



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>Raha College</b>
• Name of the Head of the institution	<b>Dr. Beda Kr. Chaliha</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>03672295914</b>	
• Mobile No:	<b>9435727523</b>	
• Registered e-mail	<b>Collegeraha@yahoo.in</b>	
• Alternate e-mail	<b>rciqac@gmail.com</b>	
• Address	<b>Raha, Garmari</b>	
• City/Town	<b>Raha, Nagaon</b>	
• State/UT	<b>Assam</b>	
• Pin Code	<b>782103</b>	
<b>2.Institutional status</b>		
• Type of Institution	<b>Co-education</b>	
• Location	<b>Semi-Urban</b>	
• Financial Status	<b>UGC 2f and 12(B)</b>	

• Name of the Affiliating University	<b>Gauhati University</b>				
• Name of the IQAC Coordinator	<b>Dr. Karabi Goswami</b>				
• Phone No.	<b>03672295914</b>				
• Alternate phone No.	<b>03672295914</b>				
• Mobile	<b>9435550317</b>				
• IQAC e-mail address	<b>rciqac@gmail.com</b>				
• Alternate e-mail address	<b>krbgoswami@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://rahacollege.co.in/iqac/25.pdf">https://rahacollege.co.in/iqac/25.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://rahacollege.co.in/ac/ac-20-21.pdf">https://rahacollege.co.in/ac/ac-20-21.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 2</b>	<b>B</b>	<b>2.03</b>	<b>2015</b>	<b>15/11/2015</b>	<b>14/11/2020</b>
<b>Cycle 1</b>	<b>C++</b>	<b>66.00</b>	<b>2004</b>	<b>04/11/2004</b>	<b>03/11/2009</b>
<b>6.Date of Establishment of IQAC</b>			<b>04/06/2005</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>Raha College</b>	<b>Fee Waiver</b>	<b>State Govt</b>	<b>2021</b>	<b>6592598</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>No</b>		
• Upload latest notification of formation of IQAC			No File Uploaded		
<b>9.No. of IQAC meetings held during the year</b>			<b>1</b>		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Conducting Student Satisfaction Survey Collection and analysis of feedback Conducting Faculty Development Programme Workshop on IPR		
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		
Plan of Action	Achievements/Outcomes	
To organise FDP on ICT enabled teaching	Achieved	
To Conduct Student Satisfaction Survery	Achieved	
To Collect online feedback	Not achieved	
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>		
Name	Date of meeting(s)	
Meeting of Head of Departments	20/12/2021	
<b>14. Whether institutional data submitted to AISHE</b>		

Year	Date of Submission
2020	15/04/2022

**15.Multidisciplinary / interdisciplinary**

The institution at present donot have multidisciplinary/ interdisciplinary courses. However the institution has adopted CBCS as per the guidelines of the affiliating university. The CBCS system allows students to opt for courses across discipline.

**16.Academic bank of credits (ABC):**

The institution at present doesnot have academic bank of credits.

**17.Skill development:**

The institution does not have any skill development programmes at present.

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

The college has a BA programme in Indian Language (Assamese). Moreover Assamese language is used in the teaching of other subjects.

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

The institution at present doesnot have OBE.

**20.Distance education/online education:**

The college runs Distance education centres of Gauhati University and KKHOS University. Both the centres have UG and PG programmes.

## Extended Profile

**1.Programme**

1.1 436

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1

1362

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2

233

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

254

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**

3.1

26

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2

26

Number of Sanctioned posts during the year

## Extended Profile

### 1. Programme

1.1	<b>436</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2. Student

2.1	<b>1362</b>
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	<b>233</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>254</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3. Academic

3.1	<b>26</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	26
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	23
Total number of Classrooms and Seminar halls	
4.2	35.44
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	21
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The institution delivers the university prescribed curriculum in a well planned manner with the help of various tools and processes. A class routine is prepared before the beginning of every academic session by a routine committee, which is entrusted with the responsibility of allocation of classrooms for various subjects. Every department is required to maintain a lesson plan and log book which is an authentic record of all the classes taken by the faculty members. Practical classes are held as per allotted schedule in the class routine. In subjects where field work is mandatory and part of the syllabus, the Head of the department allocates a field trip -in-charge who makes necessary arrangement of stays, local transportation, communication with other institution in case of institutional visit etc and finally helps them in preparation of report. The field reports are normally returned to the students as there is shortage of storage. Students are made to deliver presentation on topics of the course and internal assessment marks are given considering all aspects

including the sessional test.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

The institution adheres to the Academic Calendar Prepared by the affiliating university (Gauhati University). The Admission process is completed and classes are started as per the dates specified in the Academic calendar. Internal assessment is also done as per the dates specified in the Academic Calendar. The departments conduct sessional tests for all the courses within the stipulated time and results are given out to the students.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://rahacollege.co.in/ac/ac-20-21.pdf">https://rahacollege.co.in/ac/ac-20-21.pdf</a>

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>



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

23

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

3

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

112

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

82

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The curriculum integrates various crosscutting issues relevant to Gender, Human Values environment etc. Ability Enhancement Compulsory Course (AECC), Code-2014 on Environmental Science is offered to the 2nd Semester students of all UG programmes. Moreover BA English students study Women Writing, BA Education students study Value Education course environmental education and BA and Bsc Geography students study courses relevant to environment and sustainability.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

4

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

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

39

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>C. Any 2 of the above</b>
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File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

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

#### C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://rahacollege.co.in/feedback-report21.pdf">https://rahacollege.co.in/feedback-report21.pdf</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

630

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

526

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The institution assesses learning level of students at the time of admission. the college offers UG-Honours and UG-Regular courses. Students securing higher percentage of marks in qualifying examination are admitted to honours programme and students securing lesser marks are admitted in the Regular course. For honours students a test is conducted at the beginning of the session to assess their learning level. there are also provision for remedial class for students who are slow learners.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1407	26

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

The institution adopts student centric methods such as experiential learning, participative learning are adopted to enhance learning experience. The students of BA Geography, BSc Geography and BA Education do a project work in sixth semester. moreover the students give class presentation, and are also engaged in group discussion.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The college has three ICT enabled classroom out of which one is smart classroom. Arrangements are made in such a way that students of each programme are accommodated in the ICT enabled classroom for better learning experience. During this academic session, due to the Covid 19 induced lockdown, Classroom teaching has totally and suddenly changed to ICT enabled teaching. Classes were carried on using different online platform like Zoom, Google meet etc. Each department have whatsapp group with their students through which the faculties keep in touch with the students. moreover study materials were also provided to students through these whatsapp groups.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

**2.3.3.1 - Number of mentors**

26

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

<b>2.4 - Teacher Profile and Quality</b>	
<b>2.4.1 - Number of full time teachers against sanctioned posts during the year</b>	
26	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
<b>2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)</b>	
<b>2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year</b>	
8	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>
<b>2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</b>	
<b>2.4.3.1 - Total experience of full-time teachers</b>	
444	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The institution follows the evaluation process prescribed by the affiliating university. As per the prescribed format, sessional examinations are held as per the dates specified in the academic calender. In the UG honours programmes thr students take part indepartmental seminars and home assignments are given to the students on a regular basis. The performance of the students in the same is evaluated and communicated to the students for their overall development. Field trips are organised for the students and reports/projects are submitted by the students to the concerned department which is thereon evaluated. Being an affiliated college of Gauhati University, the college functions in accordance with the university curriculum.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The college conducts sessional examination in each semester as a part of internal evaluation. the examination is conducted as per the dates notified in the academic calender. the answer scripts are evaluated and showed to the students. If any grievance arises the students meet the respective teachers and is redressed immediately.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

The teachers and sstudents are fairly aware of the stated programme outcome and course outcome of the different courses



offered by the institution. The course outcomes of all courses are displayed in the college website for a ready reference. Moreover the students are made aware of the course outcome by the respective teachers in the beginning of classes of each semester.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://rahacollege.co.in/Course%20outcome.pdf">https://rahacollege.co.in/Course%20outcome.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

**Attainment of Programme outcome and Course outcome is not evaluated by the institution.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

**2.6.3 - Pass percentage of Students during the year**

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

**254**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

**2.7 - Student Satisfaction Survey**

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

<https://rahacollege.co.in/Student%20Satisfaction%20Survey%202020-21.pdf>

**RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 - Resource Mobilization for Research**

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

year	
<b>3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year</b>	
14	
File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>
<b>3.2 - Research Publications and Awards</b>	
<b>3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year</b>	
<b>3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year</b>	
3	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>
<b>3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year</b>	
<b>3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year</b>	
7	
File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>
<b>3.3 - Extension Activities</b>	

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

**Extension activities could not be carried out during the year due to Covid 19 induced lockdown.**

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

1

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has adequate infrastructure and physical facilities for teaching learning. The college has 23 classrooms, one auditorium which is also used as classroom and examination hall. Out of these 23 classrooms, three classrooms are ICT enabled. All the departments use these ICT enabled classrooms on rotation basis. The college also has laboratories for Physics, Chemistry, Zoology, Botany, Education, Geography and Anthropplogy.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The college has adequate facilities for cultural activities, sports etc. Sports and cultural activities are organised every year as a part of Annual College Week. The College also has one auditorium cum indoor stadium, Girls' Common Room with the facility of indoor sports and a gymnasium.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

3

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

20.61

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

#### 4.2 - Library as a Learning Resource

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

**The Library is partially automated. The software used in Library automation is SOUL 2.0**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

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

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**0.48**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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



25

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

The institution updates its IT facility frequently. The computers in the institution are maintained by regular servicing. Wifi is available in Princip'l's office, Library, IQAC and KKHSOU office.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

### 4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

### 4.4 - Maintenance of Campus Infrastructure

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

**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****14.83**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The college has established systems and procedure for maintaining and utilizing physical, academic and support facilities like laboratory, sports complex, computers, classrooms etc.

Laboratory- The college laboratories are under the charge of respective Departments. The faculty members and a laboratory bearer appointed for the respective laboratories are responsible for maintaining the laboratories.

Library- The College Library is maintained by the library staff and there are two library bearers. They are responsible for maintaining the library.

Sports Complex- The college do not have a sports complex as such. However the sports equipments are maintained by the Sports Secretary of Raha College Students' Union.

Computers- The computers are maintained by the computer staff and also by regular servicing.

Classrooms- Classrooms are maintained by the 4th grade employees of the college. There are two safaiwalas also who are in charge of the overall cleanliness of the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1271

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>D. 1 of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 441 539 506">File Description</th> <th data-bbox="539 441 1442 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 539 613">Link to institutional website</td> <td data-bbox="539 506 1442 613" style="text-align: center;"><b>Nil</b></td> </tr> <tr> <td data-bbox="86 613 539 678">Any additional information</td> <td data-bbox="539 613 1442 678" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 678 539 824">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="539 678 1442 824" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Link to institutional website	<b>Nil</b>	Any additional information	<a href="#">View File</a>	Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>	
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Link to institutional website	<b>Nil</b>								
Any additional information	<a href="#">View File</a>								
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>								
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>30</b>									
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<b>30</b>									
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File Description	Documents								
Any additional information	<a href="#">View File</a>								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>								
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>D. Any 1 of the above</b>								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

25

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

**government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

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

The college has a student union under the name Rha College Students' Union. The Union functions as per the constitution of the RCSU. The College holds general election to form the Students' union body. The body is elected by the bonafide students of the college for one academic year. The union has twelve office bearers to look after different aspects concerning students. The activities carried out by the union in one academic session are as follows-

- Annual College Week

- Freshmen's Social
- Publication of college magazine
- Celebration of different days
- Inter College Debate Competition
- Represents the college in various university/ stste level events like youth festival and other competitions.

The students have been given due representation in various academic and administrative bodies of the college. The various academic and administrative bodies of the college which have student representation are-

- Editorial Board of College Magazine
- IQAC
- RUSA Monitoring Committee

The RCSU is actively involved in all other academib and co-curricular activities of the college, like organising seminars and workshops, the celebration of Independence Day, Republic Day, Teacher's Day, Tithi of Srimanta Sankar Dev, Sawaraswati Puja etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

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

#### 5.4 - Alumni Engagement

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

**The Alumni Association of the college is not registered.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

**For optimum and effective decision making and its implementation, the college has created a clearly defined organisational structure. This structure is in tune with the vision, mission, goals and objectives of the college. From the active participation of the Principal, renowned academicians and teachers, the college has constituted the following bodies for the Governance of the**



institution:

- 1, Governing Body
2. Disciplinary Committee
3. Academic Council
4. Examination Committee
5. Admission committee
6. Anti-Ragging Committee

The Governing Body is the supreme decision making body of the institution. The Governing Body is responsible for the proper financial management, including the upkeep of the assets of the college and management of academic affairs. The Governing Body has also been directed by the state Govt to see that the teachers perform their duties in classes and examination. The Disciplinary Committee is responsible for maintenance of discipline in the college. The committee ensures that students obey rules in the college campus. The committee has the power to expel students if they are found to be committing anti-social and violent activities in the campus. The Admission Committee is responsible for ensuring that admission takes place following all govt rules. The Examination Committee is responsible for the smooth conduct of all examinations. The Anti-Ragging Committee is there to enforce discipline and curb ragging in the college campus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Decentralisation and participative management is followed by the institute and all the constituent bodies adhere to it. All the stakeholder get the opportunity to participate in the process of decentralisation. The state govt nominates the the President of Governing Body for a period of five years. The principal of the college is the ex-officio secretary of the GB. Two members are

nominated by the affiliating university, two teachers and one office staff is selected from the institute and a guardian member is also nominated as per state govt guideline. The employees of the college are governed by The Assam Civil Service (Conduct) Rules, 1964 and the Assam Service (Discipline and Appeal) Rules, 1965.. The decision and planning of various bodies are conveyed to the teachers by their respective HoDs. The college administration is headed by the principal and assisted by a non-teaching staff. Participation of students is encouraged through the Students' Union, where they also effectively discharge their duties.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College has a perspective plan for deployment which align with the vision and mission of the college. At the beginning of every academic year, various bodies and committees that constitute the organogram of the institution lay down the strategic plan of events and activities which will support the growth and development of the college, one area which has successfully implemented strategic planning and deployment is that of teaching and learning.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

The Apex body of the college is the Governing Body and it is the highest decision making body of the institute. The President of the GB is nominated by the state govt for a period of five years, the principal is the ex-officio secretary, two members are

nominated by the affiliating university. Other members include-two teachers selected from the college annually, one office staff, three members from parents and the librarian. Employees of the college are regulated as per provincialisation of College Employees Act, 2005 and the College Service Conduct rule. All fresh recruitment are made in a transparent manner by giving advertisement in widely circulated newspaper and college website. Promotion of Faculty members is governed by the rules and guidelines of state govt under Career Advancement Scheme (CAS) and promotion to non teaching staff is accorded as per vacancy and seniority. In both cases college recommends promotion for the approval of Director of Higher Education.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

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

C. Any 2 of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The management of the institution always try to meet the requirements of the teaching and non-teaching staff. The institution has covered all the permanent teaching and non-

teaching staff under General Life Insurance Scheme. the institution. The college has a healthy culture of assisting the staff in distress by collecting money in form of donation and contribution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

1

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

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

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

**11**

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

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

**The institute has performance appraisal system for the departments and their faculty members. Every department keep recors of daily academic and co-curricular activities in a log book, which is regularly monitored by the Hod. Feedback are collected from**

students on all aspects and analysed. the results of the feedback are communicated to the teachers and remedial measures are taken.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

The institution has a mechanism for both Internal and External Audit of all financial activities. Audit of Govt Funds are done by Chartared Accountant. External Audit is done by Govt appointed Auditor. For this session audit is delayed due to covid imposed lockdown.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

2

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

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

The institute submits various proposals to meet the requirements of funds for construction, upgradation, renovation of classroom, office, library and other basic infrastructure, requesting financial help from UGC, RUSA, State Govt. The Faculty of the institution also submits research proposals to various funding agencies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

The IQAC of the college has been putting its effort for quality enhancement in the institution.

The IQAC has developed a structured Questionnaire to review overall performance of the institution. the feedback forms are administered among students once a year. These feedbacks are analysed and used for improvement.

During this year IQAC has successfully organised an online FDP on E-Learning Platform in association with E&ICT Academy, IIT, Guwahati, to meet the requirements of the faculty members who are not confident of online teaching.

The IQAC has also organised Workshop on Intellectual Property Rights for the benefit of the students.

The IQAC has also conducted online Student Satisfaction Survey.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution has a process to review its teaching learning process, structures and methodologies of operation through IQAC. Two examples of institutional reviews and example of teaching learning reforms facilitated by IQAC are-

1. Students' feedback on faculty

2. Progress of the Students/Course through meeting with Hods.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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



The college encourages gender equity by organising sports activities like high jump, long jump, shot put, discus throw, javelin throw for girl students which are usually considered only for boys. The institution further conducts cultural, literary activities during the Annual College Week and encourages girls to participate so as to promote gender equity. The institution further has provision for girl students to file their candidature in all the positions of Raha College Students' Union. It is not only simply limited to Girls Common Room secretary post. The college also enrolls a number of girl cadets in the NCC wing of the college, so as to inspire them to aspire to place themselves in State Police department, along with the boys. Through this initiative, the college encourages girls to take up jobs which were usually considered to be meant for boys.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The college has a provision for disposal of degradable and non-degradable waste, as per the rules of the Raha Municipal Board, Raha. The college has separate dustbins for wet-solid waste and

dry solid waste. These waste materials are disposed by the town committee once in a week from the college campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

<p><b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b></p>	<p><b>D. Any 1 of the above</b></p>										
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Certificates of the awards received	<a href="#">View File</a>										
Any other relevant information	<a href="#">View File</a>										
<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>B. Any 3 of the above</b></p>										
<table border="1"> <thead> <tr> <th data-bbox="86 1471 539 1536">File Description</th> <th data-bbox="539 1471 1436 1536">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1536 539 1639">Geo tagged photographs / videos of the facilities</td> <td data-bbox="539 1536 1436 1639"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1639 539 1778">Policy documents and information brochures on the support to be provided</td> <td data-bbox="539 1639 1436 1778"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1778 539 1881">Details of the Software procured for providing the assistance</td> <td data-bbox="539 1778 1436 1881"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1881 539 1946">Any other relevant information</td> <td data-bbox="539 1881 1436 1946"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	<a href="#">View File</a>	Policy documents and information brochures on the support to be provided	<a href="#">View File</a>	Details of the Software procured for providing the assistance	<a href="#">View File</a>	Any other relevant information	<a href="#">View File</a>	
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<p><b>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other</b></p>											

diversities (within 200 words).

The institution takes proactive initiative to provide an inclusive environment within the college campus. Being the only college in the entire Raha Assembly constituency, the college has students belonging to all strata of the society. The college has students from various tribes and communities, such as Tiwa, Karbi, Garo, Nepali, Bengali, Punjabi, Assamese, Marwari, Tea-tribe-Adivasi and Muslim. In this regard the college promotes cultural, communal tolerance and harmony. There is no evidence of any linguistic, communal disturbance within the campus. By enrolling students from all the section of society, the college encourages unity in diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Sensitization of students of the institution to the constitutional obligations, rights, duties and responsibilities of a citizen are conducted by the political science department of the college. They organises class seminars and talks to create awareness concerning these issues. Moreover the department of Education also preaches value education through lecture method, seminar as prescribed in their respective syllabus

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website**

**B. Any 3 of the above**

**There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**The institution celebrated Republic Day, Independence Day as per covid guidelines. The institution has also successfully managed to celebrate International Women's Day on 8th March, 2021**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## **7.2 - Best Practices**

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

### **Plastic Free Campus**

**To create awareness on the hazards of use of plastic, especially**

single use plastic.

Single use plastic is totally banned in the campus. The single use tea cups, plastic packing materials are not used. The plastic wastes that come to the college are properly disposed.

After the implementation of this practice the use of single use plastic is reduced. The plastic wastes are segregated and properly disposed. The students also realise the need of "Reduce, Reuse and Recycle" plastic.

The main hurdle is making the students internalise that plastic hazardous. Resources are- Students, Safaiwalas, Town Committee.

No Tobacco Zone

To make students aware of the hazards of chewing tobacco thereby making the entire community aware.

The college organises awareness programmes on hazards of the use of tobacco products. Moreover CCTV is installed in the campus and if any student is caught chewing and littering, he is counselled and warned against it.

As a result of the practice the college campus is cleaner and tobacco juice are not seen here and there.

The main obstacle is to make students understand the hazards of tobacco use. Teachers personally counsel students whenever they notice someone chewing tobacco. Resources are- Teachers, Medical Professionals, CCTV cameras.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

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

Raha College is distinct in the entire Nagaon district, as the number of girl student enrolled in the provincialised Arts stream has outnumbered the boys. This uniqueness of the college is not only viewed as an institutional achievement but it is a step

towards generating awareness and encouraging women empowerment in the academic level as well as the socio-political sector. The Women Cell of the college celebrates International Women's Day every year to create awareness amongst the girls. Through the programmes female students are made aware of various social evils which can only be eradicated by education. The Women Cell stresses on financial independence of women which also contributes towards decreasing issues pertaining to domestic violence. Another feature associated with women emancipation distinct to Raha College is that over the years the number of girls enrolling in NCC is increasing. The girls of our college participate in all the activities conducted by NCC. By choosing to be a part of NCC the girls prepare themselves for jobs in police, defence services, thus breaking the stereotype of girls opting for jobs meant only for boys. The girls of this rural area seem to be prepared for any hurdle in their lives.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

#### Plan of action for the next academic year-

1. To sign MoU with neighbouring colleges for student/teacher exchange programme
2. To conduct teacher/student exchange programme
3. To conduct financial audit
4. To collect Students' feedback in online mode