of papers published in peer reviewed journals (national/international) by faculty and students.**

**20. Area of consultancy and income generated: NIL**

**21. Faculty as members in :**

- a) **National committees: NIL**
- b) **International committees: NIL**
- c) **Editorial Boards:** Dr. Jahnobi Devi and Dr. J. Barman have rendered service as members of various literary magazine and Books.

**22. Students Projects :**

a) **Percentage of students who have done in-house projects including inter departmental/ programme:** 100% (students of Major course (4<sup>th</sup> semester) have done in house projects as per University syllabus.

b) **Percentage of students placed for projects in organizations outside the**

**Institution i.e. in Research Laboratories/ Industry/ Other agencies: NIL**

**23. Awards/Recognitions received by faculty and students :**

1) Faculty : NIL

2) Students : NIL

**24. List of eminent academicians and scientists/visitors to the Department :**

- 1) Prof. Lilabati Bora Saikia, former HoD, Assamese Department Gauhati University on 10-04-2002.
- 2) Prof. Gobinda Prashad Sarma, Rtd. HOD. English Dept. Gauhati University on 28.10.11.
- 3) Sri Kiran Sarma, Sanskrit Literature on 22.10.11.
- 4) Ismile Hussain, Writer and Associate Professor, Assam Engineering Institute, Guwahati on 24.9.10.
- 5) Dr. Jamuna Sarma Choudhury, Rtd. HOD. Dept. of Assamese, Cotton College University on 24.10.09.
- 6) Dr. Pramod Bhattacharjya Eminent writer in Assamese on 10.10.09.
- 7) Sri Dhaneswar Kalita, Rtd. vice- Principal D.K.College, Mirza on 10.2.09.
- 8) Dr. M. Kamaluddin Ahmed, Assistant Professor Department of Assamese Gauhati University on 19-11-2007.
- 9) Nazma Kausar Mukherjee, Department of Assamese Cotton College on 26-09-2007.
- 10) Dr. Binita Barua, Department of Assamese Cotton College on 26-09-2007.
- 11) Prof. Dipti Phukan Patgiri, Formerly Dean of Arts faculty and former HoD, Assamese Gauhati University on 17-06-2015.
- 12) Prof. Upen Rabha Hakasam, Former HoD, Assamese Gauhati University on 17-06-2015, 31-10-2015.
- 13) Prof. Tarani Deka, HoD, Dept. of Assamese Gauhati University on 17-06-2015.
- 14) Dr. Prafulla Kr. Nath, Assistant Professor Gauhati University on 19-09-2015.
- 15) Sri Dhaneswar Kalita, Retired Principal Incharge, Vice principal, D.K.College Mirza on 10-02-2009.

**25. Seminars /conferences/ workshops organized and the sources of funding :**

- a) National : A National Seminar Organized by the Department of Assamese on 16<sup>th</sup> & 17<sup>th</sup> October 2015, Sponsored by UGC.
- b) International : NIL
- c) Regional : A workshop on P.G syllabus Organized by the Department of Assamese on 17.6.2015.

**26. Students profile programme/ course wise :**

Session	Subject	Enrolment position			
		1 <sup>st</sup> /2 <sup>nd</sup> Sem	3 <sup>rd</sup> /4 <sup>th</sup> Sem	5 <sup>th</sup> /6 <sup>th</sup> Sem	P.G & 1 <sup>ST</sup> 2 <sup>ND</sup> Sem
2011 – 12	Assamese Major	23	-	-	
	MIL-Assamese	239	-	-	
	Elective Assamese	34	-	-	
2012 - 13	Assamese Major	33	22	-	
	MIL-Assamese	218	216	-	
	Elective Assamese	28	26	-	
2013 – 14	Assamese Major	34	31	22	
	MIL-Assamese	187	153	-	
	Elective Assamese	54	19	20	
2014 - 15	Assamese Major	39	28	31	
	MIL-Assamese	174	142	-	
	Elective Assamese	40	33	9	
2015-16	Assamese Major	45	38	26	
	MIL-Assamese	190	142	-	
	Elective Assamese	55	31	20	
	P.G				15

**27. Diversity of students :**

Name of course	%of students from the same states	% of students from other states	% of students from abroad
U.G	100% Girls	NIL	NIL
P.G	100% started from session 2015-16	NIL	NIL

**28. How many students have cleared national and state competitive examination such as NET,SLET,GATE : NIL****29. Student Progression :**

Student Progression	Against % Enrolled
UG to PG	50%
PG to M. Phil	-
PG to PH.D	0.01(just 1)
PH.D to Post Doctoral	-



Employed	
Campus selection	NIL
Other than campus recruitment	40
Entrepreneurship/self employment	50

### 30. Details of Infrastructural facilities :

- Library:** The departmental library contains of 792 text books and reference Books and Journals.
- Reading room:** Separate reading room adjacent to the department.
- Class rooms with ICT facility :** NIL
- Laboratory :** NIL

### 31. Details on student receiving financial assistance from college, university , Govt. or other agencies: 'ISHAN UDAY' special scholarship scheme for North Eastern Region' amount 5400/- per year.

- 1) Minakshi Majumdar of 3<sup>rd</sup> Semester, G.U Roll No. 0050 (batch no. 14011).
- 2) Jesmine Sultana of 3<sup>rd</sup> Semester, G.U Roll No. 0030 (batch no. 14011).

### 32. Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts :

#### Special lectures:

- 1) Dr. Gobinda Prasad Sarma on 28-10-2011.  
Topic: Novel and its Evolution.
- 2) Mr. Kiran Sarma on 22-10-2011.  
Topic: Old Indian Literature.
- 3) Ismile Hussain on 24-09-2010.  
Topic: Mahapurush Sankardev.
- 4) Dr. Jamuna Sarma Choudhury on 24-10-2009.  
Topic: Assamese short- story.
- 5) Dr. Pramod Bhattacharjya on 24-10-2009.  
Topic: Assamese alphabet.
- 6) Mr. Dhaneswar Kalita on 10-02-2009.  
Topic: Assamese Dictionary.
- 7) Prof. Upen Rabha Hakasam on 17-06-2015 & 31-10-2015.  
Topic: Assamese Culture.
- 8) Prof. Dipti Phukan Patgiri on 17-06-2015.  
Topic: Classification of Linguistics.
- 9) Prof. Tarani Deka on 17-06-2015.  
Topic: Western Criticism and Modern Poetry.
- 10) Dr. Prafulla Kr. Nath on 19-09-2015.  
Topic: Pre Sankardev Period.

#### Group Discussion:

- 1) Date : 01.06.2015  
B.A. Major Students (4<sup>th</sup> semester).

Topic: Assamese Folk Literature.

**Seminar:**

- 1) Date : 24.06.2014  
B.A. Major Students (4<sup>th</sup> semester).

Topic: Assamese Folk Literature.

- 2) Date : 13-11-2015  
P.G 1<sup>st</sup> Semester students  
Topic: The writers of Pre Sankardev Period of Assamese Literature.

**33. Tutorial classes, library consultation, discussion, storytelling, question answer, home assignment, project work :**

- 1) Lecture method
- 2) Remedial
- 3) Tutorial
- 4) Group discussion
- 5) Assignment
- 6) Seminar
- 7) Co-operative method
- 8) Project work
- 9) Question Answer method
- 10) Narration
- 11) Educational Tour

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities :**

**Saraswati Kalita:**

1. Resource person of Rangali Bihu Udjapan committee, Gowallati Gaon.
2. Resource person of Sonali jayanti utsab udjapan committee, Sanpara Haropara High school.
3. Member of Palashbari Sahitya Sabha.
4. Member of Editorial Board of Sahityar chaya prassaya, in book form, reference book published by dept. Assamese D.K.Girl's college, Mirza.
5. Member of Departmental promotion committees meeting. Dakshin Kamrup College, Mirza.

**Dr. Jahnobi Devi:**

1. Acted as resource person in U.G.C sponsored state level conference on 'Feminism in the post-war Assamese novel'. Date: 1.09.2014 at Dhing College, Nagaon, Assam.
2. Acted as resource person in U.G.C sponsored National seminar by D.K.Girl's college, Mirza. On the topic place of Assam in 'Indian society culture and Economy' on July 2<sup>nd</sup>, 3<sup>rd</sup> 2014.
3. Acted as chair person on 16.8.13 in U.G.C sponsored National seminar on Neo-vaisnavite satras of Assam in 21<sup>st</sup> century- problems and Prospects, organize by Dhing College.
4. Attended D.R.C (Departmental Research Council) meeting on 23<sup>rd</sup> and 25<sup>th</sup> March 2013, 30.11.15. G.U. Dept. of Assamese, Gauhati University.
5. Delivered a lecture on 'BOOK REVIEW': 'Methodology and Ideology' in Assam Jatiya vidyalay, Noonmati on 25.08.12.
6. Delivered a lecture on 'Life and Philosophy of Dr. Bhupen Hazarika' on the occasion of the celebration of Death anniversary, celebrated by Dr. Bhupen Hazarika smriti Rakshya Sammittee, uparhali Kamrup on 5.11.12.
7. Delivered lecture on Duties and Responsibilities of parents and society towards students community on 28.12.12 in celebration of sikarhati M.V. school Golden Jubilee ceremony.
8. Delivered lecture on Biographical literature on 23<sup>rd</sup> October 2011 in the seminar organized by Sipajhar Sahitya Sabha, Darrang.
9. Judged in poem writing competition in D.K College, Golden jubilee ceremony 2011.
10. Editor 'Dakshin Kol' annual publication of palashbari sahitya sabha, 32<sup>nd</sup> and 33<sup>th</sup> issue, 2014 – 2015.
11. Editor 'Sahityar chaya Prassaya' in book form, reference book published by Dept. of Assamese D.K Girl's college, Mirza, 2014.
12. Paper Setter of under Graduate level Examination Gauhati University.

**Jamuna Mali:**

1. Member of the Interview Board G.U.
2. Member of Smritilekha, Golden Jubilee Celebration Committee Malaybari High School.

**Dr. Jagannath Barman:**

1. Resource person of Silpi Divas, Palashbari sahitya sabha, 2010.
2. Resource person Bishnu Rabha Divas, Palashbari sahitya sabha 2011.

3. Member of syllabus committee, UG Course in Assamese, Guwahati University from 2010 till date.
4. A resource person of Assamese optional, in the coaching programme for UPSC civil service main examination 2010, pre Examination centre G.U.
5. Guest lecture of P.G course in Assamese, D.K. College Mirza since 2012 to 2014.
6. Editor of 'Dakshin kol' an annual publication of palashbari sahitya sabha 30<sup>th</sup> and 31<sup>th</sup> issue 2011.
7. Secretary of publication committee, silver jubilee celebration of D.K Girl's college, Mirza. 2012-2014.
8. Jointly edited Rupalim silver jubilee celebration of D.K Girls College, Mirza 2014.
9. Resource person of National seminar on place of Assam in Indian society culture and Economy, 2014.
10. Resource person of National Seminar on Present Trend and Status of Assamese Literature: A Comparative Study, 2015 held on October 16<sup>th</sup> & 17<sup>th</sup> D. K. Girls' College, Mirza.
11. Co-ordinator of KKHSOU Study Centre D. K. Girls' College, Mirza.
12. Resource person of UGC Sponsored Career Oriented Course in Folk Education of South Kamrup on 17-06-2010.
13. Resource person of UGC Sponsored Career Oriented Course in Folk Education of South Kamrup on 10-07-2009.

#### **Sewali Medhi:**

- 1) Participated in the Poem reciting programme" BAHAGAR ETI DUPARIA' ON 21.04.2015.
- 2) Advisor 'MA KAMAKSHYA ATMA SAHAYAK GOT', pandu Sadilapur.
- 3) Executive Member, PANDU SADILAPUR ANCHALIK MAHILA SAMITEE', Sadilapur.
- 4) Editor, KADAMBARI, Soveneer PANDU SADILAPUR ANCHALIK MAHILA SAMITEE', Sadilapur.
- 5) Participated in the Poem reciting programme" BAHAGAR ADIN" 24.04.2015.
- 6) Life Member, Sudhakantha Dr. Bhupen Hazarika Samannaya Khetra Sakha Sahitya Sabha.

#### **35. SWOC analysis of the department and the Future plans :**

##### **Strength:**

- 1) Post graduate course have been introduced from the academic year 2015.
- 2) Increasing trend in pass percentage of students.

- 3) Active involvement in teachers association, ACTA.
- 4) Active association with college authority for smooth running of administration.
- 5) Actively involved in Academic/Research work.
- 6) A large number of books have been purchased for departmental library.
- 7) A reference book has been published in the year 2015. Entitled 'Sahityar Chaya Prachaya'.
- 8) Involvement in social work by the faculty members like guidance in literary works, cultural Function, Exhibition, Book- Fair Social reform programme etc.
- 9) The department has organized regularly academic tour for student every year.
- 10) Departmental wall magazine has been published yearly specially by 6<sup>th</sup> Sem. Major Students.
- 11) A two-day National Seminar on the topic 'Present Trends and Status of Assamese Literature and other Modern Indian Literature: A Comparative Study' was organized by the Department on 16- 17 Oct 2015.
- 12) One –Day Workshop had been organized on Post- Graduate Courses (Sylleby) in Assamese on 17.06.15. The Resource Persons were 1. Prof. D.P.Patgiri. 2. Prof U.R.Hakasam. 3. Prof. T. Deka. All are from Past Graduate Dept. of Gauhati University.
- 13) Students of P.G. (Semester -I) Classes visited the Dept. of Post Graduate Gauhati University and attended regular Classes there on 09-11-2015, under STUDENT EXCHANGE PROGRAMME.
- 14) Group discussions among the 4<sup>th</sup> Sem Major Students are being organized regularly.
- 15) A wall Magazine entitled "SAMSKRITI SUDHA" has been being published regularly by the Department on the occasion of the Tithi of Srimanta Sankaradeva.
- 16) Increasing number of Major Student in the Department.
- 17) Healthy Environment with Mutual understanding between Students and Teachers.
- 18) Counseling Programme is being organized among 6<sup>th</sup> Semester Students to encourage for higher studies.
- 19) 11 no. Students from 5<sup>th</sup> semester major have been participated in "Non Home Science Students enrichment Program me organized by the Dept. of Home Scicence, D.K. Girls' College.

#### Weakness:

- 1) Less number of teachers with sanctioned post.
- 2) Lake of sufficient computer set and internet facilities in the department.
- 3) Lake of technical support staff in the department.

**Opportunity:**

- 1) There is scope for introducing a training course for student on desktop especially in Assamese Font.
- 2) There is no another scope of introducing professional course on communication skill development, especially for Radio & T.V Anchoring.

**Challenges:**

- 1 Difficulty in ensuring employability after graduation course.
- 2 There are general weaknesses among the students in communicating other languages like English, Hindi and Bengali etc.

**Future Plans:**

- 1) Planning to organize a National Seminar in next academic year.
- 2) Planning to publish a reference book by the Department.
- 3) Planning to organize a workshop in collaboration with any one T.V. News Channel (Assamese) for upgrading students' communications skills specially anchoring, News Reading and Editing.
- 4) Planning to organize a one day workshop on Composing, Editing and Proof reading in next academic year.

## DEPARTMENT OF ECONOMICS

1. **Name of the Department** : ECONOMICS
2. **Year of Establishment** : 1988
3. **Name of the Programmes/ Courses offered:** UG Course in Major and General.
4. **Name of the interdisciplinary courses and the departments/ units involved:** NIL
5. **Annual/ Semester/ Choice based credit system (programme wise)** : The semester based programme has been newly introduced by the Gauhati University for the three year (1+1+1) degree course with effect from the academic year 2011. Moreover the college offers H.S courses for the two years as per syllabus of AHSEC, Assam.
6. **Participation of the Department in the courses offered by other departments:**  
No separate courses have been introduced by the Department.
7. **Courses in collaboration with other universities, industries, foreign institutions etc.** : K.K. Handique State Open University and IDOL has been running and offering courses related to Economics.
8. **Details of Courses/ Programmes/ Discontinued (if any) with reasons:** Lack of fund and raw materials compelled the Department to discontinue Sericulture course and transferred it to the centre of "community college" of the institution.
9. **No. of teaching posts** : 4 (Four)

Designation	Sanctioned	Filled
Professor	Nil	Nil
Associate Professor	03	03
Assistant Professor	01	01

### 10. Faculty Profile:

SL. No.	Name	Educational Qualification	Designation	Specialization /Fil-led of Research	Teaching experience in year	No. of Ph. D students guide
1.	Mrs. Jinu Das	M.A	Associate Professor	Demography	26 years	00
2.	Dr. Nibedita Devi	M.A Ph. D	Associate Professor	Demography	24 years	00
3.	Mrs. Indrani Devi	M.A	Associate Professor	Demography	23 years	00
4.	Mrs. Manashri Das	M.A Ph. D (Pursuing)	Assistant Professor	Econometrics	19 years	00

**11. List of senior visiting faculty:**

Sl. No.	Name	Designation	Topic Delivered	Date
1	Dr. Kumud Bhagawati	Associate Professor, D. K. College	Market Analysis	26-09-2012
2	Dr. Rani Mudiari Deka	Associate Professor, Dispur College	Demand Theory	27-09-2012
3	Dr. Mrinmayee Bhattacharyee	Associate Professor, Paschim Guwahati College	Agriculture Marketing and Sustaining Development	27-09-2012
4	Dr. Bedabrata Saikia	Associate Professor, Handique Girls' College	Multinational Corporation in India	23-10-2013
5	Dr. Ratul Mahanta	Prof. Gauhati University	Microfinance	01-10-2014
6	Dr. D. D. Mali	Ex- Director IEE	Entrepreneurship Development in Assam	12-11-2015

**12. Percentage of lecture delivered and practical classes handled (programme wise) by temporary faculty: NIL****13. Student - Teacher Ratio: 18:4****14. No. of Academic support staff/ technical and administrative staff, sanctioned and filled: NIL****15. Qualification of teaching faculty with D. Sc/ D. Litt/ Ph. D/ M. Phil/ P.G :****Ph. D = 01 P.G = 03****16. No. of faculty with ongoing projects from (a) National, ( b)International funding agencies and Grants received:**

SL. No.	Name	Project	Funding agency	Duration	Amount in Rupees
1.	Jinu Das	Minor Research Project	U.G.C	2 years	1,90,000.00

**17. Departmental project funded by DST-FIST, U.G.C, DBT, ICSSR etc. and total grants received: NIL****18. Research centre/ facility recognised by the University: NIL****19. Publications:****(a) Publication per faculty (with ISBN):**

Jinu Das	03
Dr. Nibedita Devi	05



Indrani Devi	02
Manashri Das	08

**(b) Number of papers in peer reviewed journals by faculty and students: 02 (Two)**

**(c) Books edited: 4 (Four)**

**20. Areas of consultancy and income generated: NIL**

**21. Faculty as members in:**

**(A) National committee:**

1. **Dr. Nibedita Devi** - 02
  - (a) Life Member of Indian Economic Association.
  - (b) Life Member of North East Economic Association.
2. **Jinu Das** - 02
  - (a) Life Member of North East Economic Association.
  - (b) Life Member of North East Council of Social Science Research.
3. **Indrani Devi** - 03
  - (a) Life Member of Indian Economic Association.
  - (b) Life Member of North East Economic Association.
  - (c) Life Member of North East Council for Social Science Research.
4. **Manashree Das** - 01
  - (a) Life Member of North East Council for Social Science Research.

**(B) International committee: NIL**

**(C) Editorial Boards: NIL**

**22. Percentage of student projects:**

- 1) **Percentage of student who have done in-house project including inter - departmental/programme: 40 percent**
- 2) **Percentage of students placed for projects in organization outside the institution i.e, in research laboratories/ industry/ other agencies: NIL**

**23. Awards/ recognitions received by faculty and students:**

- a) Ph. D = 01
- b) Enrolled in Ph.D. programme = 01
- c) Student enrolled in Ph.D. ( with NET ) = 01
- d) Best student Award of the college = 01 (Kabita Das. Highest marks obtained in Major)

- e) Best reader of the college Library in the Year 2009-2010 goes to Kabita Das and Nirmali Das of Economics Department.

**24. List of eminent academician and scientists/ visitors of the department:**

1.	Dr. K.K Barman	Gauhati University
2.	Dr. Dharanidhar Mali	Ex. Director, IIE
3.	Dr. Ratul Mahanta	Gauhati University
4.	Dr. Srinath Barua	Rtd. Vice counsellor, K.K.H.S.O.U.

**25. Seminars/ conference /workshop organized and the source of funding:**

- a) National – **NIL**  
 b) International – **NIL**  
 c) Workshop – **NIL**

**26. Student profile/ programme course wise:**

Session	Name of the course	Application received	Selected	Enrolled	Pass%
2011 - 2012	U.G. (M+G)	19	19	19	M=100% G=100%
2012 - 2013	U.G. (M+G)	04	04	04	M=100% G=100%
2013 - 2014	U.G. (M+G)	06	06	06	M=33.33% G=62.5%
2014 - 2015	U.G. (M+G)	09	09	09	M- Withheld G – 100%

**27. Diversity of students:**

Name of the course	% of the students from the same state	% of the students from other state	% of students from abroad
U.G	100%	-	-

**28. How many students have cleared national and state competitive examination such as NET/SLET, GATE , Civil services , Defence services , etc.: **NET = 01****

**29. Student progression:**

Student progression	Against % enrolled ( Major )				
	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
UG to PG	100%	NIL	50%	50%	-
PG to M. Phil	-	-	-	-	-
PG to Ph. D	-	-	-	-	-

Ph. D to Post Doctoral	-	-	-	-	-
EMPLOYED: . Campus selection . other than campus recruitment	100% other than campus requirement	60%	50% other than campus requirement	NIL	-
Entrepreneurship/Self employment	NIL	NIL	NIL	-	-

### 30. Details of Infrastructural facilities:

- a) **Library:** **Books – 300, Journal – 2 (National)**  
b) **Internet facilities for staff and students :** **NIL**  
c) **Classroom with ICT facility :** **NIL**  
d) **Laboratories :** **NIL**

### 31. Number of students receiving financial assistance from college, university, Govt. or other agencies:

- (a) 5 number of students received financial assistance from college.  
(b) 2 numbers of students have received ISHAN UDAY scholarship.  
(c) 3 numbers of students received National Scholarship.

### 32. Details of student enrichment programme (special lectures / workshop /seminar) with external experts: Class seminar and class lectures by inviting external experts (reference no. 24 and 25 above).

### 33. Teaching methods adopted to improve student learning:

1. All the major and general papers are allotted to the teachers according to their interest and specialization.
2. Home assignment are given to the students on selected topics
3. Educational tours are organized every year for the benefit of the students.

### 34. Participation in institutional social responsibility ( ISR ) and extension activities:

#### Institutional Social Responsibility

1. A faculty member of the department participated in the Panchayat Election as presiding officer.
2. One faculty member appointed as supervising officer for two times.
3. Two faculty members appointed as subject expert in member of selection committee of Associate Professor and Assistant Professor.
4. Sensitization programme by faculty members of the department in near by village engaged in pottery industry.

5. One edited book on "Economics Development" has been released during Silver Jubilee Celebration 2014, Edited by faculty of Economics Department.

### Extension Activities

1. Educational tour to nearby Barduar Bagan for visiting Tea factory on 2013.
2. City Tour to visit Mega Mart in Guwahati on 2014.
3. Tour to Sualkuchi Silk Industry, the Manchester of Assam on 2015.
4. Survey on Socio-Economic condition of the Girls' Student of our college in 2013.
5. Survey conducted in the college to know the popularity of Economics and Students unwillingness to offer Economics as Major in 2014.
6. Survey on Health and Hygiene on Girls' Student was conducted in our college in 2015.

### 35. SWOC analysis of the Department and Future plans :

#### STRENGTH:

1. Department of Economics has four permanent women faculty with good academic career.
2. Department has a library with more than 300 text and reference books. We have two numbers of national level journals for the benefit of the students and teachers.
3. The department initiated the career counselling, for the 6<sup>th</sup> semester students. So that they can qualify for either self employment or placement in any other sector.
4. Department also provides text books and reference books to the poor students for the whole year.
5. Although students' enrolment in the department is very poor, the results of the students are highly impressive and good number of Alumnae also engaged in different Govt. and in private sector.

#### WEAKNESS:

1. Rural based college with poor economic background.
2. Most of the students are from the family of below poverty line.
3. Due to lack of Mathematics department and weak mathematical background most of the students are not interested and scared to offer Economics as major subject.
4. Department is not equipped with modern teaching tools.
5. The students have less command over English language. The text books as well as reference books of Economics in vernacular language are limited in relation to course contents.

**OPPORTUNITIES:**

1. Economics is one of the most practical and relevant subject for the day to day life.
2. Both social and natural environment in surrounding area of the college premises is comparatively good and encouraging.
3. The subject is very much important to build the entrepreneurial ability for self employment.
4. Financial sector gives more weightage on the subject for recruitments.

**CHALLENGES:**

1. In spite of excessive domestic pressure with poor social environment, the girl students come to the college for achieving higher education. So it is a big challenge for our poor students to continue to three year degree course.
2. Faculty members have to attend both degree and higher secondary classes simultaneously. Hence it is very difficult to give much attention to the degree students.
3. More absentees among the students during harvesting period, preference for early marriage, illiterate parents etc. are some of the major challenges which stand as an obstacle to create good academic environment.
4. Inclusion of Mathematics in the course of higher secondary level has created another big challenge which diminishes the total enrolment of economics in degree classes.

**FUTURE PLAN:**

1. The economics department of D.K. Girls' College is also aware of the fact that the students enrolment in semester courses in rural based colleges of Assam has been significantly decreasing. Since the introduction of mathematics in major courses as a compulsory paper, same conditions prevail in our department also. For this purpose we have conducted a survey amongst the students of degree courses and the outcome of the survey was that the most of the students are scared of mathematics. Therefore, it is our plan to increase enrolment in major and general courses by offering the opportunities of advanced career guidance for placement in any sector.
2. Another future plan is to promote our minority students (SC/ ST/ OBC/ BPL) by providing books from the departmental library and from our faculty members, so that they can build their career.
3. To increase infrastructural facilities of the department.
4. To increase the number of educational tour to many important places, so that they gather some ideas and knowledge about IT sector, industrial efficiency, eco-tourism, handloom and textile etc.
5. Strengthening departmental library by purchasing more books and journals.
6. Department will organise seminar workshop, guest lectures at least once in every academic year.

## DEPARTMENT OF EDUCATION

1. **Name of the Department** : **EDUCATION**
2. **Year of Establishment** : **1988**
3. **Names of programmes/ courses offered:** **UG course in both Major and General**
4. **Names of inter disciplinary courses and the departments / units involved:** **NIL**
5. **Annual / semester / choice based credit system ( programme wise):**

The present programme of study of the Department is under semester system prescribed by the Gauhati University.

6. **Participation of the department in the courses offered by other departments:**

Faculty members of the department served as lecturer for courses in environmental studies till 2012. Conduct psychological practicals for M.A. course (Education) IDOL, G.U.

7. **Courses in collaboration with other universities , industries, foreign institutions, etc.:**

No, courses have yet been introduced in collaboration with any universities, industries, foreign institution, etc. till date.

8. **Details of courses/ programmes discontinued ( if any) with reasons:**

The department offers courses/ programmes of study as per the Gauhati University prescribed syllabus. As of now there are no separate courses/ programmes of study. As such, the discontinuation of any programme/course does not arise.

9. **Numbers of teaching posts:**

Designation	Sanctioned	Filled
Professor	00	00
Associate prof.	03	03
Assistasnt prof.	01	01
Assistant prof.	00	00

10. **Faculty profile:**

SL. No	Name of Faculty	Educational Qualification	Designation	Specialization of Field of Research	Teaching Experience in years	No. of Ph. D students guide d
1	Habibur Rahman	M.A	Associate prof.	Mental Hygiene	25	00
2	Dr. Lilabati Choudhury	M.A(double) M. Phil Ph. D	Associate prof.	Continuing Education	24	00

3	Dr. Mitali Kathkatia	M.A E. Ed. Ph.D	Associate prof.	Abnormal Psychology	22	00
4	Reeta Bhattacharjya	M.A B.Ed.	Assistant prof.	Child Psychology	20	00

11. List of senior visiting faculty : **NIL**

12. Percentage of lectures delivered and practical classes handled ( programme wise) by temporary faculty:

The department has one temporary faculty and delivers 15% of lectures and not handle any practical classes.

13. Student - Teacher Ratio ( programme wise): **Under graduate course =1:80**  
**H.S course = 1:187.2**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **One lab. Bearer (non- sanctioned)**

15. Qualification of teaching faculty with D. Sc/D. Litt/Ph. D/M. Phil /P.G:

**M. Phil – 01, Ph.D. – 02**

16. Number of faculty with ongoing project from (a) National (b) International funding agencies and grants received: **NIL**

17. Departmental projects funded by DST – FIST; UGC; DBT; ICSSR, etc. and total grants received: **NIL**

18. Research centre/facility recognized by the university : **NIL**

19. Publication:

**Dr. Lilabati Choudhury (2009 to 2015)**

Sl. No.	Title of the Article	Name of the Book	ISBN/ISSN	Year
1.	Paribesh Shiksha Aru Bartaman	Bipanna Paribesh Sangkatapanna Basundhara	978-81-922965-0-0	D.K.College, Mirza, November, 2011
2.	Asomiya Samaj Jivanat Satra Aru Namgharar Sanskritik Avadan	Srimanta Sankardeva at Suren Das College, Hajo, Abstract of Papers	81-901940-5-4	S.D.College, Hajo, November, 2012
3.	Asomiya Janajeebanat Bibhina Janagothir Upadan	Ethnicity and Folklore A North East Perspective	978-93-5104-498-4	Chhaygaon College, 2013
4.	Importance of Environmental Education for non-literate rural folk	Education Today and Tomorrow	0978-81-926890-4-3	D.K.College, Mirza, 2014
5.	Educative role of the	Place of Assam in	978-81-	D.K.College,

	religious institutions in Dakshin Kamrup Area of Assam	Indian Society, and Culture Economy Vol-I	202-8766-2	Mirza, 2014
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#### Habibur Rahman (2009 to 2015)

- 1) Human Rights – Education, Today and Tomorrow published by publication Sub-Committee, Silver Jubilee Celebration, Dakshin Kamrup Girls' College, Mirza.  
ISBN: 0978-81-926890-4-3  
January – 2014
- 2) “Birendra Kumar Bhattacharyy Aai Upanyakhat pratifaleta Manabatabad” published by Assamese Department, Chaygaon College, Chaygaon.  
ISBN: 978-93-83588-04-6
- 3) “Impact of Environmental Education in Rural Assam” Refresher course Bulletin, Sambalpur University, Jyoti Vihar Orissa on 13.12.2008  
ISBN:
- 4) College Magazine & Local Magazine, Journals – 13 Articles.

#### Dr. Mitali Kathkatia (2009 to 2015)

Sl. No.	Title of the Paper	Name of the Journal/Book	ISBN/ISSN	Publisher/Year of Publishing
1.	Identifying Problems of School Going Adolescents of Educated Working and Educated Non-working Mothers with Special Reference to Kamrup District	“Agenda For Assam and North East - Issues and Trends” Vol-2	97893-80261-40-9	EBH Publishers (India) An Imprint of Eastern Book House 136 Nehru Road, Panbazar Ghy-11 2011
2.	“Use of Unfair means in the Examinations – A rising Evil of Modern Education System”	“Examination Reforms in Higher Education”	78-81-923931-0-0	Principal RG Baruah College on behalf of Publication cell Dept. of Education R.G.B College 2014
3.	“Education and Women Empowerment”	“Economics of Education”	978-81-202-8837-9	Guwahati College Publication



				2015
4.	“A comparative Study of the Problems Among School Going Adolescents of Educated Working and Educated Non-working others in Relation to their Gender”	“Education Today And Tomorrow”	0978-81-926890-4-3	Publication sub committee Silver Jubilee Celebration DKGK Mirza 2014
5.	“Psycho-Physical Problems among Working Women”	Bilingual Annual Journal of D.K.College, Mirza	Teacher's Unit DKGK, Mirza	D. K.G.C Teachers Unit 2007

#### Reeta Bhattacharya (2009 to 2015)

- Book published on the occasion of Silver Jubilee celebration of the college.
- Departmental Bulletin.
- Research paper published with ISBN 978-93-80382-79-1.
- Chapter published in Book with ISBN 0978-81-92-6890-4-3

#### 20. Areas of consultancy of Income generated: NIL

#### 21. Faculty as members in:

- National committees: NIL
- International committees: NIL
- Editorial Boards:

#### Habibur Rahman

- Books Published on the occasion of Silver Jubilee celebration of the College “Education: Today and Tomorrow”.
- Departmental Bulletin.

#### Dr. Lilabati Choudhury

- Departmental Bulletin.
- College Magazine.
- Books published on the occasion of Silver Jubilee celebration of the college “Education: today and tomorrow”.

**Dr. Mitali Kathkatia**

- a) Departmental Bulletin.
- b) College Magazine.
- c) Books published on the occasion of Silver Jubilee celebration of the college "Education today and tomorrow".
- d) By Lingual Journal of the College.

**Reeta Bhattacharjya**

- a) Book published on the occasion of Silver Jubilee celebration of the college.
- b) Departmental Bulletin.
- c) Research paper published with ISBN 978-93-80382-79-1.
- d) Chapter published in Book with ISBN 0978-81-92-6890-4-3.

**22. Student project:** Students of 6<sup>th</sup> semester with major course in the subject have to undergo project work as per University syllabus. Thus, percentage of students doing project work differ from year to year depending on the no. of students (with major) enrolled in the department.

**23. Awards/Recognitions received by faculty and students :****Faculty-**

Dr. Mitali Kathkatia received Shri Ganga Singh Chauhan Memorial Women Educationist Award 2012 given by Indian Psychometric and Educational Research Association (IPERA) PATNA.

**Student-****Bhupendra Kumar Choudhury Memorial Trust**

- 1) 2009-10 - Miss Resmin Akhtar, Highest Marks in Education in H.S Final Exam 2010, 88%

**Gajendra Ch Kalita Memorial Trust**

- 1) 2009-10 - Mallika Das ; B.A Final Exam 2010, Education (M) 1<sup>st</sup> Class, 6<sup>th</sup> position 63.8%
- 2) 2011-12 - Dhira Goswami ; B.A Final Exam 2012, Education (M) 1<sup>st</sup> Class 19<sup>th</sup> position, 69.1%
- 3) 2014-15 – Miss Anuja Begam, B.A Final Education (M) G.P - 8.3

**24. List of eminent academicians and scientists/visitors to the department :**

1. Late Dr. Nandita Sarma Former HoD, Dept. of Education, G.U.
2. Dr. Jagat Sargiwari HoD, Dept. of Education, G.U.
3. Dr. Dulumoni Goswami Associate Prof. Dept. of Education, G.U.
4. Dr. Renu Devi Former Head, Dept. of Education, G.U.
5. Dr. Ananya Baruah Associate Prof. Dept. of Education, Bikali College.

6. Mrs. Indira Saikia Former HoD, Education, D.K College, Mirza.
7. Jatin Baruah Former Prof. Dept. of Education Handique Girls College, Guwahati.
8. Dr. Pradip Kalita Former Controller of examinations Assam Higher Secondary Education Council, Bamunimaidam, Guwahati.
9. Biraj Kumar Das Associate Prof. Dept. of Education, Domdoma College.
10. Dr. Polee Saikia Associate Prof. Dept. of Education, G.U.
11. Ashim Ranjan Sarma Associate Prof. Dept. of Education, D.K College, Mirza.
12. Dr. Gayatree Goswami Prof. Dept. of Education, G.U.
13. Dr. Marami Goswami Associate Prof. Dept. of Education, Guwahati College.

**25. Seminars/conference/workshops organized and the source of funding :**

(a) **National – NIL** (b) **International – NIL**

**26. Student profile programme / course wise :**

**Result in Final Examination**

**General**

Year	Total Appeared	Selected	Enrolled	Total Passed	% of Pass
2010-11	19	19	19	13	68%
2011-12	29	29	29	28	97%
2012-13	29	29	29	28	97%
2013-14	45	45	45	40	89%
2014-15	93	93	93	86	92.47%

**Major**

Year	Total Appeared	Selected		Total Passed	% of Pass
2010-11	14	14	14	13	93%
2011-12	20	20	20	17	85%
2012-13	8	8	8	8	100%
2013-14	19	19	19	19	100%
2014-15	22	22	22	22	100%

**27. Diversity of students :**

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
U.G	100%	Nil	Nil
H.S	100%	Nil	Nil

**28. How many students have cleared national and state competitive examinations such as NET/SLET, GATE , CIVIL Services , Defense Services, etc.:**

- (i) Dhira Goswami, SLET (Asst. Prof.)
- (ii) Rekha Nath (Commander Constable, Birangana).
- (iii) Karabi Thakuria (CISF) BatelliON.

**29. Student Progression :**

Student Progression	Against enrolled %
UG to PG	30%
PG to M.Phil.	Nil
PG to Ph.D.	01
Ph.D. to Post Doctoral	Nil
Employed	
Entrepreneurship/Self employment	

**30. Details of Infrastructural facilities:**

- a) **Library:** Text Books - **297**  
Reference Book – **20**  
Journal – **2**
- b) **Laboratory** - One laboratory for Psychological practical with psychological equipments.
- c) **Class room with ICT facility** – **NIL**

**31. Number of students receiving financial assistance from college, university , Government or other agencies:**

- Department usually does not maintain the records of the Govt. Scholarships meant for ST, SC and OBC students. These are usually maintained by the office administration.
- Special scholarship scheme for North East students given by UGC – ISHAN UDAY Scholarship –
  - 1) Tutumoni Das – 2015 – B.A. 2<sup>nd</sup> Sem.
  - 2) Semim Sultana – 2015 - B.A. 5<sup>th</sup> Sem.
  - 3) Sabita Das - 2015 - B.A. 3<sup>rd</sup> Sem.
  - 4) Tarali Das - 2015 - B.A. 3<sup>rd</sup> Sem.
  - 5) Maromi Das - 2015 - B.A. 3<sup>rd</sup> Sem.

- Number of students receiving financial assistance from the college-

#### **Bhupendra Kumar Choudhury Memorial Trust**

1. 2009-10 - Miss Resmin Akhtar, Highest marks in Education in H.S Final Exam 2010, 88

#### **Gajendra Chandra Kalita Memorial Trust**

1. Mallika Das, Part III Exam 2010, Education (M) 1st Class 6<sup>th</sup> position 63.8%, 2009-10.
2. Dhira Goswami Paet III Exam 2012, Education (M) 1<sup>st</sup> Class 19<sup>th</sup> position 69.1%, 2009-10.
3. Miss Anuja Begam, B.A Final Education (M) G.P - 8.3, 2014-15.

#### **32. Details on student enrichment programmes(special lectures/workshops/seminar) with external experts:**

1. Mrs. Indira Saikia delivered a lecture on “Vocational Education”.
2. Mr. Jatin Baruah delivered a lecture on “Importance of Psychology for the Teacher”.
3. Dr. Pradip kalita delivered a lecture on “Examination Reform”.
4. Biraj Kr. Das delivered a lecture on “Alertness in the Examination Hall”.
5. Dr. Polee Saikia delivered a lecture on “Personality Development”.
6. Ashim Ranjan Sarma delivered lecture on “Importance of Measurement”.
7. Dr. Gayatree Goswami delivered a lecture on “Child Development”.
8. Student Exchange Programme.

#### **33. Teaching methods adopted to improve student learning :**

1. Lecture method
2. Remedial
3. Tutorial
4. Group discussion
5. Assignment
6. Seminar
7. Co-operative method
8. Project work
9. Visual aids
10. Question Answer method
11. Narration

### 34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Faculty members participate in various activities & Health Awareness Programmes organised from time to time in the adopted village "SARPARA".

#### Habibur Rahman (Institutional Social Responsibilities)

- 1) Examiner-
  - a) H.S. Final – Last 22 years.
  - b) B.A. General – Last 18 years.
  - c) B.A. Major – Last 16 years.
  - d) B. Ed. – Last 15 years, M.A. IDOL – Last 5 years.
- 2) Scrutiniser-
  - a) H.S. Final – Last 22 years.
  - b) B.A. General – Last 18 years.
  - c) B.A. Major – Last 15 years.
  - d) B.Ed. – Last 13 years, M.A. IDOL – Last 5 years.
- 3) Head Examiner-
  - a) H.S. 1<sup>st</sup> year – 2009, 2010 at D. K. Girls' College Zone.
  - b) B.A. Part-I Major Zone 2011 at Pub Kamrup College.
  - c) B.A. Part-III General Chaygaon College Zone 2012.
  - d) B.A. 6<sup>th</sup> Semester General at D. K. College Zone 2014, July.
  - e) B.A. 1<sup>st</sup> Semester & B.A. 3<sup>rd</sup> Semester at D. K. Girls' College Zone – Last 4 years.
- 4) Practical Examiner-
  - a) B.A. Major – Last 14 years.
  - b) B. Ed. Exam – Last 15 years.
- 5) Supervising Officer-
  - a) Under G.U. different colleges 21 times.
  - b) B. Ed. Exam 7 times.
- 6) Resource Person-
  - a) D.EL.ED Workshop – 2012, 2013, 2014 at D. K. College.
  - b) D.EL.ED Workshop – 2014 at Goreshwar College.
  - c) D.EL.ED – Mentor at D. K. College – Last 4 years.
  - d) Guest Lecture at Goreshwar College November 2015.
- 7) Membership-
  - a) Life member of All India Educational Research Association.
  - b) Member of Assam College Teachers' Association.
  - c) Member ACTA Kamrup – B Zone, Treasurer – 1 Term, Assistant General Secretary – 1 Term, Vice President – 2015-16.
  - d) Assam Teachers' Council.
  - e) Member of Rupalim Sahitya Samaj – G.U. campus.
  - f) Life member Surashee Sangha.
  - g) Member of Jalukbari Cricket Club.

- h) Member of Garigaon Idgah Committee.
- i) Member of West Guwahati Bhogali Bihu Celebration Committee.
- j) Member of Palashbari Sahitya Sabha.
- k) Member of Dakshin Kamrup Sports Association.
- l) G.B. Member Little Star English Medium School at Jalukbari.
- m) Member of Durga Puja Committee, Santipur Hill Side West.

#### **Dr. Lilabati Choudhury (Institutional Social Responsibilities)**

1. Resource person for the workshop on “Understanding differences in children in terms of social, economic and cultural background” on 28.12.2012 in the Diploma in Elementary Education for newly appointed TET qualified teacher under Assam State Education Department. The course was organised by KKHSOU, D. K. College Study Centre.
2. Head Examiner and External of B. Ed. Examination and K. K. Hanique State Open University State Centre for M.A.
3. VC's nominee as subject expert in the Department promotion Committee of D. K. College, Mirza 2015 for promotion of SI. Grade Scale of pay.
4. Board Member Committee of Courses and Studies (Under Graduate) in Education G.U.
5. Resource Person of UGC Sponsored National Seminar on Place of Assam in Indian Society, Culture and Economy organised by D. K. Girls' College, Mirza in 2014.
6. Faculty (Practical) M.A. IDOL, G.U.

#### **Dr. Mitali Kathkatia (Institutional Social Responsibilities)**

1. Text Book Reviewer for HS Course.
2. Associated with AHSEC for Confidential Work.
3. Lecturer R.M.B. Institute of Education Guwahati (B.Ed Collage).
4. Selected as the Contingent Leader of Assam by Ministry of Youth Affairs & Sports, NSS Regional Centre (NER), Govt. Of India for Mega National Integration Camp New Delhi, 2010.
5. Selected as the Contingent Leader of Assam by Ministry of Youth Affairs & Sports, NSS Regional Centre (NER) Govt. Of India for Mega National Integration Camp-Patna Bihar, 2011.
6. Awarded the Certificate of Proficiency by Atal Bihari Vajpayee Institute of Mountaineering and Allied Sports Dharamsala H.P for successfully completing Training Programmes in High Attitude Adventure & Snow craft and escorting 30 boys and girls from North East in the wilderness of the Himalayas in 2010.
7. Awarded the Certificate of Participation for “Training of the Trainers in Life Skill” organised by RGNIYD Tamil Nadu, at IIE

- Guwahati 2011 under the Ministry of Youth and Sports, Govt. Of India selected as the Resource Person.
8. Board Member Committee of Courses and Studies (Under Graduate) in Education G.U.
  9. Supervisor of K.K Handique State Open University State Centre for M.A Practical Exam.
  10. Translator for Pratham Education Foundation A Community Welfare.
  11. Teacher in charge Vivekananda Youth Development Programme and Campus within the State.
  12. Selected as Resource Person for the capacity building training for North East Youth by "Rajiv Gandhi National Institute of Youth Development, Sriperumbudur Tamil Nadu"
  13. VC's nominee as subject expert in the Departmental Promotion Committee of JN College of Boko 2013 & for placement of S< grade scale of pay and associate professor scale of pay.
  14. Incharge in "Vijay- Hi- Vijay a State Level leadership programme for ignited youth" organised by Vivekananda Kendra, Kanyakumari Assam Prant (1-11-2009).
  15. Translation of course content of IGNOU Pratham Education Education Community College, 2011.
  16. Resource person for the workshop on "Exploring the Aim of Life" on 26-12-2012 in the diploma course in Elementary Education for newly appointed TET passed teachers under Assam State Education Department. The course was organised by KKHSOU D.K College Study Centre.
  17. Resource Person in the "Induction Course" for newly appointed teachers in Primary Schools organised by study centre of the K.K Handique State Open University, J.N College Boko (4-4-2013).
  18. Supervisor of Teaching Practical, M.A in Education (First Semester) K.K Handique State Open University (15-5-2012).
  19. Presented Guest lecture on "Role of Folk Media in conservation of Environment" in UGC sponsored Career Oriented Course in Folk Education of South Kamrup organised by D.K College Mirza (15-6-2010).
  20. Presented Guest lecture on "Impact of Globalisation on Folk Culture in the UGC sponsored Career Oriented Course in Folk Education of South Kamrup organised by D.K College, Mirza (15-7-2008).
  21. Presented Guest lecture on "Women Empowerment in South Kamrup" in the UGC sponsored career oriented course in Folk Education of South Kamrup (17-6-09).
  22. Paper setter of H.S Final Year.
  23. Examiner & Scrutiniser of B.A. final examinations.



24. External Examiner of Psychological Practical, B.A final examinations.
25. External Examiner of Psychological Practical B.Ed. final examinations.
26. Participated as NSS Programme Officer in the Cancer Awareness Programme in the adapted village "SARPARA".
27. Participated in Nutritional Awareness Programme in the adapted village "SARPARA".
28. Faculty (Practical) M.A. IDOL, G.U.
29. Talker All India Radio Guwahati.

### 35. SWOC analysis of the department of Future Plan :

#### Strength:

1. A computer with internet facilities for the teachers.
2. A wall magazine to encourage creativity among the students.
3. A Departmental Bulletin.
4. Seminar library for the students both Major and General.
5. Organises seminars and group discussion sessions with the students.
6. Organises Educational tour to the places of historical and educational importance.
7. Maintains good relationships with the Alumnae.
8. Organises guest lectures.
9. Students exchange programme.
10. High rate of pass percentage in both Major and General Course.
11. Personal and educational guidance to the students are also given by the faculty members.
12. Department is also a centre for conducting psychological practical of M.A. (IDOL), G.U.

#### Weakness:

1. Insufficient psychological apparatus in the laboratory.
2. Insufficient faculty members compared to the number of students enrolled.
3. Insufficient departmental furnitures for the faculty members.
4. English as a subject and as a language is a great challenge for the students.

#### Opportunities:

1. Students graduated with "Education" as major have fair chance of being employed in different levels of teaching profession.

2. Students from this department have reasonably good knowledge about child care and development and thus can go for opening crech.
3. Since in B.A. course there is a paper on Environmental Studies & Population, education students have the prospects of engaging themselves in various activities related to environmental protection & population control and can also render their services through different NGO's.
4. Students having education have a fair knowledge about life skills and its significance in day to day life.

#### **Challenges:**

1. Numbers of students in general classes are much higher than it should have been.
2. Faculty members of every department also have to take H.S. classes along with degree classes which are a great challenge for them, as number of teachers in the department is less.
3. Most of the students are from vernekular medium, thus English is a great challenge for them.
4. Faculty members at times face difficulties in performing their duties due to insufficient infrastructural facilities.

#### **Future Plan:**

1. To organise national level workshops and seminars.
2. To open up / introduce Montessori Course.
3. To introduce P.G. Course in the department.
4. To publish text books and reference books.
5. To organise extension activities related to environmental awareness and protection in the adapted village "SARPARA".
6. To organise a departmental Alumnae meet.
7. To organise awareness programme / workshops on job opportunities and employability.
8. To organise guest lectures.
9. To organise life skill workshops.

## DEPARTMENT OF ENGLISH

1. **Name of the Department : ENGLISH**
2. **Year of Establishment : 1988**
3. **Names of programmes / Courses offered (UG, PG, M. Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG courses in both Major and General.**
4. **Names of Interdisciplinary courses and the departments/ units involved :**  
At present, there is no interdisciplinary course in the Department. But some of the faculty members of the Department took Environmental Studies Classes till 2011.
5. **Annual/ semester/ choice based credit system (programme wise) :**

Programme	Level of study	System
TDC (General)	UG	Semester
TDC (Major)	UG	Semester

6. **Participation of the department in the courses offered by other departments :**

Some of the faculty members take PG classes in the Department of Assamese.

7. **Courses in collaboration with other universities, industries, foreign institutions, etc : NIL**
8. **Details of courses/ programmes discontinued (if any) with reasons :**  
No, there is no discontinuation of programmes as such.
9. **Number of Teaching posts :**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	02	02
Assistant Professors	01	01

10. **Faculty profile with name , qualification, designation, specialization, (D.Sc./ D.Litt./Ph.D./ M.Phil. etc.,) :**

Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph. D student guided last 4 years
Dr. Malabika Roy	M.A, Ph. D	Assistant Professor	Language and Linguistics	26 years	NIL
Ms. Minakshi Bairagi	M. A	Associate Professor	American Literature	22 years	NIL
Dr. Ranjan Bhuyan	M. A, Ph. D	Associate Professor	American Literature	22 years	Ph. D – 2 M. Phil - 4

**11. List of senior visiting faculty :**

Dr. Gargee Chakraborty, Associate Professor, Department of English, D. K. College, served as a visiting faculty for two times (2006-2007) for taking Spoken English Classes.

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:**

Temporary faculty manages the H.S classes and 5% of the degree classes. The Department does not have any practical classes.

**13. Student – Teacher Ratio (programme wise) :**

Year	Student – Teacher Ratio
2012 – 2013	83.67:1
2013 – 2014	73.67:1
2014 – 2015	71:1
2015 - 2016	77.67:1

**Enrollment of students:**

SL. No.	Year	TDC I/I&II Sem	TDC II/III&IV Sem	TDC III/V&VI Sem	Total
1	2012-2013	251(General)	-	-	251
		02(Major)	-	-	02
2	2013-2014	221(General)	-	-	221
		03(Major)	02(Major)	-	05
3	2014-2015	213(General)	-	-	213
		-	03(Major)	02(Major)	05

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NIL****15. Qualifications of teaching faculty with DSc/ D. Litt/ Ph. D/ MPhil/ PG :**

Ph. D – 02  
P.G. - 01  
PG (FDP) - 01

**16. Numbers of faculty with ongoing projects from (a) National (b) International funding agencies and grants received : 02**

1. FDP grant has been received by Minakshi Bairagi, Associate Professor, Department of English.
2. MRP grant has been received by Dr. Ranjan Bhuyan, Associate Professor, Department of English.

**17. Departmental projects funded by DST- FIST ; UGC , DBT, ICSSR, etc. and total grants received : NIL**

**18. Research Centre / facility recognized by the University : NIL**

**19. Publications :**

- **Publication per faculty**

- 1 Dr. Malabika Roy – ISBN -01, ISSN -01
- 2 Dr. Ranjan Bhuyan – ISBN – 05
- 3 Minakshi Bairagi – ISBN – 02, ISSN – 02
- 4 Priti Das - ISSN - 02

- **Number of papers published in peer reviewed journals (National/International) by faculty of students : NIL**

- **International Database : NIL**

- **Monographs : NIL**

- **Chapter in Books : NIL**

- **Books Edited :**

1. Dr. Malabika Roy-(a) Books (with ISBN) – 02  
(b) Journals (with ISSN) – 02

2. Dr. Ranjan Bhuyan – Book - 01

3. Minakshi Bairagi – Book – 01

- **Books with ISBN/ISSN numbers with details of publishers :**

1. Dr. Malabika Roy –

- (a) Book – 01 with ISBN No. 0978-81-926890-3-6(Published by Prakashana Upa Samiti, Silver Jubilee, D. K. Girls' College, Mirza).

- (b) Journal -01 with ISSN No. 2450-0546(Assam College Teachers' Association)

2. Dr. Ranjan Bhuyan-

- (a) Book – 01 with ISBN No. 0978-81-926890-3-6(Published by Prakashana Upa Samiti, Silver Jubilee, D. K. Girls' College, Mirza).

3. Minakshi Bairagi –

- (a) Book – 01 with ISBN No. 0978-81-926890-3-6(Published by Prakashana Upa Samiti, Silver Jubilee, D. K. Girls' College, Mirza)

- **Citation Index : NIL**

- **SNIP : NIL**

- **SJR : NIL**

- **Impact factor : NIL**

- **h- index : NIL**

**20. Areas of consultancy and income generated : NIL**

**21. Faculty as members in :**

- a) **National committees:** 01, Dr. Malabika Roy with Assam College Teachers' Association.

b) **International committees: NIL**

c) **Editorial Boards:**

1. Dr. Malabika Roy – 11(Books and Journals published by ACTA), 04(Editorial Board of Sudakshina), 01 (Book published on the occasion of Silver Jubilee Celebration of the College).
2. Dr. Ranjan Bhuyan – 08(Editorial Board of Sudakshina and the journal published by the Palashbari Sahitya Sabha, book published on the occasion of Silver Jubilee Celebration of the College).
3. Minakshi Bairagi - 08(Editorial Board of Sudakshina, book published on the occasion of Silver Jubilee Celebration of the College, Souvenir published on the occasion of Silver Jubilee Celebration of the College).

**22. Students projects :**

- a) **Percentage of students who have done in- house projects including inter departmental / programme : NIL**
- b) **Percentage of students placed for projects in organizations outside the institution i.e. in Research Laboratories/Industry/other agencies : NIL**

**23. Awards / Recognitions received by faculty and students :**

**Students:**

1. **Lipika Das** - Ambedkar Merit Award, 2013-2014.
2. **Nisha Rani Thakuria** - Ishan Uday Scholarship (UGC), 2015.

**24. List of eminent academicians and scientists / visitors to the department : 12**

**List of eminent academicians and scientists/ visitors:**

SL. No	Name	Designation	Period
1.	Dr. Gobinda Prasad Sarma	Ex-Prof., HoD, Dept. of English, & Dean of Arts.	2002
2.	Prof. Shukla Bhattacharjee	HoD, Dept. of English, D. K. College, Mirza.	2007
3.	Prof. Madhabi Medhi	Hod, Dept. of English, B.Barooah College, Guwahati.	2007
4.	Farida Sultana Haque	Senior faculty, Dept. of English, Saraighat College	2008
5.	Dr. Gayatri Goswami	Prof. & HoD, Dept. of Education, G.U.	2008
6.	Dr. Sandhya Goswami	Prof. & HoD, Dept. of Political Science, G.U.	2008
7.	Dr. Polly Vaqueline	Associate Professor, Dept. of Women Studies, G.U.	2011

8.	Dr. Jogen Ch. Kalita	Director, CDC, G.U.	2013
9.	Dr. Daya Nanda Pathak	Ex- Principal, Pragjyotish College, Guwahati.	2013
10.	Dr. Pradipta Borgohain	Prof. & HoD, Dept. of English, G.U.	2014
11.	Dr. Manashi Borah	Associate Professor, Dept. of English, G.U.	2014
12.	Dr. Debajit Das	Assistant Professor, Dept. of English, D.K.College, Mirza.	2015

**25. Seminars/ Conferences /Workshops organized & the source of funding : NIL**

**26. Student profile programme / course wise :**

Year	Name of the Course/Programme	Application received	Selected	Enrolled		Pass Percentage
				Male	Female	
2012-2013	B.A I&II Sem (General)	251	251	-	251	70.93%
	B.A I&II Sem (Major)	02	02	-	02	100%
2013-2014	B.A I&II Sem (General)	221	221	-	221	54.12%
	B.A I&II Sem (Major)	03	03	-	03	100%
	B.A III&IV Sem (Major)	02	02	-	02	100%
2014-2015	B.A I&II Sem (General)	213	213	-	213	73.30%
	B.A I&II Sem (Major)	-	-	-	-	-
	B.A III&IV Sem (Major)	03	03	-	03	100%
	B.A V&VI Sem (Major)	02	02	-	02	100%
2015-2016	B.A I&II Sem (General)	233	233	-	233	-
	B.A I&II Sem (Major)	07	07	-	07	-
	B.A III&IV Sem (Major)	-	-	-	-	-
	B.A V&VI Sem (Major)	03	03	-	03	-

**27. Diversity of students :**

Year	Name of the course	% of students from the same state	% of students from other	% of students
2009-2010	BA General	100%	0	0
2010-2011	BA General	100%	0	0
2011-2012	BA General	100%	0	0
2012-2013	BA General	100%	0	0
2013-2014	BA General	100%	0	0
2014-2015	BA General	100%	0	0

**28. How many students have cleared national and state competitive e examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? : NIL****29. Student progression :**

Student progression	Against % enrolled					
	2010	2011	2012	2013	2014	2015
Year- Wise						
UG to PG	-	-	-	-	-	100%
UG to B. Ed	-	-	-	-	-	-
PG to M. Phil		-	-	-	-	-
PG to Ph. D	-	-	-	-	-	-
Ph. D to Post Docotrate	-	-	-	-	-	-
Employed	-	-	-	-	-	-
-Campus selection	-	-	-	-		-
-Other than campus recruitment	-	-	-	-	-	-
Entrepreneurship / Self-employed	-	-	-	-	-	-



**30. Details of infrastructural facilities :**

- (a) **Library:** 01 No. with 300 Books.
- (b) **Internet facilities for staff & students:** Yes
- (c) **Class rooms with ICT facility:** NIL
- (d) **Laboratory:** NIL

**31. Number of students receiving financial assistance from college, university, government or other agencies:**

- Records of govt. Scholarships are available in the college office registrar.
- Special Scholarship/Award have been received by the following major students of the Department-

**Lipika Das** - Ambedkar Merit Award, 2013-2014.

**Nisha Rani Thakuria** - Ishan Uday Scholarship (UGC), 2015.

**32. Details on student enrichment programme (special lectures / workshops / seminar) with external experts :****Students Enrichment Programmes**

Sl. No.	Programme	Resource Person	Year
1.	Adhunikatabad aru Uttarahunikatabad (A lecture on Post Modernism)	Dr. Gobinda Prasad Sarma, Ex-Prof. & HoD, Dept. of English and Dean of Arts, G.U.	17.08.2002
2.	Communicative Language: Learning and Written Skill	Dr. Gargee Chakravarty, Associate Prof. & Ms. Jilmil Borah, Assistant Prof., Dept. of English, D.K.College, Mirza	24.10.2004
3.	One month course on Spoken English	Ms. Madhumita Chakravarty, a faculty member of Nandan Commercial Institute for Vocational Courses, Guwahati	30.06.2004 To 24.07.2004
4.	Modern Poetry in the context of Assamese & English Literature	Dr. Jagannath Barman, Associate Prof., Dept. of Assamese, D.K.Girls' College	06.08.2004
5.	Romantic Revival in Assamese Literature in the context of English Literature	Dr. Jahnobi Devi, Associate Prof., Dept. of Assamese, D.K.Girls' College	27.07.2004
6.	Development of Indian Short Stories with special reference to Amrita Pritam's Short Stories	Prof. Shukla Bhattacharjee, Dept. of English, D.K.College, Mirza	29.07.2007
7.	Aspects of Indian Drama with	Prof. Madhabi Medhi, Dept.	04.10.2007

	special reference to Vijay Tendulkar's <i>Ghasiram Kotwal</i>	of English, B.Barooah College, Guwahati	
8.	Feminism in the perspective of women students with reference to Varginia Woolf	Farida Sultana Haque, Senior faculty, Dept. of English, Saraighat College	10.10.2008
9.	Short Term Course on Spoken English	Dr. Gargee Chakravarty, Associate Prof., Dept. of English, D.K.College, Mirza	03.06.2008 To 21.06.2008
10.	Empowerment of Women: The Need of the Day.	Dr. Polly Vauquiline, Associate Professor, Dept. of Women Studies, G.U.	30.09.2011
11.	Victorian Novel	Dr. Debajit Das, Assistant Professor, Dept. of English, D.K.College, Mirza	21.11.2015

### 33. Teaching methods adopted to improve student learning :

1. Lecture Method.
2. Remedial Classes.
3. Tutorial Classes.
4. Group Discussion.
5. Assignments.
6. Question-Answer Method.
7. Narration.

### 34. Participation in Institutional Social Responsibility (ISR) and Extension activities

:

#### Dr. Malabika Roy

1. Coordinator, IQAC from 2003 to 2004 and from 2009 to till date.
2. In-charge of Students Activities – In-charge of Music and Culture more than 15 times.
3. Secretary, Music & Culture, Silver Jubilee Committee, D.K.Girls' College from 2012 to 2014.
4. Examiner, Scrutinizer, Head Examiner (Higher Secondary/Degree Final Examinations).
5. Invigilation Duty.
6. Assistant Officer In-charge.
7. Member, Centre Committee.
8. Member, Career Guidance Cell since 2000.

9. Member, English Study Circle.
10. Member, Women Cell.
11. Member, Editorial Board of Sudakshina for many times.
12. Member, Screening Committee for Promotion & Appointment for three times.
13. President, Teachers' Unit for six times.
14. Head of the Department from 1988 to August, 2012.
15. Member, Palashbari Sahitya Sabha.

### **Dr. Ranjan Bhuyan**

1. Coordinator, IQAC from 2005 to 2008.
2. In-charge of Students Activities – In-charge of Music and Culture, Sports, Literary Activities for many times.
3. Treasurer, Silver Jubilee Committee, D.K.Girls' College from 2012 to 2014.
4. Examiner, Scrutinizer, Head Examiner (Higher Secondary/Degree Final Examinations).
5. Invigilation Duty.
6. Assistant Officer In-charge.
7. Member, Centre Committee.
8. President, English Study Circle.
9. Member, Teaching, Learning and Evaluation Committee.
10. Member, Editorial Board of Sudakshina for many times.
11. Member, Screening Committee for Promotion & Appointment.
12. Secretary, Teachers' Unit for six times.
13. Head of the Department from September, 2012 to till date.
14. Vice Principal from 2013.
15. In-charge Students' Union.
16. Member, Palashbari Sahitya Sabha.
17. Life Member, Asom Sahitya Sabha.

### **Minakshi Bairagi**

1. In-charge of Students Activities – In-charge of Literary Activities.
2. Secretary, Silver Jubilee Committee, D.K.Girls' College from 2012 to 2014.
3. Examiner, Scrutinizer, Head Examiner (Higher Secondary/Degree Final Examinations).
4. Invigilation Duty.
5. Assistant Officer In-charge.
6. Member, Centre Committee.
7. Secretary, English Study Circle.
8. Member, Curricular Aspects Committee, Innovation and Best Practices.

9. Secretary, Career Guidance Cell since 2000.
10. Member, Women Cell.
11. Member, Palashbari Sahitya Sabha.
12. Member, Kamrup Anusandhan Samitee.

### 35. SWOC analysis of the department and Future plans :

#### STRENGTH:

1. This is the only Girls' College in the greater area of South Kamrup.
2. The Department has efficient, qualified and cooperative faculty members.
3. Library facilities.
4. Assistance provided to the students with poor economic backgrounds.
5. Competitions are held among the students to encourage creative writing.
6. Counselling is done outside the classroom.
7. Personal contact with students are encouraged to build a student friendly atmosphere.
8. Internal student evaluation method.
9. Emphasis on planned teaching with continuous monitoring and evaluation.
10. An open and friendly environment is emphasised to enable students to interact with faculty members during college time and also during non-teaching hours via phone.
11. Organisation and celebration of Teachers' Day and the faculty members and the students of the department take an active role in all the programmes organised by the college.
12. Participation of faculty members in National Seminars, Regional Workshops and Academic Courses.
13. Involvement of faculty members in various activities of the college and social levels.

#### WEAKNESS:

1. Poor electricity supply and back-up.
2. Lack of sufficient number of teaching staff.
3. Most of the students have a very poor background of the language that hinders the process of learning.
4. Being a foreign language English is considered to be a very difficult subject and it affects in the proficiency level of the students.
5. Lack of poor internet facility, and audio-visual teaching aids.
6. Parents prefer early marriages of their daughters.

**OPPORTUNITIES:**

1. The peaceful college environment offers the girl students a perfect environment of learning.
2. The girls' have greater opportunities to develop themselves in an environment free from gender related problems.
3. As the empowerment of women is the prime motto of the institution, so the students are allowed to interect the process of empowerment both inside and outside the classroom.
4. As the faculty members are well acquainted with the academic and personal problems of the students, so it helps the faculty members to solve all the related problems to counselling and teaching.
5. The motto of the department is to encourage the students to acquire the knowledge of the subject to ensure employability scope in different establishments.

**CHALLENGES:**

1. Most of the students have a very poor background of the language, therefore it has been a challenge for the faculty members to uplift them and make them sound in English so that they can handle their problems in professional, personal and social life.

**FUTURE PLAN:**

1. More upgradation of the department.
2. More innovation in the teaching-learning process.
3. To organise a National Seminar (Applied for).

## **DEPARTMENT OF HISTORY**

**1. Name of the Department:** **HISTORY**

**2. Year of establishment:** **1988**

**3. Names of Programmes/ Courses offered:** UG course in both Major and General Course.

**4. Names of interdisciplinary courses and the departments/ units involved:** The department offers three years Degree Semester course in both Major and General study as per the prescribed syllabus of the Gauhati University.

**5. Annual/ semester/ choice based credit system (programme wise):** The present programmes of study available in the department under different courses are of both annual and semester based. The semester based programme has been newly introduced by the Gauhati University for the three year (1+1+1) degree course with effect from the academic year 2010. The semester system is of three years duration with a total of six semesters, having two semesters in a year. In addition to this semester system, the annual based programme is also available for the final year students of the three year (1+1+1) degree students who had joined the course before the introduction of the semester system. Moreover, the higher secondary course is available in the department.

**6. Participation of the department in the courses offered by other departments:**

(a) Dr. Narakanta Adhikary, Associate Professor of the Department of History delivered a classroom lecture on "Philosophy of Srimanta Sankardeva" organised by the department of Philosophy D. K Girls' College Mirza, on 14<sup>th</sup> March 2014.

(b) Sanghamitra Singha Associate Professor of the Department of History took a class on "Gandhi's Role in the Freedom Movement of India" for the student of Philosophy Department on 30<sup>th</sup> April 2015.

**7. Courses in collaboration with other universities, industries, foreign institutions:** **NIL**

**8. Details of courses/ programmes discontinued (if any) with reasons:** The department offers courses/ programmes of study as per the Gauhati University prescribed syllabus. As of now there are no separate courses/ programmes of study. As such, the discontinued of any programme/ courses does not arise.

**9. Number of teaching posts:**

No. of teaching posts	Sanctioned	Filled
Professor	Nil	Nil
Associate Professors	02	02
Assistant Professors	00(Vacant)	00 (Vacant)

**10. Faculty profile with name, qualification, designation, specialization (D. SC/ D. Litt/ Ph. D/ M. Phil etc.):**

Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph. D students guided for the last 4 years
Sanghamitra Singha	M.A	Associate Professor	Socio-Economy History of Medieval India, Regional History	23	NIL
Dr. Nara Kanta Adhikary	M.A PH. D	Associate Professor	Socio-Economy History of Ancient India, Regional History	21	NIL
Vacant	.....				

**11. List of senior visiting faculty:**

1. Dr. Meeta Deka, Associate Professor Department of History, Gauhati University on 25/10/2011.
2. Dr. Paromita Das, Associate Professor Department of History, Gauhati University on 05/01 2012.

3. Dr. Dambarudhar Nath, Professor Department of History, Dibrugarh University On 11/02/2013.
4. Dr. Mrinal Borah, HoD, Department of History, Chhaygaon College on 03/06/2011.
5. Prof. Magrul Hussain, Associate professor, S.B Deorah College, Guwahati on 03/06/2011.
6. Dr. Priyam Goswami, Former HoD, Department of History, Gauhati University on 12/04/2015.
7. Dr. B.B. Mishra retired professor of Himalayan Studies, North Bengal University on 13/05/2015.

**12 Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 46.08%**

**13 Student – Teacher Ratio (programme wise) :**

#### Three Years Degree Course

Year 2011-2012	Major - 6:1	General – 6:1
Year 2012-2013	Major – 6:1	General – 9:1

#### Semester: Student – Teacher Ratio

Year 2013-2014	Major – 3:1	General – 5:1
Year 2014-2015	Major – 4:1	General – 7:1
Year 2015-2016	Major – 5:1	General – 5:1

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NIL**

**15. Qualification of teaching faculty with DSC/ D. LITT/ PH.D / M.PHIL/PG:**

Sanghamitra Singha	M.A.
Dr. Nara Kanta Adhikary	M.A. , Ph.D.

**16. Number of faculty with ongoing projects from:**

- (a). National: **01**
- (b). International: **NIL**



**(a) National**

Name of faculty	Project	Funding Agency	Duration	Amount
Dr. Narakanta Adhikary	Minor Research Project	UGC, NERO	2 YEARS From July, 2014 To July 2016.	2,20,000

**17. Departmental projects funded by DST – FIST ; UGC ; DBT, ICSSR and total grants received :**

One (1) departmental project funded to Dr. Narakanta Adhikary and the project is funded by UGC and the total grants received as follows –

(I). Dr. Narakanta Adhikary

Name of the faculty	Title of the project	Funding Agency	Amount
Dr. Narakanta Adhikary	Historical Importance of Samaria Satra with special reference to copper plate inscription and other Archeological sources	NERO UGC	2,20,000

**18. Research centre/facility recognized by the university: NIL****19. Publications:**

**Dr. Nara Kanta Adhikary**

**(a) Research Paper published with ISBN/ISSN:**

Sl. No.	Title of the Paper	Name of the Journal/Book	ISBN/ISSN	Year of Publish
1.	The Nature of God in Sankardeva's Philosophy	Darshan Prabandha Jyoti, published by Deptt. Of Philosophy, D.K.G.C., ed. Prof. K. Bora & Prof. M. Goswami	ISBN: 978-81-926890-6-7	January-2014

2.	Srimanta Sankaradeva and Indianness	Place of Assam in Indian Society, Culture and Economy, published by National Seminar Organising Committee, D.K.G.C., ed. Dr. G. Adhikary & Dr. N.K. Adhikary.	ISBN: 978-81-202-8766-2	2 <sup>nd</sup> & 3 <sup>rd</sup> July, 2014
3.	Satrar Pratisthapakar Sandhanat	Srimanta Sankaradevar Sikshar Prasangikata Bisar, ed. Prabhat Chandra Das.	ISBN: 81-901940-6-2	2013
4.	Origin of the Vaishnava Satras of Assam	Heritage, Published by Dept. of History, S.B. Deorah College, Guwahati, ed. Magrul Hussain	ISBN: 978-81-929759-3-1	October, 2015
5.	The Concept of God in the Religious Philosophy of Mahapurusha Srimanta Sankaradeva	Asomjyoti, vol.1, Research Journal, Deptt. of Assamese, J. N. College, Boko.	ISSN: 2319-8559	2013
6.	Komal Kabitar Bhabartha Bisar	Swarnalipi, Literary & Socio-Cultural Monthly Research Journal, Ghy-21	ISSN: 2231-0517	Dec.- 2013
7.	Kalaguru Bishnuprasad Rabhar Jiwan Darshsn	Janasewa, Monthly Research Journal, Chhaygaon	ISSN: 2319-2917	August-2015

**(b) Chapter Published in Books with ISBN:**

Sl. No.	Title of the Chapter	Name of the Book	ISBN	Agency	Year of Publish
1.	Buranji	TET Guide Book (VI—VIII)	ISBN: 978-81-244-0157-6	Chandra Prakash, Ghy-1	August-2011
2.	History	TET Guide Book (Paper I: Class I to V, Paper II: Class VI to VIII)	ISBN: 978-81-244-0189-7	Chandra Prakash, Ghy-1	Nov.- 2011
3.	Itihas Aru Sanskriti	TET Guide Book (IX-X)	ISBN: 978-93-244-0044-4	Chandra Prakash, Ghy-1	Nov.- 2012
4.	History and Culture	TET Guide Book (Class IX & X)	ISBN: 978-93-244-0061-1	Chandra Prakash, Ghy-1	Dec.- 2012

**(c) Books/Journals with ISBN/ISSN:**

Sl. No.	Name of the Work	Name of the Publisher	ISBN/ISSN	Year of Publish
1.	Ekabingsha Satikat Sankardev Aru Satra	Bhabani Books, Guwahati-26.	ISBN: 978-93-82624-97-4	March, 2014
2.	Place of Assam in Indian Society, Culture and Economy, Vol.-I (ed.)	National Seminar Organising Committee, D.K. girls' College, Mirza.	ISBN: 978-81-202-8766-2	July, 2014
3.	Place of Assam in Indian Society, Culture and Economy, Vol.-II (ed.)	National Seminar Organising Committee, D.K. Girls' College,	ISBN: 978-81-202-8866-3	July, 2014

**(d) Other Publications:****(i) Books**

Sl. No.	Name of the Work	Name of the Publisher	Fundamental/ Edited	Year of Publish
1.	Dakshin Kamrupar Aoitijya. Voi.- I	Shyabanti Adhikary, Boko	Fundamental	14 <sup>th</sup> February, 2003
2.	Chamaria Satrar Hate Likha Puthi-Panji: Sachipat, Tulapat Ityadi	Mazlish Smuha and Satra Parisalana Samiti, Chamaria Satra	Fundamental	February, 2004
3.	Dakhin Kulia Sri Sri Barvishnu Atar Charit	Satra Parisalana Samiti, Chamaria Satra	Edited	February, 2006
4.	Smaranika, Satradhikar Achyut Kanta Adhikary Smarak	Editorial Board	Edited	February, 2002

**(ii) Research Articles**

Sl. No.	Name of the Article	Name of the Publication	Published by	Year
1.	Prasin Luki Rajya: Ek Kshetra Bhattik Alosana	Souvenir	489 <sup>th</sup> Kendriya Chilarai Divas Celebration Committee, Boko	January, 1999
2.	Chakrasila: Ek Kshetra Bhattik Adhyan	Souvenir	Silver Jubilee Celebration Committee, Tarabari Anchalik High School,	April, 2003
3.	Chamariya Satra	Asamar Satra Parisay	Sri Sri Auniati Satra, Mazuli	March, 2004
4.	Satra	Impression	Department of History, D.K. Girls' College, Mirza	September, 2004
5.	Satra	Impression	Department of History, D.K. Girls' College, Mirza	2005
6.	Dakshin Pachim Kamrup Zila Satra Mahasabhar Antargata Satra Smuhar Samu Parisay	Satra Subhas	Dakshin Pachim Kamrup Zila Satra Mahasabha	November, 2005
7.	Reprint- Dakshin Pachim Kamrup Zila Satra Mahasabhar Antargata Satra Smuhar Samu Parisay	Satra Prabha	Assam Satra Mahasabha, 91 <sup>st</sup> Annual Conference	2007
8.	Barvishnu Atar Samu Jivan Charit Aru Asamiya Sahityaloi Takhetar Avadan	Dakshin Kol	Palasbari Sahitya Sabha	November, 2007
9.	Relevance of the Satras in 21 <sup>st</sup> Century A.D.	A bilingual annual publication	Teachers' Unit, D.K. Girls' College, Mirza	2007
10.	Hari Charan Atoi: Eti Alokpat	Satrapadma, Souvenir	Dakshin Pachim Kamrup Zila Satra Mahasabha	February, 2008
11.	Garo Gobinda Ata	Anawil, Souvenir	Bagai Sanskritik Sandhiya	May, 2008
12.	Garor Gobinda Ata:	Bhakati Kiran,	82 <sup>nd</sup> Annual	February, 2013

	Samannayar Sanskriti	Souvenir	Conference, Srimanta Sankaradeva Sangha, Assam	
13.	Rasalilar Srishti Katha Aru Asamat Iyar Avatarana	Rasakrira, Souvenir	Palasbari Rasamahotsva Samiti	November, 2014
14.	Bihut Vaishnavi Prabhav	Dighalati, Souvenir	Silver Jubilee Celebration Committee, Bhurkibari Anchalik Bohagi Utsav	April, 2015
15.	Mahapurusha Srimanta Sankaradevar Darshan	Sarbaganakar, Souvenir	Maharajat Jayanti Barsa, Srimanta Sankaradevar Janmotsav, Barphulguri Satra	September, 2015
16.	Dakshin Kamrupat Satra Sanskritir Dhara	Souvenir	20 <sup>th</sup> Annual conference, Assam Jnyan-Bijnyan Samiti, Boko	March, 2009
17.	Satra Aru Rasa Mahotsava	Rasakrira, Souvenir	64 <sup>th</sup> Palasbari Rasa Mahotsava Samiti	2010
18.	Satra Sanskritit Doul Utsavar Parampara	Sudakshina	19 <sup>th</sup> Vol., D.K. Girls' College, Mirza	2011
19.	Satra Parjatan Aru Gramya Unnayan	Swarnali, Souvenir	Golden Jubilee Celebration Committee, Bamunigaon Madhya Ingraji Vidyalyay	November, 2012
20.	Reprint-Satra Parjatan Aru Gramya Unnayan	Madhupur: Satra Institution and Culture	445 <sup>th</sup> Tithi of Srimanta Sankaradeva Committee, West Bengal	September, 2013
21.	Srimanta Sankaradevar Chatra Jivan	Souvenir	Golden Jubilee Celebration Committee, Boko M.V. School	2013
22.	Satra Kendrik Asamiya Upadhi	Dakshin Kol	31 <sup>st</sup> Vol., Palasbari Sahitya Sabha	2012-13
23.	Satrat Mahilar Sthan	Champakjyoti, Souvenir	60 <sup>th</sup> Annual Conference, ACTA, Chhaygaon College	October, 2013

**(iii) Popular Articles**

Sl. No.	Name of the Article	Name of the Publication	Published by	Year
1.	Ahom Jugar Sthapatya Aru Bhaskarjya	D.K. Girls' College Magazine	D.K. Girls' College	1994
2.	Dakshin Kamrupar Suwari Utsav	Namani Asamar Loka Sanskriti	Asom Sahitya Sabha, Sarthebari Session	1995
3.	Itihas Prasadhya Chamariya Satra	BJP Sambad	Publication Board, Assam BJP	1-15 June, 1996
4.	Aoitihask Chamariya Satra, Part-I	Dainik Asam, The Assamese Daily	Publication Board, Dainik Asam	26 <sup>th</sup> October, 1997
5.	Aoitihask Chamariya Satra, Part-II	Dainik Asam, The Assamese Daily	Publication Board, Dainik Asam	27 <sup>th</sup> October, 1997
6.	Cithir Majere	D.K. Girls' College Magazine	D.K. Girls' College	1997
7.	Dakshin Kuliya Barvishnu Ata Aru Mahapurusha Madhavadeva	Sonkosh	Asom Sahitya Sabha, Bilasipara Session	1997
8.	Rabha Hasang Sayatta Sasita Parisadar Kartbya	Dainik Asam, The Assamese Daily	Publication Board, Dainik Asam	6 <sup>th</sup> February, 1998
9.	Pepa	Dimali, Magazine	Bamunigaon Anchalik Rangali Bihu Sanmilan	1998
10.	Adhunik Bokor Rupkar Srijut Achyut Kanta Adhikary	Souvenir	Golden Jubilee Celebration Committee, Boko High School	1999
11.	Itihas Adhyan: Kichu Prasngik Sinta	Museum Bulletin, Vol.,-I	D.K. Girls' College Museum, Mirza	2002
12.	Sampratit Kalat Mahapurusha Srimanta Sankaradevar Prasangikata	D.K. Girls' College Magazine	D.K. Girls' College	2007
13.	Ya Devi Sarva Bhutesu	Mahismardini	Silver Jubilee Celebration Committee, Bongaon Sarbajanin Durgotsav	10-14 <sup>th</sup> October, 2013
14.	Bihur Keitaman	Souvenir	Golden Jubilee	24 <sup>th</sup> & 25 <sup>th</sup> April,

	Tukura Sinta		Celebration Committee, Bartari Anchalik Rangali Bihu Sanmilian	2015
15.	Smritigrantha, Paribartita Sanskriti Aru Samannayar Bihu	Enajari, Souvenir	Silver Jubilee Celebration Committee, Pub-Boko Anchalik Rangali Bihu Sanmilian	8 <sup>th</sup> – 10 <sup>th</sup> May, 2015
16.	Sanghita, Praktan Chatri Sanmilian, Itihas Bibhag Ittyadi	Sanghita, Mouth Speech	Alumnae Union, Department of History, D.K. Girls' College, Mirza	27 <sup>th</sup> June, 2015

### Mrs. Sanghamitra Singha

#### (a) Chapter in Books-

Name of the Teacher	Name of the paper	Year of publication	Name of the Journal	Volume	Name of the Author
Sanghamitra Singha	Forest and its impact on the Life of the tribal communities of South Kamrup	2014	History and Nature with special reference to South Kamrup	I	Ed – Dr. Gajendra Adhikary and Sanghamitra Singha
	Romila Thapar, the Icon of Indian History	2014	Rupalim (Silver Jubilee journal of D.K Girl's college , Mirza)	-	Dr. Jaganath Barman, Gajendra Adhikary
	Influence of Traditional Folk Belief and Health Practice on the Life of Pati Rabha of North East India	2015	UGC sponsored seminar paper collection. Place of Assam in Indian Society , Culture and Economy	-	Dr. Gajendra Adhikary and Dr. Nara Kanta Adhikary

**(b) Books Edited-**

Title of the Book	Name of the Editor	Name of the Place and Publication	Month/Year of Publication
History and Nature with special reference to South Kamrup	Sanghamitra Singha	Dakshin Kamrup Girls' College, Mirza	1 <sup>st</sup> January, 2014

**(c) Research Paper Published with ISBN/ISSN-**

Sl. No.	Title of the Paper	Name of the Journal/Book	ISBN/ISSN	Year of Publication
1.	Forest and its Impact on the Life of the Tribal Communities of South Kamrup	History and Nature with special reference to South Kamrup Published by Dept. of History, Edited by Dr. Gajendra Adhikary & Sanghamitra Singha.	0978-81-926890-8-1	1 <sup>st</sup> January, 2014
2.	Influence of Traditional Folk Belief and Health Practices of the Pati Rabha Communities of North East India	Place of Assam in Indian Society, Culture and Economy Published by National Seminar Organising Committee D. K. G. C Edited by Dr. Gajendra Adikary & Dr. Nara Kanta Adhikary	978-81-202-8766-2	3 <sup>rd</sup> January, 2014
3.	Traditional Religious Belief and Chief Dieties of the Pati Rabha Community	"Sanchipat" Vol-1 Published by Dept. of History, Puthimari College,	2340-0144	January, 2015



		Soneswar Edited by Dr. Tarun Dutta, Dr. Binita Das and Dwizen Barman		
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**20. Areas of consultancy and income generated: NIL**

**21. Faculty as members in:**

Name of Faculty	National committees	International committees	Editorial Board
Sanghamitra Singha	<ol style="list-style-type: none"> <li>1. NEIHA (NORTH EAST INDIA HISTORY ASSOCIATION)</li> <li>2. Kamrup Anushandhan Samiti</li> <li>3. Indian council of Social Science and Research</li> <li>4. Asom Sahitya Sabha.</li> </ol>	-	<ol style="list-style-type: none"> <li>1. Publication Sub-committee, Silver Jubilee celebration. Dakshin Kamrup Girls' College, Mirza (History and nature with special reference to South Kamrup). Edited the above mentioned book. Impression Departmental Bulletin</li> </ol>
Dr. Nara Kanta Adhikary	<ol style="list-style-type: none"> <li>1. NEIHA (NORTH EAST INDIA HISTORY ASSOCIATION).</li> <li>2. KAMRUPA ANUSANDHANA SAMITI (ASSAM RESEARCH SOCIETY).</li> <li>3. ASOM SATRA MAHASABHA.</li> <li>4. ASOM SAHITYA SABHA.</li> </ol>	.....	.....

**22. (a). Percentage of students who have done in-house projects including departmental/ programme: 100%**

**(b). Percentage of students placed for projects in organization outside the institution i.e. Research laboratories: NIL**

**23. Awards/Recognitions received by faculty and students:**

1. Pulama Das, National Merit Scholarship & Bogaram Das Bimala Das Award.
2. Dipika Das, Ishan Uday Scholarship.

**24 List of eminent academicians and scientists/visitors to the department:**

1. Dr. Meeta Deka, Associate Professor Department of History, Gauhati University on 25/10/2011.
2. Dr. Paromita Das, Associate Professor Department of History, Gauhati University on 05/01/2012.
3. Dr. Dambarudhar Nath, Professor Department of History, Dibrugarh University on 11/02/2013.
4. Dr. Mrinal Borah, HoD, Department of History, Chaygaon College on 03/06/2011.
5. Prof. Magrul Hussain, Associate professor, S.B Deorah College, Guwahati on 03/06/2011.
6. Dr. Priyam Goswami, Former HOD, Department of History, Gauhati University on 12/04/2014.
7. Dr. B.B. Mishra retired professor of Himalayan Studies, North Bengal University on 22/04/2015.

**25. Seminars/conference /workshops organized and the source of funding :** A proposal of National Seminar entitled “Place of Neo-Vaishnavite Movement of Assam in Indian Bhakti Movement- A Historical Comparison” submitted by the Department of History to UGC NERO dated 09/09/2015.

**26. Student profile programme/ course wise:**

Name of the Course	Year	Class	Application Received	Enrolled	Pass%
Three Year Degree Semester System	2012-2013	TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(Major)	10	09	67%
		TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(General)	25	19	100%
		TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(Major)	07	07	100%
		TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(General)	11	11	100%
	2013-2014	TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(Major)	20	19	66.67%
		TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(General)	12	10	100%

2014-2015	TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(Major)	06	06	100%
	TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(General)	10	10	80%
	TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(Major)	08	06	75%
	TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(General)	08	08	100%
	TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(Major)	18	18	100%
	TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(General)	08	08	100%
	TDC 5 <sup>th</sup> & 6 <sup>th</sup> Sem(Major)	06	06	100%
	TDC 5 <sup>th</sup> & 6 <sup>th</sup> Sem(General)	10	10	100%

### 27. Diversity of students:

Name of course	% of students from the same state	% of students from other state	% of students from abroad
UG(Major)	100%	NIL	NIL
UG(General)	100%	NIL	NIL
Semester UG(Major)	100%	NIL	NIL
Semester UG(General)	100%	NIL	NIL

### 28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services: 02

1. Tutumoni Nath (Defence Service).
2. Manashi Rabha (Defence Service).

### 29. Student progression:

Student progression	Against % enrolled
UG to PG ( 2009 – 2015)	100 in Major
PG to M. Phil (2009 – 2014)	NIL
PG to PH.D (2009 – 2014)	NIL
PH.D TO Post Doctoral (2009 – 2014)	NIL
Employed -campus selection	NIL
-other than campus recruitment	50%
Entrepreneurship / Self employment	40%

**30. Details of Infrastructural facilities:**

- (a). **Library** : **420** number of books in the departmental library.
- (b). **Internet facilities for staff and students**: **Yes**
- (c). **Laboratories**: **Museum** is used as the Sources of History.

**31. Number of students receiving financial assistance from college/university/Government or other agencies: Details are recorded in college office**

**32. Details on student enrichment programme (special lecture/workshops/seminar with external experts:**

Department of History organized special lectures in the dates and titles mentioned below –

**(a) Lectures:**

- (1) Inter Disciplinary Lecture- Resource Person Mr. Rupam Kumar Das, Dept. of Mass Communication & Journalism on 11/09/2015.
- (2) Proposed Series of Lectures by eminent personalities from different field –
  - (i) Dr. Ghanashyam Das, Physician, Gyneocologist.
  - (ii) Dr. Nityananda Gogoi, Ex-Principal, Bishwanath College.
  - (iii) Advocate Kashyapee Das, Guwahati High Court.

**(b) Seminar by students:**

- 1. Socio – Cultural History of South Kamrup with special reference to Temple and the Satras on 23/05/2014.
- 2. Importance of Cultural Developments of South Kamrup on 20.04.2015.

**33. Teaching methods adopted to improve student learning:**

Normally, lecture method is followed in class transaction. Besides this procedure, group discussions, remedial classes, home assignments, unit tests, class tests, library consultation, introduction of historical sources through Museum, educational tours, screening of historical movies, Documentation through power point, inter-departmental exchange programme and departmental seminars and lectures are engaged by the department. Maps, globes, laptops, Internet are frequently used in class transaction. Our teachers are available beyond class hours and even during vacations for academic interaction with students.

**34. Participation in Institutional Social Responsibility ISR and extension activities:**

- 1. (a) During the period between 2009 to 2015 several educational tours were conducted by the department of History. The Historical places include Guwahati, Madan

Kamdev in Baihata Chariali and North Guwahati on 29/12/2012, Hajo on 09/01/2015, Nirjeswari Temple, Pita Mata Temple, Dudh Konwari, Chandika Devalaya Temple in an around Mirza and South Kamrup.

(b) Proposed 3 Days Educational Tour to Sibsagar On Januaru, 2016.

2. Faculty members participated in a Vaccination Programme of Japanese Encefalaities organised by the Health Department of Government of Assam on 10/5/2013.

3. Participated in the Health Camp organised by Silver Jubilee Health Committee within the college campus on 15/11/2013.

4. All the faculty members actively participated in the year long silver jubilee celebration of D.K. Girls' College from 30/01/2014 to 02/02/2014.

5. Organised an Environmental Awareness Programme at Sarpara Girls High School dated 14/03/2014.

6. Faculty members acted as a Resource Person and Yoga instructor in various seminars in the college campus and also other places.

### 35. SWOC analysis of the department and Future Plans:

#### STRENGTH-

- 1) Organized **Alumnae Union by the Department of History** on 27/06/2015 and published a Mouth speech namely '**Sambhita**'.
- 2) **Remedial Classes for the Major students of Department of History in Spoken English.**
- 3) Increasing trend in enrolment and pass percentage of students.
- 4) Active involvement of Faculty Members in ACTA, i.e., Assam College Teachers Association.
- 5) Organising lectures of eminent Historians and Exparts.
- 6) Departmental library and its proper uses.
- 7) Association of the faculty members in many publications.
- 8) Involvement in Academic and Research Work.
- 9) Engagement in organising environment programme in nearby areas of the college.
- 10) Lastly, sincerity, devotion, punctuality and regularity of the teachers are the strength and assets of the department.

#### WEAKNESS-

- 1) Absence of permanent teacher as one sanction post is lying vacant since 2010.
- 2) The department is run mostly by 2 sanctioned teachers. Though there are 2 (Two) stop-gap lecturers, who, however can take classes for six months only and rest of the period are completed by the two sanctioned teachers which affects the Department in running smoothly.

- 3) Lack of adequate fund for the introduction of new history related programmes such as Museum Study Centre, Management of Manuscripts etc.

#### **OPPORTUNITIES-**

- 1) In spite of inadequate teaching faculty the department aim to initiate research activities and to develop the department into a well equipped Department.
- 2) There are ample opportunities for introducing a training course for competitive and civil service examination.

#### **FUTURE PLAN-**

- 1) To introduce P. G. Course.
- 2) To introduce Historical Tourism.

## DEPARTMENT OF HOME SCIENCE

1. **Name of the Department : HOME SCIENCE**
2. **Year of Establishment : 1988**
3. **Names of programmes / Courses offered (UG, PG, M. Phil, Ph.D. , Integrated Masters; Integrated Ph.D., etc.) : B.A with Home Science as elective subject UG)**
4. **Names of Interdisciplinary courses and the departments/ units involved: At present, there is no interdisciplinary course in the Department.**
5. **Annual/ semester/ choice based credit system (programme wise) :**

Programme	Level of study	System
TDC (General)	UG	Semester

6. **Participation of the department in the courses offered by other departments:**  
They study this subject as an Elective subject. The students of other major subjects need to study Home Science as an Elective subject. The faculty members of the Home Science department teach this course to the students having major subjects also.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc : NIL**
8. **Details of courses/ programmes discontinued (if any) with reasons : NIL**
9. **Number of Teaching posts :**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	01	01
Assistant Professors	01	01

10. **Faculty profile with name , qualification, designation, specialization, (D.Sc./ D.Litt./Ph.D./ M.Phil. etc.,) :**

Name	Qualification	Designation	Specialization	No of years of experience	No of Ph. D student guided last 4 years
Dr. Rekha Devi Borah	M.Sc , Ph.D	Associate Professor	Food and Nutrition	24 years	NIL
Mrs. Ranjana Deka	M.Sc	Assistant Professor	Extension Education	22 years	NIL

**11. List of senior visiting faculty : NIL****Details of senior visiting faculty****12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : NIL****13. Student – Teacher Ratio (programme wise) :**

Year	Student – Teacher Ratio
2009 - 2010	1:15
2010 – 2011	1:16.3
2011 – 2012	1:30
2012 – 2013	1:33
2013 – 2014	1:27.5
2014 – 2015	1:31
2015 - 2016	1:38

**Enrollment of students**

SL. No.	Year	TDC Sem I/I&II	TDC Sem II/III&IV	TDC Sem III/V&VI	Total
1	2009-2010	24	17	8	49
2	2010-2011	25	14	10	49
3	2011-2012	23	25	6	54
4	2012-2013	29	20	17	66
5	2013-2014	20	20	15	55
6	2014-2015	34	19	9	62
7	2015-2016	37	31	8	76

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :**

Name of Post	Sanctioned	Filled
Academic support staff (technical)	-	-
Laboratory Bearer	01	01



**15. Qualifications of teaching faculty with DSc/ D. Litt/ Ph. D/ MPhil/ PG :**

Name	D. Sc/ D. Litt/ Ph.D/ M.Phil/ PG
Dr. Rekha Devi Borah	Ph. D (2013)
Mrs. Ranjana Deka	PG

**16. Numbers of faculty with ongoing projects from (a) National (b) International funding agencies and grants received : NIL**

**17. Departmental projects funded by DST- FIST ; UGC , DBT, ICSSR, etc. and total grants received : NIL**

**18. Research Centre / facility recognized by the University : NIL**

**19. Publications :**

(a). **Publication per faculty**

(i). Dr. Rekha Devi Borah: **03**

(ii). Mrs. Ranjana Deka: **NIL**

- **Number of papers published in per reviewed journals (national/international) by faculty and students:**

Dr. Rekha Devi Borah: National – 02 (2009, 2014)

International - 01(2013)

- **Number of publications listed in International Database: NIL**
- **Monographs: NIL**
- **Chapter in Books :** Dr. Rekha Devi Borah - **03**
- **Books Edited:** Dr. Rekha Devi Borah – **01**, Mrs. Ranjana Deka - **01**
- **Books with ISBN / ISSN number with details of publishers:**

(A). **Dr. Rekha Devi Borah: 02**

1) A Text book of Home Science for 2<sup>nd</sup> semester, ISBN: 978-93-81689-51-6, Dutta Publication, North Lakhimpur Assam, 2013

2) Home Science: Concepts and Applications, ISBN: 0978-81-926890-0-5, Published by Silver Jubilee Publication Committee D.K. Girls' College, Mirza

(B). **Ranjana Deka: 01**, Home Science: Concepts and Applications, ISBN: 0978-81-926890-0-5, Published by Silver Jubilee Celebration Committee D.K. Girls' College, Mirza.

- **Citation Index: NIL**
- **SNIP: NIL**
- **SJR: NIL**
- **Impact factor: NIL**
- **L- index: NIL**

**20. Areas of consultancy and income generated :**

(i) House -hold Crafts.

- (ii) Garment making.
- (iii) Interior decoration.

#### 21. Faculty as members in :

- (i) National committees: **NIL**
- (ii) International committees: **NIL**
- (iii) Editorial Boards: **NIL**

#### 22. Students projects :

- a) Percentage of students who have done in- house projects including inter departmental / programme: **NIL**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research Laboratories/Industry/other agencies: **NIL**

#### 23. Awards / Recognitions received by faculty and students :

(1). Mrs. Ranjana Deka, faculty of the department, Ranger Leader received the Himalaya Wood Badge Certificate on 6.2.2009 at All Assam Cub- Bulbul Samaroh held at Geeta Nagar High School which was awarded after completion of Himalaya Wood Badge Training at Pachmarhi, Madhya Pradesh. It was also announced that Mrs. Ranjana Deka is one of the first among the three Himalaya Wood Badge holders from Assam.

(2). Dr. Rekha Devi Borah, faculty of the department was awarded Ph. D. degree by Gauhati University in 2013.

#### 24. List of eminent academicians and scientists / visitors to the department:

##### List of eminent academicians and scientists/ visitors:

SL. No	Name	Designation	Period
1.	Dr. Jyotsna Barua	Senior scientist, krishi vigyan Kendra, kahikuchi, Assam Agricultural University.	2011
2.	Dr. Arundhati Deka	Joint Director, Directorate of Medical Education, Govt. Of Assam.	2013
3.	Mr. Simanta Bairagi	Assistant vice president and Associate	2013
4.	Ms. Inu Barua	Director of Agency. Tata AIA Life Insurance co.	2013

5.	Ms. Abha Khanikar	Eminent Actress, T.V personality, Entrepreneur	2013
6.	Dr. S. Kakati	Assoc. Prof. Dept. of Home science Handique Girls college, Guwahati	2010,2011,2013,2015
7.	Dr. M. Goswami Misra	Assoc. Prof. Dept. of Home science HGC, Guwahati	2010,2011
8.	Dr. J. Goswami	Assoc. Prof. Dept. of Home science HGC, Guwahati	2012
9.	Dr. R. Goswami	Asst. Prof. and Head of Home science Dept. KRB Girls college, Guwahati	2012,2014
10.	Dr. M. Mazumdar	Asst. Prof. Home science Dept. Handique Girls college, Guwahati	2010,2013,2015

**25. Seminars/ Conferences /Workshops organized & the source of funding : NIL**

**26. Student profile programme / course wise :**

Year	Name of the course/program	Application received	Selected	Enrolled		Pass percentage
				M	F	
2009-2010	B.A General	5	5	-	5	80%
2010-2011	B.A General	11	11	-	11	100%
2011-2012	B.A General	8	8	-	8	100%
2012-2013	B.A General	14	14	-	14	93%
2013-2014	B.A General (6 <sup>th</sup> sem)	15	15	-	15	93.3%
2014-2015	B.A General (6 <sup>th</sup> sem)	8	8	-	8	56%
2015-2016	B.A General (6 <sup>th</sup> sem)	8	8	-	8	-

### Results of Final year students of the department

SL. No	Year	Total appeared	Total passed	Pass %
1	2010	5	4	80%
2	2011	11	11	100%
3	2012	8	8	100%

4	2013	14	13	93%
5	2014	15	14	93.3%
6	2015	9	5	56%

### 27. Diversity of students :

Year	Name of the course	% of students from the same state	% of students from other	% of students
2009-2010	BA General	100%	0	0
2010-2011	BA General	100%	0	0
2011-2012	BA General	100%	0	0
2012-2013	BA General	100%	0	0
2013-2014	BA General	100%	0	0
2014-2015	BA General	100%	0	0

### 28. How many students have cleared national and state competitive e examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? : **NIL**

### 29. Student progression :

Student progression	Against % enrolled					
	2010	2011	2012	2013	2014	2015
UG to PG						
UG to B. Ed	-	-	-	-		
PG to M. Phil						
PG to Ph. D	0	0	0	0		
Ph. D to Post Docorate	0	0	0	0		
Employed						
-Campus selection	0	0	0	0		
-Other than campus recruitment	0	0	0	0		
Entrepreneurship / Self-employed	17.64	20	20	21	-	-

Home Science is an Elective Subject. Thus question of UG to PG, PG to M. Phil or

Ph.D. does not arise here. The students have been empowered by Entrepreneurship Development and Self Employment only

### 30. Details of infrastructural facilities :

a) **Library: 01 No. with 120 Books**

b) **Internet facilities for staff & students: NIL**

c) **Class rooms with ICT facility: NIL**

d) **Laboratory:** 01 No. with facilities and equipments like Microscope, Cooking Gas, Sewing machines etc

31. **Number of students receiving financial assistance from college, university, government or other agencies: Details are recorded in college office**

32. **Details on student enrichment programme (special lectures / workshops / seminar) with external experts :**

#### Students Enrichment Programmes

SL. No.	Programme	Resource persons	Year
1.	Family Resource Management	Dr. Santana Kakati, HoD, Dept. of Home Science, Handique Girls' College, Guwahati	2010
2.	Developmental Problems in Early childhood	Dr. Jyotsna Barua, Senior Scientist, Krishi Vigyan Kendra, Kahikuchi, AAU.	2011
3.	Food and Health	Dr. Arundhati Deka, Joint Director Directorate of Medical Education	2013
4.	Cooking competition at 1). District level 2). South Kamrup level	1. Mr. Simanta Bairagi Asst. Vice President & Associate Director of Agency Tata AIA Life Insurance co. 2. Ms. Inu Barua Eminent Actress, T.V Personality 3. Ms. Abha Khanikar Entrepreneur	2013

**33. Teaching methods adopted to improve student learning :**

- (a) Lecture method.
- (b) Method Demonstration method.
- (c) Result Demonstration method.
- (d) Field trip, Field placement.
- (e) Display of Bulletin Board.
- (f) Use of Visual Aids in classroom.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

:

**Dr. Rekha Devi Borah**

- 1) Member of Examination Centre Committee, D. K. Girls' College, Mirza.
- 2) Assistant Officer Incharge D. K. Girls' College, Mirza in 2010.
- 3) Co-ordinator of Semester Exam 2012-13.
- 4) Head Examiner, Environmental Studies, T.D.C 2<sup>nd</sup> Year.
- 5) Examiner of H.S. Final Examination and T.D.C Final Exams.
- 6) External Examiner (Practical) AHSEC.
- 7) External Examiner (Practical) T.D.C Pass and Major Courses.
- 8) Paper Setter of G.U. (Pass and Major, Theory and Practical).
- 9) External Paper setter and Practical Examiner faculty of Home Science AAU Jorhat.
- 10) External Practical Examiner, Secondary Examination, National Open School.
- 11) Member, Committee of Courses and Studies in Home Science of G.U. from 2001.
- 12) Selected in the panel of authors of the text book on Home Science (Class X) by Board of Secondary Education Assam, 2009.
- 13) Translator of Class X manuscript on Home Science (Assamese to English, Chapter I) of SEBA, 2009.
- 14) Nominated by VC of G.U as Subject expert for promotion under CAS on 10.05.2013 and 20.02.2014.

**As a Resource Person**

- 1) NSS Unit, D. K. G. C, Mirza on 20/05/1999.
- 2) NSS Unit, Handique Girls' College, Guwahati on 07/04/2002.
- 3) D. K. College Mirza on 03/10/2002.
- 4) Dept. of Education D. K. College Mirza on 31/01/2008.
- 5) Resource person in the UGC sponsored Career Oriented Course in the topic in D.K College Mirza on 28/06/2008, 27/06/2009, 16/06/2010.
- 6) Resource person of Entrepreneurship Development Programme on Infant garment in Sajanpara village of Rani Development Block organised by Krishi Vigyan Kendra, Kamrup AAU, 2011.
- 7) As Judge for Competition of the events during 17<sup>th</sup> Annual State Level Horticultural Show-2011 on 11.02.11 and 12.02.11.

- 8) Resource Person in UGC Sponsored National Seminar on Place of Assam in Indian Society, Culture and Economy, D. K. G. C Mirza on 3<sup>rd</sup> July, 2014.

### **Mrs. Ranjana Deka**

1. Examiner of H.S. & T.D.C. final examinations.
2. External examiner (practical) of AHSEC, Assam.
3. External examiner (practical) T.D.C. Pass and Major, G.U.
4. Paper setter of G.U. (Pass and Major).
5. Evaluator of Secondary and Senior Secondary Examination of National Open School Examination.
6. Member, Committee of Courses and Studies in Home Science of G.U.
7. Assistant officer in charge H.S. 2<sup>nd</sup> Year Examination, 2011.
8. Assistant officer in charge T.D.C. 3<sup>rd</sup> and 4<sup>th</sup> Semester, 2014.
9. Assistant officer in charge T.D.C. 3<sup>rd</sup> Semester, 2015.
10. Selected as a **resource person** for two years in Krishi Vigyan Kendra, Kahikuchi, Assam Agricultural University 2010-2011.

### **35. SWOC analysis of the department and future plans:**

#### **STRENGTH**

1. Provision of Departmental Practical Laboratory.
2. Equipments like Microscope, Sewing machines, Cooking gas, burners, OTG etc.
3. Departmental Library with 120 books.
4. Well experienced and qualified faculty.
5. Emphasis on planned teaching with continuous monitoring and evaluation.
6. Field base activities and field visits, field placement and report writing.

#### **Relationship with students**

1. Easy access of faculty members during non-teaching hours via phone.
2. An open and friendly environment is emphasized to enable students to interact with faculty members.
3. Organisation and celebration of events like Teacher's Day, Diabetic Day, Nutrition week etc.

**Extension activities** - Extension activities like awareness programmes on Health, Nutritious food, Pre- school education are done by the students of the department in the community. The faculty members conduct short term package programme on Home Science for Non Home Science students of the college.

#### **Teachers Academic Initiatives**

1. Conduct counselling, seminars for students.

2. Participation of faculty members in national seminars, regional workshops and academic courses.
3. Involvement of faculty members in various academic committees at University, College and local levels.
4. Contributing chapters in text books articles, research papers in books and journals of national level.

### **WEAKNESS**

#### **(a) Infrastructure**

1. Lack of practical infrastructure.
2. Lack of practical equipments.
3. Poor electricity connection, supply and back-up.
4. Lack of regular teaching staff.

#### **(b) Learning Resources**

1. Lack of computers internet facility journals, audio- visual teaching aids, insufficient practical equipments.
2. Lack of latest books, journals and reading materials to cover the topics in the new semester syllabus.

#### **(c) Extension Services**

1. Constraints of time and leave facilities to undertake more extension activities.

**OPPORTUNITIES:** Home Science is a job oriented subject. Students with BA in their subject can establish themselves as good Entrepreneur.

### **CHALLENGE**

1. Lack of Laboratory Infrastructure and Equipments.
2. Scarcity of teachers.

### **FUTURE PLAN**

1. Opening Major Course in the subject.
2. Proposal for new vocational and job oriented short term training programmes.
3. More innovation in Teaching Learning Process.
4. Extension of the Departmental Laboratory.



## DEPARTMENT OF PHILOSOPHY

1. **Name of the Department** : **PHILOSOPHY**
2. **Year of establishment** : **1988**
3. **Names of programme/ course: UG course (Major + General)**
4. **Names of interdisciplinary courses and the Dept. / units involves:** The department offers three year Degree, semester course in both Major and General study as per the prescribed syllabus of the Gauhati University.
5. **Annual/ semester/ choice based credit system programme wise:**  
Both Annual and semester based. The semester based programme has been introduced in 2010.
6. **Participation of the Department in the courses offered by other programme :**
  - (i) Dr. Nara Kanta Adhikary Associate Prof. of History Department delivered a lecture amongst student on Sankaradeva's Darshan on 4.4.2014
  - (ii) Mrs. Sanghamitra Sinha, Associate Prof. Dept. of History took class for the sixth semester Major student of Philosophy Dept. on Gandhi role on movement of India.
7. **Courses in collaboration with other universities , industries , foreign institutions , etc. :** No courses have yet been introduced
8. **Details of courses / programmes discontinued ( if any) with reasons:**  
The Department offers courses as per the Gauhati University prescribed syllabus. As such the discontinuation of any programme /course does not arise.
9. **Number of teaching posts:**

Designation	Sanctioned post	Non sanctioned	Part time
Associate Prof.	One	-	One
Assistance Prof.	Two		

10. **Faculty profile with name, qualification, designation, specialization (DSC/Dtt /Ph. D/M. Phil):**

Name	Educational Qualification	Designation	Specialization	Teaching Experience	No. of Ph. D student guide
Mrs. Mitali Goswami	M.A	Associate Prof.	Logic	26	NIL
Mrs. Aloka Das	M.A	Assistant Prof.	Religion	25	NIL

Mr. Kamaleswar Borah	M.A M. Phil	Assistant Prof.	Logic	22	NIL
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**11. List of senior visiting faculty :**

- (i) Mrs. Minoti Borthakur, Cotton College, 2011, 9<sup>th</sup> September.  
(ii) Dr. Juthika Das, Handique Girls' College, 2011, 23th October.

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 20% of the lectures are delivered by Temporary faculties****13. Student – Teacher Ratio undergraduate course: 39:1 (present status)****14. Number of academic support staff( technical )and administrative staff sanctioned and filled: NIL****15. Qualification of teaching faculty with DSC/D. Litt/Ph. D/M. Phil/PG:****PG = 2****M. Phil = 1****16. Number of faculty with ongoing projects from (a) National (b) International funding agencies and grants received : NIL****17. Departmental projects funded by DST – FIST, UGC, DBT, ICSSR,etc. and total grants received: Applied for Minor Research Project.****18. Research centre/ facility recognized by the university: NIL****19. Publication by faculty :**

(A). Mitali Goswami-

**Chapter Published in Book:-**

Sl. No.	Title of the Chapter	Name of the Book	ISBN	Agency	Year of Publish.
1.	“Why Philosophy Important”	Dharshan Prabhandha Jyoti.	978-81-926-890-6-7	Prakashan Upa Samiti Silver Jubilee D.K Girls College.	2014.
2.	The Concept of God in the Philosophy of Gandhi.	Insight	978-93-5174-762-8	Dept. of Philosophy Chaygoan	2014

				College, Chaygoan.	
3	Purnatavada	Viswakosh Part-2	-	Assam Sahitya Sobha	2009

**Book published (Edited):**

Sl.No	Name of the book	Publisher	ISBN	Year of publish
1	DARSHAN PRABANDHA JYOTI	Prakasan upa samiti, Silver jubilee	978-81-926-890-6-7	2014

## A) Kamaleswar Borah-

**Participation in the faculty Development programmes:**a. **Participation in the O.P. and R.C.**

Name of programme	Organizing Agent	Date(s)
Orientation Programme	Academic Staff College, G.U.	5 <sup>th</sup> Nov. to 2 <sup>nd</sup> Dec. 2012
Refresher Course	Academic Staff College, G.U.	8 <sup>th</sup> Dec. to 28 <sup>th</sup> Dec.2014

b. **Participation in the seminars (with paper)**

Level	Organizing Agent & place	Topic	Title of the paper	Date(s)
National	Women's Forum, D.K.College,Mirza	Women and Environment- A look in to the issues, problems & opportunities	Women and Social Environment.	31 <sup>st</sup> March & 1 <sup>st</sup> April, 2013
National	Dept. of Chemistry & Dept. of Environmental Studies, D.K.College,Mirza	Social Issues and The Environment	Environmental Pollution (Air, Water & Soil), its Monitoring and Mitigation	31 <sup>ST</sup> Jan & 1 <sup>st</sup> Feb,2014
National	Dakshin Kamrup Girls' College, Mirza	Place of Assam in Indian Society, Culture & Economy	Bharatiya prekshya pratat Sankardevar Noitik chinta	2 <sup>nd</sup> &3 <sup>rd</sup> July, 2014
National	Deptt of philosophy, Hahir college, Dhakuakhana	Relevance of Gandhian thought in the present day situation	Swaraj: Anideal Freedom of individual	2015

c. **Participation in the Seminar (Without paper)**

Level	Organizing Agent	Topic	Place	Date(s)
State	Dakshin Kamrup College,	Satriya Nritya Kala	D.K.College, Mirza	20 <sup>th</sup> Dec, 2003
International	Char Areas Welfare Society for Socio-Economic Research	Problems & Prospects of Char Areas of the River Brahmaputra With Special Reference to Lower Assam	Alopati Majar Char Bazar, Barpeta	11 <sup>th</sup> & 12 <sup>th</sup> Jan, 2004
National	R.G.Boruah College	Importance of Vocationalisation in the Higher Education in View of Changing Trend in the Socio-Economic Aspects	R.G.Boruah College, Guwahati	9 <sup>th</sup> & 10 <sup>th</sup> Jan, 2004
National	Lakhimpur Girls' College	Best Practices Promotion Through Social Works	LAKHIMPUR Girls' College, North Lakhimpur	12 <sup>th</sup> & 13 <sup>th</sup> Sep, 2008
State	Kamrup Zone 'B', ACTA	Public Funded Education System: Challenges and Responsibility	D.K.Girls' College, Mirza	23 <sup>rd</sup> Jan, 2009
State	D.K.Girls' College, Mirza & Society for promotion of Entrepreneurship and Economic Development	Khadi and Village Industries	Dakshin Kamrup Girls' College, Mirza	21 <sup>st</sup> & 22 <sup>nd</sup> Nov, 2011

**d. Participation in the NSS Camp as a Programme Officer:**

National	Ministry of Human Resource Development, Dept. of Youth Affairs and Sports, Govt of India and Govt of Assam and co-ordinated by G.U.	Morigaon College, Morigaon	13 <sup>th</sup> to 17 <sup>th</sup> Oct, 2000
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**e. Participation in the workshop :**

National	Department of Philosophy, G.U.	Teaching of philosophy in Colleges & Universities of Assam: Problems and prospects	Guwahati University	29 <sup>th</sup> to 31 <sup>st</sup> May, 2013
National	Centre For Studies in Philosophy, D.U.	Philosophy Teachers' Meet	Dibrugarh University	25 <sup>th</sup> & 26 <sup>th</sup> March, 2015

**f. Participation in the Conference**

Level	Organizing Agent	Topic	Place	Date
National	ACTA, Assam	Annual Conference of ACTA	Barnagar College, Sarbhog	1 <sup>st</sup> Nov, to 4 <sup>th</sup> Nov, 2015
National	ACTA, Assam	Annual Conference of CTAA	Chhaygaon College, Chhaygaon	Nov. 2013

**g. Publications:****i. Research paper in State/National/International:**

Title of the Paper	Name of the book	Publisher	ISBN	Year
Swaraj : An ideal Freedom of Individual	Relevance of Gandhian thought in the present day situation	Kasturi printers, Guwahati	978-93-5105-207-4	2015
Trusteeship: A peaceful way of Economic Equality in the thought of Gandhi	Insight	Deptt of Philosophy, Chhaygaon College	978-93-5174-762-8	2015
Bharatyā prekshapatat Sankardevar noitik chinta	Place of Assam in Indian Society, Culture and Economy	National Seminar Organising committee, D.K. Girls' College, Mirza	978-81-202-8766-2	2014

**ii. Books-**

Sl. No	Name of the work	Name of the publisher	ISBN/ISSN	Year of publication
1	Prak-Socratis Darshan	Kamaleswar Borah, Mirza	---	2004
2	Darshanar Prabandha Jyoti (Edited)	D.K.Girls' College, Mirza	978-81-926890-6-7	2013
3	Greek Darshan	Katha Readers' Forum, Gauhati	978-81-89148-57-7	2015

**iii. Publications outside one's own discipline: ( A few number Article Published in locally Published Magazine):**

- JanajibanatKartabyabodhar Duhsamay: ati Anubhav: Kamrupa, Journal, Palashbari Sahitya Sabha.

- Sankaracharya aru Sankardevar Advaitavada: ati tulanatmak bichar: Bhakati Subhash, Journal, Sankardeva Sangha, Assam.
- Elimination of Metaphysics by A.J. Ayer: Viswakosh, Asom Xahitya Sabha.
- Refutation of Idealism by G.E.Moore: Viswakosh, Asom Xahitya Sabha.

(iii) Alaka Das -

- (a) The life of Philosophy of NietZchi “Darshan Prabandha Jyoti” 2014
- (b) Religion and Jiakur – Jiajoti sovenir of the Golden Jubilee celebration. Jiakur Rangali Bihu sanmilan 2015

**(B). Number of papers published in peer reviewed Journal (National / international by faculty and students: NIL**

**(C). Number of publication listed in international data base: NIL**

**(D). Memographs: NIL**

**(E). Chapter in books:** Darshan Prabandha Jyoti, “A collection of philosophical articles” (i) Mitali Goswami (ii) Aloka Das (iii) Mr. Kamal Bora

**(F). Books edited:** (i) “Darshan Prabandha Jyoti” “A collection of philosophical articles” edited by Mitali Goswami and Kamaleswar Bora. (ii) Greek Darshan (with ISBN 2015) Kamaleswar Bora.

**(G). Books with ISBN / ISSN Numbers with details of publishers:**

Darshan Prabandha Jyoti “A Collection of Philosophical Articles”

ISBN- 978 – 926890 – 6 – 7

Publishers: Prakash ana upa samiti silver jubilee. D. K. Girls' College

- **Citation index:** NIL
- **SJR:** NIL
- **Impact factor :** NIL
- **h– index :** NIL
- **SNIP :** NIL

**20. Areas of consultancy and income generated : NIL**

**21. Faculty as member in :**

- a) National committees : **NIL**
- b) International : **NIL**
- c) Editorial boards: **NIL**

**22. Students Project:** Percentage of students who have done projects in the 6<sup>th</sup> semester final examination guidance of faculty members of the Department as per recruitment of the syllabus of Gauhati University. 100% student who have done project.

**23. Awards / Recognitions received by faculty and students : NIL****24. List of Eminent academicians and scientists visitors to the Department :**

1. Dr. Saurav Pran Goswami. Prof. Department of Philosophy, Gauhati University, 2007.
2. Pradip Khataniar, Department of Philosophy, Cotton College, 2009.
3. Mrs. Minoti Barthakur, Retd. HoD, Philosophy, Cotton College, 2011.
4. Dr. Juthika Das, Retd. HoD, Philosophy, Handique Girls' College, 2011.

**25. Seminars/conferences/workshop organized and the source of finding :**

- a) National : **NIL**
- b) International : **NIL**

**26. Student profile programme (course wise):**

Session	Name of the course	Application received	Selected	Enrolled	Pass%
2012-2013	U.G.(M)	13	13	13	100%
	U.G (G)	46	46	46	100%
2013-2014	U.G.(M)	11	11	11	85%
	U.G.(G)	57	46	46	95%
2014-2015	U.G.(M)	16	16	16	100%
	U.G.(G)	56	56	56	91.66%
2015-2016	U.G.(M)	06	06	06	-----
	U.G.(G)	60	60	60	-----

**27. Diversity of students :**

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
UG (Major )	100%	-	-
UG (General )	100%	-	-

**28. How many students have cleared national , international and state competitive examination such as NET/SLET/GATE/CIVIL Services/Defence Services, etc. :  
NIL**

**29. Student progression :**

Student progression	Against enrolment
UG to PG	Thirty Two
PG to M. Phil	Three
PG to Ph. D	One

**30. Details of Infrastructural facilities:**

<b>Library:</b>	<b>Department Library</b>
<b>Internet facilities:</b>	<b>NIL</b>
<b>Classrooms ICT facility:</b>	<b>NIL</b>
<b>Laboratories:</b>	<b>N/A</b>

**31. Number of students receiving financial assistance from college, university, government or other agencies:****2012-2013**

- 1) Sangeeta Das – Gajendra Ch. Kalita Memorial Trust.
- 2) 6<sup>th</sup> Sem final exam Minakshi Kumari, Gajendra Ch. Kalita Memorial Trust.

**32. Details on student enrichment programme special lectures/ workshop/ seminar/ with external experts:** Class seminars and discussions are organised to enrich the students' knowledge base and also to overcome their difficulties.

**33. Teaching methods adopted to improve student learning:**

- 1). Lecture Method.
- 2). Group Discussion.
- 3). Class-room Seminar.
- 4). Interaction.
- 5). Home Assignment.
- 6). Remedial class.
- 7). Individual caring (Tutorial class).
- 8). Feedback and Evaluation.

**34. Participation in institutional social responsibility ISR and extension activities:**

(a). Faculty members of the Department participate in various awareness programmes on sanitation, hygiene, education and water quality issues in collaboration with WSSO.



(b). An orientation programme on necessity of Philosophy was organised among the students by the department of Philosophy on 6<sup>th</sup> November, 2015. A good number of students were participated in this programme.

(c). World Philosophy Day was celebrated on 19<sup>th</sup> November, 2015 by the Department of Philosophy with arranging valuable lectures of Dr. Bimal Mazumdar, Prof. Dept. Of Assamese, G.U. and Chairman of Sankardeva Study Centre, G.U., Dr. Nara Kanta Adhikary, HoD of History, Dr. Jagannath Barman, HoD of Assamese, D. K. Girls' College, Mirza.

(d). A bilingual departmental bulletin named "Bulletin on Philosophy" Volume-II was innagurated on the day of World Philosophy Day and it was innagurated by Dr. Ranjan Bhuyan, Vice-principal, D. K. Girls' College and HoD of English.

(e). A long day programme of Alumnae Meet was organised by the Alumnae Unit of Philosophy Department along with World Philosophy Day celebration on 19<sup>th</sup> November, 2015. Mr. Niral Sarma, Head Assistant, D. K. Girls' College was Chief Guest of this meeting

### 35. SWOC analysis of the department of future plan:

#### STRENGTH

1. Sincerity, devotion, punctuality and regularity of the teacher are the strengths and asserts of the department.
2. Faculties are dedicated and co-operative to the students.
3. Departmental library containing 200 books.
4. Preparation of course plan at the very beginning of each session.
5. Department has a record of academic progression in every year.

#### WEAKNESS

1. Due to the poor economic condition most of the students have to leave the college without completing the course.
2. Due to the poor economic condition of their family they have to search for job without completing their academic course.
3. Due to poor background of most part of the students, their parents encourage to take part in the marriage without completing academic course.
4. Low i-queue of the most part of the students.

#### OPPORTUNITY

1. Provision for remedial classes for the low i-queue students.
2. Provision for providing books from the department especially to the major students.
3. Class seminars are organised by the department in every Teachers' day and academic session.

4. A yearly departmental wall magazine "Dharshan Jyoti" has been published yearly.
5. A Biennial Departmental Bulletin has been published regularly.
6. A Philosophical journal has been provided to the students.

### CHALLENGES

1. Most of the students have to leave the college without completing their course due to the poor economic condition of their family and they have to search for job without completing their academic courses. We, the faculties of the department counselling them, suggesting them and sometimes providing help by giving money.
2. Awareness of the value education among the student and the local community.

### FUTURE PLAN

1. To invite external academicians of philosophy to interact with the departmental students.
2. To organise awareness programmes of Yoga and Meditation for the spiritual enrichment of students of the department and local schools.
3. A proposal submitted to UGC to organise a National Seminar on "Relevance of Gandhian Thoughts on Morality and Values in the era of Globalisation" in collaboration with the Department of History, D. K. Girls' College, Mirza.
4. Faculty members applied for Minor Research Project to the UGC.
5. Planned to organise Personality Development Programme with the help of Vivekananda Kendra, Guwahati.
6. Planned to organise an awareness programme on Environmental Ethics.
7. Planned to Organise Religious lecture on Tolerance and Secularism.
8. Planned to propose for a National Seminar on "Human Rights and Responsibility".

## DEPARTMENT OF POLITICAL SCIENCE

1. Name of the Department : **POLITICAL SCIENCE**
2. Year of Establishment : **1988**
3. Name of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc): **UG(Both Major and General)**
4. Name of Interdisciplinary courses and the departments/units involved: **NIL**
5. Annual/semester/choice based credit system (programme wise): **Annual and Semester.**
6. Participation of the department in the courses offered by other departments:  
Participates in the seminars and workshop offered by the other department and cells of the college.
7. Courses in collaboration with other universities, industries, foreign institution,etc: **NIL**
8. Details of courses/programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching post:

Designation	Sanctioned	Filled
Professor	NIL	NIL
Associate Professor	02	02
Assistant Professor	01	01

10. Faculty profile with name, qualification, designation, specialization,(D.sc/ D.Litt/ Ph.D/ M.Phil.etc)

Name	Qualification	Designation	Specialization	No of Years of Exp	No of Ph.D. students guided for the last 4 years
Mr. Haren Das	M.A	Associate Professor	Pub.Admn	24 years	Nil
Dr. Azizul Hoque	M.A., Ph.D	Associate Professor	Pub.Admn.	22 years	Nil
Dr. Haren Ch. Kalita	M.A.,B.Ed Ph.D	Assistant Professor	Pub. Admn	16 years	Nil

11. List of senior visiting faculty : **NIL**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **25%**
13. Student –Teacher ratio (programme wise):

Class	Total Student	Student Teacher Ratio	Session	Remarks
Sem I/II(Major)	6	1.5:1	2013-14	
Sem I/II(General)	106	26.5:1		
Sem III/IV(Major)	13	3.2:1		
Sem III/IV(General)	96	24:1		
Sem V/VI(Major)	16	4:1		

SemV/VI(General)	86	21.5:1	2014-15	
Sem I/II(Major)	4	1:1		
Sem I/II(General)	74	18.5:1		
Sem III/IV(Major)	6	1.5:1		
Sem III/IV(General)	79	19.75:1		
Sem V/VI(Major)	13	3.25:1		
SemV/VI(General)	46	11.5:1		
Sem I/II(Major)	13	3.2:1	2015-16	
Sem I/II(General)	72	18:1		
Sem III/IV(Major)	4	1:1		
Sem III/IV(General)	56	14:1		
Sem V/VI(Major)	6	1.5:1		
SemV/VI(General)	39	9.75:1		

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: NIL**

**15. Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M. Phil./ PG:**

**With Ph.D two/ with PG one**

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: One MRP, one applied for MRP**

Name	Title of Project	Funding Agency	Amount
Dr. Haren Ch. Kalita	Political participation of Women in Guwahati Lok Sabha Constituency in Assam.	UGC	2,55,000/- Sanctioned but not received

**17. Departmental projects funded by DST-FIST: UGC, DBC, ICSSR, etc and total Grants received : NIL**

**18. Research Centre/ facility recognized by the university : NIL**

**19. Publications by faculty : (2005-2015)**

**Book: By Dr.A. Hoque**

- Bharatar Rajnity-2014, Published by Silver Jubilee Celebration Committee, ISBN-987-81-926890-2-9

**Book: By Mr. H.Das**

- Bharatar Rajnity-2014, Published by Silver Jubilee Celebration Committee, ISBN-987-81-926890-2-9

**Books: By Dr.H.Ch. Kalita**

- Regional Politics, the role of Asom Gana Parishad- 2011, EBH, Publishers (India), Panbazar Ghy-781001, ISBN-789-93-80261-27-0

- Political Theory -2012, EBH, Publishers (India), Panbazar Ghy-781001, ISBN-987-93-80261-44-7
- Bharatar Rajnaitik Baboshtha-2013, Bhabani Books Pvt. Ltd., ISBN-987-93-82624-54-7
- Bharatar Rajnity-2014, Published by Silver Jubilee Celebration Committee, ISBN-987-81-926890-2-9

#### **Article-By Dr.A.Hoque**

- Participation of Assamese Women in the Freedom Struggle of India,-Place of Assam in Indian Society, Culture and Economy, vol-1, Jagaran Press Rajghar, Ghy-14

#### **Article- By Dr.H. Ch. Kalita-**

- Role of Asom Gana Parishad in Assam Politics and Future of Regionalism- Development Issues in contemporary India concept Publishing Company Pvt.Ltd New Delhi -110059, 2010, ISBN-13-978-81-8096-714-2.
- Climate Change: Its impact on nature-Women and Environment.-Degicraft, BeltolaTiniali, Ghy-28, 2013, ISBN-978-81-922965-1-7.
- Regionalism in India and Future of Regional Politics in Assam- Place of Assam in Indian Society, Culture and Economy, vol-1, Jagaran Press Rajghar, Ghy-781103,2014
- "Relevance of Gandhian Philosophy in the Present Context" Kasturi Printers Pvt. Ltd. ISBN- 978-93-5105-207-4.

**20. Area of consultancy and income generated: NIL**

**21. Faculty as members in a) National committees b) International Committees c) Editorial Boards : NIL**

**22. Student projects:**

**a) Percentage of students who have done in-house projects including inter Departmental/ programme : NIL**

**b) Percentage of students placed for projects in organizations outside the Institution i.e. in Research laboratories/ Industry/ other agencies Awards/recognitions received by faculty and students : NIL**

**23. Awards/ Recognitions received by faculty and students: NIL**

**24. List of eminent academicians and scientists/ visitors to the department:**

Dr. Alaka Sarma, Professor Political Science, GU.

Dr Gayatri Goswami, Dept. of Education G.U.

Dr. Sandya Goswami Professor Political Science, GU.

Dr. Subrajit Konwar, Dept. of Political Science, G.U.

**25. Seminars/ Conferences /Workshops organized & the course of funding:**

**a) National : NIL**

**b) International : NIL**

**26. Student profile programme/ course wise:**

Name of the course	Year	Class	Application Received	Enrolled	Pass Percentage
Three Years Degree Semester System	2012-2013	TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(Major)	13	13	92.3%
		TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(General)	111	111	86.48%
		TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(Major)	19	19	78.19%
		TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(General)	123	123	78.9%
	2013-2014	TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(Major)	6	6	100%
		TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(General)	104	104	84.6%
		TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(Major)	13	12	100%
		TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(General)	96	92	90.2%
		TDC 5 <sup>th</sup> & 6 <sup>th</sup> Sem(Major)	15	15	100%
		TDC 5 <sup>th</sup> & 6 <sup>th</sup> Sem(General)	86	86	85.18%
	2014-2015	TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(Major)	4	3	100%
		TDC 1 <sup>st</sup> & 2 <sup>nd</sup> Sem(General)	74	73	65.7%
		TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(Major)	6	6	100%
		TDC 3 <sup>rd</sup> & 4 <sup>th</sup> Sem(General)	79	74	78.3%
		TDC 5 <sup>th</sup> & 6 <sup>th</sup> Sem(Major)	13	12	100%
		TDC 5 <sup>th</sup> & 6 <sup>th</sup> Sem(General)	46	40	52.5%

**27. Diversity of students:**

Name of the course	% of the students from the same State	% of the students from the other State	% of the students from abroad
<b>UG</b>	<b>100%</b>	<b>NIL</b>	<b>NIL</b>

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil service, defense service etc? : NIL**

**29. Student progression: (UG to PG with Major course and PG to M.Phil) Year wise:**

Year	No of students for PG	No of students for M. Phil
2008-09	2	-
2009-10	2	-
2010-11	1	-
2011-12	2	-
2012-13	0	-
2013-14	2	-
2014-15	2	-

**30. Details of Infrastructural facilities:**

- a) **Library:** One departmental library having 237 books
- b) **Internet facilities for staff & students :** Yes, only for Faculty
- c) **Class rooms with ICT facility :** NIL
- d) **Laboratories :** NIL

**31. Number of students receiving financial assistance from college, University, Government or other agencies : NIL**

**32. Details on student enrichment programme (special lectures/ workshops/ seminar) with external experts : NIL**

**33. Teaching methods adopted to improve student learning: Lecture, discussion and feedback.**

**34. Participation in Institutional Social Responsibility(ISR) and Extension activities:**

The college organizes different programmes in nearby villages as a part of extension activities and we the faculty members participate in those programmes

**35. SWOC analysis of the department and future plans :****STRENGTH:**

- 1) Increasing number of students.
- 2) Departmental Library with sufficient number of books.
- 3) Well experienced and qualified faculty.
- 4) Emphasis is on planned teaching with continuous monitoring and evaluation.

- 5) An open and friendly environment is emphasized to enable students to interact with faculty members.
- 6) Extension activities like awareness programme on voting procedure.
- 7) Participation of faculty members in national seminars, regional workshops and academic courses.

**WEAKNESS:** Lack of sufficient classrooms, shortage of faculty.

**OPPORTUNITY:** Since the enrolment of student is increasing every year so the department has the opportunity to harness the talent if it is directed in a proper way with all modern teaching tools.

**FUTURE PLAN:** The department intends to provide online learning facilities, to introduce job oriented course for self sufficiency, to undertake research activities, to organize some seminars and workshops relevant with academic development and to provide better infrastructure to the students.



## **DEPARTMENT OF MASS COMMUNICATION & JOURNALISM**

**1. Name of the Department:** MASS COMMUNICATION & JOURNALISM

**2. Year of establishment:** 2014

**3. Names of Programmes/ Courses offered:** Bachelor of Mass Communication

**4. Names of interdisciplinary courses and the departments/ units involved:** The department offers three years Degree Semester course as per the prescribed syllabus of the Gauhati University.

**5. Annual/ semester/ choice based credit system (programme wise):** The present programme of study available in the department under different courses is semester based. The semester based programme has been newly introduced by the Gauhati University for the three year (1+1+1) degree course with effect from the academic year 2010. The semester system is of three years duration with a total of six semesters, having two semesters in a year.

**6. Participation of the department in the courses offered by other departments:**

Rupam Kumar Das, Assistant Professor of the Department delivered a interdisciplinary lecture on "Scope of Media Education" organized by the department of History, D. K Girl's College Mirza, on 11th September 2015.

**7. Courses in collaboration with other universities, industries, foreign institutions:** NIL

**8. Details of courses/ programmes discontinued (if any) with reasons:** The department offers courses/ programmes of study as per the Gauhati University prescribed syllabus. As of now there are no separate courses/ programmes of study. As such, the discontinued of any programme/ courses does not arise

**9. Number of teaching posts:**

No. of teaching posts	Sanctioned	Filled
Professor	Nil	Nil
Associate Professors	Nil	Nil
Assistant Professors	Nil	2(Contractual)

**10. Faculty profile with name, qualification, designation, specialization (D. SC/ D. Litt/ Ph. D/ M. Phil etc.):**

Name	Qualification	Designation	Specialization	No. of years of experience	No. of PH. D students guided for the last 4 years
Rupam Kr.Das	M.M.C	Assistant Professor	Communication Theory, Television Studies	1	NIL
Kashyapee Das	M.C.J	Assistant Professor	Media Law.	Nil	NIL

**11. List of senior visiting faculty: NIL**

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 100%**

**13. Student – Teacher Ratio (programme wise):**

**Three Years Degree Course**

**Year 2015-2016 : Number of students - 8**

**Semester: Student – Teacher Ratio**

**Year 2015-2016 4:1**

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: NIL**

**15. Qualification of teaching faculty with DSC/ D. LITT/ PH.D / M.PHIL/PG:**

Rupam Kr.Das	M.M.C
Kashyapee Das	M.C.J

**16. Number of faculty with ongoing projects from:**

- (a). National: **NIL**  
 (b). International: **NIL**  
 (c) **National**

**17 Departmental projects funded by DST – FIST ; UGC ; DBT, ICSSR and total grants received : NIL****18 Research centre/facility recognized by the university: NIL****19 Publications:****Rupam Kr.Das**

(a) Research Paper published with ISBN/ISSN:

Sl. No.	Title of the Paper	Name of the Journal/Book	ISBN/ISSN	Year of Publish
1	<i>Stereotyped North-East and National Media.</i>	MY FACTS- A Peer Reviewed Multidisciplinary Annual Journal. First Issue Vol-1, Session, 2014	ISSN:2394-1863	2014
2	<i>Social Media &amp; Political Public Sphere</i>	SUWANSIRI- A Peer Reviewed Research Journal on Arts, Science & Commerce. Vol II, Session-2015	ISSN: 2394-8779	2015

**(b) Chapter Published in Books with ISBN:**

Sl. No.	Title of the Chapter	Name of the Book	ISBN	Agency	Year of Publish
1.	Representation of North East India by National Media in Recent Kokrajhar Riot: A study with special reference to NDTV & CNN-IBN	<i>Metamorphosis</i>	ISBN 978-93-5104-150-4	Kasturi Printers & Publishers	2014

**(c) Books/Journals with ISBN/ISSN: NIL****(d) Other Publications: NIL****(i) Books : NIL****(ii) Research Articles: NIL****(iii) Popular Articles: NIL****20 Areas of consultancy and income generated: NIL****21 Faculty as members in: NIL****22. Student Project:****(a). Percentage of students who have done in-house projects including departmental/ programme: NIL****(b). Percentage of students placed for projects in organization outside the institution i.e. Research laboratories: NIL****23. Awards/Recognitions received by faculty and students: NIL****24 List of eminent academicians and scientists/visitors to the department: NIL****25. Seminars/conference /workshops organized and the source of funding: NIL**

**26. Student profile programme/ course wise:**

Name of the course	Year	Class	Application received	Enrolled	Pass percentage
Three Years Degree Semester System	2015-2016	B.M.C 1 <sup>st</sup> Semester	08	08	NA

**27. Diversity of students:**

Name of course	%of students from the same state	% of students from other state	% of students from abroad
B.M.C	100%	NIL	NIL

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services: NIL**

**29. Student progression: Does Not Arise**

**30. Details of Infrastructural facilities:**

- ❖ Library: 150 number of book in the departmental library.
- ❖ Internet facilities for staff and students: Yes. With 1GBPS BSNL Broadband Connection.
- ❖ Laboratories: The department is equipped with a fully functional computer laboratory with 3 Desktop with Audio and Video editing suit.. Apart from that the laboratory well equipped with one Canon 1200D DSLR Camera and one Sony 405Dx Handy cam.

**31. Number of students receiving financial assistance from college/university/Government or other agencies: Details are recorded in college office**

### 32. Details on student enrichment programme (special lecture/workshops/seminar with external experts):

#### (a) Lectures: NIL

❖ Proposed Series of Lectures by eminent personalities from different field –

(i) Sushanta Talukdar, Senior Correspondence, THE HINDU,

Editor. Nezone –The online magazine.

(ii) Syeda Ambia Jahan, Journalist, Aaj Tak,

(iii) Advocate Kashyapee Das, Gauhati High Court.

#### (b) Workshop:

(1) Workshop on Mass Communication Education.

(2) Pre admission counseling session for the students who desire to study Bachelor of Mass Communication course.

#### (c) Seminar by students: NIL

### 33. Teaching methods adopted to improve student learning:

Normally, lecture method is followed in class transaction. Besides this procedure, group discussions, remedial classes, home assignments, unit tests, class tests, library consultation, introduction of audio visual class, educational tours to media houses, screening of documentary and short films for student. Interactive session with faculty member one of key feature of this department.

### 34. Participation in Institutional Social Responsibility ISR and extension activities:

Active involvement of Students in documentation of all college functions through Photography and Video Recording.

### 35. SWOC analysis of the department and Future Plans:

#### STRENGTH-

1. The only department which generates fund for college.
2. Active involvement of Students in documentation of all college functions through Photography and Video Recording.
- 3 Departmental library with 150 Nos. of Book in its inception year and its proper uses.
4. Association of the faculty members in many publications.
5. Involvement in Academic and Research Work.

### **WEAKNESS-**

1. Less number of multimedia devices such as Computer, DSLR Camera, Handy Cam, FCP editing suits and a State-of Art Audio Visual Studio to smooth conduct practical classes.

### **OPPORTUNITIES-**

1. This departments aims to create a 'HUB of Media education for women' of entire North East Region including South Kamrup.

2. There are ample opportunities for introducing short term courses on Assamese Journalism, News Reading Anchoring and Citizen Journalism.

### **CHALLENGE –**

1. Cope up the students with the transformation of traditional course to professional course.

2. As the students are from rural background, they aren't updated to the present technologies. So, to introduce them to the latest technologies and help them to cope up with it.

3. Build up a professional mind set among the student of B.M.C.

### **FUTURE PLAN –**

1. To establish a Community Radio to provide a mechanism for facilitating individuals, groups, and communities to share their own stories, experiences and use it to community development as well as broadcasting aims.

2. Start an online magazine focusing on Assam and specially South Kamrup region, published and managed by the students of the department. It will make efforts to bridge the information gap on the region – a repository of traditional knowledge, a bio-diversity hotspot and a living museum of cultural diversities.

3. Start a series of yearly lecture by eminent person from the field of Journalism, as well as from other field on various issues of society.

## **CORE SUBJECT- ENVIRONMENTAL STUDIES**

**1. Name of the Subject:** ENVIRONMENTAL STUDIES

**2. Year of Introducing:** 2005

The subject “Environmental Studies” was introduced in the college in 2005 on the basis of the guidelines given by Gauhati University. During early years the college did not have separate faculty for teaching the subject. Till 2011 faculty members from all the departments cooperated and render their services for teaching the subject. In the year 2012 the college appointed a separate teacher for teaching the subject in H.S 1<sup>st</sup> year and B.A 2<sup>nd</sup> year (3<sup>rd</sup> & 4<sup>th</sup> semester).

**3. Aim and Objective of Introducing the Subject:**

It is a concern for all of us that the people of this planet never think about the future of the planet and are busy in destroying the precious and vast natural resources of it and have been polluting the different segment of the environment to meet our never ending needs and demands. The irresponsible and shameless behavior and attitudes of the people towards the environment have damaged almost all the natural and biological resources of the world. The damage and destruction of environment has reached such an extent that it may jeopardize the very existence of life. So the study of different aspect of the environment has become very essential in our educational process to create awareness among the students about the importance of the environment for existence of life on this planet. Students, scientists, academicians, environmentalists, social scientists and decision makers in national and international level have repeatedly pointed out that any solution to the environmental crisis require environmental awareness and a clear understanding of the problem. The answer to all these is to impart environmental education in all the stages of formal education. Accordingly in 2005 Environmental Studies has been introduced as a compulsory subject in B.A. 2<sup>nd</sup> year (3<sup>rd</sup> & 4<sup>th</sup> semester) by the G.U. From 2012, Environmental Studies has been introduced by the AHSEC in H.S first year course. The main aims are of introducing the subject in H.S and B.A course is-

- 1) To give up-to-date information to the student regarding modern environmental concepts like sustainable development.
- 2) To make them aware about the importance of biodiversity and ecosystem.
- 3) To make them aware about the environmental degradation and its causes and solutions.
- 4) To make them aware about environmental pollution its cause and solutions.
- 5) To give them knowledge about the relationship between population and environment.
- 6) To make them aware about major environmental issues.
- 7) To develop responsible attitude towards the Environment.



**4. Syllabus:** The syllabus is according to Gauhati University.

**For B.A 3<sup>rd</sup> semester**

Unit 1: Introduction

Unit 2: Biological Concepts

Unit 3: Biodiversity and Its Conservation

Unit 4: Natural Resources

**For B.A 4<sup>th</sup> semester**

Unit 1: Environmental Pollution

Unit 2: Social Issues and Environment

Unit 3: Human Population and Environment

Unit 4: Field Work

**5. Number of teaching Posts:**

Designation	Sanctioned Post	Non-Sanctioned Post (Regular)	Contractual
Associate Professor	NIL	NIL	NIL
Assistant Professor	NIL	NIL	01

**6. Number of Student:**

Because it is a compulsory subject in B.A.2<sup>nd</sup> year (3<sup>rd</sup> & 4<sup>th</sup> semester), all the students of B.A. 2<sup>nd</sup> year (3<sup>rd</sup> & 4<sup>th</sup> semester) are included.

**7. Faculty Profile:**

Name of faculty	Qualification	Designation
Nibedita Thakuria	M. Sc	Assistant Professor

**8. Result:**

Year	Class	Total Appeared	Total Pass	Pass%
2013	B.A. 3 <sup>rd</sup> Semester	179	154	86%
2014	B.A. 4 <sup>th</sup> Semester	166	160	96%
	B.A. 3 <sup>rd</sup> Semester	196	136	80%
2015	B.A. 4 <sup>th</sup> Semester	151	146	96%

## 9. Activities:

### Lecture Programmes

- ❖ Subject: Importance of Forest and Wild Life in Conservation and Protection of Natural Environment, Dated 27-08-2008, Resource Person: Sri Dharanidhar Boro, Regional Forest Officer, Kaziranga National Park.
- ❖ Subject: Wild life Conservation in North East India, Dated 17-09-2011, Resource Person: Dr. Prasanta Saikia, Prof. Department of Zoology, Guwahati University.
- ❖ Subject: Major Environmental Issues and the Threats to Environmental Pollution, Dated 03-11-2011, Resource Person: Kishore Kumar Talukdar, staff reporter, Seven Sisters Post.
- ❖ **National Environmental Awareness Mission 2012- 2013, in collaboration with Assam Science Society, Subject:** Environmental Awareness and Role of Women in Environmental Conservation, Health & Environment, dated 20-03-2013, Venue: D.K Girls' College, Mirza, Resource Person: Mrs. Subhalakshmi Deka, Circle officer, Palashbari Circle, Dr. Bhanu Saikia, Physician, 30 bedded hospital, Mirza.

### World Environment day Observation

Date: 05-06-2013

Venue: D.K Girls' College

General Meeting and Plantation Program were held.

No. of participants: All faculty member and around 110 students.

Time: 11.00am- 2.30pm.

### National Environmental Awareness Campaign 2013-2014, Organized by Assam Science Society in Collaboration with the Dept. of History, D.K. Girls' College, Mirza

Date: 14-03-2014

Venue: Sarpara Girls' High school, Sarpara

Plantation Program & general meeting was held.

No of participants: All faculty member and around 120 students.

Time: 10.30am- 2.30pm.

### World Environment day Observation

Date: 05-06-2014

Venue: D.K Girls' College

Plantation Program was held.

No of participants: All faculty member and around 115 students.

Time: 11.00am- 1.30pm.

### **World Environment day Observation**

Date: 05-06-2015

Venue: D.K Girls' College

General Meeting and Plantation Program were held.

No of participants: All faculty member and around 115 students.

Time: 11.30am- 2.00pm.

#### **10. Future plan:**

- 1) Cleanliness drives in and around the campus.
- 2) Medicinal garden within the campus.
- 3) Environmental awareness drive in the adopted village "Sarpara".
- 4) To conduct survey related to pure drinking water, waste management and environmental awareness.

**ANNEXURE - I****AFFILIATION CERTIFICATE FROM G.U.****GAUHATI UNIVERSITY**

Tele : 0361 - 2570 415 (Office)  
 Fax : 91-0361-2700 311  
 Gopinath Bardoloi Nagar  
 GUWAHATI - 781 014  
 Assam : India

No. GU/AFF/15/

Date : 11/02/2016

From : Dr. S.K. Nath, M.A., Ph.D., B.Ed,  
 Registrar,  
 Gauhati University

**TO WHOM IT MAY CONCERN**

This is to certify that Dakshin Kamrup Girls' College, Mirza, Dist.-Kamrup, Assam is affiliated to the **Gauhati University** since 1988-89 and recognized by the **University Grants Commission** and the following Courses are taught in the said College as per approval.

Sl. No.	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
1.	Three years B.A. General Course in English, MIL- (Assamese and Elective) Economics, Political Science, History, Education	Permanent		
2.	Three years B.A. Major Course in Assamese, Political Science, Economics, Education, Philosophy	Temporary		2015-16
3.	Three years B.A. General Course in Philosophy, Home Science	Temporary		2015-16'
4.	Three years B.A. Major Course in English and History	Permitted		2015-16
5.	Three years Degree General course in Journalism and Mass Communication.	Permitted		2015-16
6.	Post Graduate Course in Assamese	Permitted		2015-16.

Attested  
  
 Principal  
 Dakshin Kamrup Girls' College  
 P.O.-Mirza-781122

12.02.2016

11/2/16  
 Registrar,  
 Gauhati University

11/2/16



**OFFICE OF THE REGISTRAR:: GAUHATI UNIVERSITY**  
**Gopinath Bardoloi Nagar :: Guwahati-781 014**

No. GU/AFF/2014/

Date : \_\_\_\_\_

From : Dr. S.K. Nath, M.A., Ph.D., B.Ed.,  
Registrar,  
Gauhati University

To

The Secretary to the Govt. of Assam,  
Education (Higher) Department,  
Dispur, Guwahati-6

Sub : Government Concurrence

Sir,

I am forwarding herewith a copy of the Executive Council Resolution No.R/EC-07/2014/61(B)(5) dated 14.11.2014 on the above subject with a request to accord Concurrence of the State Govt. as required under section 21 (g) of G.U. Act, 1947 as amended upto date.

You are, therefore requested kindly to intimate necessary Concurrence of the State Govt. on the proposal at an early date, so as to enable this University to take further necessary action.

Yours faithfully,

Encl : As stated

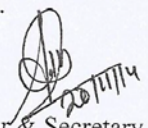
Sd/-  
Registrar & Secretary,  
Executive Council, G.U.

Date : 24.11.14

Memo No. GU/AFF/2014/7575-78

Copy forwarded for information and necessary action to :-

1. The Director of Higher Education, Assam, Kahilipara, Guwahati-19.
2. The Principal, D.K. Girls' College, Mirza, Dist.-Kamrup. You will be required to give an undertaking that the Principal and the College teachers will perform the Examination work as and when required by the University.
3. The Director i/c, College Development Council, G.U.
4. The Controller of Examinations, G.U.

  
Registrar & Secretary,  
Executive Council, G.U.

20.11.14

24-11-14

E.C.Res.No.R/EC-07/2014/61(B)(5) dated 14.11.2014  
D.K. Girls' College, Mirza, Dist.-Kamrup

Sub : Permission for opening TDC 1<sup>st</sup> year General Course in Journalism & Mass Communication for the Session 2014-15.

**DECISION OF THE EXECUTIVE COUNCIL :**

RESOLVED that the College be granted Permission for opening TDC 1<sup>st</sup> year General Course in Journalism & Mass Communication for the Session 2014-15 with the following condition.

- (1) To obtain the State Govt. Concurrence and submit the same to the University for necessary consideration.

RESOLVED also that a copy of the Resolution be sent to :

- (1) The Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati-6, for information and necessary action.
- (2) The Director of Higher Education, Assam, Kahilipara, Guwahati-19, for information and necessary action.
- (3) The Principal, D.K. Girls' College, Mirza, Dist.-Kamrup, for information and necessary action.

CERTIFIED  
14.11.14  
Superintendent  
Affiliation Branch

**Annexure – II**  
**Certificate of Accreditation by NAAC**



## Quality Profile

Name of the Institution : Dakshin Kamrup Girls' College  
Place : Mirza, Dist. Kamrup, Assam

Criterion	Criterion Score (Ci)	Weightage (Wi)	Criterion X Weightage (Ci x Wi)
I. Curricular Aspects	70	10	700
II. Teaching-learning and Evaluation	70	40	2800
III. Research, Consultancy and Extension	60	05	300
IV. Infrastructure and Learning Resources	70	15	1050
V. Student Support and Progression	70	10	700
VI. Organisation and Management	60	10	600
VII. Healthy Practices	65	10	650
		100	$\Sigma C_i W_i = 6800$

$$\text{Institutional Score} = \frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{6800}{100} = 68.00$$

*Aradh*  
Director



**Annexure – III**  
**Peer Team Report of NAAC**

**DRAFT REPORT**  
**ON**  
**INSTITUTIONAL ACCREDITATION**  
**OF**

**DAKSHIN KAMRUP GIRLS' COLLEGE**  
**MIRZA , DIST.: KAMRUP, ASSAM**

**September 22 –23, 2004**

**National Assessment and Accreditation Council**  
**Bangalore**

### Profile of the institution

<i>Name of the college</i>	: Dakshin Kamrup Girls' College Mirza, P.O. Mirza, Dist.: Kamrup, Assam
<i>University affiliated to</i>	: Gauhati University.
<i>Status of the College</i>	: Affiliated.
<i>Financial Category</i>	: Deficit grant – in – aid.
<i>No. of Departments</i>	: 8
<i>No. of Programmes</i>	: 1 + 2 certificate Course = 3
<i>Year of Establishments</i>	: 1988
<i>Recognition under UGC 2(f) &amp; 12 B</i>	: Not yet recognized.
<i>Location of the College</i>	: Rural
<i>Area of the Campus</i>	: 3.93 acres.
<i>Number of teachers</i>	: 29
<i>No. of Ph. D degree holders</i>	: 7
<i>Number of Non – teaching staff</i>	: 19
<i>Number of Students</i>	: 351
<i>Dropout rate</i>	: 13.22 % ( 2002 – 2003)
<i>Pass percentage</i>	: About 50 %
<i>Unit cost of Education</i>	: Rs. 6712 /- ( including salary) Rs. 1023/- ( excluding salary)



**PEER TEAM REPORT ON  
INSTITUTIONAL ACCREDITATION OF  
DAKSHIN KAMRUP GIRLS' COLLEGE, MIRZA.**

**SECTION 1 : PREFACE**

The Dakshin Kamrup Girls' College volunteered to be assessed by the National Assessment and Accreditation Council (NAAC) and submitted its Self Study Report (SSR) to NAAC in December 2003. A Peer Team was constituted by the Council to visit the institution and validate the Self Study Report. The Peer Team consisting of Prof. Asish Kumar Roy former Vice Chancellor, Kalyani University West Bengal as Chairman, Dr. Bijaylakshmi Mukherjee, Principal, Basanti Devi College, Kolkata as Member and Dr. Iswar Chandra Jena, H.O.D of Commerce (Rtd.) M.P.C. Autonomous College, Baripada, Mayurbhanj, Orissa as Member Co-ordinator visited the institution for two days, September 22 and 23, 2004.

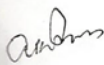
The Dakshin Kamrup Girls' College, Assam, was established in the year 1988. The mission of the college is to attain "Bidyaya Bindate Amritam" meaning education leads to enlightenment. The objective of the College is to impart the students the knowledge of the self and the knowledge that can prepare them to lead a happy and meaningful life. It aims at sustainable development of the women community of Dakshin Kamrup Area.

*Asish Kumar Roy*

The College is located at Mirza a rural area under the Palasbari Revenue Circle of Assam which is the central place of South Kamrup. It is situated 35 km away from the city of Guwahati. South Kamrup is inhabited by both tribal and non-tribal population, yet it is primarily dominated by the tribal and SC community. The main occupation of the people is cultivation. Dakshin Kamrup Girls' College is the only institution of higher learning for women in the greater area from Goalpara in West to Guwahati in the East. It is affiliated to Gauhati University and came under deficit grant-in-aid system of the Govt. of Assam in 1996. The College is yet to receive UGC recognition u/s 2(f) & 12 B of UGC Act.

The College has a campus area of 3.93 acres and offers one UG course in Arts and two certificate courses. It has a faculty strength of 29 permanent teachers including 19 female. There are 19 non-teaching staff who support administrative activities. During 2002 – 2003, there were 351 students reading UG and certificate courses. The college provides different support facilities to students, namely Central Library, Computer Center, Sports Facilities Canteen, College Museum etc. The temporal plan of academic work in the college is Annual System. During 2002-2003, the college had 282 working days and 154 teaching days. The unit cost of education is Rs. 6712 ( with salary) and Rs. 1023 ( without salary).

The Peer Team carefully perused and analysed the Self Study Report submitted by the institution. During institutional visit, the Team went through all the relevant documents, visited the departments and the facilities and interacted with the various constituents of the institution. The academic, co-curricular, extra-curricular, sports and extension facilities of the institution were examined. The Peer Team also interacted at length with the President and Members of the Governing Body, the Principal of the institution, non-teaching staff, student, parents and alumni of the institution. Based on the above exercise, and keeping in mind the criteria identified by NAAC, the Peer Team has taken the value judgment. The assessment of the institution under various criteria, the commendable features of the institution as well as the issues of concern are given in the following pages:



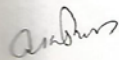
**SECTION 2 : CRITERION – WISE ANALYSIS :****CRITERION I : CURRICULAR ASPECTS.**

The College is an Undergraduate college affiliated to the Gauhati University. It offers only one programme in UG i.e. Three Year Degree Course in Arts. The College being an affiliated one has to adhere to the guidelines and framework of the curricular framed by the Gauhati University. The range of subject options available to the students include Home Science, Assamese, English, Economics, Education, History, Philosophy and Political Science. The student opting for Honours course can take up major subjects in Assamese, Economics, Education, Philosophy and Political Science. In addition to UG in Arts the college offers two self-financing certificate courses, namely Computer Course and Food Preservation. Recently the College has introduced one month certificate course in Seri culture.

Most of the subjects offered in the UG Arts attempt to provide knowledge to the students with little input of skill.

The Gauhati University updates and reviews the curricula keeping in mind the latest developments that take place in different subjects and also considering the demand of the teaching community in the subjects. The faculty members of the college participate in syllabus redesigning committee as and when invited by the University. The college has no autonomy to introduce new programme. No new courses have been introduced by the college during the last three years. In case of certificate course, the college can introduce the programme with due permission of the GB within short period of time.

There is no provision for receiving input / feedback from academic peers and employees on the curriculum adopted by the college. Both the Gauhati



University and the DPI conduct an academic audit every year in respect of the number of students, their pass-fail ratio, the number of teaching staff, their professional qualification etc.

In order to provide knowledge and skill to the students in different job-oriented sectors, the college has organized a number of seminars, workshops and training programmes during the last two years in the areas of Fruit and Vegetables Preservation, Proof reading, Clay modeling, Papad and Bhujiya making, Nursery etc. A large number of students of the college participated in the above programmes.

#### **CRITERION II : TEACHING – LEARNING AND EVALUATION**

The college follows a transparent admission policy which is adequately highlighted in the prospectus. Admission to UG course is done on the basis of academic records. The Admission Committee oversees the admission process in the college. There is a provision to organize tests in major subjects to assess the knowledge and skills of the students after admission. However there is no provision for assessing the knowledge and skills of the students in general subjects. The teachers of the college mostly follow the classroom – lecture method for teaching. Different departments conduct unit tests, seminars, to monitor the progress of the students. The advanced learners are provided personal counselling reference book from central and departmental library.

The College does not have any fixed format for preparation of teaching plan. Individual teachers are encouraged to make teaching plan on their own at the beginning of the new academic session. The teaching plan contains the time table, lesson plan for the entire session. The college authority should make it obligatory on the part of all the teachers to prepare teaching plans annually. The syllabus recommended by the University are yet to be modularized by respective departments. However, the syllabi are unitized according to the teaching schedule

*Arjun*


of the teachers. Lecture method is supplemented with other learners centered teaching methods, like seminars, workshops, inter-department and inter-collegiate educational exchange programme, exhibition of historical and culture heritage etc. During the session 2002-2003 the college had 241 working days and 154 teaching days.

The College follows annual methods of evaluation as prescribed by the Gauhati University for under graduate courses. This is communicated to the students at the beginning of the year through the prospectus announcing in inaugural classes and at the time of admission.

The recruitment of teachers for the college is done on the basis of the rules and regulations framed by the Directorate of higher Education, Govt. of Assam. For recruitment of teachers it is advertised in the newspaper after getting the approval of the Governing Body (GB). The selection committee consists of the GB President, Principal, Nominee of the Vice- Chancellor, and Nominee of the Govt. New teaching posts are created as and when new subjects and new course are introduced. The college has the freedom to appoint temporary teachers and pay salary from the college fund.

To update their knowledge, teachers of the college participate in different seminars, workshops, and refresher courses. During the last 2 years, 19 teachers of the college participated in national and international seminars, workshops and conferences. 20 teachers of the college attended refresher courses and orientation programmes. At the college level, a number of seminars, workshops and training programmes have been organized during the last 2 years mostly in vocational / job oriented sectors.

The college does not have any system of teacher's self appraisal. However, it has introduced formats for collecting student's feedback on teachers performance mostly relating to teaching method, communication skill, the use of teaching aids,



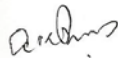
the evaluation methods etc. Steps have also been taken to collect feedback from alumni and parents on academic activities, infrastructure and their experience about the various other activities of the college. The college is yet to collect students evaluation on campus experience and take necessary steps to use the significant feedback.

### **CRITERION III : RESEARCH, CONSULTANCY AND EXTENSION**

Being an undergraduate college, which offers only one UG programme in Arts, there is more emphasis on teaching than research. Out of the 29 permanent teachers of the college, Seven are Ph. D degree holders and two have M.Phil degree; the rest 20 are with only P.G. degree. The faculty members of the college do publish articles and books. Most of the departments have initiated publishing Bulletin. The College has no research committee nor there is any provision of financial grants or other assistance to the teachers for encouraging research. The college should encourage research activities by the faculty members. Attempts to avail U.G.C. Minor and Major research projects may be explored.

The extension activities of the college include survey works on sericulture, socio-economic conditions of the people of the adopted village, programme on food preservation, organizing workshops on environmental awareness and sanitation, awareness programme on medicinal plants etc. All these activities were organized with the help of Govt. and Non-Govt. organizations.

The College has one unit of NSS, which was set up in the year 1995. The unit attempts to organize various social service activities so as to develop the all-round personality of the students through the community service. During the last 2 years, the NSS unit of the college has organized workshops on immunization, role of mother in the growth of the child, national integration camp, cleanliness of college campus etc. The NSS unit of the college also observed every year various important days like World Health Day, Teacher's Day, World Food Day, Savings





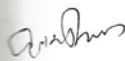
Day, Nutrition Week, International Literacy Day etc. The College has formed Bharat Scouts and Guides during the session 2004-2005.

#### **CRITERION IV : INFRASTRUCTURE AND LEARNING RESOURCES**

The College has a campus area of 3.93 acres of land. It has eight class rooms, administrative office, two laboratories for education and Home Science, Central Library, Computer Center, Canteen, Conference Hall, Medium-size Play Ground, College Museum etc. The campus is maintained beautiful and pollution free through plantation, gardening, sanitation and through the campus cleanliness drive organized from time to time by the teachers and students. The College campus has its boundary and fencing in all sides. The College maintains the infrastructure from its own fund through the maintenance committee. The College has a master plan for future growth of the infrastructure to keep pace with the growth in the academic activities of the college.

The College has a central library, which is used both by the students and the teachers. The library has 5365 books and 10 journals and periodicals. The library is kept open from 10 a.m. to 4 p.m. on all working days. In 2002 – 2003, the college library had 282 working days. The library is managed through a Library Advisory Committee. The College has initiated book bank system. There is no reprographic facility inside the library. The library is yet to be computerized, thus lacking in providing internet facilities. Facilities available in the library need improvement. The College has a Computer Centre with three computers only without internet connection. The computer center is kept open from 9 a.m. to 4.30 p.m. on all working days and is accessible to the students and teachers only in the off hours. Except the computer center, no other department of the college has computer. The College is yet to make use of services of inter-university centers like CEC and INFLIBNET etc.

The College does not have a health center. Only first aid facilities are provided to the students and members of the teaching and non-teaching staff. It



provides limited sports facilities to the students through the sports club formed in the year 2002. The College is yet to encourage the students to participate at the University, State, Regional, National and International athletic and sports meets. Trophies and Prizes are awarded to outstanding players on occasions like college week and other important celebrations.

Hostel facilities are not available in the campus. The College has a museum, which was set up 1996. It encourages the students and teachers to collect things of historical importance. It emphasizes on creating an awareness on conserving and preserving the cultural heritage of the region.

#### **CRITERION V : STUDENT SUPPORT AND PROGRESSION**

The College admits students to the UG programme on the basis of the rules and norms of the University and State Government. It publishes the prospectus every year. The admission criteria and other important academic information are made clear to the students through the prospectus.

Above 90% of the students enrolled appear at the qualifying examination after completing the minimum period of study. The drop out rate varies between 7.8% to 13.2% during the last 3 years. The average success rate in the university examination 50%.

The College has provision to offer different types of financial aids and scholarship to meritorious and deserving students. The different types of financial aids include National Scholarship, SC/ ST/ OBC and Physically Handicapped Scholarship, Ex-tea Garden Worker Scholarship etc. The needy students also receive financial aid from the Students' Aid Fund.

Two Trusts have been created in the college in memory of Gajendra Chandra Kalita and Bhupendra kumar Choudhury through donations made by their

*andhra*

family members. The Trusts provide financial awards annually to highly meritorious students of the college. Beside, there is another Trust named Binapani Mahanta Memorial Trust for organizing bi-annual endowment lectures in different disciplines. During 2001-2002, the college has disbursed Rs. 5,16,449/- as different types of scholarship to the students.

The College has no Employment Cell, but it has a Career Guidance Cell, which offers career counselling and encourages the students for self-employment. The teachers of the college do provide academic and personal counselling to the students relating to selection of electives, career choice, vocational education etc.

The College has an Alumni Association formed recently. It has already enrolled 293 members. The Association is involved in plantation and cultural activities, preparation of wall magazine known as Smrutilekh and participation in various workshops and seminars organized by the college from time to time.

In order to encourage value based education and promote the physical and mental health of the students, the college provides various recreational facilities like indoor games, student's magazines, cultural activities and limited type of outdoor games.

#### **CRITERION VI : ORGANISATION AND MANAGEMENT**

The Dakshin Kamrup Girls' College is managed by a Governing Body constituted in accordance with the Assam Non-Government College Management Rules 2001. The GB which is the highest authority of the college plays an important role in the overall management of the institution including the appointment of teaching and non-teaching staff, major purchases, construction activities etc. The principal of the college executes all the decisions taken by the GB meeting.



Besides the GB, the co-ordinating and monitoring mechanism in the college is helped by 9 different committees, 5 different cells and a teachers unit that concern themselves with the internal and external affairs of the college. All such committees and cells are headed by the Principal of the college.

The College has one Internal Quality Assurance Cell established in July 2002 with the objective of monitoring the quality of education and motivating the members of the teaching and non-teaching staff to improve their performance and to make a holistic approach in respect of observing, judging and assessing the overall quality of the institution.

The College does not have any inbuilt mechanism to judge the efficiency of the non-teaching staff. There is no scheme to promote professional development of the non-teaching staff. It has one Grievance Redressal Cell which deals with the grievances of both employees and students.

The College has a well-established system of financial planning and control. The budget is prepared annually. A Professional auditor audits the financial transactions every year.

The College has a deficit budget for the last three years. It collects fees from the students as per the rate approved by the Govt. of Assam. In addition the college management has also been able to mobilize resources from different external sources like MLA, MP, LAD Fund, donors and other private institutions. The college has also started two self-financing courses during the last two years.

The College has the provision to offer limited welfare supports to its employees. There is one Teachers and Employees Welfare Fund created in 1998 through collection of Rs. 10/- from each member. The fund provides financial assistance to its members in cases of hardship, major accidents and in case of treatment of any major disease. The fund also provides financial help to the members at the time of retirement. The College has another saving society known



as "Mutual Aid Fund" established in the year 1989. The Fund collects membership fees from the members (both teaching and non-teaching) and provides loan to them at a specific rate of interest.

Besides the Grievance Redressal Cell, the college has encouraged the formation of students' Union and Teachers Unit, both of which are formed every year through the election process. These two units monitor and try to solve the problems of the students and teachers through the co-operation of the college authorities

#### **CRITERION VII : HEALTHY PRACTICES**

The Peer Team has identified few unique features, which enhance the academic ambience of the institution. They are as follows :

- The holding of a number of vocational workshop / seminars for the students.
- The setting up of the Internal Quality Assurance Cell to monitor the quality of academic activities.
- The creation of the Teachers and Employees Welfare Fund and the Mutual Aid Fund for the benefit of the employees.
- The practice of protecting and preserving the cultural heritage of the area through the museum.

#### **SECTION 3 : OVERALL ANALYSIS**

The Peer Team, after going through the Self Study Report and after its visit to various academic and physical facilities, is impressed by the efforts of the Dakshin Kamrup Girls' College in imparting higher education for the all-round development of the women in the Dakshin Kamrup area. The Peer Team considers that there are a number of features of Dakshin Kamrup College's approach to quality assurance and standards, which it would wish to commend. Also the Peer



Team would like to bring to the attention of the college certain concerns for its consideration. The Peer Team would like to commend the institution for the following aspects.

1. Active encouragement and support given by the President and the Members of the Governing Body to the institution.
2. Dedication and commitment of the teaching and non-teaching staff of the college.
3. The effective leadership provided by the principal in the management of various academic and administrative matters.
4. The high percentage of enrolled students appearing at the qualifying examinations.
5. The various committees formed for ensuring participatory management, effective monitoring and implementation of different activities.
6. The effort of the college in mobilizing donations from different individual and institutional sources.
7. The practice of career counselling by the teachers.
8. The provision of various types of financial aids to the students.

Keeping in view the future plans of the institution, the Peer Team would like to suggest the following to the institution to consider:

- The programme options being offered to the students at present need to be expanded, In addition to UG in Arts, the college should consider opening UG programmes in Science and Commerce with different subject options to attract more number of students.
- The College should offer more of short and long duration job oriented courses relevant to the local needs

*Arshad*

- Present infrastructure facilities be expanded to accommodate future expansion in academic activities.
- To increase the percentage of success in the University examinations more of remedial courses be offered to the educationally weaker students. The reasons of high dropout should be found out and necessary steps should be taken to check it.
- Computer Centre be strengthened with the addition of more number of computers. At least one computer to each department be provided for use by the teachers and the students. Internet facilities be provided to the computer center.
- Steps be taken to make all teaching, non-teaching staffs and the students of the college to make them computer literate through short duration courses.
- More books and research journals be purchased for the library. The book bank facility be improved and reprographic facility be introduced. The library should be computerized.
- A hostel be constructed.
- Career Counselling Cell be further strengthened. Personality Development Programmes be arranged by the students from time to time.
- Teachers of the college be motivated to acquire higher research degree (M.Phil / Ph. D) and publish papers. Research proposals related to socio-economic problems of the area be submitted to funding agencies like ICSSR / UGC etc. for the grant for funds.
- Few Overhead Projectors, and other audio-visual aids be purchased for effective use in class room teaching.

*Amulya*

The Peer Team thanks the college for the co-operation extended during the visit and wishes the college all the best in its future endeavour.

*Arish Kumar Roy*  
Prof A.K. Roy 23/9/04  
Former V.C.  
Kalyani University  
(CHAIRMAN)

*B.L. Mukharjee* 23.9.04  
Dr. B.L. Mukharjee  
Principal, Basanti Devi  
College, Kolkata  
(MEMBER)

*J. Jena* 23.9.04  
Dr. J.C. Jena  
H.O.D. of Commerce  
M.P.C. Autonomous  
College, Baripada  
(MEMBER CO-ORDINATOR)

I agree with the contents. I agree.

*Narayan Chandra Das* 23-09-2004  
Dr. Narayan Chandra das  
Principal  
D.K. Girls' College,  
Mirza, Kamrup,  
Assam



*Principal,*  
*D.K. Girls' College,*  
*Mirza - 781125*



## Annexure – IV

### Certificate of 2(f) and 12(b)

27.12.12

Ph 23236351, 23232701, 23237721  
23234116, 23235733, 23232317  
23236735, 23239437, 23239627

Extension No. 413 (CPP-I Colleges)  
UGC Website: [www.ugc.ac.in](http://www.ugc.ac.in)  
F. No. 8-492/2012 (CPP-I/C)



विश्वविद्यालय अनुदान आयोग  
बहादुरशाह जफर मार्ग  
नई दिल्ली-110 002  
UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG  
NEW DELHI-110 002

September, 2012

The Registrar,  
Gauhati University  
Gopinath Bardoloi Nagar  
Guwahati – 781 014  
Assam.

19 SEP 2012

**Sub:** Recognition of College under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

I am directed to refer to the letter No. GU/UGC/IV(2f)&12(B)/2012/1303-04 dated 13-07-2012 received from the Registrar, Gauhati University, Gopinath Bardoloi Nagar, Guwahati – 781 014, Assam on the above subject and to say that it is noted that the College is aided and permanently affiliated to Gauhati University, Guwahati. I am further to say that the name of the following College has been included in the list of colleges prepared under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head Non-Government Colleges teaching upto Bachelor's Degree:-

Name of the College	Year of Establishment	Remarks
Dakshin Kamrup Girls College, Mirza, Dist. Kamrup – 781 125, Assam.	1988	The college is eligible to receive Central assistance in terms of the Rules framed under Section 12 (B) of the UGC Act, 1956.

The documents submitted in respect of the above College have been accepted by the University Grants Commission.

Yours faithfully,

(Raksha Pahwa)  
Under Secretary

Copy to:-

1. The Principal, Dakshin Kamrup Girls College, Mirza, Dist. Kamrup – 781 125, Assam.
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, Shastri Bhawan, New Delhi - 110 001.
3. The Additional Chief Secretary (H & T Education), Government of Assam, Block-C, 3<sup>rd</sup> Floor, Post Office, Assam Sachivalaya, Dispur, Guwahati – 701 006, (Assam).
4. The Deputy Secretary, UGC, North-Eastern Regional Office (NERO), 3<sup>rd</sup> Floor, House FED, Rental Block - 5, Beltola-Basistha Road, Dispur, Guwahati – 781 006, (Assam).
5. Publication Officer (UGC-Website), New Delhi.
6. SECTION OFFICER (FD-II SECTION), UGC, New Delhi.
7. Guard file.

(Sunita Culati)  
Section Officer

## Annexure – V Governing Body Resolution



দক্ষিণ কামৰূপ ছোৱালী মহাবিদ্যালয়

মিৰ্জা - ৭৮১১২৫, কামৰূপ : অসম

**DAKSHIN KAMRUP GIRLS' COLLEGE**

**Mirza - 781125, Kamrup, Assam**

E-mail : [dkgcmirza1988@rediffmail.com](mailto:dkgcmirza1988@rediffmail.com)

স্থাপিত : ১৯৮৮ ইং চন

☎ : 03623-230047

Website : [www.dkgirlscollege.org](http://www.dkgirlscollege.org)

True Copy of the Resolution No. 7 adopted in the Governing Body's Meeting held on 06/11/2015 under the President ship of Sri Tarun Ch. Das.

The meeting made a thread bane discussion on the Cycle-2 of the NAAC's Visit to the college and resolved that the SSR be compiled and sent to the NAAC's Authority along with LOI and other relevant documents at an earliest. The IQAC be requested to take necessary steps in this regard with immediate effect.

*Certificate to be true copy*

*[Signature]*  
17.12.2015  
Principal  
D.K. Girls' College  
Mirza-781125

S/D  
(Sri Tarun Chandra Das)  
President, G.B  
D. K. Girls' College, Mirza

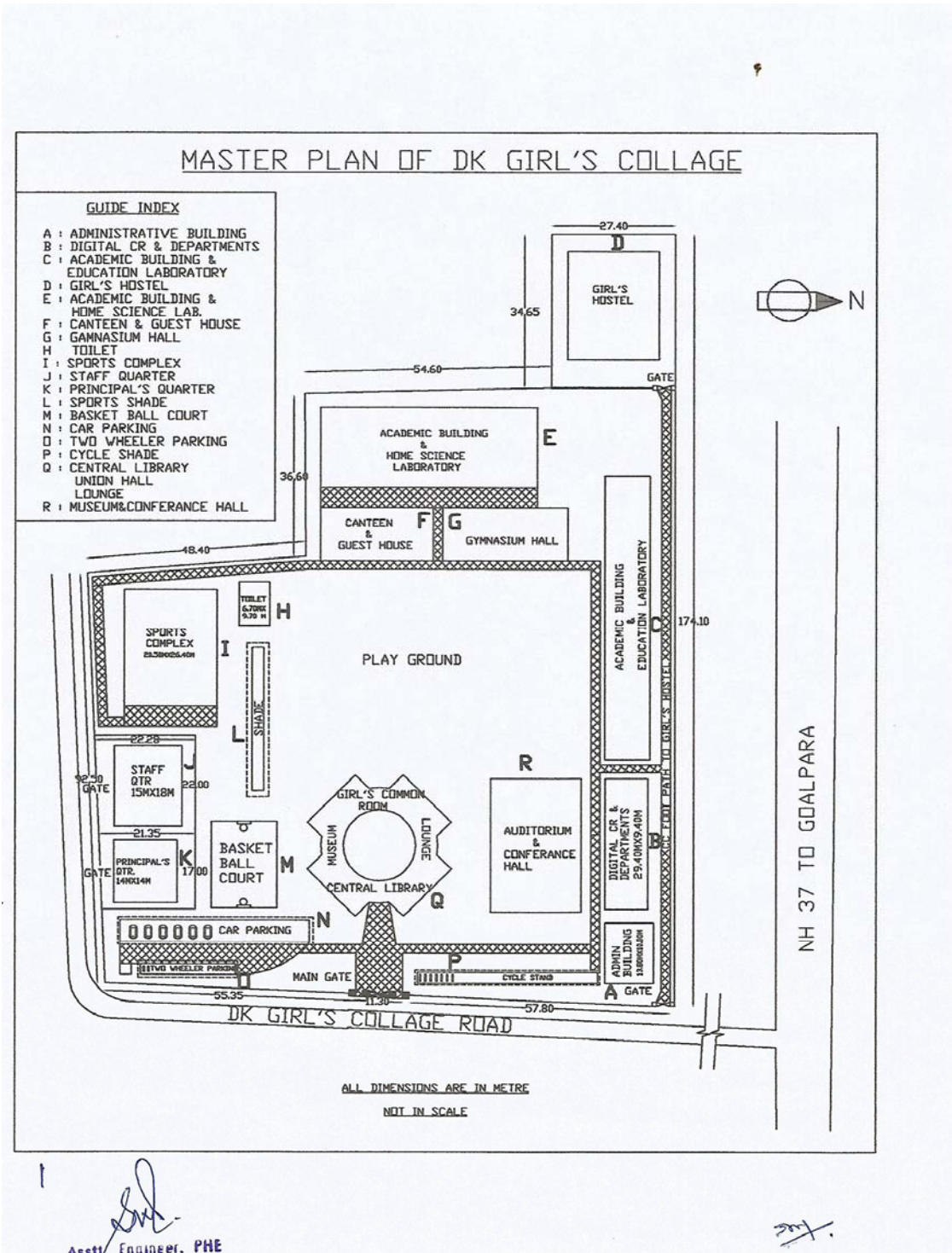
## Annexure – VI (A)

### Master Plan (Previous -1988)



## Annexure – VI (B)

### Master Plan (Present – 2015)





**Annexure – VII**

**SOCIETY REGISTRATION CERTIFICATE**

File No. 10410009 / 0720-66 Dated Guwahati the 29/12 12015

This registration however does not make the Registrar liable for any default / liability on loan from Banks, Private Societies, Govt. and Semi-Govt. Sources of payment of I.T. and Sales Tax, as the case may be created by the society.

Financial Institutions, Govt. and Semi-Govt. Deptts, extending financial Grants - in- aids etc. to the Society shall send copies of such sanctions to the Registrar for his record.

01217

**CERTIFICATE OF REGISTRATION OF SOCIETIES  
ACT XXI OF 1860**

No. RS/ KAM / 240 / 1 / 452 of 1998-1999

I hereby Certify that DAKSHIN KAMRUP GIRLS' COLLEGE SOCIETY  
Vill. & P.O.-Mirza, P.S.-Palasbari,  
Dist.-Kamrup, Assam, Pin.-781125.

has this day been registered under the Societies Registration Act. XXI of 1860.  
 Given under my hand at Guwahati  
 this 4th day of January  
One thousand nine hundred and ninety nine.

VALID UP-TO 24-04-2015  
 VALIDITY EXTENDED UP-TO 22-12-2018

*Registrar of Firms and Societies, Assam Guwahati-3*  
 23/12/15

(SD/-B. BARDOLAI)  
**REGISTRAR OF SOCIETIES, ASSAM  
 GUWAHATI**

N.B.-Registered number of Societies should not be stated as Government registered. It is registered under S.R.Act.XXI of 1860.

"Please read carefully the rules written overleaf"

*Principal,*  
28/12/15  
**Principal,**  
**D.K. Girls' College**  
**Mirza-781125**

## Annexure – VIII

### Academic Calender (From 2011-12 to 2014-15)

D. K. GIRLS' COLLEGE



PROSPECTUS- 2011-2012

#### Academic Calender- 2011-12

Month	Classes/Working days	Sundays	Holidays
June-2011	1- 4, 6-11, 13-15, 16-18 20-25, 27-30 (16-30)No class for summer vocation	5, 12, 19, 26	-----
	Total=26	Total=4	Total=0
July-2011	1-2, 4-9, 11-15, 16, 18-23 25-30 (1-15) No class for summer vocation	3, 10, 17, 24,31	-----
	Total= 26	Total=5	Total=0
August-2011	1-6, 8-13, 16-17, 19-20, 23-27, 29	7, 14, 21, 28	15- Independence day 18- Thithi of Madhav Dev 22- Janmastomi 30- Tithi of Sankar Dev 31-Id -ul-Fiter
	Total=22	Total=4	Total= 5
September-2011	2, 3, 5-10, 12-16, 19-24 26-30	4, 11, 18, 25	1- Id-ul-Fiter 17- Biswakarma Puja
	Total=24	Total=4	Total=2
October-2011	1, 12-15, 17, 19-22, 24-25 27-29, 31	2, 16 23, 30	2- Birth of M. Gandhi 3-11- Durga Puja, Janmotsava of Sankar Dev 18- Kati Bihu 26- Kali Puja
	Total= 16	Total=4	Total=12
November-2011	1-5, 8-9, 11-12, 14-19, 21-26, 28-30	6, 13, 20, 27	7- Id-ul-Fiter 10- Nanak Birthday
	Total=24	Total=4	Total= 2

Principal  
D.K. Girls' College  
Mirza - 201102



Month	Classes/Working days	Sundays	Holidays
December-2011	1, 3, 5, 7-10, 12-17, 19-24,	4, 11,	2- Asom Divas
	26-31	18, 25	6- Muharam
	Total=25	Total=4	Total=2
January-2012	2-7, 9-13, 18-21, 23-25,	1, 8,	14-16- Magh Bihu
	27, 30-31	22, 29	17- Silpi Divas
	Total=21	Total=4	26- Republic Day 28- Saraswati Puja
February-2012	1-4, 6-11, 13-18,	5, 12,	20- Sivaratri
	21-25, 27-29	19, 26	
	Total=24	Total=4	Total=1
March-2012	1, 3, 5, 7, 9-10, 12-17,	4, 11,	8- Dol Jatra
	19-24, 26-31	18, 25	
	Total=26	Total=4	Total=1
April-2012	2-7, 9-12, 17-21,	1, 8,	13-16- Bahag Bihu
	23-28, 30	22, 29	
	Total=22	Total=4	Total=4
May-2012	1-5, 7-12, 14-16, 18-19,	6, 13,	17- Buddha Purnima
	21-26, 28-31	20, 27	
	Total=26	Total=4	Total=1

Principal  
D.K. Girls' College  
Mirza-781125

## 18. Academic Calender- 2012-13

Month	Classes/Working days	Sundays	Holidays
May-2012	2-5, 7-12, 14-19, 21-26 28-31	6,13, 20,27	1, 6
	Total = 26	Total = 4	Total = 2
Month	Classes/Working days	Sundays	Holidays
June-2012	1-2, 4-9, 11-16, 18-23, 25-30	3,10, 17,24	
	Total = 26	Total = 4	Nil
Month	Classes/Working days	Sundays	Holidays
July-2012	No Classes For Summer Vacation	-----	-----
	Total = 0	Total = 0	Total = 0
Month	Classes/Working days	Sundays	Holidays
August-2012	1-4 6-11,13-14,,16-18, 22-25, 27-31	5, 12, 19, 26	15, 19, 20, 21
	Total = 24	Total = 4	Total = 4



**Academic Calender- 2012-13**

Month	Classes/Working days	Sundays	Holidays
September-2012	1, 3-4, 6-7, 10-15, 17-22, 24, 26-29	2, 9, 16, 23, 30	5, 8, 25
	Total = 22	Total = 5	Total = 3
Month	Classes/Working days	Sundays	Holidays
October-2012	3-6, 8-13, 15-16, 18-20, 22-27, 30-31	7, 14, 21,, 28	2, 17, 21-29
	Total = 23	Total = 4	Total = 11
Month	Classes/Working days	Sundays	Holidays
November-2012	1-3, 5-10, 12, 14-17, 19-24, 26, 27, 29, 30	4, 11, 18, 25	30, 8, 25, 28
	Total = 24	Total = 4	Total = 3
Month	Classes/Working days	Sundays	Holidays
December-2012	1, 3-8, 10-15, 17-22, 24, 26-29, 31	2, 9, 16, 23, 30	25
	Total = 25	Total = 5	Total = 1

Principal  
D.K. Girls' College  
Mirza-781125

**Academic Calender- 2012-13**

Month	Classes/Working days	Sundays	Holidays
January-2013	1-5, 7-12, 18, 19, 21-25, 28-31	6, 13, 20, 27	14, 15, 16, 26
	Total = 22	Total = 4	Total = 5
Month	Classes/Working days	Sundays	Holidays
February-2013	1, 2, 4-9, 11-14, 16, 18-23, 25-28	3, 10, 17, 24	15
	Total = 23	Total = 4	Total = 0
Month	Classes/Working days	Sundays	Holidays
March-2013	1-2, 4-9, 11-16, 18-23, 25-26, 28-30	3, 10, 17, 24, 31	10, 27
	Total = 25	Total = 5	Total = 2
Month	Classes/Working days	Sundays	Holidays
April 2013	1-6, 8-12, 17-20, 22-27 29, , 30	7, 14, , 21, 28	13-16
	Total = 23	Total = 4	Total = 4
Month	Classes/Working days	Sundays	Holidays
May 2013	2-4, 6-11, 13-18, 20-25, 27-31	5, 12, , 19, 26	1
	Total = 25	Total = 4	Total = 2

Principal  
D.K. Girls' College  
Mirza-751125

## 18. Academic Calender- 2013-14

Month	Classes/Working days	Sundays	Holidays
May-2013	1-4, 6-11, 13-18, 20-24, 27-31	5, 12, 19 26	1, 25
	Total=25	Total=4	Total= 2
Month	Classes/Working days	Sundays	Holidays
June-2013	1, 3-8, 10-15, 17-22, 24-29	2, 9, 16 23, 30	
	Total=25	Total=5	Nil
Month	Classes/Working days	Sundays	Holidays
July-2013	No Classes For Summer Vacation	-----	-----
	Total=0	Total=0	Total= 0
Month	Classes/Working days	Sundays	Holidays
August-2013	1-3, 5-9, 12-14, 16, 17, 19-24, 26, 27, 29-31	4, 11, 18, 25	9, 10, 15 25, 28
	Total=23	Total=4	Total=5
Month	Classes/Working days	Sundays	Holidays
September- 2013	2-6, 9-14, 16-21, 23-28, 30	1, 8, 15, 22, 29	7
	Total=24	Total=5	Total= 1
Month	Classes/Working days	Sundays	Holidays
October- 2013	1, 3-5, 7-10, 14-19, 21-26, 28-31	6, 13, 20, 27	2, 11, 12, 13
	Total=24	Total=4	Total=4

Principal  
D.K. Girls' College  
Mirza-781195

## Academic Calender- 2013-14

Month	Classes/Working days	Sundays	Holidays
November-2013	1, 4-9, 11-13, 15,16, 18-23	3, 10,	2, 3, 14, 17
	25-30	17, 24	
	Total=24	Total=4	Total= 4
Month	Classes/Working days	Sundays	Holidays
December-2013	2-7, 9-14, 16-21, 23, 24	1, 8, 15,	25
	26-28, 30-31	22, 29	
	Total=25	Total=5	Total=1
Month	Classes/Working days	Sundays	Holidays
January 2014	1-4, 6-11, 13, 18	5, 12	14, 15, 16
	20-25, 27-31	19, 26	17, 26
	Total=22	Total=4	Total= 5
Month	Classes/Working days	Sundays	Holidays
February-2014	1, 3, 5-8, 10-15, 17-22	2, 9, 16,	4, 28
	24-27	23	
	Total=22	Total=4	Total=2
Month	Classes/Working days	Sundays	Holidays
March-2014	1,3-8, 10-15, 18-22	2, 9, 16	17
	14-29, 31	23, 30	
	Total=25	Total=5	Total= 1
Month	Classes/Working days	Sundays	Holidays
April-2014	1-5, 7-12, 17, 19	6, 13, 20	14, 15
	21-26, 28-30	27	16, 18
	Total=22	Total=4	Total=4

Principal  
D.K. Girls' College  
Mirza-781125

## 18. Academic Calender- 2014-15

Month	Classes/Working days	Sundays	Holidays
May-2014	2,3,5-10, 12, 13, 15-17, 19-24, 26-31	4, 11, 18, 25	1, 14
	Total=25	Total=4	Total= 2
Month	Classes/Working days	Sundays	Holidays
June-2014	2-7, 9-14, 16-21, 23-28, 30	1, 8, 15, 22, 29	Nil
	Total=25	Total=5	Nil
Month	Classes/Working days	Sundays	Holidays
July-2014	No Classes For Summer Vacation	----	----
	Total=0	Total=0	Total= 0
Month	Classes/Working days	Sundays	Holidays
August-2014	1, 2, 4-9, 11-14, 16, 19-23 25, 26, 28-30	3, 10, 17, 24 31	15, 18, 27
	Total=23	Total=5	Total=3
Month	Classes/Working days	Sundays	Holidays
September- 2014	1-6, 8-12, 15-20, 22, 27, 29- 30	7, 14, 21, 28	13
	Total=25	Total=4	Total= 1
Month	Classes/Working days	Sundays	Holidays
October- 2014	8-11, 13-18, 20-22, 25, 27-31	5, 12, 19, 26	1, 2, 3, 4, 5, 6, 7, 23, 24
	Total=19	Total=4	Total=9



Principal  
D.K. Girls' College  
Mirza-781125

## Academic Calender- 2014-15

Month	Classes/Working days	Sundays	Holidays
November-2014	1, 3-5, 7, 8, 10-15, 17-22 24-29	2, 9, 16, 23, 30	6
	Total=24	Total=5	Total=1
Month	Classes/Working days	Sundays	Holidays
December-2014	1-6, 8-13, 15-20, 22-24, 26, 27, 29-31	7, 14, 21, 28	25
	Total=26	Total=4	Total=1
Month	Classes/Working days	Sundays	Holidays
January 2015	1-3, 5-10, 12, 16, 17, 19-24, 27-31	4, 11, 18, 25	13, 14, 15, 25, 26
	Total=23	Total=4	Total= 5
Month	Classes/Working days	Sundays	Holidays
February-2015	2-7, 9-14, 16, 18-21, 23-28	1, 8, 15, 22	17
	Total=23	Total=4	Total=1
Month	Classes/Working days	Sundays	Holidays
March-2015	2-4, 7, 9-14, 16-21, 23-28, 30, 31	1, 8, 15, 22, 29	5, 6
	Total=24	Total=5	Total=2
Month	Classes/Working days	Sundays	Holidays
April-2015	1, 2, 4, 6-11, 13, 17, 18, 20-25, 27-30	5, 12, 19, 26	3, 14, 15, 16
	Total=22	Total=4	Total=4

Principal  
D.K. Girls' College  
Mirza-781125

**ANNEXURE –IX****UGC GRANTS CERTIFICATE****(1) IQAC Grant**

	<b>UNIVERSITY GRANTS COMMISSION</b> <b>NORTH EASTERN REGIONAL OFFICE</b> <b>3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK-V</b> <b>BELTOLA - BASISTRA ROAD</b> <b>DISPUR, GUWAHATI - 781006, ASSAM</b> <b>PHONE: 0361- 2267721 (0)</b> <b>FAX: 0361 - 2267056</b> <b>Website: www.ugc.ac.in</b> <b>E-mail: ugcneroghy@rediffmail.com</b> <b>ugcnero@gmail.com</b>		
FD Diary No. <u>17709</u>			
Dated : <u>26 MAR 2014</u>			
No. F. 5-121/2013/IQAC (NERO)	March, 2014		
	<b>26 MAR 2014</b>		
The Accounts Officer, University Grants Commission, North Eastern Regional Office, Housefed Complex, Dispur, Guwahati (Assam) – 781 006			
<b>Subject :-</b> Release of Grants-in-aid to Dakshin Kamrup Girls' College, Mirza, Kamrup, Assam (Affiliated to Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam) for the year 2013-14 under Plan in respect of Financial Assistance for Establishing Internal Quality Assurance Cells (IQACs) in Colleges.			
Sir/Madam, I am directed to convey the sanction of the University Grants Commission for payment of grant of ₹ 3,00,000/- (Rupees Three Lakh) only towards Financial Assistance for Establishing Internal Quality Assurance Cells (IQACs) in Colleges to the Principal, Dakshin Kamrup Girls' College, Mirza, Kamrup, Assam for the Plan expenditure to be incurred during 2013-14.			
Auth. : Vide UGC, H.O. Letter No. F.4-7/2014 (IQAC/NERO/RO) dated 13.3.2014.			
1.			
Sl. No.	Purpose of Grant	Head of Account (IQAC) 2C (i) UGC (NER) NERO	Amount (₹)
1.	Honorarium to the Director/Coordinator, IQAC @ Rs. 1000 x 12 x 5		60,000/-
2.	Office Equipment		60,000/-
3.	Hiring Services for Secretarial and Technical Services	2C(i) – General	60,000/-
4.	ICTs Communication Expenses	2C (ii) – SC	70,000/-
5.	Contingencies	2C (iii) - ST	50,000/-
<b>Total =</b>			<b>3,00,000/-</b>
<b>The college is requested to note:</b> A. General District : General – 77.5%, SC – 15%, ST – 7.5%, B. SC District : General – 62.5%, SC – 30%, ST – 7.5% C. ST District : General – 55%, SC-15%, ST – 30%. D. No photocopy of bills/vouchers or the originals and detailed list of purchase should be sent with the accounts submitted unless specifically called for.			
2. The sanctioned amount is debit to the Financial Assistance for Establishing Internal Quality Assurance Cells (IQACs) in Colleges Head 2C(i)UGC(NER)NERO and is valid for payment during the current financial year.			
			
Page 1 of 3			

**(2) Grants for Sports Facility Complex**

General / SC / ST / Minority



UNIVERSITY GRANTS COMMISSION  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (0)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcnero@rediffmail.com](mailto:ugcnero@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

No. F.33-18/2012-13/Sports (NERO) / 11624

Date: 1 MAY 2013

The Accounts Officer,  
University Grants Commission,  
North-Eastern Regional Office,  
Housefed Complex,  
Dispur, Guwahati - 781 006, Assam

Subject: **Release of Grants-in-aid to College for Sports infrastructure & equipments during XII<sup>th</sup> plan period.**

Sir,

I am directed to convey the sanction of the University Grants Commission for the payment of ₹ 35,00,000/- (Rupees Thirty Five Lakh) only to **Dakshin Kamrup Girls' College, Mirza, Kamrup, Assam, Pin - 781 125** as per details given below as 1st installment of the grants during XIIth Plan period. The contents of our earlier Letter No. F.33-18/2012-13/Sports (NERO)/21521 dated 5th March, 2013 may please be treated as cancelled.

1.

Purpose	Amount allocated	Amount already released	Amount being released	Balance Grant
<u>Sports infrastructure</u> Indoor Sports Training Facilities	₹ 70,00,000/-	Nil	₹ 35,00,000/-	₹ 35,00,000/-

N.B. - Grant may be utilized subject to appointment of PET and submission of qualification certificate.

- The sanctioned amount is debitable to the major Head of Account 3(XXV) (II) and is valid for payment during the financial year 2013-14.
- The amount of the Grant shall be drawn by the Accounts Officer, University Grants Commission on the grant-in-aid bill and shall be disbursed and credited to the account of **Dakshin Kamrup Girls' College, Mirza, Kamrup, Assam, Pin - 781 125** through RTGS.
- The Grant is subject to adjustment on the basis of Utilization Certificate in the prescribed proforma submitted by the University/ College/ Institution.
- The College shall maintain proper accounts of the expenditure out of the Grants, which shall be utilized, only on approved items of the expenditure.

Continued page 2



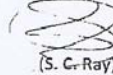
-2-

6. The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the close of current financial year.
7. The assets acquired wholly or substantially out of University Grants Commission's Grant shall not be disposed or encumbered or utilized for the purposes other than those for which the Grant was given without proper sanction of the University Grants Commission and should, at any time the college ceased to function, such assets shall revert to the University Grants Commission.
8. A Register of Assets acquired wholly or substantially out of the grant shall be maintained by the College in the prescribed form.
9. The grantee institution shall ensure the utilization of grants-in-aid for which it is being sanctioned / paid. In case non-utilization / part utilization, the simple interest @ 10% per annum as amended from time to time on unutilized amount from the date of draw to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.
10. The College shall follow strictly all the instructions issued by the Government of India from time to time with regard to reservation of posts for Scheduled Castes/ Scheduled Tribes/ OBC etc.
11. The College shall fully implement the Official Language Policy of Union Govt. and comply with the Official Language Act 1963 and Official Languages (use for official purposes of the Union) Rules, 1976 etc.
12. The sanction issues in exercise of the delegation of powers vide Commission Office Order No. 25/92 dated May 01, 1992.
13. An Amount of ₹ ..... of the grant of ₹ ..... sanctioned vide letter of even number dated ..... has been utilized by the College for the purpose for which it was sanctioned.
14. The funds to the extent are available under the Scheme.
15. The accounts of the grantee institution are subject to the inspection by the officer of the UGC.
16. The terms & conditions of the grant have been accepted by the College.
17. You are requested to indicate the date of implementation of this scheme. This date should be within six months from the date of receipt of grants from UGC.

**The college is requested to note:**

- A. General District : General - 77.5%, SC - 15%, ST - 7.5%,
- B. SC District : General - 62.5%, SC - 30%, ST - 7.5%
- C. ST District : General - 55%, SC - 15%, ST - 30%.
- D. No photocopy of bits/vouchers or the originals and detailed list of purchase should be sent with the accounts submitted unless specifically called for.

Yours faithfully,



(S. C. Ray)  
Deputy Secretary  
UGC, NERO, Ghy - 6


**Copy to:-**

1. The Principal, Dakshin Kamrup Girls' College, Mirza, Kamrup, Assam, Pin - 781 125.
2. The Registrar, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
3. The Secretary to State Govt. of Assam (Education Department), Guwahati, Assam.
4. The Director, College Development Council, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
5. Director of Higher Education, Govt. of Assam, Kahilipara, Guwahati - 19.
6. Accountant General, Govt. of India (A/T), Maidamgaon, Beltola, Guwahati - 781 029.
7. Guard File.
8. Office copy.

(S. C. Ray)  
Deputy Secretary  
UGC, NERO, Ghy - 6

**(3) Grants for Womens Hostel**

*Details Plan Structure*  
*26/3/13*



UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (O)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcnero@rediffmail.com](mailto:ugcnero@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

No. F-16-39/2012-13/WH (NERO) / 21616

The Accounts Officer,  
University Grants Commission,  
North-Eastern Regional Office,  
Dispur, Guwahati - 781006, Assam.

Date:  
26 MAR 2013

Subject: Release of Grants-in-aid to College for Construction of Women's Hostel during XIIth Plan Period under "Special Scheme out-side Plan allocation".

Sir,

I am to convey the sanction of the University Grants Commission for the payment of ₹ 40,00,000/- (Rupees Forty Lakh only) to D.K. Girls' College, Mirza, Kamrup, Assam, Pin- 781 125 as per details given below as 1st installment of the grant.

1.

Purpose	Amount Allocated	Amount Already Released	Amount Being Released	Balance Grant
Construction of Women's Hostel	₹ 80,00,000/-	₹ Nil	₹ 40,00,000/-	₹ 40,00,000/-

2. The sanctioned amount is debit to the major Head of Account 1.1 B (iv) and is valid for payment during the financial year 2012-13 only.

2. The amount of the Grant shall be drawn by the Accounts Officer, University Grants Commission on the grant-in-aid bill and shall be disbursed and credited to the account of D.K. Girls' College, Mirza, Kamrup, Assam, Pin- 781 125 through RTGS.

3. The Grant is subject to adjustment on the basis of Utilization Certificate in the prescribed proforma submitted by the University/ College/ Institution.

4. The College shall maintain proper accounts of the expenditure out of the Grants, which shall be utilized, only on approved items of the expenditure.

5. The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the close of current financial year.

6. The assets acquired wholly or substantially out of University Grants Commission's Grant shall not be disposed or encumbered or utilized for the purposes other than those for which the Grant was given without proper sanction of the University Grants Commission and should, at any time the college ceased to function, such assets shall revert to the University Grants Commission.

Contd.....2/-

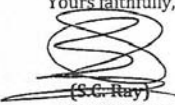
(2)

7. A Register of Assets acquired wholly or substantially out of the grant shall be maintained by the College in the prescribed form.
9. The grantee institution shall ensure the utilization of grants-in-aid for which it is being sanctioned / paid. In case non-utilization / part utilization, the simple interest @ 10% per annum as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.
10. The College shall follow strictly all the instructions issued by the Government of India from time to time with regard to reservation of posts for Scheduled Castes/ Scheduled Tribes/ OBC etc.
11. The College shall fully implement the Official Language Policy of Union Govt. and comply with the Official Language Act, 1963 and Official Languages (use for official purposes of the Union) Rules, 1976 etc.
12. The sanction issues in exercise of the delegation of powers vide Commission Office Order No. 25/92 dated May 01, 1992.
13. An Amount of ₹ ..... out of the grant of ₹ ..... sanctioned vide letter of even number dated ..... has been utilized by the College for the purpose for which it was sanctioned.
14. The funds to the extent are available under the Scheme.
15. The accounts of the grantee institution are subject to the inspection by the officer of the UGC.
16. The terms & conditions of the grant have been accepted by the College.
17. You are requested to indicate the date of implementation of this scheme. This date should be within six months from the date of receipt of grants from UGC.

**The college is requested to note:**

- A. General District : General – 77.5%, SC – 15%, ST – 7.5%,
- B. SC District : General – 62.5%, SC – 30%, ST – 7.5%
- C. ST District : General – 55%, SC-15%, ST – 30%.
- D. No photocopy of bits/vouchers or the originals and detailed list of purchase should be sent with the accounts submitted unless specifically called for.

Yours faithfully,



(S.C. Ray)  
Dy. Secretary  
UGC-NERO


**Copy forwarded for information and necessary action to:**

1. The Principal, D.K. Girls' College, Mirza, Kamrup, Assam, Pin- 781 125.
2. The Director, College Development Council, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
3. The Registrar, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
4. The Secretary to State Govt. of Assam (Education Department), Assam Secretariat, Dispur, Guwahati - 781 006, Assam .
5. The Director of Higher Education Govt. of Kahilipara, Guwahati - 781 019, Assam, India.
6. Accountant General, Govt. of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781 028.
7. Guard File.
8. Office Copy.

(S.C. Ray)  
Dy. Secretary  
UGC-NERO

**(4) Grant for GDA**

24/1/15



UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (0)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcenero@rediffmail.com](mailto:ugcenero@rediffmail.com)  
[ugcenero@gmail.com](mailto:ugcenero@gmail.com)

FD Diary, No. 2408  
Dated : 12 JAN 2015

No. F.5-121/2012(NERO) January, 2015 2 JAN 2015

The Accounts Officer,  
University Grants Commission,  
North Eastern Regional Office,  
Housefed Complex,  
Dispur, Guwahati (Assam) – 781006

**Subject :-** Release of Grants-in-aid to Dakshin Kamrup Girls' College, P.O. Mirza-781125, Dist-Kamrup (Rural), Assam (Affiliated to Gauhati University, Gopinath Bordoloi Nagar, Guwahati-781014, Assam, India) for the year 2014-15 under Plan in respect of General Development Assistance (GDA) Ad-hoc grant in Colleges for XII Plan period.

22-1-15  
Sir/Madam,  
I am directed to convey the sanction of the University Grants Commission for payment of grant of ₹10,00,000/- (Rupees Ten Lakh) only towards General Development Assistance (GDA) Ad-hoc grant in Colleges for XII Plan period to the Principal, Dakshin Kamrup Girls' College, P.O. Mirza-781125, Dist-Kamrup (Rural), Assam for the Plan expenditure to be incurred during 2014-15.

Auth. : Vide UGC, H.O. Letter No. F.1-14/2010(RO/Meeting) dated 25/11/2014.

1.

Purpose of Grant	Head of Account (GDA) 1B(i)b	XII Plan Allocation (₹)	Grants Already Released (₹)	Present Sanction (₹)	Balance (₹)
Ad-hoc Grant (Books, Journals and Equipments and other recurring grants except for building)	2C(i) - General 2C(ii) - SC 2C(iii) - ST	Yet to be allocated	Nil	10,00,000/-	Nil

**The college is requested to note:**

A. General District : General – 77.5%, SC – 15%, ST – 7.5%,  
B. SC District : General – 62.5%, SC – 30%, ST – 7.5%  
C. ST District : General – 55%, SC-15%, ST – 30%.  
D. No photocopy of bills/vouchers or the originals and detailed list of purchase should be sent with the accounts submitted unless specifically called for.

2. The sanctioned amount is debitable to the General Development Assistance (GDA) in Colleges for XII Plan period Head 1B(i)band is valid for payment during the current financial year (2014-15).

3. The amount of the grant shall be drawn by the **Joint Secretary, University Grants Commission, North Eastern Regional Office, Guwahati**, on the Grant-in-aid bill and shall be disbursed to and credited to the **Principal, Dakshin Kamrup Girls' College, P.O. Mirza-781125, Dist-Kamrup (Rural), Assam** through RTGS/NEFT as per the following details.

**(5) Grant for History Seminar**

UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (0)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

FD Diary No. 3250  
Dated : 12 MAR 2015

No. F.8-145/Sem/Conf/NERO/2013-14

March, 2014  
**12 MAR 2015**

The Accounts Officer,  
University Grants Commission,  
North-Eastern Regional Office,  
Housefed Complex,  
Dispur, Guwahati (Assam) – 781006

Subject :-Release of Grants-in-aid to Dakshin Kamrup Girls' College, P.O.- Mirza, Dist.- Kamrup, Pin-781125 (Affiliated to Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India) for the year 2014-15 under Plan in respect of Seminar/Conference/Workshop entitled "Place of Assam.....and Economy" conducted by the College.

20-03-15  
Sir/Madam,  
I am directed to convey the sanction of the University Grants Commission for payment of grant of ₹37,500/- (Rupees Thirty Seven Thousand and Five Hundred) only as Final Installment for the year 2014-15 towards conducting Seminar/Conference/Workshop to the Principal, Dakshin Kamrup Girls' College, P.O.- Mirza, Dist.- Kamrup, Pin-781125 for the Plan expenditure to be incurred during 2014-15.

1.

Amount Allocated(₹)	Head of Account [4(iv)b]	Amount already released (₹)	Amount being released (₹)	Balance Grant (₹)
1,50,000/-	2C(i) - General 2C (ii) - SC 2C (iii) - ST	1,12,500/-	37,500/-	Nil

2. The sanctioned amount is debitable to the Seminar/Conference/Workshop Grant Head 4(iv)band is valid for payment during the current financial year.

3. The amount of the grant shall be drawn by the Joint Secretary, University Grants Commission, North Eastern Regional Office, Guwahati, on the Grant-in-aid bill and shall be disbursed to and credited to the Principal, Dakshin Kamrup Girls' College, P.O.- Mirza, Dist.- Kamrup, Pin-781125 through RTGS/NEFT as per the following details.

w.f.

Page 1 of 3

Payment Details -	
Name & Address of Account Holder	Principal, Dakshin Kamrup Girls' College, P.O.- Mirza, Dist.- Kamrup, Pin-781125
Account No.	187810100007462
Name & Address of Bank Branch	Andhra Bank, Mirza
MICR Code of Branch	781011004
IFSC Code	ANDB0001878
Type of Account : SB/Current/Cash Credit	SB

4. The Grant is subject to the adjustment on the basis of the Utilization Certificate in the prescribed proforma submitted by the University /College/Institution.
5. The University/College/Institution shall maintain proper accounts of the expenditure out of the grants which shall be utilized only on approved items of expenditure.
6. The College/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guidelines there under from time to time.
7. The Utilization Certificate to the effect that the Grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the close of the current financial year.
8. The Assets acquired wholly or substantially out of the University Grants Commission's Grant shall not be disposed or encumbered or utilized for the purpose other than those for which the grant was given without proper sanction of the University Grants Commission and should at any time the University ceased to function, such Assets shall revert to the University Grants Commission.
9. A register of Assets acquired wholly or substantially out of the Grant shall be maintained by the University/ College in the prescribed proforma.
10. The grantee institution shall ensure the utilization of grants-in-aid for which it is being sanctioned/ paid. In case non-utilization/ part utilization thereof simple interest @ 10% per annum, as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provisions contained in General Financial Rules of Govt. of India, will be charged.
11. The College/Institution shall follow strictly the Government of India/ University Grants Commission guidelines regarding implementation of the reservation policy [both vertical (for SC, ST & OBC) and horizontal (for persons with disability etc.)] in teaching and non-teaching posts.
12. The University/College shall fully implement the official language policy of Union Govt. and comply with the official language Act, 1963 and Official Languages (Use for official purposes of the Union) Rules, 1976 etc.
13. The sanction is issued in exercise of the delegation of powers vide University Grants Commission order no. 130/2013 [F.No. 10-11/12 (Admn. IA & B)] dated 28/05/2013.
14. The College / Institution shall strictly follow the University Grants Commission Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009.
15. The College / Institution shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
16. The accounts of the College / Institution will be open for audit by the Comptroller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e., balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.

18. It is also certified from the B.C.R. that the funds are available under the scheme. Entered in BCR at

S.No. .... Page No. ....


19. Funds to the extent of ₹.....are available under the scheme of BE/RE of the year.

20. This issues with the concurrence of IFD Vide No. Diary No.....Dated .....

21. This issues with the approval of the Joint Secretary (Seminar/Conference/Workshop Grant),Vide Diary

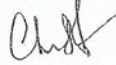
No. ....Dated .....

Yours faithfully,

  
(Dr. Mohammad Arif)  
Joint Secretary  
UGC-NERO

Copy forwarded for information and necessary action to:

1. The Principal, Dakshin Kamrup Girls' College, P.O.- Mirza, Dist.- Kamrup, Pin-781125.
2. The Registrar, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
3. The Director College Development Council, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
4. Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781 028.
5. The Director of Higher Education, Kahilipara, Guwahati - 781 019, Assam, India..
6. Guard File.

  
(Kishor Kumar)  
Education Officer  
UGC-NERO





Principal, Dakshin Kamrup Girls' College, Mirza-781125, Kamrup, Assam through RTGS/NEFT as per the following details.

Payment Details -	
Name & Address of Account Holder	Principal, Dakshin Kamrup Girls' College, Mirza-781125, Kamrup, Assam
Account No.	187810100007462
Name & Address of Bank Branch	Andhra Bank, Mirza
MICR Code of Branch	781011004
IFSC Code	ANDB0001878
Type of Account : SB/Current/Cash Credit	SB

4. The Grant is subject to the adjustment on the basis of the Utilization Certificate in the prescribed proforma submitted by the University /College/Institution.
5. The University/College/Institution shall maintain proper accounts of the expenditure out of the grants which shall be utilized only on approved items of expenditure.
6. The College/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guidelines there under from time to time.
7. The Utilization Certificate to the effect that the Grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the close of the current financial year.
8. The Assets acquired wholly or substantially out of the University Grants Commission's Grant shall not be disposed or encumbered or utilized for the purpose other than those for which the grant was given without proper sanction of the University Grants Commission and should at any time the University ceased to function, such Assets shall revert to the University Grants Commission.
9. A register of Assets acquired wholly or substantially out of the Grant shall be maintained by the University/ College in the prescribed proforma.
10. The grantee institution shall ensure the utilization of grants-in-aid for which it is being **sanctioned/ paid**. In case non-utilization/ part utilization thereof simple interest @ 10% per annum, as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provisions contained in General Financial Rules of Govt. of India, will be charged.
11. The College/Institution shall follow strictly the Government of India/ University Grants Commission guidelines regarding implementation of the reservation policy [**both vertical (for SC, ST & OBC) and horizontal (for persons with disability etc.)**] in teaching and non-teaching posts.
12. The University/College shall fully implement the official language policy of Union Govt. and comply with the official language Act, 1963 and Official Languages (Use for official purposes of the Union) Rules, 1976 etc.
13. The sanction is issued in exercise of the delegation of powers vide University Grants Commission order no. 130/2013 [F.No. 10-11/12 (Admn. IA & B)] dated 28/05/2013.
14. The College / Institution shall strictly follow the University Grants Commission Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009.
15. The College / Institution shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
16. The accounts of the College / Institution will be open for audit by the Comptroller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e., balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.

18. It is also certified from the B.C.R. that the funds are available under the scheme. Entered in BCR at


S.No. \_\_\_\_\_ Page No. \_\_\_\_\_

19. Funds to the extent of ₹.....are available under the scheme of BE/RE of the year.

20. This issues with the concurrence of IFD Vide No. Diary No.....Dated .....

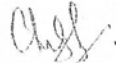
21. This issues with the approval of the Joint Secretary (Seminar/Conference/Workshop Grant),Vide Diary No. ....Dated .....

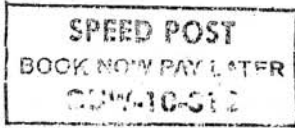
Yours faithfully,

  
(Dr. Mohammad Arif)  
Joint Secretary  
UGC-NERO

Copy forwarded for information and necessary action to:

- ✓ 1. The Principal, Dakshin Kamrup Girls' College, Mirza-781125, Kamrup, Assam.
2. The Registrar, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
3. The Director College Development Council, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
4. Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781 028.
5. The Director of Higher Education, Kahilipara, Guwahati - 781 019, Assam, India.
6. Guard File.

  
(Kishor Kumar)  
Education Officer  
UGC-NERO



Handwritten notes: "Cashier to be made" and "01/11/15"

UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (0)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcnero@gmail.com](mailto:ugcnero@gmail.com)

FD Diary No. 4097  
Dated : 30 MAR 2015

No. F.5-114/TF/2012/NERO

March, 2015  
**30 MAR 2015**

The Accounts Officer,  
University Grants Commission,  
North-Eastern Regional Office,  
Housefed Complex,  
Dispur, Guwahati (Assam) – 781006

Subject :-Release of Grants-in-aid to Dakshin Kamrup Girls'College, Mirza-781125, Kamrup, Assam (Affiliated to Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam) for the year 2014-15 under Plan in respect of Salary of Substitute Teacher under Faculty Improvement Programme of UGC awarded to Ms. Priti Das,, & .

Handwritten: 17/04/15

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of ₹5,66,664/- (Rupees Five Lakh Sixty Six Thousand Six Hundred Sixty Four) only as 1st Installment towards Salary of Substitute Teacher to the Principal, Dakshin Kamrup Girls'College, Mirza-781125, Kamrup, Assam for the Plan expenditure to be incurred during the financial year 2014-15.

Name of Substitute Teacher, Educational Qualification & Date of Joining	Head of Account(xviii)	Name of Teacher Fellow (against whom joined)	Time Period and Salary	Grant Already Released (₹)	Grant Being Released (₹)	Total Grant Paid (₹)
Ms. Priti Das, M.A., NET, 01/01/2015	2C(i)- General 2C (ii) - SC 2C (iii) - ST	Ms. Minakshi Bairagi, Department of English	From 01/01/2015 to 31/12/2015 @ Rs. 47,222/- per month	Nil	5,66,664/-	5,66,664/-
Total =				Nil	5,66,664/-	5,66,664/-

- The sanctioned amount is debitable to the Salary of Substitute Teacher Head xviii and is valid for payment during the current financial year.
- The amount of the grant shall be drawn by the Joint Secretary, University Grants Commission, North Eastern Regional Office, Guwahati, on the Grant-in-aid bill and shall be disbursed to and credited to the Principal, Dakshin Kamrup Girls'College, Mirza-781125, Kamrup, Assam through RTGS/NEFT as per the following details.

Attested  
Principal  
Dakshin Kamrup Girls' College  
P.O. Mirza-781125

12.02.2016

Payment Details -	
Name & Address of Account Holder	Principal, Dakshin Kamrup Girls' College, Mirza-781125, Kamrup, Assam
Account No.	187810100007462
Name & Address of Bank Branch	Andhra Bank, Mirza
MICR Code of Branch	781011004
IFSC Code	ANDB0001878
Type of Account : SB/Current/Cash Credit	SB

4. The Grant is subject to the adjustment on the basis of the Utilization Certificate in the prescribed proforma submitted by the University /College/Institution.
5. The University/College/Institution shall maintain proper accounts of the expenditure out of the grants which shall be utilized only on approved items of expenditure.
6. The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guidelines there under from time to time.
7. The Utilization Certificate to the effect that the Grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the close of the current financial year.
8. The Assets acquired wholly or substantially out of the University Grants Commission's Grant shall not be disposed or encumbered or utilized for the purpose other than those for which the grant was given without proper sanction of the University Grants Commission and should at any time the University ceased to function, such Assets shall revert to the University Grants Commission.
9. A register of Assets acquired wholly or substantially out of the Grant shall be maintained by the University/ College in the prescribed proforma.
10. The grantee institution shall ensure the utilization of grants-in-aid for which it is being sanctioned/paid. In case non-utilization/ part utilization thereof simple interest @ 10% per annum, as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provisions contained in General Financial Rules of Govt. of India, will be charged.
11. The University/Institution shall follow strictly the Government of India/ University Grants Commission guidelines regarding implementation of the reservation policy [both vertical (for SC, ST & OBC) and horizontal (for persons with disability etc.)] in teaching and non-teaching posts.
12. The University/College shall fully implement the official language policy of Union Govt. and comply with the official language Act, 1963 and Official Languages (Use for official purposes of the Union) Rules, 1976 etc.
13. The sanction is issued in exercise of the delegation of powers vide University Grants Commission order no. 130/2013 [F.No. 10-11/12 (Admn. IA & B)] dated 28/05/2013.
14. The University / Institution shall strictly follow the University Grants Commission Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009.
15. The University / Institution shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
16. The accounts of the University / Institution will be open for audit by the Comptroller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e., balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
18. It is certified that an amount of ₹.....out of the grant of ₹.....sanctioned vide Letter No. F.5-114/TF/2012/NERO Dated

Page 2 of 3

  
 Principal  
 Dakshin Kamrup Girls' College  
 P.O.

12.02.2016

## Annexure- X

### GOVERNMENT GRANTS

## NATIONAL SERVICE SCHEME

GAUHATI UNIVERSITY: GOPINATH BARDOLOI NAGAR

No. GUNSS/ Reg-Spl Fund/3012-13/20-121

Date: 30-03-2013

From:

Dr. Sushil Sinha  
Programme Coordinator

To:

The Principal,  
D.K. Girls' College

Subj: Release of NSS Grant for Regular & Special Camping.

Sir/Madam,


With reference to the above I forward herewith two cheques as detailed below for the implementation of Regular Activities and Special Camping Programmes by the National Service Scheme Unit of your college. The amount has to be credited to the NSS Fund of your College to be jointly operated by the Principal and the Programme Officer.

You are requested to submit Audited Report & Utilization Certificate in the prescribed form **SEPARATELY FOR REGULAR ACTIVITIES & SPECIAL CAMPING** to the undersigned on completion of the Programme. You are further requested to intimate the dates of Special Camping Programme well in advance to the undersigned and the Youth Officer, NSS Regional Centre (NER), Dispur, Guwahati-781006 to facilitate monitoring.

**DETAILS OF CHEQUES ISSUED:**

1. SBI, GU Br. Ch. No. 798046 Dt. 30.03.2013 for Rs 22,000.00 (Rupees twenty two thousand) only For Regular Activities
2. SBI, GU Br. Ch. No. 828045 Dt. 30.03.2013 for Rs 22,500.00 (Rupees twenty two thousand five hundred) only For Special Camping

Yours faithfully,

  
(SUSHIL SINHA)  
Programme Coordinator

Dated Kahilipara the 24<sup>th</sup> April /2012

From - Shri P. Jidung,  
M.A., M. Phil. LL. B. AES  
Director of Higher Education, Assam,  
Kahilipara, Guwahati- 19.

To, The Principal,  
D.K. Girls' College,  
P.O.-Mirza, Dist.Kamrup.

Sub: Release of Financial Assistance to Colleges under Plan during the year 2011-12.

Ref: Govt. Sanction letters No. (I) PMA(H) 15/2012/8 dtd. 18-2-2012.  
(II) PMA(H) 14/2012/8 dtd. 18-2-2012.  
(III) PMA(H) 13/2012/8 dtd. 18-2-2012.  
(IV) PMA(H) 12/2012/8 dtd. 18-2-2012.

Sir/Madam,

In inviting a reference to the subject cited above, I am forwarding herewith a Bankers Cheque for an amount of Rs. 3.99 lakh (Rupees Three lakh Ninety nine thousand) only being the financial assistance to your college under Plan for the year 2011-12 for the following purposes.

Sl No.	Purpose	Amount	Bankers Cheque No. and date
1	2	3	4
1	Excursion Grant	Rs. 2.00 lakh	060768 dtd. 23-4-2012
2	Publication of College Magazine	Rs. 1.00 lakh	
3	Youth Festival	Rs. 0.50 lakh	
4	Organising Sports	Rs. 0.50 lakh	
Total amount- Rs. 4.00 lakh			

An amount of Rs.1,000/-(Rupees One thousand) only has been deducted by S. B. I. as Bank Commission out of the total amount of Rs. 4.00 Lakh.

The amount must be utilized as per Terms & Conditions placed below :

- Detailed proposal for financial assistance to be furnished to this Directorate within 30 days from the date of receipt of the Bankers Cheque as shown below -
  - Excursion grants = (i) List of students & year in which studying.  
= (ii) Whether it is a general excursion or study tour.  
= (iii) Place to be visited, route of journey and duration of tour.  
= (iv) Name designation of teachers guide.
  - College Magazine grants = (i) Estimates from Printing Press and fund for College Magazine.
  - Sports grants = (i) Report on how the grants will be utilized.  
= (ii) List of items to be procured in details showing rate and quantity.
  - Youth Festival grants = (i) A report on proposed activities with estimates.
- The amount must be utilized for the purposes for which the grants has been released and should be utilized within 6 (six) months from the date of receipt of the grants.
- Necessary Utilisation Certificate alongwith Audited Statement of the Expenditure in triplicate for the amount must be furnished to the undersigned within 6 (six) months from the date of receipt of the Demand Draft.
- In case, failing to fulfill the terms & conditions, the concerned College will be disqualified for all Purposes and the Principal concerned will personally be responsible as per FRBM Act' 2005.

The receipt of the Bankers Cheque may please be acknowledged.

Yours faithfully

Director of Higher Education, Assam,  
Kahilipara, Guwahati- 19.

Dated Kahilipara the 24<sup>th</sup> April /2012

Memo No. PC/HE/Plan-20/2012/54-A

Copy to:-

- The Commissioner & Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati-6 for favour of his kind information.

From :- Mr. B.K. Nath  
Director of Higher Education,  
Assam, Kahilipara, Guwahati-19.

To, The Principal D.K. Girl's College/Mahavidyalaya

P.O. \_\_\_\_\_ Dist. Kamrup

Sub :- Forwarding Demand Draft.

Ref :- Govt. S/B No. PMA(H).126/2008/11 dated 30.09.2009.

Sir,

With reference to the subject cited above, I have the honour to forward herewith a Demand Draft bearing No. 882440 dated 18/02/2010 amounting to Rs. 57,800/- (Rupees fifty thousand) only for Publication of College Magazine under the award of 12th Finance Commission for 2008-2009.

Necessary utilization certificate (2 copies) alongwith audited statement of expenditure must be furnished to the undersigned within three months failing which you will be personally held responsible and actions will be initiated against you for the default. Non-receipt of utilisation certificate for the purpose within the stipulated time will disqualify you/your institution for all purpose including financial allotment/grants etc. in future.

The receipt of the Demand Draft may kindly be acknowledged.

Yours faithfully

*B. Nath*  
Director of Higher Education,  
Assam, Kahilipara, Guwahati-19.

Mem. No. ACB/BC/2/2013/Pt.-III/252-A

Dated Kahilipara, the 22nd April/2010.

Copy to :-

1. The Dy. Secretary to the Govt. of Assam, Education(Higher) Department, Dispur, Guwahati-6 for information.
2. The AC(A) Branch of this office for information & necessary action.

Director of Higher Education,  
Assam, Kahilipara, Guwahati-19.

GOVERNMENT OF ASSAM  
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM,  
KAHILIPARA : : : : : GUWAHATI-19.

\*\*\*\*\*

No. PC/HE/Plan.13/2001/272

Dated Kahilipara the 28-04-2010.

From : Dr. B.K. Nath, Ph.D.  
Director of Higher Education,  
Assam, Kahilipara, Guwahati-19.

To : The Principal, D.K. Girls' College

P.O. - Mirza Dist - Kamrup.

Sub : Forwarding of Banker's Cheque for Non-Recurring Building Grant to Non-Govt. Colleges under SCCP Areas during 2009-2010.

Ref : Govt. Sanction No. PMA(H).73/2002/114 dated- 11-03-2010.

Sir,

In inviting a reference to the subject cited above, I have the honour to forward herewith the Banker's Cheque bearing No. 930575 dated - 31-03-2010 for an amount of Rs. 4,98,250/- (Rupees/Four/lakh/ninety/eight/thousand/two/hundred/fifty) only after deducting the Bank Commission for Rs. 1,750/- (Rupees/One/thousand/seven/hundred/fifty) only being the Grant for Non-recurring Building Grant to Non-Govt. Colleges under SCCP Areas during the year 2009-2010.

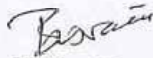
Necessary Utilization Certification alongwith Audited Statement Expenditure for the amount released / disbursed must be furnished to the undersigned in triplicate within three months from the date of receipt of the amount.

Non receipt of Utilisation Certificate will disqualify you / your institution for all purposes including Govt. Subject Concurrence / Affiliation / Non-recurring Grants / Infrastructure Development Grants etc. For any default you will be held personally responsible and action will be initiated against you as per existing rules and provision of FRBM Act 2005.

The receipt of the Banker's Cheque may please be acknowledged.

Yours faithfully

Encl :- As stated above.

  
Director of Higher Education, Assam  
Kahilipara, Guwahati-19.

Dated Kahilipara the 28-04-2010.

Memo No. PC/HE/Plan.13/2001/272-A

Copy to :-

1. The Additional Chief Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati- 6.
2. The Treasury Officer.....
3. The AC(A) Branch of this office.

Dv. Director of Higher Education Assam



OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, Assam, Guwahati  
 GUWAHATI : 19.  
 \*\*\* \*\*

No. PC/HE/Plan.5/2009/Pt./181 Dated Kahilipara the 02-06-2010.

From : Dr. S.K. Nath, Ph.D.,  
 Director of Higher Education,  
 Assam, Kahilipara, Guwahati- 19.

To, The Principal, D.K. Girls' College,  
 P.O.- Mirza, Dist- Kamrup

Sub :- Forwarding of Demand Draft / Bank Draft / Bankers' Cheque for  
 Infrastructure development of Rural Colleges under ACA during  
 the year 2009-2010.

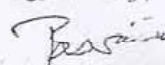
Ref :- Govt. & Sanction letter No. PMA(H).192/2009/42 date- 15-03-2010-

Sir, In inviting a reference to the subject cited above, I have the  
 honour to forward herewith the Demand Draft / Bank Draft / Bankers' Cheque  
 bearing No.936239 date 11-05-2010 for an amount of Rs. 4,88,285/-  
 (Rupees /Four/lakh/eighty/eight/thousand/two/hundred/eighty/five) only  
 after deducting the Bank Commission for Rs.1,715/-- (Rupees/One/thousand/  
 Seven/hundred/fifteen) Only being the Grants for Infrastructure  
 development for Rural Colleges under ACA during the year 2009-2010.

Necessary Utilisation Certificate alongwith Audited Statement  
 Expenditure for the amount released / disbursed must be furnished to the  
 undersigned in triplicate within three months from the date of receipt of  
 the amount.

Non submission of Utilisation Certificate will disqualify you /  
 your institution for all purpose including Govt. subject concurrence /  
 Affiliation / Non-recurring Grants / Infrastructure Development Grants etc.  
 For any default you will be held personally responsible and action will be  
 initiated against you as per existing rules and provision of FRBM Act'2005.

The receipt of the ~~Bank/Draft/~~ Bankers' Cheque / ~~Demand Draft/~~  
 may please be acknowledged.

Yours faithfully,  
  
 Director of Higher Education,  
 Assam, Kahilipara, Guwahati-19.

Memo No. PC/HE/Plan.5/2009/Pt./181-A <sup>recom</sup> Dated Kahilipara the 02-06-2010-

Copy to :-

1. The Additional Chief Secretary to the Govt. of Assam, Education  
 (Higher) Department, Dispur, Guwahati- 6.
2. The Treasury Officer.
3. The AC(A) Branch of this office.

No. PC/HE/Plan.5/2009/Pt./252

Dated Kahilipra, the 7-7-2011

From: **Shri P. Jidung, AES,**  
Director of Higher Education, Assam  
Kahilipara, Guwahati-19.

To: ~~The Principal, D.K. Girls' College~~  
P.O. – Mirza Dist – Kamrup.

Sub: Forwarding of Demand Draft/Bankers' Cheque / Bank Draft for infrastructure development of Rural Colleges under ACA during the year 2010-2011.

Sir,

In inviting a reference to the subject cited above, I am forwarding herewith the Demand Draft / Bank Draft / Banker's Cheque bearing No.588015 Dated 13-6-2011 for an amount of Rs. 9,77,550/- lakh (Rupees Nine lakh seventy seven thousand five hundred and fifty) only after deducting the Bank Commission for Rs.2450 (Rupees two thousand four hundred and fifty) only being the second installment of Grant for infrastructure development for Rural Colleges under ACA during the year 2010-2011 out of the total project cost of Rs.47.00 lakh (Rupees forty seven lakh) only.

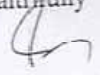
Necessary Utilisation Certificate as per prescribed performa for the amount released / disbursed must be furnished to the undersigned in triplicate within three months from the date of receipt of the amount.

Non submission of Utilisation Certificate will disqualify you / your institution for all purposes including Govt. subject Concurrence / Affiliation / Non-recurring Grants / infrastructure development Grants etc. for any default you will be held personally responsible and action will be initiated against you as per existing rules and provision of FRBM Act, 2005.

The receipt of the Demand Draft / Bank Draft / Banker's Cheque may please be acknowledged.

Encl : As stated above.

Yours faithfully

  
Director of Higher Education, Assam,  
Kahilipara, Guwahati-19.

Dated Kahilipra, the 7-7-2011

Memo No. PC/HE/Plan.5/2009/Pt./252-A

Copy to :-

1. The Additional Chief Secretary to the Govt. of Assam, Education (Higher) Department,  
Dispur, Guwahati - 6

GOVERNMENT OF ASSAM  
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM,  
KAHILIPARA, GUWAHATI - 19.

No. PC/HE/Plan-5/2009/Pt-1/36

Dated Kahilipara the 30<sup>th</sup> April /2012

From :- Shri P. Jidung,  
M.A. M. Phil. LL.B. AES  
Director of Higher Education, Assam,  
Kahilipara, Guwahati- 19.

To, The Principal, D.K. Girls' College  
P.O.-Mirza, District-Kamrup.

Sub: Forwarding of Bankers Cheque for infrastructure development of  
Rural Colleges under ACA during the year 2011-12.

Ref: Govt. Sanction letter No. PMA(H).192/2009/91, dt.23.03.2012.

Sir,

In inviting a reference to the subject cited above, I am forwarding herewith the Bankers Cheque bearing No. 304644 dated 27-4-2012 for an amount of Rs.14,66,325/- Lakh (Rupees Fourteen Lakh Sixty Six Thousand Three Hundred and Twenty Five) only after deducting the Bank Commission for Rs. 3,675/- only being the 3<sup>rd</sup> Installment of grant for infrastructural development of Rural Colleges under ACA during the year 2011-12 out of the total project cost of Rs. 47.00 Lakh (Rupees Forty Seven Lakh).

The construction works must be done through the following Construction Committee.

- |  |                     |
|--|---------------------|
| > President of the Governing Body                        | = Chairman          |
| > Principal of the College                               | = Member Secretary. |
| > Executive Engineer, PWD or his representatives         | = Member            |
| > (two) eminent Educationist to be nominated by the G.B. | = Member            |
| > One Teacher re-presentative nominated by the G.B       | = Member            |

Bills should be passed by the construction committee and Principal should release the amount to the concerned person with the approval of the Governing Body.

Necessary Utilisation Certificate alongwith Audited Statement of the Expenditure in triplicate for the amount must be furnished to the undersigned within (three months) from the date of receipt of the Bankers Cheque.

Non-submission of Utilisation Certificate will disqualify your Institution for all purpose in future. For any default you will be held personally responsible and action will be initiated against you as per existing rules and provision of FRBM Act' 2005.

This receipt of the Bankers Cheque may pleased be acknowledged.

Yours faithfully

Director of Higher Education, Assam,  
Kahilipara, Guwahati- 19.

Dated Kahilipara the 30<sup>th</sup> April /2012

Memo No. PC/HE/Plan-5/2009/Pt-1/36-A

Copy to:-

1. The Commissioner & Secretary to the Govt. of Assam  
Education (Higher) Department, Dispur, Guwahati-6.
2. The AC (A) Branch of this Office.

2/21

GOVERNMENT OF ASSAM  
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM  
KAHILIPARA, GUWAHATI-19.

No. PC/HE/Plan-5/09/pt-1/103

Dated Kahilipara the 27<sup>th</sup> May/2013

From : *Shri Phanindra Jidung,*  
M.A., M.Phil, LL.B., AES  
Director of Higher Education, Assam  
Kahilipara, Guwahati-19.

To, ✓ The Principal of 102 Nos. of Provincialised college.

Sub: Forwarding of Bank Draft/Bankers Cheque for infrastructure development of rural area colleges (102 Nos) under ACA during the year 2012-13.

Ref: The Govt. letter No. PMA(H)192/2009/100, dt.13-3-2013.

Sir,

In pursuance to the Govt. sanction vide letter mentioned under reference, I would like to forward herewith a Demand Draft/Banker's Cheque being infrastructure development of rural area colleges (102 Nos) under ACA during the year 2012-13.

The Name of 102 Nos. of rural area colleges are below:-

Rs. in lakh

Sl. No	Name of College	Amount	No & Date of Demand Draft/Banker's Cheque
1	BBK College, Barpeta	Rs. 4.90 lakh	No. 896401 dtd. 29-4-2013
2	BHB College, Barpeta	Rs. 4.90 lakh	No. 896402 dtd. 29-4-2013
3	BH College, Barpeta	Rs. 4.90 lakh	No. 896403 dtd. 29-4-2013
4	Bapuji College, Barpeta	Rs. 4.90 lakh	No. 896404 dtd. 29-4-2013
5	Bhawanipur Anchalik College, Barpeta	Rs. 4.90 lakh	No. 896405 dtd. 29-4-2013
6	M.K College, Barpeta,	Rs. 4.90 lakh	No. 896406 dtd. 29-4-2013
7	Mandia Anchalik College, Barpeta	Rs. 4.90 lakh	No. 896407 dtd. 29-4-2013
8	N.H. College, Barpeta	Rs. 4.90 lakh	No. 896408 dtd. 29-4-2013
9	Nabajyoti College, Barpeta	Rs. 4.90 lakh	No. 896409 dtd. 29-4-2013
10	Norin Kamrup College, Barpeta	Rs. 4.90 lakh	No. 896410 dtd. 29-4-2013
11	Janata College, Cachar	Rs. 4.90 lakh	No. 896411 dtd. 29-4-2013
12	M C Das College, Cachar	Rs. 4.90 lakh	No. 896412 dtd. 29-4-2013
13	Nehru College, Cachar	Rs. 4.90 lakh	No. 896413 dtd. 29-4-2013
14	Sipajhar College, Darrang	Rs. 4.90 lakh	No. 896414 dtd. 29-4-2013
15	Kharupetia College, Darrang	Rs. 4.90 lakh	No. 896415 dtd. 29-4-2013
16	Dhemaji College	Rs. 4.90 lakh	No. 896416 dtd. 29-4-2013
17	Silapathar College	Rs. 4.90 lakh	No. 896417 dtd. 29-4-2013
18	Moridhol College	Rs. 4.90 lakh	No. 896418 dtd. 29-4-2013
19	Dhemaji Commerce College	Rs. 4.90 lakh	No. 896419 dtd. 29-4-2013
20	Gogamukh College	Rs. 4.90 lakh	No. 896420 dtd. 29-4-2013
21	Murkong Selek College	Rs. 4.90 lakh	No. 896421 dtd. 29-4-2013
22	Mankachar College, Dhubri	Rs. 4.90 lakh	No. 896422 dtd. 29-4-2013
23	Sapatgram College, Dhubri	Rs. 4.90 lakh	No. 896423 dtd. 29-4-2013
24	Ratnapith College, Dhubri	Rs. 4.90 lakh	No. 896424 dtd. 29-4-2013
25	Chilarai College, Dhubri	Rs. 4.90 lakh	No. 896425 dtd. 29-4-2013
26	D D R College, Dibrugarh	Rs. 4.90 lakh	No. 896426 dtd. 29-4-2013
27	Khowang College, Dibrugarh	Rs. 4.90 lakh	No. 896427 dtd. 29-4-2013
28	Naharkatia College, Dibrugarh	Rs. 4.90 lakh	No. 896428 dtd. 29-4-2013
29	Duliajan College, Dibrugarh	Rs. 4.90 lakh	No. 896429 dtd. 29-4-2013
30	Tengakhat College, Dibrugarh	Rs. 4.90 lakh	No. 896430 dtd. 29-4-2013
31	Tingkhong College, Dibrugarh	Rs. 4.90 lakh	No. 896431 dtd. 29-4-2013

34	Bikali College, Goalpara	Rs. 4.90 lakh	No. 896434	dtd. 29-4-2013
35	Lakhipur College, Goalpara	Rs. 4.90 lakh	No. 896435	dtd. 29-4-2013
36	West Goalpara College, Goalpara	Rs. 4.90 lakh	No. 896436	dtd. 29-4-2013
37	D. R: College, Golaghat	Rs. 5.00 lakh	No. 896437	dtd. 29-4-2013
38	Furkating College, Golaghat	Rs. 4.90 lakh	No. 896438	dtd. 29-4-2013
39	Joyagogoi College, Golaghat	Rs. 4.90 lakh	No. 896439	dtd. 29-4-2013
40	Kamargaon College, Golaghat	Rs. 4.90 lakh	No. 896440	dtd. 29-4-2013
41	Sarupathar College, Golaghat	Rs. 4.90 lakh	No. 896441	dtd. 29-4-2013
42	Lala Rural College, Hailakandi	Rs. 4.90 lakh	No. 896442	dtd. 29-4-2013
43	Bahana College, Jorhat	Rs. 5.00 lakh	No. 896443	dtd. 29-4-2013
44	C K B College, Teok, Jorhat	Rs. 4.90 lakh	No. 896444	dtd. 29-4-2013
45	Jengraimukh College, Jorhat	Rs. 4.90 lakh	No. 896445	dtd. 29-4-2013
46	Jorhat Kendriya Mahavidyalaya, Jorhat	Rs. 4.90 lakh	No. 896446	dtd. 29-4-2013
47	Kakajan College, Jorhat	Rs. 4.90 lakh	No. 896447	dtd. 29-4-2013
48	Majui College, Jorhat	Rs. 4.90 lakh	No. 896448	dtd. 29-4-2013
49	Rangachali College, Jorhat	Rs. 4.90 lakh	No. 896449	dtd. 29-4-2013
50	U M K College, Jorhat	Rs. 4.90 lakh	No. 896450	dtd. 29-4-2013
51	JN College, Kamrup	Rs. 4.90 lakh	No. 896451	dtd. 29-4-2013
52	North Guwahati College, Kamrup	Rs. 4.90 lakh	No. 896452	dtd. 29-4-2013
53	B P Chaliha College, Kamrup	Rs. 4.90 lakh	No. 896453	dtd. 29-4-2013
54	Dimoria College, Kamrup	Rs. 4,88,530/- lakh	No. 896276	dtd. 27-4-2013
55	D. K. College, Kamrup	Rs. 4.90 lakh	No. 896454	dtd. 29-4-2013
56	D. K. Girls' College, Kamrup	Rs. 4.90 lakh	No. 896455	dtd. 29-4-2013
57	Suren Das College, Kamrup	Rs. 4.90 lakh	No. 896456	dtd. 29-4-2013
58	Sonapur College, Kamrup	Rs. 4,88,530/- lakh	No. 896275	dtd. 27-4-2013
59	Saraighat College, Kamrup	Rs. 4.90 lakh	No. 896457	dtd. 29-4-2013
60	SBMS College, Kamrup	Rs. 4.90 lakh	No. 896458	dtd. 29-4-2013
61	Puthimari College, Kamrup	Rs. 4.90 lakh	No. 896459	dtd. 29-4-2013
62	Pub-Kamrup College, Kamrup	Rs. 4.90 lakh	No. 896460	dtd. 29-4-2013
63	Damdama College, Kamrup	Rs. 4.90 lakh	No. 896461	dtd. 29-4-2013
64	Chhyagaon College, Kamrup	Rs. 4.90 lakh	No. 896462	dtd. 29-4-2013
65	N.C. College, Karimganj	Rs. 4.90 lakh	No. 896463	dtd. 29-4-2013
66	R.K. Nagar College, Karimganj	Rs. 4.90 lakh	No. 896464	dtd. 29-4-2013
67	Lakhimpur Kendriya Mahavidyalaya	Rs. 4.90 lakh	No. 896465	dtd. 29-4-2013
68	LTk College, Lakhimpur	Rs. 4.90 lakh	No. 896466	dtd. 29-4-2013
69	North Bank College, Lakhimpur	Rs. 4.90 lakh	No. 896467	dtd. 29-4-2013
70	Nowboicha College, Lakhimpur	Rs. 4.90 lakh	No. 896468	dtd. 29-4-2013
71	O P D College, Lakhimpur	Rs. 4.90 lakh	No. 896469	dtd. 29-4-2013
72	Sankardev College, Lakhimpur	Rs. 4.90 lakh	No. 896470	dtd. 29-4-2013
73	Jagiroad College, Morigaon	Rs. 4.90 lakh	No. 896471	dtd. 29-4-2013
74	Moirabari College, Morigaon	Rs. 4.90 lakh	No. 896472	dtd. 29-4-2013
75	Dhing College, Nagaon	Rs. 4.90 lakh	No. 896473	dtd. 29-4-2013
76	Hojai College, Nagaon	Rs. 4.90 lakh	No. 896474	dtd. 29-4-2013
77	Dr. BKB College, Nagaon	Rs. 4.90 lakh	No. 897086	dtd. 09-5-2013
78	Kaliabar College, Nagaon	Rs. 4.90 lakh	No. 896475	dtd. 29-4-2013
79	Rupahi College, Nagaon	Rs. 4.90 lakh	No. 896476	dtd. 29-4-2013
80	Barbhag College, Nalbari	Rs. 4.90 lakh	No. 896477	dtd. 30-4-2013
81	Kamrup College, Nalbari	Rs. 4.90 lakh	No. 896478	dtd. 30-4-2013
82	Sivasagar College, Sivasagar	Rs. 4.90 lakh	No. 896479	dtd. 30-4-2013
83	Gargaon College, Sivasagar	Rs. 4.90 lakh	No. 896480	dtd. 30-4-2013
84	Dikhomukh College, Sivasagar	Rs. 4.90 lakh	No. 896481	dtd. 30-4-2013
85	Demow College, Sivasagar	Rs. 4.90 lakh	No. 896482	dtd. 30-4-2013
86	HCDG College, Sivasagar	Rs. 4.90 lakh	No. 896483	dtd. 30-4-2013
87	JHNS College, Sivasagar	Rs. 4.90 lakh	No. 896484	dtd. 30-4-2013
88	SMD College, Sivasagar	Rs. 4.90 lakh	No. 896485	dtd. 30-4-2013
89	SPP College, Sivasagar	Rs. 4.90 lakh	No. 896486	dtd. 30-4-2013
90	LQKD College, Sonitpur	Rs. 4.90 lakh	No. 896487	dtd. 30-4-2013


94	Doom Dooma College, Tinsukia	Rs. 4.90 lakh	No. 896491	dtd. 30-4-2013
95	Sadiya College, Tinsukia	Rs. 4.90 lakh	No. 896492	dtd. 30-4-2013
96	B.B. Kishan College, BTAD	Rs. 4.90 lakh	No. 896493	dtd. 30-4-2013
97	Barama College, BTAD	Rs. 4.90 lakh	No. 896494	dtd. 30-4-2013
98	Tangla College, BTAD	Rs. 4.90 lakh	No. 896495	dtd. 30-4-2013
99	Udalguri College, BTAD	Rs. 4.90 lakh	No. 896496	dtd. 30-4-2013
100	Janata College, BTAD	Rs. 4.90 lakh	No. 896497	dtd. 30-4-2013
101	Goreswar College, BTAD	Rs. 4.90 lakh	No. 896498	dtd. 30-4-2013
102	Maibang Degree College, Dima Hasao	Rs. 4.90 lakh	No. 896499	dtd. 30-4-2013

Necessary Utilisation Certificate alongwith Audited Statement of the Expenditure for the amount must be furnished to the undersigned in triplicate within three months from the date of receipt of this letter with Demand Draft/Banker Cheque.

Non-submission of Utilisation Certificate will disqualify yours institution for all purpose in future. For any default you will be held personally responsible and as per provision of FRBM Act' 2005.

The receipt of the Demand Draft may pleased be acknowledged.

Yours faithfully,


  
Director of Higher Education, Assam  
Kahilipara, Guwahati-19.

Memo No. PC/HE/Plan-5/09/pt-1/103-A

Dated Kahilipara the 27<sup>th</sup> May/2013

Copy to:-

1. The Commissioner & Secretary to the Govt. of Assam, Education-Higher Department Dispur, Guwahati-6 for information.
2. The ACA Branch of this office for taking necessary action.
3. The Guard File.

  
Director of Higher Education, Assam  
Kahilipara, Guwahati-19.

**GOVT. OF ASSAM**  
**OFFICE OF THE DIRECTOR OF HIGHER EDUCATION**  
**ASSAM :::: KAHLIPARA**

NO.PC/HE/Plan-29/2012/166

Dated Kahilipara, the 16<sup>th</sup> September, 2013

From :- Shri P. Jidung,  
 MA, M.Phil, LLB, AES,  
 Director of Higher Education, Assam,  
 Kahilipara, Guwahati- 19

To, The Principal,  
 D.K. Girls College/ Mahavidyalaya  
 Mirza Dist. Kamrup

Sub Release of financial assistance for infrastructure development grants to Colleges under Plan for the year 2012-13.

Ref:- Govt. Sanction Order No.PMA(H).2/2012/pt/58 to 98, dt.02.01.2013

Sir,

In inviting a reference to the Govt. letters on the subject cited above, I am forwarding herewith a Accounts Payee Cheque for an amount of Rs. 99.50 lakh (Rupees Ninety Nine Lakh & fifty thousand)only, after deducting 0.05% (i.e. Rs.0.50 lakh as administrative cost as per guideline) sanctioned by Govt. as financial assistance for infrastructure development of the Colleges under Plan during the year 2012-13.

The amount, Nos. and date of Accounts Payee Cheque against your College is shown below:

Sl No	Name of 40 Colleges for receiving grants of 2012-13	Amount	Accounts Payee Cheque
1	Dhing College	Rs. 99.50 Lakh	No.539768 dt.19.09.2013
2	Goreswar College	Rs. 99.50 Lakh	No.539769dt.19.09.2013
3	D.K. Girls College	Rs. 99.50 Lakh	No.539770dt.19.09.2013
4	D.K. College	Rs. 99.50 Lakh	No.539771 dt.19.09.2013
5	Dimoria College	Rs. 99.50 Lakh	No.539772 dt.19.09.2013
6	S. B.M.S College, Sualkuchi	Rs. 99.50 Lakh	No.539773 dt.19.09.2013
7	North Guwahati College	Rs. 99.50 Lakh	No.539774dt.19.09.2013
8	B. Borooah College	Rs. 99.50 Lakh	No.539775 dt.19.09.2013
9	Arya Vidyapith College	Rs. 99.50 Lakh	No.539776 dt.19.09.2013
10	Murkang Selek College	Rs. 99.50 Lakh	No.539777 dt.19.09.2013
11	Gogamukh College	Rs. 99.50 Lakh	No.539778 dt.19.09.2013
12	Tinsukia Commerce College	Rs. 99.50 Lakh	No.539779 dt.19.09.2013
13	Duliajan College	Rs. 99.50 Lakh	No.539780 dt.19.09.2013
14	Tingkhong College	Rs. 99.50 Lakh	No.539781 dt.19.09.2013
15	D.D.R. College	Rs. 99.50 Lakh	No.539782 dt.19.09.2013
16	North Bank College	Rs. 99.50 Lakh	No.539783dt.19.09.2013
17	Nowboicha College	Rs. 99.50 Lakh	No.539784 dt.19.09.2013
18	North Lakhimpur	Rs. 99.50 Lakh	No.539785 dt.19.09.2013
19	Sarupathar College	Rs. 99.50 Lakh	No.539786 dt.19.09.2013
20	D.K.D. College	Rs. 99.50 Lakh	No.539787 dt.19.09.2013
21	Jangraimukh College	Rs. 99.50 Lakh	No.539788 dt.19.09.2013
22	HCDG College	Rs. 99.50 Lakh	No.539789 dt.19.09.2013
23	Sibsagar Girls College	Rs. 99.50 Lakh	No.539790 dt.19.09.2013
24	R.S. Girls College	Rs. 99.50 Lakh	No.539791 dt.19.09.2013
25	Lala Rural College	Rs. 99.50 Lakh	No.539792 dt.19.09.2013
26	Cachar College	Rs. 99.50 Lakh	No.539793 dt.19.09.2013
27	L.O.K.D. College	Rs. 99.50 Lakh	No.539794 dt.19.09.2013
28	Dumrao College	Rs. 99.50 Lakh	No.539795 dt.19.09.2013

GOVT. OF ASSAM Final Installment  
OFFICE OF THE DEPUTY COMMISSIONER :: KAMRUP :: AMINGAON  
(DEVELOPMENT BRANCH)

NO. KDP.13/MLAADS/PAL/2012-13/Pt-I/216

Date :

**SANCTION ORDER**

In pursuance of this office earlier Administrative Approval & Financial Sanction communicated vide order No. KDP 13/MLAADS/PAL/ 2013-14/Pt-I/62 dtd. 24.07.2013, the undersigned is pleased to release the 2<sup>nd</sup> / Final Installment of fund against the following scheme implemented under MLAADS: 2012-13 of Palasbari LAC in favour of the President & Secretary of the Construction Committee concerned.

(Rs. In Lakh)

Sl No	Name of scheme	Allocation of fund	Amount released earlier in 1 <sup>st</sup> Inst. for			Amount released now	Balance available	
			Const. Committee	Deduction of				Total
				VAT @ 1%	Contingency @ 0.3%			
1	2	3	4	5	6	7	8	9
1	Const. of proposed Toilet for D.K. Girls' College at Mirza (Phase-I)	5,00,000/-	3,68,500/-	5,000/-	1,500/-	3,75,000/-	1,25,000/-	Nil
	<b>TOTAL</b>	<b>5,00,000/-</b>	<b>3,68,500/-</b>	<b>5,000/-</b>	<b>1,500/-</b>	<b>3,75,000/-</b>	<b>1,25,000/-</b>	

Total amount to be released in words: Rupees One Lakh Twenty Five Thousand only.

*Self*  
( Vinod Seshan, IAS )  
Deputy Commissioner;  
Kamrup, Amingaon  
Date: 30.6.2015

Memo NO. KDP.13/MLAADS/PAL/2012-13/Pt-I/216 -A

Copy to:

1. The Director, Decentralised Planning, Planning & Development Department, Dispur, Guwahati-6 for information.
2. The Hon'ble MLA Palasbari LAC for favour of information.
3. The President & Secretary of the Construction Committee concerned. They are requested to collect the cheques from the Planning & Development Branch & to submit UC/WCR & required papers along with photograph of completed works for regularization. The Secretary / President of the C/C will get ensured completion of the work with optimum utilization of fund & submit reports/papers accordingly.
4. The Cashier, Planning & Development Branch, He is directed to prepare Account Payee Cheque from the SB A/C No. 32076135251 at SBI, Amingaon Branch in favour of President/ Secretary of the committee concerned and keep update of the A/C reconciling with Bank Statement. Prior to delivery of the cheques he will ensure/verify identification & signature of the recipient.
5. Office File.

*[Signature]*  
Deputy Commissioner,  
Kamrup, Amingaon

Details of the Construction Committee in whose favour fund is to be released :

Sl.No.	President	Secretary
1	Circle Officer, Palasbari Rev. Circle	Dr. Gajendra Adhikary, Principal, DKGC





ज्ञान-विज्ञान विस्तारणे

UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (O)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

No. F.5-278/2013-14/MRP/NERO / 17930

The Principal,  
D.K. Girls' College,  
Dist.-Kamrup, Mirza, Assam-781 125.

Dated : March, 2014

28 MAR 2014

Sub. : Financial Assistance to Teachers working in the colleges for undertaking Minor Research Project (MRP) on "History .....Madhab Ata".

Sir/Madam,

With reference to the MRP submitted by Dr. Gajendra Adhikary, Department of History of your college for financial assistance under the above scheme, this is to inform you that the University Grants Commission has approved a grant of Rs. 2,45,000/- (Rupees Two Lakhs Forty Five thousand) only for undertaking the above research project for the items listed below:-

Recurring Items	Amount (Rs)	Non-Recurring Items	Amount(Rs)	Total(Rs)
Chemical and Glass Works	Nil	Books & Journals	85,000/-	85,000/-
Field Works and Travel	60,000/-	Equipments	50,000/-	1,10,000/-
Contingency including special needs	25,000/-			25,000/-
Any other items	25,000/-	Any other items	Nil	25,000/-
Grand Total				Rs. 2,45,000/-

Terms & Conditions

1. The Principal Investigator (P.I.) is requested to submit acceptance certificate as per the format of the UGC Guidelines within 30 days from the date of issue of this letter.
2. Date of implementation of project will be the received date of 1<sup>st</sup> installment of grant.
3. The Research Project has to be completed within a period of 24 months. No extension in tenure is permissible in any circumstances.
4. The second installment of grant 40% will be released on receipt of the progress report of the work done, utilization certificate itemwise statement of expenditure duly certified by the Principal Investigator/ Registrar/ Principal/ Head of the Institution.
5. The detailed terms and conditions of availing Minor Research Project (12<sup>th</sup> Plan) may be seen at [www.ugc.ac.in](http://www.ugc.ac.in).
6. The suggestions given by the subject expert/s (if any) are enclosed for the benefit of investigator.

(Dr. Mohammad Arif)  
Joint Secretary

Copy to:-

1. Dr. Gajendra Adhikary, Department of History, D.K. Girls' College, Dist.-Kamrup, Mirza, Assam-781 125.
2. The Director, College Development Council, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam.
3. The Registrar, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam.
4. The Secretary to State Govt. of Assam (Education Department), Assam Secreteriat, Dispur, Guwahati-781 006, Assam.
5. The Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati-781 028.
6. The Director of Higher Education, Kahilipara, Guwahati - 781 019, Assam, India.
7. Guard File.

  
Principal  
Dakshin Kamrup Girls' College  
P.O. ...

12.02.2016

(A. K. Verma)  
Education Officer



UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (O)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

No. F.5-112/2013-14/ (MRP/NERO) / 11508

The Principal,  
Dakshin Kamrup Girls' College,  
Mirza - 781125, Kamrup, Assam.

Dated : March, 2014

MAR 2014

Sub. : Financial Assistance to Teachers working in the colleges for undertaking Minor Research Project (MRP) on "A Descriptive Catalogue..... Indian Languages".

Sir/Madam,

With reference to the MRP submitted by Dr. Jahnobi Devi, Department of Assamese of your college for financial assistance under the above scheme, this is to inform you that the University Grants Commission has approved a grant of Rs. 1,70,000/- (Rupees One Lakh Seventy Thousand) only for undertaking the above research project for the items listed below:-

Recurring Items	Amount (Rs)	Non-Recurring Items	Amount(Rs)	Total(Rs)
Chemical and Glass Works	nil	Books & Journals	85,000/-	85,000/-
Field Works and Travel	30,000/-	Equipments	30,000/-	60,000/-
Contingency including special needs	15,000/-			15,000/-
Any other items	nil	Any other items	10,000/-	10,000/-
Grand Total				Rs. 1,70,000/-

#### Terms & Conditions

1. The Principal Investigator (P.I.) is requested to submit acceptance certificate as per the format of the UGC Guidelines within 30 days from the date of issue of this letter.
2. Date of implementation of project will be the received date of 1<sup>st</sup> installment of grant.
3. The Research Project has to be completed within a period of 24 months. No extension in tenure is permissible in any circumstances.
4. The second installment of grant 40% will be released on receipt of the progress report of the work done, utilization certificate itemwise statement of expenditure duly certified by the Principal Investigator/ Registrar/ Principal/ Head of the Institution.
5. The detailed terms and conditions of availing Minor Research Project (12<sup>th</sup> Plan) may be seen at [www.ugc.ac.in](http://www.ugc.ac.in)
6. The suggestions given by the subject expert/s (if any) are enclosed for the benefit of investigator.

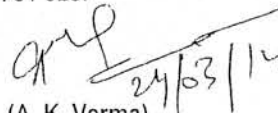
(Dr. Mohammad Arif)  
Joint Secretary

#### Copy to:-

1. Dr. Jahnobi Devi, Department of Assamese, Dakshin Kamrup Girls' College, Mirza - 781 125, Kamrup, Assam.
2. The Director, College Development Council , Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India
3. The Registrar, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India
4. The Secretary to State Govt. of Assam (Education Department), Assam Secreteriat, Dispur, Guwahati-781 006, Assam.
5. The Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781 028.
6. The Director of Higher Education, Kahilipara, Guwahati- 781 019, Assam.
7. Guard File.

  
Principal  
Dakshin Kamrup Girls' College  
P.O.-Mirza-78112

12.02.2016

  
(A. K. Verma)  
Education Officer



অসম-বিদ্যালয় শিক্ষাবোর্ড

NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (O)  
FAX : 0361 - 2267055  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

No. F.5-277/2013-14/MRP/NERO/389

Dated : March, 2014

06 MAY 2014

The Principal,  
D.K. Girls' College,  
Dist.-Kamrup, Mirza, Assam-781 125.

Sub.: Financial Assistance to Teachers working in the colleges for undertaking Minor Research Project (MRP) on "Historical Importance.....Sources".

Sir/Madam,

With reference to the MRP submitted by Dr, Nara Kanta Adhikary, Department of History of your college for financial assistance under the above scheme, this is to inform you that the University Grants Commission has approved a grant of Rs. 2,20,000/- (Rupees Two Lakhs Twenty Thousand ) only for undertaking the above research project for the items listed below:-

Recurring Items	Amount (Rs)	Non-Recurring Items	Amount(Rs)	Total(Rs)
Chemical and Glass Works	Nil	Books & Journals	75,000/-	75,000/-
Field Works and Travel	50,000/-	Equipments	45,000/-	95,000/-
Contingency including special needs	25,000/-			25,000/-
Any other items	25,000/-	Any other items	Nil	25,000/-
Grand Total				Rs. 2,20,000/-

Terms & Conditions

- The Principal Investigator (P.I.) is requested to submit acceptance certificate as per the format of the UGC Guidelines within 30 days from the date of issue of this letter.
- Date of implementation of project will be the received date of 1<sup>st</sup> installment of grant.
- The Research Project has to be completed within a period of 24 months. No extension in tenure is permissible in any circumstances.
- The second installment of grant 40% will be released on receipt of the progress report of the work done, utilization certificate itemwise statement of expenditure duly certified by the Principal Investigator/ Registrar/ Principal/ Head of the Institution.
- The detailed terms and conditions of availing Minor Research Project (12<sup>th</sup> Plan) may be seen at [www.ugc.ac.in](http://www.ugc.ac.in)
- The suggestions given by the subject expert/s (if any) are enclosed for the benefit of investigator.

(Dr. Mohammad Arit)  
Joint Secretary

Copy to:-

- Dr, Nara Kanta Adhikary, Department of History, D.K. Girls' College, Dist.-Kamrup, Mirza, Assam-781 125.
- The Director, College Development Council, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam.
- The Registrar, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam.
- The Secretary to State Govt. of Assam (Education Department), Assam Secreteriat, Dispur, Guwahati-781 006, Assam.
- The Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati-781 028.
- The Director of Higher Education, Kahilipara, Guwahati -781 019, Assam, India.
- Guard File.

Principal  
Dakshin Kamrup Girls' College  
P.O.-Mirza

(A. K. Verma)  
Education Officer

12.02.2016



UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (O)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

No. F.5-153/2013-14/ (MRP/NERO) / 177

The Principal,  
Dakshin Kamrup Girls' College,  
Mirza - 781 125, Kamrup, Assam.

Dated : March, 2014

30 APR 2014

Sub. : Financial Assistance to Teachers working in the colleges for undertaking Minor Research Project (MRP) on "Rural women.....area".

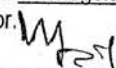
Sir/Madam,

With reference to the MRP submitted by **Jinu Das**, Department of **Economics** of your college for financial assistance under the above scheme, this is to inform you that the University Grants Commission has approved a grant of **Rs. 1,90,000/- (Rupees One Lakh Ninety Thousand)** only for undertaking the above research project for the items listed below:-

Recurring Items	Amount (Rs)	Non-Recurring Items	Amount(Rs)	Total(Rs)
Chemical and Glass Works	nil	Books & Journals	50,000/-	50,000/-
Field Works and Travel	80,000/-	Equipments	50,000/-	1,30,000/-
Contingency including special needs	nil			nil
Any other items	10,000/-	Any other items	nil	10,000/-
<b>Grand Total</b>				<b>Rs. 1,90,000/-</b>

**Terms & Conditions**


1. The Principal Investigator (P.I.) is requested to submit acceptance certificate as per the format of the UGC Guidelines within 30 days from the date of issue of this letter.
2. Date of implementation of project will be the received date of 1<sup>st</sup> installment of grant.
3. The Research Project has to be completed within a period of 24 months. No extension in tenure is permissible in any circumstances.
4. The second installment of grant 40% will be released on receipt of the progress report of the work done, utilization certificate itemwise statement of expenditure duly certified by the Principal Investigator/ Registrar/ Principal/ Head of the Institution.
5. The detailed terms and conditions of availing Minor Research Project (12<sup>th</sup> Plan) may be seen at [www.ugc.ac.in](http://www.ugc.ac.in)
6. The suggestions given by the subject expert/s (if any) are enclosed for the benefit of investigator.

  
(Dr. Mohammad Arif)  
Joint Secretary

Copy to:-

1. **Jinu Das**, Department of Economics, Dakshin Kamrup Girls' College, Mirza - 781 125, Kamrup, Assam.
2. **The Director**, College Development Council, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
3. **The Registrar**, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
4. **The Secretary to State Govt. of Assam** (Education Department), Assam Secreteriat, Dispur, Guwahati-781 006, Assam.
5. **The Accountant General, Govt of India (A&E)**, Assam, Maidamgaon, Beltola, Guwahati - 781 028.
6. **The Director of Higher Education**, Kahilipara, Guwahati- 781 019, Assam.
7. Guard File.

  
Principal  
Dakshin Kamrup Girls' College  
P.O.-M. 781125

  
(A. K. Verma)  
Education Officer

Page 3 of 2

12.02.2016

UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (O)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)



January, 2015

05 FEB 2015

No. F.5-16/2014-15/MRP/NERO/1689

The Principal,  
Dakshin Kamrup Girls' College,  
Mirza - 781 125, Kamrup, Assam.

Sub. : Financial Assistance to Teachers working in the colleges for undertaking Minor Research Project (MRP) on "Dakshin Kamrupar Jatra Dal: Ek Adhayan".

Sir/Madam,

With reference to the MRP submitted by Dr. Jagannath Barman, Department of Assamese of your college for financial assistance under the above scheme, this is to inform you that the University Grants Commission has approved a grant of Rs.1,50,000/- (Rupees One Lakh Fifty Thousand) only for undertaking the above research project for the items listed below:-

Recurring Items	Amount (Rs)	Non-Recurring Items	Amount(Rs)	Total(Rs)
Chemical and Glass Works	-	Books & Journals	50,000/-	50,000/-
Field Works and Travel	30,000/-	Equipments	45,000/-	75,000/-
Contingency including special needs	15,000/-			15,000/-
Any other items	5,000/-	Any other items	5,000/-	10,000/-
Grand Total				Rs. 1,50,000/-

#### Terms & Conditions

1. The Principal Investigator (P.I.) is requested to submit acceptance certificate as per the format of the UGC Guidelines within 15 days from the date of issue of this letter.
2. Date of implementation of project will be the received date of 1<sup>st</sup> installment of grant.
3. The Research Project has to be completed within a period of 24 months. No extension in tenure is permissible in any circumstances.
4. The second installment of grant 40% will be released on receipt of the progress report of the work done, utilization certificate item wise statement of expenditure duly certified by the Principal Investigator/ Registrar/ Principal/ Head of the Institution.
5. The detailed terms and conditions of availing Minor Research Project (12<sup>th</sup> Plan) may be seen at [www.ugc.ac.in](http://www.ugc.ac.in)
6. The suggestions given by the subject expert/s (if any) are enclosed for the benefit of investigator.

(Dr. Mohammad Arif)  
Joint Secretary

Copy to:-

1. Dr. Jagannath Barman, Department of Assamese, Dakshin Kamrup Girls' College, Mirza - 781 125, Kamrup, Assam.
2. The Director, College Development Council, Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India.
3. The Registrar, Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India.
4. The Secretary to State Govt. of Assam, (Education Department), Assam Secretariat, Dispur, Guwahati-781 006, Assam
5. The Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781 028
6. The Director of Higher Education, Kahillipara, Guwahati - 781 019, Assam.
7. Guard File.

Attested  
  
Principal  
Dakshin Kamrup Girls' College  
P.O.-Mirza-781125

(Kishor Kumar)  
Education Officer

12.02.2016

Cashier  
for mba  
13/2/2015



UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
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E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

No. F.5-220/2014-15/MRP/NERO/1916

The Principal,  
Dakshin Kamrup Girls' College,  
Mirza - 781 125, Kamrup, Assam.

February, 2015

10 FEB 2015

Sub. : Financial Assistance to Teachers working in the colleges for undertaking Minor Research Project (MRP) on "Objective of teaching ..... Area of Assam".

Sir/Madam,

With reference to the MRP submitted by Dr. Ranjan Bhuyan, Department of English of your college for financial assistance under the above scheme, this is to inform you that the University Grants Commission has approved a grant of Rs.2,00,000/- (Rupees Two Lakh) only for undertaking the above research project for the items listed below:-

Recurring Items	Amount (Rs)	Non-Recurring Items	Amount(Rs)	Total(Rs)
Chemical and Glass Works	-	Books & Journals	50,000/-	50,000/-
Field Works and Travel	70,000/-	Equipments	50,000/-	1,20,000/-
Contingency including special needs	10,000/-			10,000/-
Any other items	20,000/-	Any other items	-	20,000/-
Grand Total				Rs. 2,00,000/-

Terms & Conditions

1. The Principal Investigator (P.I.) is requested to submit acceptance certificate as per the format of the UGC Guidelines within 15 days from the date of issue of this letter.
2. Date of implementation of project will be the received date of 1<sup>st</sup> installment of grant.
3. The Research Project has to be completed within a period of 24 months. No extension in tenure is permissible in any circumstances.
4. The second installment of grant 40% will be released on receipt of the progress report of the work done, utilization certificate item wise statement of expenditure duly certified by the Principal Investigator/ Registrar/ Principal/ Head of the Institution.
5. The detailed terms and conditions of availing Minor Research Project (12<sup>th</sup> Plan) may be seen at [www.ugc.ac.in](http://www.ugc.ac.in)
6. The suggestions given by the subject expert/s (if any) are enclosed for the benefit of investigator.

(Dr. Mohammad Arif)  
Joint Secretary

Copy to:-

1. Dr. Ranjan Bhuyan, Department of English, Dakshin Kamrup Girls' College, Mirza - 781 125, Kamrup, Assam.
2. The Director, College Development Council, Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India.
3. The Registrar, Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India.
4. The Secretary to State Govt. of Assam, (Education Department), Assam Secretariat, Dispur, Guwahati-781 006, Assam
5. The Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781 028.
6. The Director of Higher Education, Kahilipara, Guwahati - 781 019, Assam.
7. Guard File.

Attested  
Principal  
Dakshin Kamrup Girls' College  
P.O.-Mirza-781125

12.02.2016

(Kishor Kumar)  
Education Officer

Cashier for my use



UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
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E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

No. F.5-403/2014-15/MRP/NERO/2400

The Principal,  
Dakshin Kamrup Girls' College, P.O. -Mirza-781125, Dist.-Kamrup(Rural), Assam.

February, 2015

18 FEB 2015

Sub.: Financial Assistance to Teachers working in the colleges for undertaking Minor Research Project (MRP) on "Political.....Constituency".

Sir/Madam,

*Political Participation of Assam Women in Gauhati Lok constituency in Assam*

With reference to the MRP submitted by Dr. Haren Chandra Kalita, Department of Political Science of your college for financial assistance under the above scheme, this is to inform you that the University Grants Commission has approved a grant of Rs.2,55,000/- (Rupees Two Lakh and Fifty Five Thousand) only for undertaking the above research project for the items listed below:-

Recurring Items	Amount (Rs)	Non-Recurring Items	Amount(Rs)	Total(Rs)
Chemical and Glass Works	-	Books & Journals	75,000/-	75,000/-
Field Works and Travel	75,000/-	Equipments	45,000/-	1,20,000/-
Contingency including special needs	35,000/-			35,000/-
Any other items	25,000/-	Any other items	-	25,000/-
Grand Total				Rs. 2,55,000/-

Terms & Conditions

1. The Principal Investigator (P.I.) is requested to submit acceptance certificate as per the format of the UGC Guidelines within 15 days from the date of issue of this letter.
2. Date of implementation of project will be the received date of 1<sup>st</sup> installment of grant.
3. The Research Project has to be completed within a period of 24 months. No extension in tenure is permissible in any circumstances.
4. The second installment of grant 40% will be released on receipt of the progress report of the work done, utilization certificate item wise statement of expenditure duly certified by the Principal Investigator/ Registrar/ Principal/ Head of the Institution.
5. The detailed terms and conditions of availing Minor Research Project (12<sup>th</sup> Plan) may be seen at [www.ugc.ac.in](http://www.ugc.ac.in)
6. The suggestions given by the subject expert/s (if any) are enclosed for the benefit of investigator.

(Dr. Mohammad Arif)  
Joint Secretary

Copy to:-

1. Dr. Haren Chandra Kalita, Department of Political Science, Dakshin Kamrup Girls' College, P.O. -Mirza-781125, Dist.-Kamrup(Rural), Assam.
2. The Director, College Development Council, Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India..
3. The Registrar, Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India..
4. The Secretary to State Govt. of Assam (Education Department), Assam Secretariat, Dispur, Guwahati-781006, Assam
5. The Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati: 781028.
6. The Director of Higher Education, Kahilipara, Guwahati 781019, Assam, India..
7. Guard File.

Attested  
  
Principal  
Dakshin Kamrup Girls' College  
P.O.-Mirza-781125

(Kishor Kumar)  
Education Officer

12.02.2016