



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

DAKSHIN KAMRUP GIRLS' COLLEGE

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781125

<https://dkgirlscollege.in>

Submitted To

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

As a premier institution of higher education for women, Dakshin Kamrup Girls' College has celebrated 25 years of its glorious service in 2013. The college was accredited by NAAC with 'B' grade in 2016 (2nd cycle). Dakshin Kamrup Girls' College is located in Kmarup District of Assam and on the South Bank of the mighty river Brahmaputra and it came into existence on 20th November, 1988. 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 (BMCJ) in conformity with the curriculum prescribed by the Gauhati University. The College has introduced PG course in Assamese from since 2015. 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. The institution follows the guidelines of UGC and adopted the UGC prescribed CBCS method (Choice Based Credit System) from 2019-2020, providing more academic flexibility to the students. Apart from regular courses, the college has initiated 17 The institution has provided 5 ICT-enable classrooms, 2 well-equipped laboratories, 1 Indoor Sports Complex, 1 Girls' Hostel, and 1 computer lab with 19 computers exclusively for the use of the students. The college library has provided more than 18906 books including 941 reference books along with various E-Resources. The institution has a rich Museum which established in 1995. Since the time of its inception it has been spreading the light of knowledge among the economically backward girl students of this area. The institution has also provided fully Wi-Fi enable green campus to administrative and Departmental rooms.

Vision

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

- Empower the girls' student economically, politically and socially.
- Help them to become responsible and worthy citizens.

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

Mission

MISSION: - The famous from Keno Upanishada "Bidyaya Bindattmritam" which is engraved in the emblem of the college denotes the mission of the college. Theb 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 to help them to contribute to the process of national progress.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Experience of long 35 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. Well ventilated ICT enabled classrooms, seminar halls, conference hall and sports Complex.
6. Free Hostel facilities for poor students of the remote area.
7. G+2 RCC central Library with 18906 books including 941 reference books along with various E-Resources and Academic Discussion Hall.
8. Active NSS Unit and Career Guidance Cell in the college.
9. There is rich Historical Museum in the college.
10. CC TV camera surveillance to monitor student-teacher activities in the campus.
11. Canteen, Bookshop and Xerox facilities within the college campus.
12. The college has a good reputation as one of the leading college for Women Higher Education in the State.
13. Well maintained Garden with varieties of plants, ornamental plants and orchids provides aesthetic satisfaction.
14. The G.B. includes eminent and experienced academicians and administrator's who always try for the quality improvement of the Institution.
15. Competent faculties are appointed strictly on the merit basis according to the guidelines from higher authority.
16. The college maintains an atmosphere of discipline.
17. The college is free from Party Politics, Election to the Students' Union are conducted without any expenditure of money of the students.
18. 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.
19. Strong and continuing networking with Alumnae, Parents and retired faculties through their respective Organizations who help the college to receive Feedback for quality improvement.

20. 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.

Institutional Weakness

1. Shortage of permanent faculty members. 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. Poor financial background of the students.
7. Non-availability of post graduate courses except Department of Assamese.
8. Lack of scope for institutional resource mobilization to generate income.
9. Over dependent to Parent affiliating university in designing curriculum.
10. Non-availability of placement cell to create employment opportunities.
11. Insufficient funds to meet the growing necessities of the Stakeholders.

Institutional Opportunity

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 more vocational/career oriented courses.
4. Scope to open handloom and horticulture courses as the entire South Kamrup is famous sericulture and fertile land.
5. An increasing number of teachers have acquired research degrees and under taken research projects, so there is improved scope for upgrading more departments to the status of research centres.
6. Scope to inspire the students to set up Self Help groups.
7. The college being affiliated to the Gauhati University and registered by UGC, it is eligible to apply for

development grants from PM-USHA and UGC sponsored programmes.

8. Scope for rural entrepreneurship development depending on local resources.
9. 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.
10. Research and extension activities in the field of local cultural heritage viz. Satriya, Jatra (Mobile Theatre) and Dhulia.

Institutional Challenge

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.

Unable to generate Employment opportunities for the students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Dakshin Kamrup Girls' College takes effective measures to ensure proper implementation of curriculum and other co-curriculum activities. The institution publishes prospectus in the beginning of every academic session accordance to the academic calendar published by Gauhati University. Class routine, orientation of the students, mandatory submission of teaching plan and syllabus completion certificate, conducting online classes and distributing soft copies of learning materials, tutorial and remedial classes, mentoring of the students, and continuous internal assessment for the smooth functioning of the semesters and examinations, are conducted through a well-planned and documented process. The teachers are parts of the continuous assessment process as they evaluate and scrutinise the answer scripts of examinations conducted by Gauhati University. Few faculty

members of the institution are part of the curriculum building process of Gauhati University. In the last five years, the college has introduced 17 (seventeen) numbers of certificate courses and 765 students have been benefitted by these courses. The syllabus followed by Dakshin Kamrup Girls' College has several crosscutting topics and issues like gender and society, environmental education, women education, human rights, value and peace, fundamentals of democracy, etc. Moreover, the institution also partakes in celebrating and organising events of national and global importance to generate a holistic consciousness among the students. The institution offers subjects and disciplines that include experimental and experiential learning. The students of the institution also get the opportunity to get involved with different communities and conditions through projects and field works. The college has an effective feedback system involving the students, teachers, Alumnae, and Parents. Feedbacks are taken every year, which are analysed and proper actions are taken to mitigate the concerning issues. The feedback reports and action taken report are displayed in the college website.

Teaching-learning and Evaluation

Dakshin Kamrup Girls' College is the only institution in the entire South Kamrup area of Assam for women higher education where the average enrolment in the first semester of last five years is 395. The enrolment percentage against the number of seats available is 89. The admission process of the institution is done through a blended mode comprising of online form submission and physical verification of documents through a centralised allotment process. The average number of students admitted under various reservation categories (as per applicable reservation policies) during the last five years is 138, and the enrolment percentage for the same is 72. The student-teacher ratio in the last academic year (2022-23) is 41:1. The college administration recommends the faculty members to use ICT tools to adapt to the ever-increasing demand of digitizing education system. The institution has provided 5 numbers of ICT enabled classrooms like projectors and screens. The faculty members are well versed in the use of online teaching methods like Google Meet, Google Classroom and Zoom. The college also encourages participative learning like spoken English classes, educational tours, community activities, Social works, etc. The percentage of full time teachers with Ph.D during the last five years is 63.28. The institution follows fair and transparent evaluation process and the whole academic process is followed decentralized method for effective implantation of the policies. The academic committee appoints an internal examination committee, headed by the Vice-Principal, to supervise the internal evaluative measures and issue directives to the departments for conducting home assignments, group discussions, seminars, projects and sessional examinations. The end-semester examinations are conducted by the examination committee following the guidelines of Gauhati University. The institution has an Internal Grievance Redressed System for an impartial governing of the students. The programme outcomes and course outcomes have been put up on the college website. The college also organise orientation programmes in the beginning of each session. The pass percentage of the students during the last five years is 70.

Research, Innovations and Extension

: The research cell of our institution encourages its faculty members for promotion and development of research activities in different field. At present there are 13 Ph.D. and 2 M. Phil holder faculty members in the college. The college always encourages all faculty members to publish research papers in UGC CARE listed journals. ICSSR sponsored National Seminar on "Undivided Kamrup District in India's Freedom Struggle" was organised on 18-19 November 2022. One Week Workshop on Research Methodology was also organised in 2019. One Week Online Faculty Development Programme on "Digital Teaching Learning Method" was also organised in 2022. The publication cell of the college publish annually research book. The institution organised

31 workshops and seminars including on research methodology and IPR in the last five years. The faculty members published around 70 numbers of research paper and books in national and international conference proceedings in the last five years. Various extension activities are conducted through NSS unit and other committees and cells of the institution. The institution has conducted around 54 extension activities in the neighbouring areas during last five years. The Career Counseling Cell and Skill and Human Resource Development Cell has conducted awareness and training programs to supplement the students' needs for academic progression and placement after graduation. The institution has organized field visits, internship, on-job trainings, excursions, book fairs, events, etc. to give them exposure of life skills, management skills and job skills for the students. The institution has also signed MoUs and Collaboration links with various educational and organisation for faculty exchange, Students exchange, internship, job-training, research and others academic activities.

Infrastructure and 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 institution has provided 5 ICT-enable classrooms, 2 well-equipped laboratories, 1 Indoor Sports Complex, one three storied Girls' Hostel with 60 students seat capacity, 1 Assam Type Canteen building and 1 computer lab with 20 computers exclusively for the use of the students. All departments have Department Seminar Library, computer, printer, scanner, and Wi-Fi and LAN connectivity. There is 1 Students Union office, Alumnae office, Sport Club office and Guardian office with attached toilet. The college library is three storied building with an academic discussion room and provided more than 18906 books including 941 reference books along with various E-Resources. The library is partially automated using SOUL software. The institution has a rich Museum which established in 1995.

Student Support and Progression

The institution regularly provides the provision for Government Scholarships and Institutional Poor Aid Fund for needy students. The Government scholarships such as Post Matric Scholarship for ST/SC/ OBC, Ishan Uday Scholarship and the free ship from Government are provided regularly. During the last five years 388 students were benefitted from the Institutional Poor Aid Fund. Apart from that, the College has three trusts for the students namely - Gajendra Chandra Kalita Memorial Award, Bhupendra Kumar Choudhury Memorial Trust, Bangshidhar Mahajan Memorial Award for students' financial supports.

The college has conducted several capacity building and skill enhancement for the benefit of the students. The institution has organised 48 such programs where 2434 students benefitted in the last five years. The institution has also organised 24 career counselling and guidance programme for competitive examination where 1028 students are benefitted from the programmes in the last five years. The college has a Grievance Redressal committee that actively orients the students on grievances, and also supports them and resolves their grievances. The percentage student's placement or progression to higher education stands at 19.62. The performance of students in sports and cultural activities is very satisfactory. 21 Number of awards/medals has got by the students in sports and cultural activities in the last 5 years. The participation in the sports and cultural activities organised by institution and other institution is also satisfactory. The average is 24.6 in the last five years. There is a formal registration of the Alumnae Association name "**ALUMNAE ASSOCIATION DAKSHIN KAMRUP GIRLS COLLEGE, MIRZA**" under the Societies Registration Act of 1860 registration No. RS/KAM(R)/264/RFS-Regn of soc/202302564 of 2023-2024. The alumnae Association participates in

various events and functions organized by the institution.

Governance, Leadership and Management

: The institution is governed in accordance with the college's well-articulated Vision and Mission. College has ensured a decentralized, participatory form of governance in which all stakeholder of the institution play active role in making decisions. The college has committed to a Perspective Plan, and some key initiatives from the plan have already been put into motion with great success. The organizational structure of the College consists of the Governing body (GB), the Principal, the teaching and non-teaching staff and the students. Both the GB and the Principal keep in touch with the Parent University and the Director of Higher Education (DHE), Govt. of Assam. 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 adopted e-governance policy in all areas of the college administration. In the last five years the faculty members participated in The college has adopted e-governance policy in all areas of the college administration. To create a conducive and hassle free workplace atmosphere for its employees, the college undertakes several welfare measures. During these years, faculty members participated in 40 FDP/Professional Development programs. The institution has a transparent financial management system and the funding agencies are the State Government, the UGC and the RUSA. The IQAC regularly monitors and suggests quality improvement measures for a healthy academic atmosphere. It has contributed in various ways such as submitting the AQAR's to NAAC, Annual Reports to the University, participated in All India Survey of Higher Education (AISHE), initiating in various quality audits of the institution, collecting feedbacks and preparing various academic planning etc.

Institutional Values and Best Practices

As a women college, the Dakshin Kamrup Girls' College has huge responsibility to promote gender equity. The college tries to deal with the gender equity by promoting women participation in decision making cells and bodies. The college has women representation in all the important bodies and cells. The Governing body of the college has one women member as guardian nominee. Besides that the Important Academic Bodies and cell of the college has women coordinator and members. Workshops and seminars are regularly organised on women empowerment and gender equity. Women Self Defence programme are regularly conducted. Drama and different competitions on women empowerment are also regularly organized by the institution. Regular free Health Check-up, Yoga, Health awareness activities are also conducted for physical development of the girls. Besides that, the curriculum designed and developed by the Parent University has a number of courses that deals with the gender issues which are focused in the regular classes.

For energy conservation, the institution replaced traditional bulbs with LED bulbs and tubes. Rain water harvesting unit is also constructed for water conservation. Sufficient measures for management of the various types of wastes have been taken. The institution regularly undertakes institutional environment initiatives such as green audit/environmental audit, plantation drives, seminars, field trips etc. Campus cleanliness drives are also undertaken. Beyond the campus, environmental promotion activities like plantation drives, awareness meeting etc. are conducted. The institution has been taken numbers of initiatives to foster tolerance and

harmony towards socio-cultural diversities among the students. Students are provided the opportunities to participate in the programe like Foundation Day, Constitution Day, National Voters Day, Human Rights Day, Rashtriya Ekta Divas etc. for development of constitutional obligation, values, duties and responsibilities.

The institution has successfully implemented two Best Two best practices viz.

1. Green, Clean and Eco-Friendly Campus Initiative
2. Healthy people Healthy Nation Initiative

The institution continuously strives to fulfil its social responsibility towards the women empowerment. The main focus of the institution is to promote quality education among the deprive section of the society, hence the Empowering the Women is our **Institutional Distinctiveness**.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	DAKSHIN KAMRUP GIRLS' COLLEGE
Address	Vill- Kochpara P.O- Mirza P.S- Palasbari
City	Mirza
State	Assam
Pin	781125
Website	https://dkgirlscollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Nara Kanta Adhikary	03623-230047	8638288952	-	dkgcmirza1988@rediffmail.com
IQAC / CIQA coordinator	Ripun Doley	-	8638656436	-	ripunhistory84@gmail.com

Status of the Institution	
Institution Status	Government and Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Assam	Gauhati University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	19-09-2012	View Document
12B of UGC	19-09-2012	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Vill- Kochpara P.O- Mirza P.S- Palasbari	Rural	6.98	5514.24

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese	36	H.S. PASS	Assamese	65	63
UG	BA,Economics	36	H.S. PASS	English,Assamese	30	6
UG	BA,Education	36	H.S. PASS	English,Assamese	25	9
UG	BA,English	36	H.S. PASS	English	40	10
UG	BA,History	36	H.S. PASS	English,Assamese	25	13
UG	BA,Home Science	36	H.S. PASS	English,Assamese	60	52
UG	BA,Journalism And Mass Communication	36	H.S. PASS	English,Assamese	25	17
UG	BA,Philosophy	36	H.S. PASS	English,Assamese	25	13
UG	BA,Political Science	36	H.S. PASS	English,Assamese	45	42
PG	MA,Assamese	24	B.A. PASS	Assamese	25	11

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				14				11			
Recruited	0	0	0	0	5	9	0	14	4	5	0	9
Yet to Recruit	0				0				2			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				12
Recruited	6	3	0	9
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	4	5	0	3	1	0	13
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	2	5	0	0	2	0	9
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	2	0	2
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	342	0	0	0	342
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	11	0	0	0	11
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Category		Year 1	Year 2	Year 3	Year 4	
SC	Male	0	0	0	0	
	Female	11	35	15	12	
	Others	0	0	0	0	
ST	Male	0	0	0	0	
	Female	48	70	52	62	
	Others	0	0	0	0	
OBC	Male	0	0	0	0	
	Female	116	170	114	150	
	Others	0	0	0	0	
General	Male	0	0	0	0	
	Female	178	241	178	151	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
Total		353	516	359	375	

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>DakshinKamrup Girls' College has progressively attempted to ensure a multidisciplinary and interdisciplinary approach for the greater good of the students and the fulfillment of the mission and vision of the institute. The College strictly follows the courses & curriculum prescribed by the parent University. • Despite that, considering the needs of Multidisciplinary/Interdisciplinary approach in higher education, the College has endorsed some measures to adapt its stakeholders with diverse aspects of knowledge with existing courses. The institution makes continuous effort to indulge in inspiring the students to take up multidisciplinary courses offering various co-curricular activities and certificate courses apart from curriculum given by the university. The institution offers credit based courses having flexible and innovative curriculum. The college tries to include multidisciplinary courses keeping in mind the demographic dividend of the nation by careful selection of papers and subjects that has been benefited by the present CBCS system that allows the students to choose subjects from different disciplines as well as projects in interdisciplinary areas. The students have been provided a platform through NSS, Sport Club, Youth Red Cross to encourage to actively participate in community extension services in different nearby schools and adopted villages to exchange their knowledge and educate the various stakeholders of the institution on different issues such as gender equity, women empowerment and education, health and hygiene before and during COVID pandemic, sustainable use of natural resources, Swachha Bharat Abhiyan, developing ICT and life skills, management skills, etc.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>DakshinKamrup Girls' College is an affiliated college under Gauhati University, hence the rules and regulations regarding the academic system laid down by the University as well as DHE, Assam are followed with due observation to the students' wellbeing. The already implemented CBCS system has systematically prepared the learners with interdisciplinary learning within a stipulated timeframe. For this purpose, a centralized data base of the students is already maintained and it would be followed to digitally store the academic credits earned by the students.</p>

3. Skill development:	<p>DakshinKamrup Girls' College, Mirza has undertaken various skill development programme in view of New Education Policy 2020. The institution provides various vocational certificate courses viz. one month Basic Make-up, Party Make-Up, Cutting & Tailoring, Basic three month & six month Computer course to students in regular basis. Apart from that Department of Assamese, Education, History, Philosophy and Political Science has also offered Skill Enhancement Courses in the three year undergraduate degree courses. The institution is also providing coaching classes on Personality Development, Soft Skills, Basic Arithmetic and Reasoning to all B.A. 5th semester students free of cost under the initiative of Tata Consultancy Service CSR scheme. The institution also provides value-based education viz. Yoga for mental and physical wellbeing, organize College Sport Week, and observe of various Day like World Environment Day, Earth Day, Constitutional Day, Gandhi Jayanti, Tithis of Sankaradeva and Madhavadeva, Swarasati Puja etc. for the development of humanistic, ethical, scientific temper, citizenship value among the students. A large numbers of students are enrolled in National Service Scheme (NSS) unit of Dakshin Kamrup Girls' College and the unit is very pro-actively involving in various activities like in plantation, cleaning, programme related conservation and preservation of nature and natural resources etc. A Youth Red-Cross (YRC) Unit is also formed in the institution under the Red-Cross Society of Kamrup Branch to prepare the students for natural calamities and humanity services.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>The Indian Knowledge System is a very significant component of NEP-2020. It has been considered that in order to discover the self of Bharat, the exploration of Indian wisdom is the only key, and therefore it must be integrated with the Indian education system. The NEP 2020 attempts to incorporate components of Indian Knowledge system that have long been rejected or ignored in the mainstream education. The NEP 2020 considers that "the rich heritage of ancient and eternal Indian knowledge and thought has been a guiding light for this policy" and that knowledge will be "put to new uses through our education system". Dakshin Kamrup Girls' College being an affiliated college under the Gauhati University does not frame its curriculum. But the curriculum it has been</p>

teaching in as per guidelines of the Gauhati University has many components closer to IKS. In keeping with the institute's visions the college has emphasized on the all-round development of the women folk. It has attempted to connect the institute with the society and culture through various ways. Through various extension activities the students of the college are brought closer to the socio-cultural and natural environment. The college has also extended its service at the time of natural calamity. The faculty members of the college have been offering classroom deliveries in both English and Assamese for the benefit of the students. To make the students aware about the cultural heritage of the state, the college organises the annual college week on regular basis and competitions on modern and folk songs and dances of Assam. Through competitions on traditional costumes the students showcase the traditional cultural heritage of the state. Various competitions on games and sports and also traditional games like kabaddi are hold. Students participate in traditional arts like mehendi competition; flower arrangement and floor decoration are intended to create awareness about traditions, and also to create sense of pride among the students.

5. Focus on Outcome based education (OBE):

Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery, assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes at different levels. The institution is strictly follows the curriculum designed and developed by the parent University. The PO & CO are given in the prescribed syllabus of the Parent University and the same is uploaded in the college website. In addition to that departments of the college organize different programme for experimental and participative learning such as field study, educational tour to industry and historical places, student exchange programme, seminars, lectures, workshops, preparation of wall magazine, publication of college magazine annually and organizes departmental seminars, debate, quiz competition, participation of NSS volunteer to different programmes, eco-clubs activities etc. Apart from that college offers different add-on course, certificate and career oriented course for skilling the youth.

6. Distance education/online education:	Distance education and online education system has become an integral part of present day teaching learning process. The institution facilitate blended mode of teaching learning process develops a learning management system through college website. This learning management system took an important role at the time of Covid-19 pandemic situation. During the Covid -19 pandemic all the department of the College conducted online classes through Google Meet, Zoom Meeting, WhatsApp Group etc. The college administration recommends the faculty members to use ICT tools to adapt to the ever-increasing demand of digitizing education system. The institution has provided 4 numbers of ICT enabled classrooms like projectors and screens. The faculty members are well versed in the use of online teaching methods like Google Meet, Google Classroom and Zoom. The Digital Library portal of the college is enriched with electronic study materials, question papers text books, N-LIST and e-resources etc.
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Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The institution firmly believes that introducing electoral literacy in colleges in a systematic manner will help in preparing the future voters for well informed and ethical electoral participation and in effect strengthening the democracy. The Dakshin Kamrup Girls' College, Mirza has set up Electoral Club on 15-03-2021.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, the Electoral Literacy Club (ELC) was formed with the following composition along with its specific functions. The composition is as follows: 1. Principal as the Chairperson:- Dr. Nara Kanta Adhikary 2. Faculty Coordinator: Mr. Haren Das, Associate Professor, Department of Political Science. 3. Dr. Ripun Doley, Coordinator, IQAC, Faculty Member 4. Dr. Azizul Hoque, Associate Professor, Department of Political Science, faculty Member. 5. Student Coordinator: Miss Liza Talukdar, Secretary Students' Union 6. Student Member: Miss Harshita Goswami, President Students' Union. 7. Student Member: Lina Das, B.A. 5th Semester. 8. Student Member: Rimli Choudhury, B.A. 5th Semester.

<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>1. NSS Unit of Dakshin Kamrup Girls College in association with the Circle office/district administration organized a cycle rally on 16-03/2019 to motivate the public and the students to exercise their valuable vote as citizens of India and to spread awareness about voting and encourage them to register and vote. 2. 'Systematic Voters' Education and Electoral Participation' was organised on 17th March, 2021 by Electoral Literacy Club of Dakshin Kamrup Girls College in collaboration with the District Election Office, Kamrup, Assam. 3. Electoral Literacy Club of Dakshin Kamrup Girls College celebrated "National Voters' Day" on 25-01-2023 with the theme, 'Nothing like Voting' I Vote for Sure'.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The ELC of the college takes initiatives that are socially relevant to electoral related issues especially awareness and interaction programme highlighting their contribution for advancement of democratic values and participation in electoral processes. Awareness and demonstration was given at the time of Student Union Election highlighting the role students in electoral process.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>The ELC of the college organize sensitization programme for enrolling the students who are 18 years above and casting of votes in elections. Youth Voter registration programme was organised by Electoral Literacy Club of Dakshin Kamrup Girls College in collaboration with the Kamrup District, Assam.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
989	1105	953	774	791

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 26

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
24	26	26	26	26

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
114.04	72.69	54.50	199.20	96.24

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Dakshin Kamrup Girls' College is affiliated to Gauhati University and follows the curriculum designed and developed by the parent University. The institute has own formulate design of academic plan at the beginning of the academic session for a learner-centric curriculum delivery process. The plan for effective curriculum delivery consists of timely completion of course contents, conduct of CIE and systematic documentation of all the academic activities by strictly following the academic calendar of the institution.

The institution follows the following curriculum mechanism includes -

1. Students are provided orientation about the Programme Outcome (PO) and Course Outcome (CO) of each subject at the beginning of the session.
2. The Classes are taken by following a structured class routine prepared by the institution and every Department prepares their own class routine and distributes syllabus by following the institutional class routine.
3. The Institution prepares Academic Calendar based on the Academic Calendar of the parent University. Departmental Academic calendar is formulated based on the Academic Calendar of the College by incorporating Class Tests and other activities including CIE.
4. Each Department prepares Teaching plan for timely completion of the course at the beginning of the session. Department maintains Class Dairy Log Book
5. Apart from the conventional teaching methods, faculties have been using ICT tools like smart classroom and online platforms like Google Meet. Bridge Courses are provided by some departments for needy students. Tutorial Classes are conducted by each department. Field visit and excursions are conducted regularly for the courses where required. Practical Classes are done in well-equipped laboratories.
6. Continuous Internal Evaluation (CIE) is done both at the Institutional as well as departmental level. Sessional examination is conducted centrally and Class tests, Presentations, Group discussions etc. are conducted departmentally. Records of CIEs are kept in a systematic documented manner. Based on the performances in CIE, students are categorized as Slow Learner and Advanced Learner and accordingly steps are being taken by each department.

7. Text books and references are provided through central library. The Library has 18906The library has subscription to INFLIBNET.
8. The college has successfully implemented Mentor-Mentee system where each student is assigned a faculty as mentor for guidance.
9. Examination related grievances are resolved by the departments with the help of concerned cell and committees.
10. Academic & Administrative Audit is also conducted. In 2020-23, Academic Audit was done through external Evaluator.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 17

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses

of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 16.5

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
389	204	28	80	60

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The curriculum of the institution, designed by the parent university has effectively integrated crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in the Honors Programs, Regular Courses, Generic Elective courses, Skill Enhancement Courses and Ability Enhancement Compulsory Courses for the holistic development of the students.

Syllabus: The syllabi of the various departments of the institution deals with various cross cutting topics that enrich the students such as Department of English syllabus offers which include women's writings, women and empowerment. The Department of Economics syllabus offers which includes environmental economics. The Department of Political Science syllabus offers which includes Human rights, Youth and Nation Building. The Department of Philosophy syllabus offers which includes Mahatma Gandhi's Concept of God and Religion, Ethics, Meta ethics. The Department of History syllabus offers which includes Historical Tourism in North East India, Oral Culture and Oral History. The Department of Home Science syllabus offers which include Nutrition, hygiene, Department of Education offers gender and society, environmental education, women education, adult education, population education.

Gender Issues: The various committees of the institution like IQAC, Teachers' Unit, Women Cell, NSS Unit, and Career Counseling Cell, have regularly conducted seminars, Lecture and workshops to acknowledge the importance of gender equality and understanding the gaps in the society. Important days like International Women's Day and National Girl Child Day and awareness on *Beti Bachao Beti Padhao*

have also been celebrated for gender sensitization.

Environment and Sustainability: The committee such as IQAC, NSS Unit, Women's Cell, Eco Club, Teachers' Unit, etc continuously involves and participates in events that enhance and enrich the environment as well as develop an awareness of sustainable environment. Green & Eco-friendly Campus is one of the best practices of the college and all the stakeholders are responsible for maintaining a green and pollution-free campus.

Human Values and Professional Ethics: The committee such as IQAC, NSS Unit, Women's Cell, Eco Club, Teachers' Unit, etc of the college has regularly conducted and organized events of human values and professional ethics. Some of these events are blood donation camps, International Yoga day, Health awareness programme, Self-Defence programme, Personality Development programme, Celebration of Azadi Ka Amrit Mahotsav, 400 Anniversary of Lachit Barphukan, Partition Horrors Remembrance Das, Bishnu Rabha Divas, Sankardeva & Madhadeva thiti etc.

ENVIRONMENT ISSUES

PROGRAMME NAME	COURSE CODE	COURSE NAME
B.A. EDUCATION	EDU-HC-4036	EMERGING ISSUES IN EDUCATION
	501(G)	ENVIRONMENT AND POPULATION EDUCATION
B.A. History	HIS-SE-3014	Historical Tourism in North East India

PROFESSIONAL ETHICS

PROGRAMME NAME	COURSE CODE	COURSE NAME
B.A. PHILOSOPHY	PHI-RC-3016	ETHICS (UNIT III: ENVIRONMENTAL ETHICS AND PROFESSIONAL ETHICS)
B.A. POL. SC.	POL-HE-6046	SOCIAL MOVEMENT IN NORTH EAST INDIA
B.A. EDUCATION	EDU-HE-5046	TEACHER EDUCATION IN INDIA
	EDU-HC-3036	VALUE AND PEACE EDUCATION

GENDER ISSUES

PROGRAMME NAME	COURSE CODE	COURSE NAME

B.A. PHILOSOPHY	PHI-HC-4036	POLITICAL AND SOCIAL PHILOSOPHY
B.A. HISTORY	HIS-HG- 2016	HISTORY OF INDIA (C.1206-1757)
	HIS-HG- 4016	SOCIAL AND ECONOMIC HISTORY OF ASSAM
B.A. ENGLISH	ENG-HC- 5026	WOMEN'S WRITING

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 48.74

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 482

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 89.26

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
353	516	359	375	375

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
425	516	425	425	425

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 76.55

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
121	175	131	133	132

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
171	220	171	171	171

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 41.21

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

As part of experiential and participative learning, the institution undertakes the following methods:

Project Work and Field Visit- Department as part of their curriculum, facilitates field visits, internship and project works for students to get them first-hand experience and primary source for their project papers. The filed based questionnaires method, collecting information through field survey act as a major tool for experiential learning and increase the exposure of the students with regard to knowledge accumulation. Moreover, the students have also been encouraged to undertake research-based projects where the faculty members supervise them to achieve practical knowledge on the subject

Seminar Presentation- Departments organize departmental seminars or paper presentations for the students wherein students are given specific topics to write seminar papers and give their presentations. The Departmental seminars helps students the idea of a writing research papers, get new perspectives on various topics of concern, builds up their confidence levels about giving public presentations.

Participation in various extension and co-curricular activities:

The college provides students to participate in various co-curricular activities such as. celebration of Saraswati Puja, Birth anniversary of great persons, Freshmen Social, Farewell Functions, Teachers Day, Environment Day, Women's Day, and Health Check-up Camps etc. in the college campus as well as in the neighbouring areas. The students are moulded for social causes through the NSS unit activities such as plantation, cleanness, blood donation, health, Yoga etc. Each Department published Departmental Wall Magazines where the creativities, teamwork of the students are reflected.

ICT Enabled Classroom & Digital Platform: to enhance the learning outcome ICT enabled classroom are important components of an educational institution. Although the college does not have adequate number of ICT enabled classroom yet the faculties utilize the existing five rooms to conduct classes. The faculties use available online platforms like YouTube, Zoom, Google Meet, Google Classroom, Google Forms, WhatsApp groups etc. to impart teaching, provide study-materials, pre-recorded audio-visual items as well as to conduct assessments.

Digital Seminar Hall: The Digital Seminar Hall is equipped with ICT equipment that include digital projector, display mechanism, state-of-the-art sound and microphone system to organize various programs like lectures, public talks, seminar presentations, meetings etc. for the benefit of teachers, students and the community.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1**Percentage of full-time teachers against sanctioned posts during the last five years****Response:** 94.81**2.4.1.1 Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
27	27	27	27	27

File Description**Document**

Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)**2.4.2*****Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*****Response:** 64.06**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
16	16	16	17	17

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Examination schedules for the semester are prepared through the academic calendar by the committee formed by the Authority and Students are conveyed the same at the time of the commencement of the session.

Internal assessment examinations are made according to the university's outlines. The procedure is as follows:

1. At the beginning of the semester, faculty members inform the students about the various components of the assessment process during the semester.
2. The internal assessment test schedules are prepared as per the university circulations and communicated to the students well in advance.
3. To ensure proper conduct of formative tests, invigilators are assigned to each hall.
4. Evaluation is done by the course handling faculty members within 5 days from the date of examination.
5. The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process.
6. The corrected answer papers of the students are distributed to them for verification by the students and any grievance is redressed immediately.
7. The marks obtained by the students in internal assessment tests are displayed on the department notice

board.

8. The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance.

9. The subject with laboratory/ practical work must submit lab records regularly.

10. Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and promptness in submitting the record in case of practical class.

11. For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The independent learning and practical approach to real-time applications are tested by viva voce for laboratory courses (in Home Science)

12. The end examination for the laboratory and projects shall be conducted with internal and external examiners appointed from the other colleges as decided by the University.

Redressal of grievances at the institute level:

Departmental Level: The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, home assignments, and unit tests. The midterm marks are allotted and displayed on the notice board. Queries are discussed with faculty and HOD.

College Level: The Institute appoints a Senior Supervisor for the smooth conduction of examinations. If students are facing any problems, they are solved by the Head of the institution. The grievances during the conduction of online/theory examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university by examination section.

Redressal of grievances at the University level: The queries related to results, corrections in mark sheets, and other certificates issued by the university are handled at the University examination section after forwarding such queries through the college examination section. Students are allowed to apply for reevaluation, recounting and challenged evaluation by paying the necessary processing fee to the university if they are not satisfied with the university evaluation through college.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Dakshin Kamrup Girls' College offers 9 programmes. The Programme Outcomes (POs), Programme specific outcomes and course outcomes (COs) for all the programmes offered by the college are clearly stated on the college website. The departmental objectives and policies are clearly reflected within the POs and Cos and the same is mentioned on the college website. At the beginning of every academic session, the college conducts an Orientation Program for students to make them aware of the Program outcome, Program Specific outcomes, and Course outcomes. The performance of the students in the internal and external examinations, practical examinations, Home Assignments, Seminar presentations, Group discussions, and participation in class activities are some of the means by which course outcome and program-specific outcomes are measured. The college also offers subject related certificate courses, lecture on competitive examination, workshop and counselling and training for overall development of students. Programme outcome is directly evaluated through in Semester examination results, final year semester examination results, Seminars, Project Works etc. Programme outcome is also evaluated through the Passed out Students, progression to Higher Studies, Qualifying various National level and State level Competitive Examinations as well as Passed out students' placement records. A feedback system is maintained to record and reviews the suggestion of the stockholder such as students, parents and Alumnae Association. Each Department maintains class dairy and teaching planning for timely completion of the course.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Dakshin Kamrup Girls' College is affiliated to Gauhati University. The institution offer Under Graduate and Post Graduate in Assamese courses under the Faculty of Arts. For these programs and courses, the institute followed the curriculum designed by Parent University. The Programme outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board.

The results and findings of the assessment and evaluation of the POs and COs are placed in IQAC for discussion and accordingly an appropriate measures are taken to improve the Teaching Learning system to desired level of outcome. It has been observed that the passing percentage of the students is increasing progressively. Besides, students' progression to the higher studies that is from Under Graduate to Post Graduate seems to be increasing consistently and rapidly in the last five years. In a similar way, the ratio of students' placement is also increasing. The institution utmost care of measuring the level of

attainment of Pos and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even the institutions took feedback from all the stakeholders in this respect and try to take necessary steps accordingly.

Subsequently, the College took care of the attainment to measure the POs and COs and implemented the mechanism as follows:-

- The institute followed the Academic Calendar of our affiliated university.
- All the subject teachers maintained Academic Diary in every academic year.
- All the subject teachers prepared Semester-Wise evaluation Reports.
- Internal examination committee analyzed evaluation reports of results.
- Institute considered Feedback from the Stakeholders for the attainment of PO and CO.
- Placement committee took the review of the Students' Progression to Higher Studies and their Placement.

In addition, the students' performance in class tests, seminar, group discussion and quiz are also taken as the measures for analyzed the course outcome. Besides that, the institution records the performance of the students in the extra-curricular activities conducted by the college in different banners such as Eco-Club, NNS Unit and Student Association serves as a pointer for achieving the values and norms attached in the programmes.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 74.5

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
186	199	145	73	101

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
212	252	212	130	139

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

<p>2.7.1</p> <p>Online student satisfaction survey regarding teaching learning process</p> <p>Response: 3.7</p>	
File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The institution has been consistently endeavored to create an ecosystem of innovative practices through different cells and committee and also with the help of govt. and non-govt. agencies. Some of these innovative initiatives of the institution are as follows.

Career Counseling Cell:

The Career Guidance Cell of Dakshin Kamrup Girls' College was set up in 2000 with the prime objective of guiding the students of the college in the field of entrepreneurship. Keeping in mind the shortage of the white collared jobs and tough competitions, the cell has focused its attention on entrepreneurship development with a view to make the students financially stable and to make them capable of contributing to the society.

Skill and Human Resource Development Cell:

Under the initiative of Department of History, Dakshin Kamrup Girls' College, Mirza formed Skill and Human Resource Development Cell (SHRD) in 2022. Under the initiative of this Cell numbers of innovative activities such as One Week Faculty Development Programme on "Digital Teaching Learning Method" was organized in collaboration with ICT Academy and 90 Hours Coaching on Soft Skill and Competitive Examination through the help of TCS Youth Employment Programme for the final year student of the college, Plantation of Orchid in the College Campus for the preservation of Orchid Plants as well to encourage students for conservation of biodiversity etc. organized by the institution.

NSS Unit:

The NSS Unit of Dakshin Kamrup Girls' College, Mirza very actively involves in outreach programme and campaign such as Road Safety, Health and Hygiene, Environment and Swachhata, Blood donation drive and many other Humanity Services. The NSS Unit of the college also received Silver Medal for Leadership in Tabacco Control Drive awarded by Assam Cancer Career Foundation in 2018-2019 year.

SUWANI DHARANI (Eco Club):

The Eco Club was formed in 2021. The motto of the Club is to sensitize the students on environmental issues by organizing plantation drives, organizing seminar, lecture and workshop on environment and conservation, health and hygiene etc.

Women Cell:

The Women Cell of Dakshin Kamrup Girls' College Mirza is actively involved in the promotion of gender equality and women empowerment through seminar, lecture, workshop, free health Checkup, career counseling and Exhibition cum Sell centre for the women entrepreneur.

Institution:

The college has been regularly organizing seminar, workshop and lecture programme on various issues such as women empowerment, health and hygiene, environment and conservation, Human Values, career counseling, IPR etc. Apart from that important Days are celebrated to impart knowledge and human values among the students.

College Publication: The institution promotes research activities and published numbers of research books.

Transfer of knowledge:

The faculties of the institution regularly attends as Resource Person, Speaker, judges, mentor of School student through AROHAN, External Evaluator in the Gunotsav etc. A numbers of extension activities have been done in the adopted village and neighboring communities through NSS. MoU has been signed with ANUDIP Foundation, ICT Academy and IPT for collaboration in the capacity building of the students and faculties.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 21

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
7	2	5	2	5

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards**3.3.1**

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.35

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
6	3	0	0	0

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 2.46

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
25	18	6	8	7

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Dakshin Kamrup Girls' College constantly involves in the promotion of regular engagement of students in extension activities in the neighborhood to sensitize them to social issues. The institution has conducted numbers of extension activities under the initiative of NSS Unit of the college, IQAC, Teachers' Unit and some of Department during the last five years. The institution has adopted one village to fulfill the aim of the institution.

During last five year from 2018 to 2023 the institution conducted various extension activities such as Swachhta, Blood donation, Awareness Programme on Road safety, health and Hygiene, voting and plantation drive, Gandhi Jayanti, Fit India Run Movement, awareness programme on Covid-19, health and hygiene, 'Nutrition and Swachhta, students exchange programme, workshop on capacity building, celebration of Rashtriya Ekta Diwas etc. celebration of 400th Birth Anniversary of Bir Lachit Barphukan etc.

As a women college the institution organized numbers of gender sensitization programme such as International Women Day, Lecture on Sexual Harassment, puppet show on Beti Bachao Beti Padhao, regular free health check-up, Yoga and programme of Swachhta and hygiene etc.

In order to sensitize the students to the socially relevant issues, the institution ensured engaging the students in the various extension programmes such as field study, field visit, and awareness campaign, Govt. initiatives such as "Swachh Bharat Campaign" "Fit India Run Movement" Road Safety, Blood Donation etc. were conducted. For holistic development of the students, the institution provides Yoga and health training and also encouraged students to participate in various competitions and programmes organized in the locality.

The extension activities carried out by the institution over the year have grown a healthy relationship between the college and the neighboring community. The free health check-up camping organized by NSS unit of the college benefitted the local people in identifying their physical disorder. Covid-19 Awareness programme and Swachhta programme, Swachhta and plantation drive organized by the Teachers' Unit and the NSS benefitted the local community. The voting awareness camping, Anti-Rabies Vaccination and capacity building programme organized by NSS unit largely benefitted the local community. The institution provides free library and Museum visit to neighboring school students. As a result Sri Digamber Jain M.E School Sarpara, MV School and DIYA Foundation visited the college library and Museum. The institution has also provided the platform to other institution to organize activities related with socio-economic, spiritual and cultural cause of the local community. As result Sun Pharma Laboratories organised awareness programme on Road safety, Assam Sports Journalist's Association organized a annual Meeting and established the News Cutting of Assam's first Sport News Report by Beliram Namusudra (Das) in the Museum of Dakshin Kamrup Girls' College, Mirza and Nehru YuvaUtsav 2023 organised by Nehru Yuva Kendra Kamrup District.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Teachers:

1. Dr. Mitali Kathkatia, NSS Programme Officer, Dakshin Kamrup Girls' College Unit

- Received Certificate of **State Level NSS Award** from Directorate of Sports & Youth Welfare, Assam for the year 2018-2019
- Received Award of **The Apsara Award** from Sur Sandhiya Committee on 32st March 2019
- Received a certificate of **University Level NSS Award** from Gauhati University.
- Received an **Honorary Appreciation** for her outstanding contribution towards humanity during Covid-19 pandemic.
- Selected as a **contingent leader** in the **Day Parade Camp 2020**

1. Dr. Ranjan Bhuyan, received **Best Teacher Award** from DC, Kamrup, Assam on 5th September 2019.
2. Dr. Gajendra Adhikary, received 50 Fabulous Innovative Leader Award from world Innovative Congress in 2018 for his excellent innovative leadership.
3. Dr. Jahnobi Devi, received Best Teacher Award and Pushpa Devi Jalan Literary Award.
4. Dr. Nara Kanta Adhikary, and Dr. Haren Chandra Kalita received appreciation letter for completion of Yuva Shakti Facilitator training from DC Kamrup, Assam 2021.
5. Dr. Nara Kanta Adhikary, and Haren Chandra r received appreciation letter for his excellent service render as a Master trainer in General Election 2019

Students:

Gitanjali Das,

- Participated in RD parade, 2020.
- Won 1st position of Mega Prince & Princess North East Competition, 2022.
- Won 2nd Position in Star Icon of Cooch behar, 2022
- Won 1st position of Miss Kamrupa from Gyandayne Club, 2022.
- Participated East Zone Pre-Republic Day Parade 2019.
- Participated in Guinness Book of World Record of Bihu Dance initiated by Govt. of Assam in 2023.
- Won 1st Position of Rabindra Nitya Competition, 2023.

1. Dipa Rangpi

- Won Silver Medal in 9th National Vovinam Championship, 2019.
- Won Gold Medal 11th National Thai Boxing championship, 2019.
- Won Bronze medal in 10th National Vovinam Championship, 2020.
- Won Best Fighter in 3rd All Assam Vovinam Championship, 2021.
- Won Gold Medal in 3rd All Assam Vovinam championship organized, 2021.
- Won 5th National Open Gatka Championship, 2021.
- Won Gold Medal in Wushu in the 9th Students Olympic National 2022.

1. Harshita Goswami, won 2nd prize in Debate Competition organized by Assam Sahitya Sabha in Sualkuchi Conference 2020.
2. Rubha Bharali won Forever Miss India 2022 given by Forever Star India 2022.
3. Mukuta Medhi won 2nd prize in Debate Competition, 2023.
4. Rubha Bharali won Miss Best figure in North East Glamour Star in 2022.
5. Barasha Mahanta, won 5th position in Inter-college Quiz competition 2021.
6. Barasha Mahanta, won Consolation Prize in Jyoti Sangeet competition 2022.
7. Priyanka Thakuria and Liza Talukadar won 1st and 2nd Prize in Photography respectively in Nehru Yuva Kendra Competition in 2023.

NSS Unit

1. Won Silver Medal for Leadership in Tobacco Control organized by Assam Cancer Care Foundation for the year 2018-2019.
2. Participated in the Republic Day Parade 2020.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 41

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
17	2	4	13	5

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 4

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Campus Area: The total area of the college is approximately 12 bighas of land. The college has 9 Departments, 2 Laboratory, 1 Computer Centre and 1 Museum. The college has six separate building viz.

- **One three storied building:** The building is further divided into three blocks viz. Administrative Block, Departmental Block and Central Library Block.
- **Assam type buildings:** There are three parts in the Assam type building where 14 nos of classrooms are available.
- **Two storied building:** One Computer lab, one smart classroom, Girls' Common room, Students' Union Room, Laboratory of the Department of Education and Home Science are there.
- **Indoor Sports Complex** for badminton and other indoor sports event.
- **Three storied Women Hostel** capacity of 60 students.
- Assam type building **College Canteen.**

Classroom: The institution have 17 nos of traditional based classrooms and five smart class for students. All classrooms have adequate furniture, lights and fans.

Laboratory: There are two well equipped laboratory rooms for Department of Home Science and Education.

ICT Facilities: The College has 22 computers for students usages and 9 laptops for departmental Usages. The Administrative, Departmental, Central Library and Laboratory Block is covered by Wi-Fi (JIO-leased line) that is used by all. At present there are five ICT enabled classrooms. Each Department is also provided laptop and printing machine with Wi-Fi facility.

Sports: For outdoor sports the college has a playground and indoor stadium for badminton and other sport events.

Museum: The institution have very rich historical and cultural museum which was setup in 1995. There are 43 manuscripts, and two newspapers namely "The Assam Tribune" and "Dainik Asom" are preserved in the museum from 1988 onwards.

- There are 5 official chambers for NSS, Alumni, Career Counselling cell, Women's cell, Guardian Association.
- Separate Toilet for Girls and Staffs are available.
- The college has a garden with flowers and medicinal plants and especially orchid in most of the big trees of our garden is an added attraction.
- The institution also has a SBI ATM within the college campus itself, which is easily accessible to the outside public also.
- The institution has also provided 3 numbers of Selling Points for Alumni within the college campus.
- The institution provided a Xerox center to alumni within the college campus.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 38.58

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
53.38	8.93	1.26	105.79	37.68

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Central Library of Dakshin Kamrup Girls' College was established in the year 1988. In the beginning it had a collection of only 1005 books. It was in the year 1993 that the central library was shifted to the existing building, which was donated by "Charu Prakashan" a premier book publishing organization. Since then the library has made consistent progress in terms of collection of books, periodicals, services and infrastructure.

- The Library **regularly subscribes e-journal and e-books** from N-LIST digital library of INFLIBNET.
- The library is catering to the needs of about 2000 readers consisting of Teachers, Students, Employees and Others. At present, up to 13.05.2023, the library has a collection of **18,906 books including reference books.**
- Since 2017 the library has been using **soul software, version 2.0** for the automation of the library.
- The library has its **Institutional Repository** and users use OPAC to search books and partial cataloguing of library has been done.
- It subscribed to **13 different journals, 09 papers and bound periodicals of 125 volume.**
- Since 2017, any **outsider who wants to use the college library** will have to take the membership by paying nominal fees and will get the benefit of reading, Xerox, and internet services.
- The library maintains **newspaper clipping** for news about college published by local daily.
- The Library Committee gives **Best Reader Award** to encourage reading habits among students.
- The library offers various uses to its users like **orientation programme for students** at the beginning of each academic year, **Book Bank facilities for BPL students**, separate reading compartment for student and 45 such provisions are there, daily access to copies of newspapers and journals.
- There are three computers for students and one for librarian with internet and printer facilities.
- The whole library is **under CCTV surveillance.**
- As the existing library is not sufficient to cater to the needs of entire students, the construction of a new library building has been started with the fund donated by Anil Das, noted social worker and donor member of our GB and major portion of the construction has already been completed.

Year –wise amount spent on purchase of books/newspapers/e content (last 5 years)

Year	Books	Journals	N-LIST	Newspapers	Total
2022-2023	16585	43895	5900	23284	89664
2021-2022	176853	37713	5900	23423	243889
	70373	35125	5900	20365	131763

2020-2021					
2019-2020	833391	31750	5900	20026	891067
2018-2019	21287	29550	5900	19683	76420

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Response:

- The college updates its IT infrastructure regularly to meet the present technical requirement of the college.
- The college updates its website regularly with the help of Kareng Technology.
- Each Department has been provided with laptop and printer to carry out their academic works.
- There is 1 digitally equipped conference hall and 4 smart class rooms for students.
- The college has been using BSNL internet connection (8 MBPS) and Jio Wifi Connection which is available in office and teachers room.
- The college has taken initiative to run teaching learning process through a blended mode of offline and online. During Covid -19 pandemic to continue the teaching process, classes were done through Google Meet, Zoom classroom etc.
- The college has a computer training center where different certificate courses are provided with nominal fees
- The college office has adequate IT infrastructure.
- Online feedback collection system has introduced.
- A Library Management Software (SOUL 2.0 LE) is installed in the library to keep track of the library documents. The different educational sites and resources are available for the students and faculty through NLIST.
- Online Public Access Catalogue (OPAC) service has been provided to the students where they can search the status and location of document.
- The whole campus is under CCTV surveillance.

- College Website is designed and developed by Kareng Technologies and also updated regularly.
- Admission software from Karen Technologies is used and admission to various UG and PG courses are done completely on online mode. All college notifications are made available in the college website promptly.
- The attendance of all employees including teaching and non-teaching staff is enrolled with the latest Biometric Attendance system with face reading facility.
- Dakshin Kamrup Girls' college IQAC organizes different programme, to train the teaching and non-teaching staff, in order to update them on various necessary IT skills.
- The College has MOU with ICT academy to organize FDP and it organize one week FDP on Digital Teaching Learning Method for teachers and research scholar from 22 July to 28th July, 2022.
- The college install power generator on 19th May, 2023 as per GB resolution to provide uninterrupted power supply to the college office.
- Frequent workshop or training programmes are being organized to update the teacher with the new teaching learning method.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 44.95

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 22

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 7.22

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

2022-23	2021-22	2020-21	2019-20	2018-19
5.67	6.30	3.64	15.39	7.76

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 84.02

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
765	1010	883	712	505

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: B. 3 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 6.92

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
256	0	0	0	63

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 12.22

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
15	17	15	10	29

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
186	199	145	73	101

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 2.17

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
4	5	1	0	1

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 21

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
11	4	0	6	0

File Description**Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 2.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
6	2	0	2	2

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

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

Response:

The Alumnae are integral part of our institution. They are the product of our institution and they are supporter of our institution. The Alumnae Association our institution significantly contributesto the overall development of our institution. There is a formal registration of the Alumnae Association name **“ALUMNAE ASSOCIATION DAKSHIN KAMRUP GIRLS COLLEGE, MIRZA”** under the Societies Registration Act of 1860 registration No. RS/KAM(R)/264/RFS-Regn of soc/202302564 of 2023-2024.

Objectives of Alumnae Association:

- To create a space where the alumnae can gather and exchange experiences.
- To extend contribution for academic and infrastructure development.
- To receive insightful advises for overall development of the college.
- To utilize the alumnae who have excellent master in the area of arts literature, culture and other areas.

Alumnae Meeting

Annually alumnae union meeting are held to exchange their experiences and refresh their old memories. Feedbacks are collected from the alumnae to receive insightful advice for overall development of the college.

The Alumnae supports the institution through following ways

- Alumnae are working on various fields as a teacher, Instructor, social worker and entrepreneurship. They are invited as resource person by the institution as well as Department for development of the students.
- Alumnae donation: Alumnae donate books and bookshelf to the departmental library.
- Alumnae represent in IQAC and provide valuable suggestions to improve the institution in all aspects.
- Alumnae also participate in the extension activities like plantation drive, road safety awareness, cleanness activities etc.
- Alumnae who have passion for teaching are appointed as faculty members after completion of

their post graduation in the concern department.

- The alumnae of the college are invited frequently by the institution as judge of various sports, musical and dance programme.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Placing the Governing Body at the apex position, the principal administers the academic and non-academic affairs of the college. The Governing body has two teacher's representative and one representative from non-teaching staff to present their issues and problems before it. Two parents and two University professors are also appointed as members in the GB. There are members of the public, eminent social workers, and donor members are also there in the G.B. In the process of governance, teachers unit, Non- Teaching staff, IQAC, students union etc. are consulted and their opinions are always discussed and give importance For executing the decisions of the GB and to carry out different academic and non-academic matters, the principal constituted various committees and cells.

Vision:-The College has the noble vision

- Empower the girls' student economically, politically and socially.
- Help them to become responsible and worthy citizens.

MISSION: - The famous from Keno Upanishada "BidyayaBindattmritam" 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.

The Dakshin Kamrup Girls' C College endeavor to achieve its vision & mission by:

- Provide excellence quality education and creation of knowledge through teaching learning and experiment and to serve as an effective instrument of development in the path of educational, progress and total awakening among the women.
- To create a platform for exploring creative potential and nurturing the spirit of entrepreneurship and critical thinking.
- Try to inculcate a strong belief in hard work and motivating for gender equality, human rights and ecology in order to make the student's socially responsible citizens.
- To achieve the potentiality for integration of multidisciplinary and trans-disciplinary approach for fulfillment of Mission Statement.

- To identify the slow and advance learners Mentoring System
- Developed Institutional Development Plan for 15 Years in tune with implementation of the NEP 2020.
- Constituted NEP Task Force for coordination of NEP related activities of the college.
- Introduced Add on courses and certificate course for fulfillment of the Curriculum enrichment and to achieve the multidisciplinary approach.
- Personality Development Programmes for the students Career Counseling and Placement Cell to train the students.
- Organise communities outreach programme through NSS and other Cells and committees.
- Grants of leave to the Faculty members for attending Induction/Refresher/Faculty Development/Short-Term Course/Winter & Summer School etc for teaching faculty for updating their knowledge base to achieve the vision and mission.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The College has distinct policies and rules for its administrative set up. The GB is the highest decision making bodies which is constituted as per the Provincialized Act (2005).GB support the college through planning and execution, budgeting, review of performance in all respect and policy making.

The Principal keep in touch with Parent University (GU), who looks into all academic matters like affiliation, curriculum design, academic calendar, etc. and the Director of Higher Education (DHE), Govt. of Assam, who formulates all polies and programmes related to the administration, service rule, promotion, new recruitment etc. as per UGC guidelines.

In the academic matters Principal is assisted by Vice Principal, head of the Department, and teaching and non-teaching staff. And in case of administrative matters, the office staff comprising of Head assistant, Senior and Junior Assistant helps the principal.

The IQAC of Dakshin Kamrup Girls College works towards realization of the goal of quality enhancement and plays an important role of monitoring internal quality of the institution.

The college has different committees and cell formed by the principal to execute the plans and

programme of the institution.

The college has clear Rules and Regulations for each and every student and it is clearly mentioned in the prospectus of the institution and violation of these will lead to strict action from the authority concerned. Similarly library rules are also clearly explained to all students at the beginning of each session by the librarian .The college prepare its Academic Calendar on the basis of the academic calendar of the parent university and all academic activities are carried out by following this calendar throughout the year.

The students Union also plays an active role in decision making, and all important functions and events, college week and annual freshmen's social of the college are organized .

Service Rule

The institution follows the service rules of the Assam Provincialized Colleges and Assam Non-Government College Management Rules 2001 and the Assam Services (Discipline and Appeal) Rules 1964 for both the teaching and non –teaching employees.

Policies of Recruitment

Regarding appointment of teachers, it is carried out according to the norms of affiliating university and for teaching and non-teaching staff it follows the guidelines of Assam Govt. which change from time to time and which is prepared on the basis of UGC guidelines.

Promotion

All promotion of teaching and staff are carried out as per UGC guidelines and Provincialisation Act of Assam Govt. and non-teaching staff are promoted as per state Govt. policies.

Perspective Plan

The college has prepared strategies to move ahead with the vision of New Education Policy 2020.It plans to introduce vocational and skill based courses. Certificate courses to face the challenges of present needs of employment. A separate Skill and Human Resources Development Cell is formed in this connection. As a girls' college it gives priority to organize several self-defense programme for students. The college also plans to introduce new stream and several initiatives are taken in this connection.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The college authorities always try to create a good and friendly atmosphere for its employees so that they can carry out their works with motivation and dedication.

The college authority always encourage and provide all help to pursue research, attending FDP, seminars, workshop, and skill enhancement course for teaching and non-teaching staff.

Leave:

The faculty members are eligible for all kinds of leaves as per UGC rule and the state Govt. rule

Such as

- Leave rule for doing PhD, attending FDP, OC, RC etc.
- Maternity leave and Child care leave for female employee
- Casual Leave and Medical Leave and Earned Leave for all staff.

- Duty leave for examination works and govt. duty.

Facilities offered:

- The college organizes free health awareness, and health checkup camp for better and healthy life of all college staff.
- Durng Covid pandemic, rapid antigen test were arranged from time to time and vaccination camp were organized with the help of district administration for teaching and non-teaching employee.
- The employees of the college are provided with financial support in the time of need by collecting money from each member in proportion to their salary.
- The college also open an LIC policy for its non-teaching staff, whose posts have not yet ben regularized by donating money by teachers for their future financial support.
- Any professional achievement of the teachers like achieving PhD , awards etc. are appreciated and encouraged through felicitation ceremonies, and by giving letter of appreciation.
- All employees are eligible for either pension or NPS, PF, Gratuity as per Govt. norms.
- There is parking space for vehicles of employees.
- College canteen facilities for all staff.
- Drinking water facility, Separate dept. room for each Dept. with wash room and free Wi-Fi facilities.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 15.03

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
14	8	3	1	0

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
9	9	9	9	9

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization**6.4.1**

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits

regularly (internal and external)**Response:**

The college has a well-planned, transparent, and precise policy for the Maintenance and Utilization of the resources and funds received from different resources. It received funds from the State Government, the UGC, and the RUSA. Another major source of funds is from the reimbursed students' admission by the State Government.

Some other sources of funds for the college are:

- Centre fees collected by the college by allowing the college to be used for conducting various Government examinations.
- Venue fees collected from outside parties for using its digital conference rooms.
- Donation received from local social workers.
- Donation received from Donor Member Mr. Anil Das for the Newly construct Digital Library.
- Financial grant from local MLA from MLA fund.
- Financial assistance from NEEPCO Ltd. (North-East Electrical Power Corporation Limited).
- Students Aid Fund by collecting nominal fees from students at the time of admission.
- Funds received by NSS units from Government sources.
- Surplus funds from University Examination Centre Fees.
- Monthly membership fees collected from Teacher's unit for donation and observance of certain occasions.

For the optimal utilization of funds the institution forms various committees like Construction Committee, Purchase Committee, RUSA Project Monitoring Committee, etc.

The college conducts both internal and external audits. The internal audit is conducted by a Chartered Accountant appointed by the college. For all financial transactions of the funds received from RUSA and UGC, the audit is done by the Chartered Accountant. After the completion of the Audit it is placed before the GB for its approval.

Regarding the funds received from the students and university for holding various final semester exams (both Theory and Practical exams), the Examination Centre Committee appointed an auditor from among the teacher members who audited the entire transaction of the examinations, and place it before the center committee for its approval.

The external audit is conducted by the Director of Audit, Government of Assam. The college has to apply for the external audit and it has to be approved by the concerned authority.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC of Dakshin Kamrup Girls' college has strived to contribute for institutionalizing the quality assurance strategies and process effectively. The IQAC of the college has initiated the following practices for the quality assurance of the institution.

1. Streamlining of Feedback Process: (Collection, Analysis and Action Taken)

- **Students:** The feedbacks are regularly collected from the students. The questionnaires are standardized according to the questions designed for Higher Educational Institution on teaching learning and curriculum delivery process. Feedbacks are analyzed by a Committee appointed by the college authority and suggestions are forwarded to the office of IQAC and then to Management for Action Taken measures.
- **Teachers:** Feedbacks are collected from the Teachers on Curriculum Structure and revision and curriculum delivery and implementations.
- **Alumni:** Feedback collected from the alumnae of the college for improvement of quality aspects and seeks suggestions.
- **Parents:** The feedbacks are collected from the Parents. The questionnaire is based on different facilities provided to the students, College administration, and over all teaching learning quality of the college and seeks comments and suggestions from the parents.

1. Streamlining of MoU Signing: The institution has signed a number of MoUs with Academic Institutions, Industry and and Non-Government Organization for the development of the quality aspects of the teaching learning process. Currently there are 11 functional MoUs with with Academic Institutions, Industry and and Non-Government Organization.

2. Designing of College Prospectus, Academic Calendar, Master Routine, Handbook of Code of Conduct & Professional Ethics, Policy documents etc.

3. Internal and External Audit: Conduct of Academic & Administrative Audit, Green Audit and Energy Audit.

4. The IQAC has regularly submitted the AQAR's to NAAC, Annual Reports to University, and has participated in All India Survey of Higher Education (AISHE)

5. It encourages the cells and committees to conduct various activities to develop the students' awareness regarding issues like gender sensitivity, employability, community development, personality development etc.

6. Workshops, seminars, talks have been conducted by the IQAC for the enhancement of quality of teaching & non- teaching staff and students.

7. IQAC organizes yoga Training, Health Awareness Programme, Environment Sustainable development programme for the students and faculty members to augment the teaching learning process as a healthy mind and body is essential for holistic development.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

As a women college, the Dakshin Kamrup Girls' College has huge responsibility to promote gender equity. The college tries to deal with the gender equity by promoting women participation in decision making cells and bodies. The college has women representation in all the important bodies and cells. The Governing body of the college has one women member as guardian nominee. Besides that the Important Academic Bodies and cell of the college has women coordinator and members.

Safety and security Measures: Dakshin Kamrup Girl's College has taken active measures to ensure safe and secure campus for the female staff and students. The campus has dedicated security staff to record the entry and exit of all the visitors. Moreover, the college campus is enabled with active CCTVs for around the clock surveillance. The girls' hostel has been built inside the college campus with additional boundary walls and security staff. Moreover, other cells like Students Grievance Redressal Cell, Anti-Ragging Committee, and Women's Cell, also NSS unit undertake additional responsibilities to assure women safety and gender equity in the campus.

Counseling and orientation: The college has undertaken measures for counseling and orientation of the female students on gender issues by regularly conducting talk programs and workshops on Gender Equity & Women Empowerment, Law against Sexual harassment, Awareness programme on Health and Hygiene for women. The Career Guidance Cell provides numbers of certificate and career oriented course for the girls' students.

Promotes gender equity through Curricular and co-curricular activities: Workshops and seminars are regularly organised on women empowerment and gender equity. Women Self Defence programme are regularly conducted. Drama and different competitions on women empowerment are also regularly organized by the institution. Regular free Health Check-up, Yoga, Health awareness activities are also conducted for physical development of the girls. Besides that, the curriculum designed and developed by the Parent University has a number of courses that deals with the gender issues which are focused in the regular classes

Facilities: There is an indoor stadium, a big playground, Girl's hostels, Girl's Common room and number of Certificate Courses run by the authority and the departments.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The institution always provides its stockholders an inclusive environment focusing on sociocommunal harmony, and promotes cultural, linguistic and socio-economic diversities. In an effort to provide an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities, every year, the College celebrated religious festivals where students of different religions participated. The students showcase the cultural diversity of India during the annual College Week cultural Rally. Various cultural programme such as classical dance competition, traditional dance completions, Music, arts, painting, etc. are organized as a part of the college week.

To sensitize the stockholder of the Institution to the constitutional obligations, the college has organized various events and programs like celebration of Human Rights Day, Anti-Terrorism Day, National Unity Day, Constitution Day, Republic Day, Independence Day, International Peace Day, Girl Child Day, International Women's Day, Menstrual Hygiene week, World Environment Day, Celebration of Azadi-Ka-Amrit Mahotsav, Farmers Day, National Press Day, and World Philosophy Day etc.

Excursions, Study tours and organization of World Heritage Day are conducted to make the students understand the rich cultural heritage of the country.

Various importance Day and programme such as blood donation camps, cleanliness drives, Awareness Campaign of Covid-19, Vaccination Drive, Road Safety programme, Voter awareness programme International Yoga Day, National Unity Day, NSS Day, Surgical Strike Day, Celebration of 400th Birth Anniversary of Lachit Barphukan etc. are regularly organized to sensitize them about human values and sense of responsibility. Students across different UG courses study about constitutional obligations, rights and duties of a citizen. Students also take part in cultural rallies during annual college week.

Students are taken on a guided tour to the State Assembly where they get an opportunity to interact with the legislators.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

Best practices -I

Title of the practice: Green, Clean and Eco-Friendly Campus Initiative

Objectives of the practice:

Following are the important objectives of the best practice of Green, Clean and Eco-friendly Campus initiatives

1. To protect and conserve eco-systems and reduce pollution within the campus.
2. Focus on making the college campus a tobacco and plastic-free zone and proper disposal of various wastes.
3. To make the campus “Net Zero Carbon Emission”.
4. To provide a beautiful green campus to that people in the Surrounding may admire it

The Context- The context of this best practice is to minimize the impact of the environmental degradation, reduce Green House Gases emissions and sustainable development of eco-system by regularly planting of saplings, taking environmentfriendly measures like putting ban on use of plastic in the campus, proper waste management and use of LED bulb etc. The stakeholders of the institution are encouraged to promotes eco-friendly initiatives through awareness programme on various International importance Days, Lecture, Seminar, plantations and cleanness drive. The initiative is taken as a best practice in keeping mind in the rapid degradation of environment in post-industrial era and the India’s long term vision on sustainable development of environment.

The practice –

- Regular plantation drive in the campus.
- Regular cleanness drive in the campus.
- Use of LED bulbs instead conventional electrical bulbs.
- Regular awareness camping through celebrating International Day's, lectures and seminar on conservation and preservation of eco-system.
- The college is declared as “Plastic Free Zone” and “Tobacco Free Zone”.

Evidence of Success:

Sustainable environmental awareness among the students has increased gradually. Complete installation of the LED bulbs instead of general electric bulb in the campus. Use of tobacco and pan-masala among the students has considerably decreased. Records of campus plants are being maintained for green audit. Rain Water harvesting unit has installed used for different purposes. Ban on plastic items in the campus initiative has considerably reduced use the use of plastic in the campus. For proper disposal of waste of non-degradable and degradable items has started regular monitor by the authority and the eco-club.

Problems Encountered and Resource Required:

- There is a financial constraint to appointing a regular caretaker. So, government initiative is required.
- Regular power cuts compel the college authority to use diesel-powered generators leading to air pollution. Hence, the support of the Government and NGOs is required regarding finance.

Best practices 2

Title of the Practice: Healthy people Healthy Nation Initiative

Objectives of the practice:

1. Encouraging of Students for healthy life.
2. To raise awareness and promote better health and well being
3. Increase Awareness for yoga practice and meditation
4. To enhance mental strength for well-being of the students.

The main motive behind these best practices is to promote awareness among the girl students to keep a balance of their body and mind so that they can compete in all subjects & extra-Curricular activities. Periodic physical health Campaign is necessary for an institution to keep a healthy environment by balancing health and happiness.

The Context- The context of these best practices is to remain updated about the health practices and the raising awareness for physical and mental health. Keeping in view the Continuous Effort in this field has been given through. Providing fresh drinking water, & Counseling Centre for Student, provision of nearby hospitals, as availability of Doctors, Periodic health Check-up, practice of yoga, meditation, clean wash rooms and good Canteen with healthy food.

The practice

The Number of programs related to this practice as been offered by the institution for wellbeing of the student during the last 5 years. They are as follows-

- Regular Counseling to the students with poor mental status.
- Celebration International Yoga Day and regular practice of yoga.
- Orginsed Fitness, Self-Defence, Music and Arts workshops.
- Periodic health check-up for the student.
- Extension activities on health Awareness in the nearby villages.
- Organization of Blood Donation Camps, eye Check-up Camp, Corona protection & vaccination Camp.

The Evidence of Success:

Health awareness and participation in the health camp among the students has increased considerably. Numbers of students has also joined in the blood donation camping. Large numbers of students Participated in the Yoga and Health is Wealth camping. A good numbers of students have also participated in the Self-Defence programme organized by the institution.

Problem Encountered and Resource Required:

- Required permanent physical and health instructor. Due to financial shortfall the institution could not bear instructors burden. Govt initiative is required.
- Required necessary infrastructure facilities for Yoga, Gym and health centre. Hence, the support of the Government and NGOs is required regarding finance.

File Description	Document
Any other relevant information	View Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**Response:**

As Pandit Jawaharlal Nehru quotes ... *“If you educate a man you educate an individual, however, if you educate a woman you educate a whole family. Women empowered means mother India empowered.”* Empowerment can be viewed as means of creating a social environment in which one can make decisions and make choices either individually or collectively for social transformation. Empowerment allows individuals to reach their full potential, to improve their political and social participation, and to believe in their own. Educated women not only tend to promote education of their girl children, but also can provide better guidance to all their children. Moreover educated women can also help in the reduction of infant mortality rate and growth of the population. There is a huge gap in the male-female literacy rate in India only 65.46% female literacy against 82.14% male. Women empowerment is the pivotal part in any society or country. It is a woman who plays a dominant role in the life of a child. The Constitution of India empowers the state to adopt affirmative measures for prompting ways and means to empower women.

As a premier institution of higher education for women, Dakshin Kamrup Girls' College has been consistently strives to empower women and enable them to be independent in every domain of their lives since 1989. The institution continuously strives to fulfil its social responsibility towards the women empowerment. The main focus of the institution is to promote quality education among the deprive section of the society. In order to fulfil the vision and mission of the institution, the college follows a proper guideline and plan to implement measures for empowering women.

- The main focus of the institution is on empowering women through curricular and co-curricular activities. The institution understands its responsibility as a premier women's educational institution of entire South Kamrup region. Therefore the institution is always focusing on quality and sustainable education which could mould the students a responsible citizen of the nation.
- As rural base higher educational institution a special focus is made on the students who come from a weak socio-economic background. The Students Aid Fund of the college provides scholarship to economically weaker students who possess outstanding merit. In the last five years 388 poor meritorious students were provided financial support from the students' aid funds.
- The institution also provides Free Hostel facilities to the remote poor students of the institution so that they should not deprive from the quality education as because of financial problem.
- The institution equally gives importance on the co-curricular activities along with the academic development of the students. The students are provided financial support to participate in the various state and national level sports and cultural events.
- Health awareness, Yoga, Free Health Check-up, Nutrition and hygiene programme is regularly provided to the students for their mental and physical wellbeing. The institution has adopted its best practices on healthy people healthy nation initiatives.
- The Career Counselling and Guidance Cell of the college provide counselling and career oriented vocational and certificate course among the students to prepare them for opportunities related to their career.
- The institution organise women self defence training with the aim to make the students capable of defending themselves and people around them in the time of need.

- The NSS Unit of the college provides various exposures like promoting capacity building programme, Leadership Training, internship programme, NSS special Camp and various other Socio-environmental activities which help the students to develop their potentiality.
- Apart from that the institution provided permanent selling counter to the alumnae of the institution to generate employment opportunity.

Various awareness and lecture programme such as *Beti Bachao Beti Padhao*, lecture on *Sexual Harassment*, Celebration of International women Day, seminar on Women empowerment, etc. are regularly conducted for the promotion of gender equity.

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

5. CONCLUSION

Additional Information :

1. The college has provided free hostel facilities to remote poor students.
2. The three storied Central Library building is donated by Mr. Anil Das, Industrialist and a donor member of the college Governing Body.
3. The institution has rich historical Museum established in 1995.
4. CCTV camera coverage of the whole campus and classrooms.
5. The College prepared perspective plan for 2017-2027 and going to submit Institutional Development Plan (IDP) for the next 15 years as per govt. instruction for NEP implementation.
6. The college emphasises on outcome based education. Add-on courses are offered like beautician, Make cutting, knitting and Basic Computer Application under Career Guidance Cell of the college.
7. The entire college faculty members were actively involved in helping out the local communities in their respective areas and in the nearby areas of the college with food & sanitization items at the time of COVID-19 Pandemic situation.
8. The institution successfully maintained a COVID-Care Centre and Vaccination Centre at the college premise with proper sanitization and distribution of food items with the District Administration.
9. The Youth Red-Club unit of the college was formed in 2022.
10. The Guardian Association and The students Union of the college has donated Water Cooler for the college.

Concluding Remarks :

The main objective behind the establishment of the college was to promote quality education among the girls' of the entire South Kamrup area. The institution has the noble vision to empower the women through quality education. With this vision and mission, the institution has been continuously striving in the promotion of education among the marginalised section of the society. Besides academic activities, the institution equally promotes physical and mental well being of the students and the institution has successfully implemented the institutional best practices healthy people healthy nation initiatives among the students of the college. Despite of having enormous constraints, the institution has been continuously striving to transform itself into a centre of excellence in the higher education for women. The institution has drafted Institution Development Plan in keeping with the vision of NEP 2020, where the institution has planned to introduce several new regular courses along with skill base certificate career oriented courses to transform itself into a multi-disciplinary institution within 2037.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
2.1.2	<p>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</p> <p>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats) Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>121</td> <td>175</td> <td>131</td> <td>113</td> <td>132</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>121</td> <td>175</td> <td>131</td> <td>133</td> <td>132</td> </tr> </tbody> </table> <p>2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>171</td> <td>220</td> <td>171</td> <td>171</td> <td>171</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>171</td> <td>220</td> <td>171</td> <td>171</td> <td>171</td> </tr> </tbody> </table> <p>Remark : Value updated as per HEI clarification response</p>	2022-23	2021-22	2020-21	2019-20	2018-19	121	175	131	113	132	2022-23	2021-22	2020-21	2019-20	2018-19	121	175	131	133	132	2022-23	2021-22	2020-21	2019-20	2018-19	171	220	171	171	171	2022-23	2021-22	2020-21	2019-20	2018-19	171	220	171	171	171
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171	220	171	171	171																																					
2.4.2	<p>Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)</p> <p>2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>15</td> <td>16</td> <td>16</td> <td>17</td> <td>17</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>16</td> <td>16</td> <td>16</td> <td>17</td> <td>17</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	15	16	16	17	17	2022-23	2021-22	2020-21	2019-20	2018-19	16	16	16	17	17																				
2022-23	2021-22	2020-21	2019-20	2018-19																																					
15	16	16	17	17																																					
2022-23	2021-22	2020-21	2019-20	2018-19																																					
16	16	16	17	17																																					

2.6.3 **Pass percentage of Students during last five years (excluding backlog students)**2.6.3.1. **Number of final year students who passed the university examination year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
199	145	73	98	117

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
186	199	145	73	101

2.6.3.2. **Number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
252	212	130	136	173

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
212	252	212	130	139

Remark : Value updated as per HEI clarification response

3.2.2 ***Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years***3.2.2.1. **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
13	2	7	2	7

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
7	2	5	2	5

3.3.1 **Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
6	3	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
6	3	0	0	0

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
26	18	6	13	7

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
25	18	6	8	7

3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.**3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
22	6	3	10	13

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
17	2	4	13	5

Remark : Value updated as per attachment

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for

internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Answer before DVV Verification : 11

Answer After DVV Verification :4

4.3.2 **Student – Computer ratio (Data for the latest completed academic year)**

4.3.2.1. **Number of computers available for students usage during the latest completed academic year:**

Answer before DVV Verification : 22

Answer after DVV Verification: 22

4.4.1 **Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
23.91	23.14	10.37	30.58	18.53

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
5.67	6.30	3.64	15.39	7.76

5.1.2 **Following capacity development and skills enhancement activities are organised for improving students' capability**

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : Value updated as per attachment

5.1.3 **Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
---------	---------	---------	---------	---------

694	145	0	46	143
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Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
256	0	0	0	63

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

5.2.1.1. Number of outgoing students placed and / or progressed to higher education year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
50	20	13	10	31

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
15	17	15	10	29

5.2.1.2. Number of outgoing students year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
199	145	73	98	117

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
186	199	145	73	101

Remark : Value updated as per 2.6.3.1

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
27	29	0	21	46

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
6	2	0	2	2

6.2.2 ***Institution implements e-governance in its operations***

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

6.3.3 ***Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years***

6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
27	8	4	1	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
14	8	3	1	0

6.3.3.2. Number of non-teaching staff year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
0	2	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
9	9	9	9	9

6.5.2 **Quality assurance initiatives of the institution include:**

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**

	<p>4. Participation in NIRF and other recognized rankings</p> <p>5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.</p> <p>Answer before DVV Verification : A. Any 4 or more of the above Answer After DVV Verification: A. Any 4 or more of the above</p>
7.1.2	<p>The Institution has facilities and initiatives for</p> <p>1. Alternate sources of energy and energy conservation measures</p> <p>2. Management of the various types of degradable and nondegradable waste</p> <p>3. Water conservation</p> <p>4. Green campus initiatives</p> <p>5. Disabled-friendly, barrier free environment</p> <p>Answer before DVV Verification : A. 4 or All of the above Answer After DVV Verification: A. 4 or All of the above</p>
7.1.3	<p>Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following</p> <p>1. Green audit / Environment audit</p> <p>2. Energy audit</p> <p>3. Clean and green campus initiatives</p> <p>4. Beyond the campus environmental promotion activities</p> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of teaching staff / full time teachers during the last five years (Without repeat count):</p> <p>Answer before DVV Verification : 28 Answer after DVV Verification : 26</p>																				
1.2	<p>Number of teaching staff / full time teachers year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>24</td> <td>26</td> <td>26</td> <td>26</td> <td>26</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>24</td> <td>26</td> <td>26</td> <td>26</td> <td>26</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	24	26	26	26	26	2022-23	2021-22	2020-21	2019-20	2018-19	24	26	26	26	26
2022-23	2021-22	2020-21	2019-20	2018-19																	
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