



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Rangia College
• Name of the Head of the institution	Dr. Brajendra Saikia
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9435544088
• Mobile no	9101829733
• Registered e-mail	principal.rangiacollege@gmail.com
• Alternate e-mail	naac.rangiacollege@gmail.com
• Address	Rangia College
• City/Town	Rangia
• State/UT	Assam
• Pin Code	781354
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Gauhati University																		
• Name of the IQAC Coordinator	Dr. Monoj Kr Singha																		
• Phone No.	9954707890																		
• Alternate phone No.	8638794926																		
• Mobile	9954707890																		
• IQAC e-mail address	iqac.rc@gmail.com																		
• Alternate Email address	reiki_sinha@yahoo.com																		
3. Website address (Web link of the AQAR (Previous Academic Year))	https://rangiacollege.ac.in/images/AQAR%202019-20/AQAR_2019-20.pdf																		
4. Whether Academic Calendar prepared during the year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	https://rangiacollege.ac.in/images/AC%202020-21/AC2020-21.pdf																		
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B++</td> <td>2.81</td> <td>2004</td> <td>04/11/2004</td> <td>03/11/2009</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.8</td> <td>2010</td> <td>08/01/2011</td> <td>07/01/2016</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B++	2.81	2004	04/11/2004	03/11/2009	Cycle 2	B	2.8	2010	08/01/2011	07/01/2016
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to														
Cycle 1	B++	2.81	2004	04/11/2004	03/11/2009														
Cycle 2	B	2.8	2010	08/01/2011	07/01/2016														
6. Date of Establishment of IQAC	27/07/2004																		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																			

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Rangia College	Nil	UGC	2020-21	00
Rangia College	Salary	Govt. of Assam	2020-21	128819806
Rangia College	Seminar, Workshop	DHE, Govt. of Assam	2020-21	105095
Rangia College	Seminar/Conference	Central Govt.	2020-21	125000
Rangia College	By Education & Tution fees	Govt. of assam	2020-21	16647395

8. Whether composition of IQAC as per latest NAAC guidelines	Yes		
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File		
9.No. of IQAC meetings held during the year	03		
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes		
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No		
<ul style="list-style-type: none"> • If yes, mention the amount 			

11. Significant contributions made by IQAC during the current year (maximum five bullets)
1. Online Feedback system has been introduced, Data collection, analysis, and action have been taken. 2. Three vocational courses and M.A. in Economics were initiated. 3. E-content has been prepared in

a few departments. Webinars are organized during the COVID period.
 4. Submission of AQAR of last five years in RAF, AISHE, and Gauhati University annual report on time.
 5. Data collection, analysis assimilation for the preparation of SSR.

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

Plan of Action	Achievements/Outcomes
Organize parent- Teacher meeting department wise.	Four departments organize Parent-Teacher meeting.
Awareness programmes on library facilities.	1. Classes on library facilities 2. On line Training on E content creation and E Learning through MOOC. 3. Feedback on Library Facilities.
Seminar on IPR (Online & offline) has been organized.	1. Department of Economics organized a webinar on IPR 2. IQAC organized a seminar on IPR for the students. 22/03/2021
Organize online webinar on situation arises due to COVID 19 pandemic.	1. A webinar on "Empowerment of Education in a Post Pandemic World" organized by ICT academy and IQAC. 2. Webinar on COVID 19 Challengers to Higher Education in Assam.
IQAC at your Department	1. Open departmental site/Blog for better connectivity with students and IQAC. 2. For better documentation of the departmental activities.
Online feedback system	1. Students feedback 2. Teachers feedback 3. Library feedback

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC Committee	15/02/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	19/02/2022

Extended Profile**1. Programme**

1.1	35
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	3207
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	700
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	853
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1	77
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	82
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	45
Total number of Classrooms and Seminar halls	
4.2	1,70,07,216
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	97
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 strives to follow the curriculum through meticulous documentation. It has a well-planned curriculum delivery system that ensures consistency in the teaching and learning process. Some of the steps followed by the institution to deliver the same are:

ø The attendance register of the departments is well maintained. The attendance percentage of each student is related to his/her internal assessment marks.

Ø Student and parent/guardian counseling will be conducted if a student has less than the required attendance percentage.

Ø To deliver the curriculum as per the syllabus of the GU, lesson plans have been made in the departmental meeting at the beginning of the session, keeping in mind the time limit for the completion of the syllabus. Moreover, the daily progress report (Log Book) keeps a record of the daily classes as per the central routine.

Ø Tutorial classes have been scheduled at the end of each week to give the students a chance to clear their doubts concerning the lectures they attended that week.

Ø Infuse of the 4 quadrant ICT element into the teaching-learning process extended the classroom. Home assignments, class tests class notes are also communicated online in the WhatsApp, zoom platform, etc.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Rangia College published the academic calendar every year at the beginning of the academic session and consists of the following:

Ø. The date of commencement of the session examination.

Ø. The calendar ascertains the total number of working days and holidays for a particular session.

Ø. Various activities like examinations, orientation programs, elections, college week etcetera are specified. In case there are any deviations from the assigned dates for certain activities, the college authority issues notifications.

Ø. The continuous internal evaluation(CIE) is done through attendance, home assignment, excursion project/ field visit /internship/ work report/ seminar presentations/ group discussions, etc.

Ø. Segregate the slow learner through these CIE and induct them to the tutorial class as per scheduled routine helps the students to cope with the rest of the students. Continuous online counseling through WhatsApp groups/personal helps students feel connected with the teachers.

The calendar is prepared in accordance with the academic calendar of Gauhati University. It is incorporated in the prospectus of the college which is prepared by a committee that has been specially assigned for this task.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.rangiacollege.ac.in/images/AC%202020-21/AC2020-21.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

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

00

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

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

00

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

1.3 - Curriculum Enrichment

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

The institution strictly adheres to the curriculum given by the university. Gauhati university included a few topics related to professional ethics, gender parity, human values, environmental science, etc. in the syllabus in the undergraduate programs. However, the institute is aware of the burning issues of society and makes the students aware in a planned manner. Some of them are

?. Orientation programs for the fresh students to make them aware of the professional ethics, examination ethics of being a student of the college. However, the rules and regulations of the college make available for the student as Prospectus normally published in the month of July every year along with starting in the admission procedure.

?. As the college is enjoying co-education status the authority is well aware of the gender sensibility of the students and takes appropriate steps to address the issues, if arises through different cells in a systematical procedure

?. Human values are well understood and take utmost care of their exploration and provide a platform for the best use of it. In the orientation program itself, students are requested to join at NCC, NSS, B & C Guide, and EEC for their physical and mental well-being.

?. Students are aware of the global environmental crises and join the college activities related to the institution. The eco-friendly campus, the Botanical garden the overall scenic beauty, the cleanness of the campus, and above all the sense of belongingness with the environment is being inculcated in the mind of the student

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

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

29

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

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

404

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	https://rangiacollege.ac.in/images/F/FS.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may B. Feedback collected, analyzed

be classified as follows

and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1542

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

700

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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 location of the college is rural. The students come to the institution from a distance of a 20 km radius. Moreover, the students belong to a socially and financially backward category. They are compelled to lose some time of their study in traveling and their household work, resulting make them becoming a slow learner.

Ø. Although the classrooms are considered as a cordial ecosystem of teaching and learning process with modern ICT tools, teachers use to give home assessments on the topics they taught and evaluate accordingly to access the level of understanding of the students. Slow learners are addressed in the tutorial classes.

Ø. The tutorial classes are designed in the center routine to clear their doubts through interaction with the students and make the student more comfortable with the teacher. However, teachers are extended the classroom by using online plate forms like WhatsApp, Google classroom. etc. try to prepare e-content to support their study even they could not attend their physical class

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

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

Number of Students	Number of Teachers
3207	82

File Description	Documents
Any additional information	View File

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

Learning by doing is one of the best procedures for delivering knowledge. It is observed that participating in project work or fieldwork is not only participatory but also joyful. Most of the science subjects have laboratory practicals, industry visits, excursions which gives the students exposure to experimental learning. Some of the departments organize workshops, training beyond the laboratories. The faculty of arts is accustomed to doing celebration/observing a nationally significant day and visiting the assembly session, literary festival, graduate congress, visiting HEI like IIT-G, GU, NEHU, etc. thereby relating themselves to the eco system.

The national / state level of competitive examinations is organized by departments like Assam Physical Society, National Graduate Physics Examination organized by IAPT, Olympiad in Chemistry, Super 30, career counseling seminars/workshops etc. help students to build up their confidence and support after their graduation.

Moreover, the institution promotes the functions organized by students related to the culture of a community like Saraswati puja, Bathou Puja(Bodo), Fateha-E-Dwaz Daham, Sankar Dev Utshav, the freshmen social Election of the students union, Sports and Cultural Festival (College Week), and state-level debate competition for cultural integration harmony so that they could learn the need of managerial and problem-solving capability

File Description	Documents
Upload any additional information	View File
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

Teachers of the institution have adopted the ICT-enabled tool to enhance the teaching and learning experiences of the students. Majority of the teachers are created virtual classrooms using Google classroom/ Zoom applications semester-wise to enhance communication and collaboration. They facilitated the organization of course content in a digital platform. The assessments and .evaluation are also done thereby managing the class in a digital classroom.

Ø. In a regular classroom most of the class time is spent to develop a higher cognitive level of the students in the presence of the teacher. The reading material home assignment given to the students on Google classroom and Watsapp groups are discussed and queries are made so that the students understand the content of the topic.

Ø. In the out-of-class component of the classroom is mostly transmission of information which is done in the form of class notes, reading material, home assignment, videos etc

Ø. Institute has five numbers of ICT enable classrooms, seminar halls and auditorium. Teachers used these facilities during their classes, organizing seminars workshops, etc.

Ø. Teachers also shows keen interest to participate in the webinar/seminar on the use of ICT in classroom teaching organized by different HEI.

Ø. IQAC also conducts orientation programs on the application and use of the tools available in the institution.

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

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

2.3.3.1 - Number of mentors

59

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

2.4 - Teacher Profile and Quality

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

82

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. /

D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

45

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

84

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has undertaken following CIE

The entire examination process is conducted as per the guideline of the University. Therefore there is little scope for reform of examination /evaluation has a little scope. However, College took the following steps for continuous internal evaluation in the college

As per instruction of the University the sessional examination is conducted for 20% of the marks of the final examination. The marks have been distributed as follows

1. Attendance -Four marks for attendance above 90%

2. Three marks for attendance above 85%

3. Two marks for attendance above 80% and

4. One marks for attendance above 75% .

2.Six marks for internal assessment. The internal assessment marks is given as CIE on the following category

i. Home assignment

ii. Field / Excursion / Project report

iii. Seminar presentation

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://rangiacollege.ac.in/Home%20Assignment.html

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

A transparent, time-bound, and efficient method is being followed by the institution in terms of dealing with internal examination-related grievances. Various internal examinations are being performed throughout the semester. Some of them are Sessional examination home assignments, laboratory internal assessment, project evaluations, field visit evaluation, etc. Sessional examination Assessments: Sessional examinations are conducted as per the date given by the university. The institution conducts the Sessional examinations of the major course under the supervision of the departments. The Sessional examination of the regular courses is conducted by the examination committee. Immediately after the examination, the evaluation is done within the time frame given by the authority. The mark sheet is displayed in the departmental notice board. The evaluated answer sheets are shown to students if any students ask for. If any discrepancies are reported by the students, then they are resolved by the faculty immediately.

Assignments: The home assignment

Faculty evaluates home assignments based on the rubric such as

submission date, mode of submission, etc. The evaluated assignments are shown to students thus maintaining the transparency of the marks assigned and resolving grievances. Lab experiments-

An internal assessment mark is given to the student as per the performance of the student in the laboratory classes. The lab rubric is given as per university norms. Project/ field report evaluation- Project submission conducted in front of faculties and students in groups/individuals. The rubric is designed having the criteria of preparation of the project report, presentation of the project in PPT format.

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

2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated the learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

?. POs and COs are approved by Gauhati University. ?. Hard Copy of syllabi and Learning PO's and CO's are available in the departments for ready reference to the teachers and students ?. The importance of the learning outcomes has been communicated to the teachers in academic meetings. ?.The students are also made aware of the same through regular classes

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://rangiacollege.ac.in/images/PO%20CO.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The institute has a system in place for measuring the levels of attainment of programme outcomes, programme specific outcomes and course outcomes.

Attainment of the Course Outcomes

The course outcomes are measured through, completion of syllabus, CIE through home assignment, Sessional examination, setting up of question paper, evaluation, and result.

Departments strive to complete the syllabus on due time as the examination are held at the end of the semester. In some cases, tutorial classes are converted if necessary for the slow learner. It is mandatory for the students to attain 75% attendance as per guidelines of the university to set in the final examination, thereby ensuring students participate in the class. However, attendance is also related to the marking system in the final examination as an internal assessment. The continuous evaluation is also done through home assignments, tests, presentations of paper/project/report /field report and so on. At the end of the semester, final examinations are conducted by the university.

Attainment of the Programme Specific Outcomes

The programme specific outcomes is calculated by taking the aggregate result of all courses in a given programme of an individual student, and then calculate the average performance of all the students in a given programme.

Attainment of the Programme Outcomes

Undergraduate levels, the attainment of programme outcomes is measured through

1. Students' progress to higher studies in any higher educational institution.
2. Placement in institutions, Pvt. Company and defence services.

The online student feedback system provides information of the alumni about their placement. Feedback on teachers also gives information on the course outcome of a particular programme.

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

2.6.3 - Pass percentage of Students during the year

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

355

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://rangiacollege.ac.in/images/F/SSS.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)

4,25,000

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

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

3.1.2.1 - Number of teachers recognized as research guides

3

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

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Human Resource Development

The appointments of the permanent faculty post and the office staff are made as per norms of the UGC and Directorate of the Higher Education (DHE), Govt. of Assam.

The annual performance appraisal system encourages faculty to enhance their teaching, research and their involvement in the institute activities as well as social services to the desired level of promotion.

Faculty members are encouraged to undergo professional development programmes and organize and participate in Conferences, Seminars and Workshops. Teaching and non-teaching staff are encouraged to enhance their qualifications and pursue. PhD.

Online admission procedure.

The digitalized system of admission process had been initiated in the college in the session 2015-2016. In the present session, the admissions of all semesters are done online and cashless.

Library and ICT facilities

The college library is automated partially since 2014. The acquisition, cataloguing, circulation, serial-control, OPEC database search system are running smoothly through SOUL 2.0 software. Library automation, learning Resources like e-Journals, e-books, e-resource centre, N List are available to faculty and students.

Industry interaction and collaboration

The college has nominal scope for industrial collaboration. The college is trying to associate with other organizations to enhance the educational environment of the college. Webinars/ Seminars/ Workshops are organized in collaboration with different organizations in order to give exposure to the students and teachers as well.

Some other initiative includes

Ø. Online feedback system

Ø. Departmental Profile to be submitted to the IQAC.

Ø. Extension Education runs ten clubs for extracurricular activities.

Ø. NCC.NSS and Bharat & Guide activities

Ø. Development initiative for the teaching and non-teaching staff.

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

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

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

3

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

3

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

17

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

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

18

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college organizes a number of extension activities to promote the institute-neighbourhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community.

NSS volunteers address social issues which include cleanliness, tree plantation, water conservation, environmental awareness, Women empowerment, National Integrity, Run for Fitness, Swarchhta Pakhwada programme, Girl child awareness etc. The NCC unit of the college comes under 60 Girls BN.NCC. It aims at developing qualities of leadership, patriotism, maintaining discipline, character building, the spirit of adventure and the idea of self-service. The NCC unit

of the college organizes various extension activities such as tree plantation, Road safety awareness, Fit India programme, Save fuel programme, Swachhta Abhiyan etc.

All these mentioned activities have a positive impact on the students which developed community relationships, leadership skills and self-confidence of the students. It also helped in cultivating the hidden personalities of students and creating awareness among students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

5

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

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

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

4

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

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

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

95

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)	View File

3.5 - Collaboration

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

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

21

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

2

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

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.

Rangia College has a campus of 14.78 acres .It is equipped with modern facilities and learning resources to achieve academic excellence according to its vision and strategic objectives. The infrastructure facilities and learning resources are categorized as under: ø. Learning Resources include resources and infrastructure required for the library, laboratories, computer center, Biohub research lab, language lab, classroom teaching, seminar hall, and conferences hall. ø. Support facilities include an auditorium, canteens, Biodiversity Park and pond, sports grounds, Girls' hostel. NCC, room for NSS, Bharat Scout & Guide room for Women Studies Research Cell, room for Thrift and Credit society. Examination center, meditation hall

ø. Sports facilities: Indoor Stadium, playground, gymnasium, equipment for minor and major games.

ø. A Guest room with a kitchen for the guest teacher.

ø. PG block under construction. Idol & KKHSOU block

ø. Health care: Health care center room, Wheelchair, First Aid kit, blood pressure, blood sugar and weight measurement kit, stretcher for emergency use. ø. Utilities include safe drinking water, Students' common room, girls' common room, teachers' common room,

power generators. Car, motorcycle, cycle stands.

ø. Upgradation of IT infrastructure regularly in view of the recent developments and advancements in technology to meet the teaching-learning requirements.

ø. Security: Main gates of the college entrance are covered by security personnel (Male & Female). Three-night chowkidar, . CCTV surveillance at selected spots, Sweepers' quarter.

File Description	Documents
Upload any additional information	View File
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.

Apart from providing quality education to the students, the college has also taken initiative for the all-around development of students by introducing extracurricular activities through various clubs and cells. These clubs encourage the students to upgrade their skills in extracurricular activities other than academics.

?. The college has ten clubs for various extracurricular activities under Extension Education Cell (EEC) such as cultural club, arts and craft, sports, Quiz, book lover club, drama club, etc. These clubs conduct cultural activities and sports from time to time.

?. A playground for outdoor games like football, cricket, and track and field.

?. Facilities for indoor sports and games that include badminton, volleyball, carrom and chess, gymnasium, etc.

?. Intra-faculty and inter-faculty games and sports competitions are organized regularly every year for students..

?. The institute has a well-equipped Auditorium for annual functions and cultural events.

?. Special classes on self-defense are organized specially for female students.

?. National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag followed by a guard of honor of the Chief Guest by NCC is an impressive march past . The best marching contingent is adjudged by a panel of senior NCC cadets.

File Description	Documents
Upload any additional information	View File
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.

45

File Description	Documents
Upload any additional information	View File
Paste link for additional information	equals">http://rangiacollege.digitallibrary.co.in/jsui/simple-search?filterquery=Deka%2C+Dr.+Gitimoni&filtername=author&filtertype>equals
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

17,007216

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

4.2 - Library as a Learning Resource

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

Rangia College library is a premier library of higher education in Assam, playing a vital role in conferring higher education to the user of North Kamrup since its establishment in 1963. The central library of the college has been functioning as an integral part of the college from the time of its inception.

. A glimpse of the present status of the Rangia college library is presented as follows,

?. Faculties and other Departmental Libraries. It is automated using Integrated Library Management System (ILMS) computerized with SOUL 2.0. It has access to more than 5000 e-journals under the e-shodhsindhu program of INFLIBNET.

?. All e-resources are accessible locally within the campus as well as remotely. Rangia College is centrally located has provision for both individual and group studies. Adequate space is provided for browsing e-resources.

?. It subscribes to N- List, 26 journals 11 Newspaper of state and national repute, along with magazines and newspapers for general reading. The library also houses rich reference Collections viz., Encyclopaedia Britannica, Specific Subject Encyclopaedias, Year Books, Atlases, and other reference material. Presently the library has 40,404 textbooks. 20,013 reference books are available for students and teachers.

?. College library provided seminar libraries for departmental use.

?. College Library holdings also include dissertations, doctoral theses, and project reports(MRP) on various subjects.

Initiatives taken by the University, are the following : 1. Free WI-FI, internet access, download facility have been provided. 2. Organization of Book Exhibitions/Library day celebration. 3. Proper system of feedback from users to improve library services. 4. System of recommendation for the purchase of books through Departments.

5. Orientation on library facilities.

6. Library committee for plan and programs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://www.histats.com/viewstats/?sid=4638474&ccid=108

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	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

6,29,388

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

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

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

54

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

4.3 - IT Infrastructure

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

The Institution frequently updates its IT facilities including Wi-Fi.

Ø. The digital facilities available in the college are 5 digital classrooms, one ICT conference hall three digital laboratories in the college.

Ø. IQAC, Extension Education Cell and a few departments have departmental blogs/sites.

There is a plan to construct a blog for all departments for better communication with the students.

Ø. There is open access Wi-Fi connectivity in the library building. There is a plan to extend the Wi-Fi connectivity in the new RUSA building.

Ø. All departments of the college are provided with computers and accessories.

Ø. The library is partially automated with SOUL 2.0 and OPAC.

Ø. Digitalized student portal and a vibrant website is updated as per requirement.

Ø. Digital leave management system for faculty and other official work is being done in ICT.

Ø. Maintenance of the computers is done regularly.

Ø. CCTV surveillance is available at selected places.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://departmentphysicsr.wixsite.com/website

4.3.2 - Number of Computers

97

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

4.3.3 - Bandwidth of internet connection in the Institution D. 10 - 5MBPS

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

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)

45,37,874

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

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.

There are system and procedure for maintaining the support facilities such as..

?. The necessary requirement of the departments such as furniture, stationery, computer ink, Logbook, register book, etc is provided by the authority as reported by the HOD.

?. The laboratory equipments and chemicals are purchased according to the requirements of the department through official procedure.

?. The central library of the college asks for requisition of books annually. The departments have respective seminar libraries which are maintained by the departments and verified by the entral library annually.

?. The cleanliness of the campus and infrastructure facilities such as classrooms, buildings, auditorium, seminar halls, hostels, parking lot and beautification of the campus are maintained by the office of the Principal.

?. The accounts department has been computerized phase wise and most of the transactions are made through RTGS , NEFT and PFMS.

?. Internal and external financial audit is done as per guideline of the GB.

?. Rangia college has a student union body that addresses matters related to students.

?. Internal and external financial audit is done as per guideline of the GB.

?. Campus Surveillance Cameras(CCTVs), ICT tools computers & printers, Photostat machines maintained by the equipment providers.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

3088

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

10

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to Institutional website	https://eecrangiacollege.wixsite.com/my-site/news
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

245

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

245

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

5.1.5 - The Institution has a transparent

C. Any 2 of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

47

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

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

102

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

6

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

5.3 - Student Participation and Activities

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

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

3

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

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)

Rangia College Students' Union:

The Rangia College Student Union (RCSU) body is an elected body of the students constituted as per recommendations of the Lyngdoh Committee and guidelines of the Supreme Court of India. The students' representatives are enthused with the responsibilities of looking after the welfare of the students. The election of the RCTU is normally scheduled in the month of November as specified in the academic calendar of the college.

The President of the union and Teacher-in Charge against its portfolio is nominated by the Principal of the college. The main activities of the RCSU are

1. To look after the welfare of the students.
2. To organize the Freshman Social for the new comers of the college.
3. Organize the Anti Ragging Campaign.
4. Organize The College Week Festival.
5. Organize participant to join Inter College Competitions & Youth Festival under Gauhati University.
6. Organize Siddhi Nath Sarmah Inter College Debate Competition (Yearly event).
7. Publish the College Magazine (yearly)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

5

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)	View File

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

Rangia College Alumni Association

Rangia College Alumni association was formed on 5th of Aug, 2002 with the objective of fostering a sense of belonging to the institution and making the Alumni an integral part of the development of the college, both physical and academic. The association has chalked out a comprehensive scheme of activities towards that direction.

Aims & Objectives of Alumni Association:

1.To create a sense of fraternity among all the ex-students of Rangia College.

2. To strive for the academic, cultural and socio-economic upliftment of Rangia College and its neighboring locality.
- 3.To strive for all round development of the college.
- 4.To help and co-operate with the college authority in realizing the goals and objectives of the college.
- 5.To initiate measures for collecting funds and mobilizing resources in various other ways.
- 6.To create a climate of understanding with the students of the College by way of exchanging thoughts and ideas to provide guidance for the future.
7. To encourage and motivate the students on various modes of self-employment as part of career guidance programme.
- 8..To initiate measures to bring the College closer to the society by highlighting the problems and practicals difficulties confronting the College.
- 9To take such other steps from time to time as may be deemed necessary for genera improvement of the college.

File Description	Documents
Paste link for additional information	https://docs.google.com/forms/d/e/1FAIpQLScWJF1FUZ1f_RjasvmVRgmjhGeLO8CltpbSSuywiDTcHwLkXg/viewform
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

institution

The vision of Rangia College is to "Transmission of knowledge, wisdom, skill and competence from one generation to another" -with this vision, Rangia college thrives to disseminate knowledge, wisdom, skill and competence to a cosmopolitan group of students hailing from Rangia and its periphery area.

Mission: Regarding the mission of the college to build the college as a centre of academic excellence within the next three years.

Nature of Governance

Ø. Principal is the secretary of the GB. The teacher and non-teaching staff representatives in the GB plays an important role in determining the policies and implementing them.

Ø. The IQAC prepares and submits the AQAR, annual GU report, AISHE and other government-related reports on time. The feedback system of the students and teachers, orientation programmes and Departmental profiles are prepared under the guidance of IQAC.

Ø. Heads of Departments the coordinators of various committees and cells prepare year-wise action plans and implement the same.

As per the plan for the next year,

Ø. PG courses in a few more subjects and professional and value-added courses.

Ø. To continue to enhance its extension activities and outreach programmes.

Ø. Improvement of the Scope of the Teaching-Learning Experience through greater use of ICT.

Ø. Extension of the available areas through vertical expansion to accommodate more ICT enable classrooms, laboratories, students related facilities etc.

File Description	Documents
Paste link for additional information	https://rangiacollege.ac.in/Mission%20&%20Vision.html
Upload any additional information	No File Uploaded

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

The college has a well-organized mechanism for the smooth management of college affairs.

1: The Governing Body is the executive authority of the college. The DHE of Assam and GU constitutes the GB as per govt. guideline. The Principal is the chief executive who is responsible for smooth running and management of the affairs and also execution and implementation of various policies and programs.

2: There is an Internal Auditing system to check expenditures under different heads.

3: The College GB has constituted a Grievance Redressal Cell, headed by the Principal.

4: The finance of the college is entirely dependent on the state govt. The grants received from different agencies under different plan periods are generally allotted against specific heads and spent strictly against those heads.

5: The scope for donations from different quarters is limited. Grants are occasionally received from MLA's /M.P's for specific works.

7: The activities of the college are coordinated and monitored through various committees. Some of the committees are -

Ø. Planning and Development Committee

Ø. Academic Committee

Ø. Construction Committee

Ø. Admission Committee

Ø. Examination Committee

Ø. Library Committee

Ø. Grievances Redressal Cell (approved by GB) Ø. Internal Quality Assurance Cell (IQAC) approved by GB

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Mentoring and counseling

Mentoring and counseling of Students are imperative for the holistic development of the students. In 2016-17, the IQAC and Extension Education Cell of the college decided to initiate a structured program for the same.

Two Programmes were designed- Mentoring& Counselling and Extra-Curricular Club Activity. The former aimed to forge one relationship between the teacher and students to support and guide them to achieve their personal goals and to inculcate values in them.

The latter Programme encouraged students to participate in the Extra-Curricular Activities of their choice and provide them with a platform to showcase their talent. Ten verified fields of interest (called CLUB)were selected for extracurricular activities.

Ø. The first semester students join a club of their choice.

Ø. Each club has a coordinator.

Ø. A period is allotted to hold the club session and Classrooms are earmarked for each Club.

Ø. The Club coordinators maintain a logbook provided by the committee

and record all the activities during the session.

Ø. Counselling sessions have been allotted to the departments.

A time slot has been scheduled in the Class routine.

Ø. Personal counseling is also arranged.

Ø. The mentees are provided with a record card for documentation.

Ø. Orientation programs and workshops are organized for the mentors.

Ø. The IQAC manages the financial aspects.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://eecrangiacollege.wixsite.com/my-site/post/review-meeting-for-mentors-2021-organised-by-eeec
Upload any additional information	No File Uploaded

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

The college has a well-organized mechanism for the smooth management of college affairs.

Ø. The Governing Body is the executive authority of the college. The Principal is the secretary of the G.B.

Ø. The Vice-Principal and academic coordinator handle the academic-related matters.

Ø. IQAC of the college preparing AQAR, AISHE, annual report of the GU and SSR and manage the quality-related matter of the college.

Ø. Appointment, promotion, and code of conduct of the teachers are strictly followed as per Office Memorandum of the DHE, Govt. of Assam.

Ø. The examination branch executes all the internal and external examinations under GU.

Ø. Library committee makes the policies for the library and manages

the library affairs of the college.

Ø. Internal and external audit is done as per instruction of the GB.

Ø. Coordinators of the NCC, NSS, Bharat Scout & Guide guide the activities of the cadets.

Ø. Teacher in charge guides the Rangia College Students Union for the development activities of the students

Few additional committees for more coordination

Ø. Grievance Redressal Cell

Ø. Counselling and Mentoring cell

Ø. Women's Studies and Research Cell (WSRC)

Ø. Information and Career Guidance Cell(ICGC)

Ø. Admission Committee

Ø. Health Care Cell committee

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

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Rangia College has effective welfare measures for teaching and non-teaching staff. These are

Ø. Rangia College Thrift and Credit Cooperative Society, a registered society, provide loans for different purposes to the faculty and non-teaching members.

Ø. PF, Gratuity, Medical Insurance as per govt. rule.

3. Child care leave for female faculty.

Ø. Health Care Cell (HCC) of the college provides First Aid service for an emergency.

Ø. B.P, Blood sugar, weight can be measured in the HCC.

Ø. Patient bed, wheelchair, stretcher are for emergency use.

Ø. Main gates of the college entrance are covered through security personnel appointed by authority.

Ø. Three-night chowkidar for the internal security of the college campus.

Ø. CCTV surveillance at selected points.

Ø. Drinking water plant at a central place of the campus.

Ø. College Canteen with a separate room for teacher and non-teacher members.

Ø. LCD TV and Trade mill for recreation of the teacher.

Ø. A guest room with a kitchen for the guest teacher.

Ø.. 25 car shade for parking vehicle.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

1

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

8

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

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

45

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

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

Ø. Institution has a Performance Appraisal System for teaching staff that strictly follows the UGC regulation on minimum qualification for appointment and promotion.

Ø. The performance of each employee is assessed annually after the completion of one year of service. This is done in a form named

"Self Appraisal" which is submitted by the faculty at the end of the year. Ø. The performance of each faculty member is assessed according to the Academic Performance Appraisal (API)

Ø. The faculty members are informed well in advance of their due promotion.

Ø. Faculty members whose promotions are due are recommended based on their API.

Ø. The API filled by the Faculty Member is checked and verified by the Heads of the Departments, followed by the Principal's office, and then send to the IQAC.

Ø. The API of a faculty verify by the DPC(Internal) headed by Coordinator IQAC and prepare a report for the same.

Ø. All non-teaching staff is assessed through an annual confidential report.

File Description	Documents
Paste link for additional information	https://rangiacollege.ac.in/Self%20Appraisal.html
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Financial Management

Rangia College conducts both internal and external financial audits on

regular basis. A pre internal audit is done for every payment made by the account branch of the college. Financial documentation is done as per norms and is kept properly in the account branch.

The external audit of the college is carried out as per instruction of the G.B.

The tax-related matters of the faculty members are consulted with a

firm of Chartered Accountants.

File Description	Documents
Paste link for additional information	https://www.rangiacollege.ac.in/images/AOAR%202020-21/6.4.1.pdf
Upload any additional information	View File

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)**

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

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

Rangia College has well-strategized mobilization policies in place. General resources are mobilized from the following sources

Ø. Renting college rooms to outside agencies for organizing different competitive and job-related examinations.

Ø. Taping the UGC allocations under various schemes like MRP, Seminar,

Workshop etc.

Ø. Availing various development schemes of the state government.

Ø. Accepting donations from alumni and other well-wishers.

Ø. Sales admission forms/collection of Registration Fees.

Ø. Collecting hiring charges for using the college as an examination center.

Ø. Rent from the college canteen and Photo state center.

Ø. Selling the fish from the college fishery.

Ø. Moreover, the college also collect grants from a self-financing course like

PGDCA, BCA, B.Voc, IDOL, KKHSOU, etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

1. Feedback System

IQAC has developed an online feedback form of student feedback to gather information from the students. The questioners were prepared on their views on teaching methodology about the course etc. A dedicated email for the collection of feedback forms is used. The analysis is done by a committee keeping the secrecy so far an individual is concerned. The feedback has been taken from students, teachers, and parents as well. However, the online feedback system has been introduced as a quality initiative and overall makes the system more effective. IQAC is planning to make the feedback system robust to enhance the teaching and learning process efficiently.

2. Mentoring and counseling

Mentoring and counseling Students is imperative for the holistic development of the students. In 2016-17, the IQAC and Extension Education Cell of the college decided to initiate a structured program for the same.

Two Programmes were designed- Mentoring& Counselling and Extra-

Curricular Club Activity. The former aimed to forge one relationship between the teacher and students to support and guide them to achieve their personal goals and to inculcate values in them.

The latter Programme encouraged students to participate in the Extra-Curricular Activities of their choice and provide them with a platform to showcase their talent. Ten verified fields of interest (called CLUB) were selected for extracurricular activities

Ø. The first semester students join a club of their choice.

Ø. Each club has a coordinator.

Ø. A period is allotted to hold the club session and Classrooms are earmarked for each Club.

Ø. The Club coordinators maintain a logbook provided by the committee and record all the activities during the session.

Ø. Counselling sessions have been allotted to the departments.

A time slot has been scheduled in the Class routine.

Ø. Personal counseling is also arranged.

Ø. The mentees are provided with a record card for documentation.

Ø. Orientation programs and workshops are organized for the mentors.

Ø. The IQAC manages the financial aspects

File Description	Documents
Paste link for additional information	https://editor.wix.com/html/editor/web/renderer/edit/3f71f828-b40e-4dfb-8901-fae1996337ff?metaSiteId=1f8fd868-9177-4bcd-b698-1b0006866555
Upload any additional information	View File

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 following initiatives have been taken by IQAC to review its

teaching-learning process

?. IQAC holds meetings periodically. Extended IQAC meetings with faculty are also held when necessary.

?. Annual action plan and execution are discussed in the extended IQAC meeting.

?. Department Annual Report (Departmental Report) is submitted by the departments at the end of the year.

?. Students orientation programs are held for newly admitted students.

?. Orientation programs for the teachers are held from time to time.

?. Feedbacks of students and teachers are taken and analyzed.

?. AQAR, AISHE, GU annual reports are submitted on time.

?. Co-curricular activities are carried out in collaboration with Extension Education cell (EEC)

?. Seminar/ Workshops are organized in collaboration with external agencies.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rangiacollege.ac.in/images/AR/AR202021.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Gender equity is the necessary foundation for a peaceful, prosperous and sustainable world. Women and men must enjoy equal opportunities, choices, capabilities, power, and knowledge as equal citizens.

Understanding the value of the above-mentioned subject, our institution has emphasized arranging different facilities for women. First of all, there is the provision of Girls' Common Room with the facilities of the toilet and sanitary pad incinerator.

For the faculty members, three ladies' toilets have been arranged especially for the women faculties in the Teachers' Common Room.

Extension Education Cell of the institution where initiatives have been taken to aware the students about the issue. Mentoring and counseling classes for the students look up the extracurricular activities as well as the mental health of a student.

To redress the grievances of the girl students regarding any kind of sexual harassment, they have been facilitated with a cell named Sexual Harassment Cell.

For the security of the students, a night watchman has been appointed. Provision has also been arranged for lady watchmen so that the girl students can share any issue with them without any kind of hesitation.

Along with all these, since its inception Women's Studies Research

cell (WSRC) of this institution is trying its level best to ensure a gender friendly environment not only within the institution but also in the surrounding area.

File Description	Documents
Annual gender sensitization action plan	https://www.rangiacollege.ac.in/images/WSRC2021.pdf
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	https://rangiacollege.ac.in/images/AOAR%2020-21/7.1.1.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Initiatives have been taken under the aegis of the institution for the management of the different types of waste, both degradable and non-degradable,

For solid waste management, there are two concrete dustbins. One is set behind the library of the institution and another one has been kept behind the college canteen.

Liquid waste has been tried to manage through the construction of proper drainage facilities.

Regarding e-waste management, there is a committee that handles the whole task of e-waste management. e-waste is auctioned every year is

one-way help in managing the issue also provides an earning source for the institution.

In the case of liquid waste generated in the chemical laboratory, they are separated as a chlorinated and non-chlorinated solvent which can be reused. Further biodegradable solid waste is reused as organic fertilizer through vermin-composting.

The effluents/ liquid waste from chemicals used in the laboratory Chemistry/ Botany/ Zoology are treated scientifically by making a leak-proof sanitary tank so that the toxic metals/ chemicals reagents cannot percolate through the soil in the surrounding areas. The non-biodegradable solid wastes like plastics, cups, etc. generated on the college campus are burnt through incineration. The biodegradable part like herbs, plants, etc. generated in the college are used as manure by vermin composting.

The college takes initiatives to aware the students as well as people living nearby areas regarding the issue.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage 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.

B. Any 3 of the above

**Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of
reading material, screen reading**

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

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

Rangia College is situated in such a place which is inhabited by people belonging to different communities, cultures, languages, religions, etc. In such a way, the institution is the teaching hub of diverse students. In order to cope with such diversities, the institution has adopted different initiatives.

First of all, Rangia College has shown its inclusiveness through its curriculum. Out of different subjects, there are subjects like Arabic, Bodo, Sanskrit, etc. which very much cater to the needs of different sections of the student community.

Different cultural events belonging to different communities are celebrated every year within the college campus amongst which Saraswati Puja, Biswakarma Puja, Bathou Puja, Fateha-E-Dwaz-Daham, Sankar Dev Mahotsav are remarkable.

In order to enhance tolerance and harmony amongst the student community, a cultural rally is organized every year where the students belonging to different communities, cultures, languages, religions, socio-economic positions get an opportunity to work together going above the narrow identity.

The Students' Union is another platform that represents inclusivity in the diversities amongst the students.

The college has also taken another unique initiative by allowing the

students to wear ethnic dresses as their uniforms.

Moreover, different outreach programs have been organized from time to time under the aegis of Rangia College.

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

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

The constitution of India is the supreme law of the land. The document lays down the framework that demarcates the fundamental political code, structure, procedures, powers, and duties of government institutions and sets out fundamental rights, directive principles, and the duties of citizens. Through the inclusion of fundamental duties, it is ensured that a sense of discipline and commitment towards the nation can be promoted. They help in realizing national goals by the active participation of citizens.

Rangia College is also not lagging behind in this regard. In order to inculcate different values for being responsible citizens as reflected in the Constitution of India, the institution has taken into hand a number of activities. Some of these activities are -

?. A Meditation Hall was inaugurated on 21st June 2016 with the objective of making the students as well as the teachers of the institution aware of the values of physical, mental, and spiritual uplift.

?. quizzes are organized on the occasion of Republic Day, Independence Day, Gandhi Jayanti, etc.

?. International Day of Yoga, International Literacy Day, International Women's day is celebrated.

?. Flood relief, financial help in case of emergency for teachers, non-teaching staff, etc. in the hour of crises.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://rangiacollege.ac.in/images/AQAR%202020-21/7.1.9.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff C. Any 2 of the above

4. Annual awareness programmes on Code of Conduct are organized

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

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

Every year a number of events and festivals are celebrated in the Rangia College with the active cooperation of teaching, non-teaching staff as well as students. Behind the celebration of each event and festival, there is a noble purpose i.e. to make the students realize the importance of such days, events, festivals as well as to understand the values generated by those days, events, festivals which are of utmost importance for maintaining unity and harmony amongst the people and to lead a peaceful life. While celebrating such days, events, and festivals, the authority of the institution always keeps in mind whether that purpose is served or not.

In the academic session 2020-21 the institution celebrated days like

- World Environment Day on 5th June 2020.
- Celebration of 7th International Yoga Day 21 June 2020
- International Women's Day Celebration on 10th March 2020.
- Celebration of Independence Day on 15th August 2020.
- Celebration of Library Day"12 August 2020
- Celebration of Teachers' Day 5 September 2020
- Celebration of Students Day 15th October 2020
- Birth Anniversary of Dr. Bhupen Hazarika 5th November 2020
- Celebration of Republic Day
- Kavya Divas celebraed 6th March 2021
- World Water Day 22nd March 2021

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

7.2 - Best Practices

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

Best Practice 1:

Title of the Practice:

The title of the practice is "Mentoring and Counseling Programme".

Objectives of the Practice:

To empower the students of Rangia College to reach their personal potential and make positive choices in life to fulfill their personal dreams and emerge as self-confident, self-reliant, and empathetic individuals who will make a difference in society.

To create an environment of holistic learning wherein the teacher and student engage more closely with each other to promote the academic, creative, and mental well-being of the student.

To nurture and guide the student in order to enhance the quality of

education that is provided, by a mentor-mentee relationship between teacher and student.

- To inculcate human values and a spirit of service in the student.
- To equip students to become responsible citizens.

The Context:

With the objective to provide holistic education to the students of Rangia College, the College has introduced the Extension Education Cell. The Mentoring and Counseling program runs under this cell. The program aims to forge one relationship between the teacher and students to support and guide them to achieve their personal goals. The Programme also aims to train the students to play leadership roles in society and participate constructively in social issues.

The Practice:

The Programme was initiated on 11th August 2016. Sessions commenced on 18th August 2016. In the initial year, all the first semester students, (Arts, Science & Commerce), major and general, were mingled and divided into groups of thirty students each. Thus, each group consisted of Science, Arts and Commerce Students. Forty-five groups were thus created and each group was placed under a Mentor. A total of forty-five Mentors were appointed from among the teachers. The objective was that students of the various streams mingle and share a healthy exchange of ideas. Similarly, teachers of various disciplines were appointed as Mentors to enrich the students' experience with a cross-disciplinary approach. With due course of time, the program was redesigned to overcome the challenges faced and it still goes on.

Evidence of Success:

The group of teacher mentors has continued sessions with the mentees. It is seen that trust has been established as the mentees open up to their mentors. A number of issues are touched upon by the mentors as they motivate the mentees. The students have benefited from the program. Apart from counseling, the Mentors have also exposed them to Soft skills & Communicative skills. Audio-visual shows and inspiring lectures are also screened to motivate the mentees.

Problems Encountered:

While conducting the Programme, a number of challenges are faced, such as accommodating classrooms, class routines and completing syllabi, etc. The mentors find it difficult to accommodate the mentoring sessions into the class and examination schedule. Therefore, in order to make the program more manageable, it has been redesigned from time to time.

Notes:

The practice can bring a tremendous change in making our future citizens mentally sound with human values and a spirit of service towards the society to some extent if it extends to other institutions.

Best Practice 2:

Title of the Practice:

The title of the practice is "My Plant, My Responsibility".

Objectives of the Practice:

It is a tree plantation drive with a motive to involve all students in constructive activities for the welfare of society by planting more trees to combat global warming, make the environment pollution free, and spread awareness among the masses.

The Context:

The trees play an important role in supporting life on the planet where we are. But sadly, there are some issues and challenges that are causing damage to life and the ecosystem of our planet. It is directly or indirectly connected to not only the environment but with everyone that lives on the earth. As we are aware of the fact that the main challenging sources of the planet are pollution, global warming, greenhouse gas effect, and many others. Most importantly, human activities are significantly responsible for such environmental degradation. There are a number of environmental issues, amongst which deforestation is noteworthy.

Through the concept "My plant, My Responsibility", we are trying to aware the future generation about environmental effects and trying to maintain a balanced ecosystem by planting more and more trees.

The Practice:

The practice wants to involve all the students in plantation activity. Every newly enrolled student is given a sapling on the day of their admission to the college. So, all the newly enrolled students are our target for each year. Certain rules are followed during the exercise of the practice -

- At least one sapling of selected species has to be planted.
- Students are responsible for the collection, nurturing, and growth of the sapling.
- The location, date, and identification of the plant and the planter must be properly marked.
- The growth of the sapling must be recorded and submitted to the teacher in charge for verification.
- The record will be evaluated semester-wise. It will be considered as documental proof for the next semester's admission.

Accordingly, under this practice, the student has to promise that he/she will plant a sapling in a place of his/her convenience, in the name of the protection of the environment of the earth. He/she will nourish and protect the plant. He/she will help the activities related to the protection of the environment of soil, air, and water as a whole.

Evidence of Success:

All students have been given a report card at the time of admission and the record card has been evaluated semester-wise. In the first semester, the students are introduced to the plant where they have to provide information regarding the date and location of the plantation, name of the plant (local), scientific name, height, the protection given, etc. through the report card. In the second semester, criteria like general health of the plant, protection is given, application of manure, availability of water, sunlight is observed. These criteria are checked till the sixth semester. Students have to give even pictorial evidence to show the growth of the sapling. All the newly enrolled students are the target population for the activity each year.

The results doubtlessly show positive indications and will definitely bring fruitful results in the long run.

Problems Encountered:

Not all the students can provide proper nourishment to their saplings resulting in the premature death of a number of saplings. Further, many students do not have proper land for plantations, especially those who belong to the urban setup.

Notes:

The practice can bring a tremendous change in making our planet green to some extent if it extends to other institutions.

File Description	Documents
Best practices in the Institutional website	https://rangiacollege.ac.in/images/Best%20Practice.pdf
Any other relevant information	https://eecrangiacollege.wixsite.com/my-site/news

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

Rangia College is the premier institution of higher education on the north bank of the river Brahmaputra in the district of Kamrup. Founded on August 5, 1963, the college has rendered pioneering services to the community by catering to the needs of the vast and extensive area inhabited predominantly by socially and economically backward segments of the population.

Although there are various distinct areas, Rangia College has always tried to maintain its distinctiveness in its academic arena. It has already been mentioned that the college is situated in a rural area covering the socially and economically backward population. In such a rural setup, Rangia College is offering Post Graduate courses along with Under-Graduate courses to cater to the needs of the student community which shows its distinctiveness.

In the ongoing education system, it is seen that most of the higher education institutions are following the traditional pattern of giving education which is adding a new dimension to the burning issue of unemployment. At this juncture, this institution is maintaining its distinctiveness by giving the opportunity to the students to enter into the vocational courses.

Another area that has maintained the academic distinctiveness of the institution is the enrollment of nearly 4000 students, which is a remarkable number of students.

In the various colleges of Assam, the students are getting the opportunity to enroll into different streams as per their choices. But there are only a few colleges which have the facility of all the streams. Amongst those few numbers within the state of Assam, Rangia College is a pioneer institution that is successfully continuing all the three streams i.e. Arts, Science, and Commerce.

Moreover, Rangia College is such an institution where a student can continue his or her study from the higher secondary courses up to the post-graduate courses which are very rare in the case of the other colleges. Here Rangia College is distinct with the inclusion of Higher Secondary, Under-Graduate and Post-Graduate Courses.

The distinctiveness of the College can also be identified from the point of view of the enrollment of international students. Students from the neighboring country Bhutan also come every year to study in the institution.

Along with all these, the greatest thrust which has helped in maintaining the distinctiveness of the institution is the unity in diversity. To date students belonging to diverse religions and cultures are getting enrolled in Rangia College. It is true not only in the case of the students but also regarding the faculty members. But in spite of all such diversities, there is no chaos within the institution. The students as well as the teachers have been given space in following their culture and religion. Here it is worth mentioning that Fateha, a holy festival of the people belonging to the Islamic religion and a holy festival of the Bodo people as well as Sankardeva Mahotsav, an Assamese, is equally celebrated within the college campus. Moreover, students are allowed to wear ethnic dresses as their uniforms.

Accordingly, through all these initiatives Rangia College is maintaining its distinctiveness.

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 strives to follow the curriculum through meticulous documentation. It has a well-planned curriculum delivery system that ensures consistency in the teaching and learning process. Some of the steps followed by the institution to deliver the same are:

Ø The attendance register of the departments is well maintained. The attendance percentage of each student is related to his/her internal assessment marks.

Ø Student and parent/guardian counseling will be conducted if a student has less than the required attendance percentage.

Ø To deliver the curriculum as per the syllabus of the GU, lesson plans have been made in the departmental meeting at the beginning of the session, keeping in mind the time limit for the completion of the syllabus. Moreover, the daily progress report (Log Book) keeps a record of the daily classes as per the central routine.

Ø Tutorial classes have been scheduled at the end of each week to give the students a chance to clear their doubts concerning the lectures they attended that week.

Ø Infuse of the 4 quadrant ICT element into the teaching-learning process extended the classroom. Home assignments, class tests class notes are also communicated online in the WhatsApp, zoom platform, etc.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Rangia College published the academic calendar every year at the beginning of the academic session and consists of the following:

Ø. The date of commencement of the session examination.

Ø. The calendar ascertains the total number of working days and holidays for a particular session.

Ø. Various activities like examinations, orientation programs, elections, college week etcetera are specified. In case there are any deviations from the assigned dates for certain activities, the college authority issues notifications.

Ø. The continuous internal evaluation(CIE) is done through attendance, home assignment, excursion project/ field visit /internship/ work report/ seminar presentations/ group discussions, etc.

Ø. Segregate the slow learner through these CIE and induct them to the tutorial class as per scheduled routine helps the students to cope with the rest of the students. Continuous online counseling through WhatsApp groups/personal helps students feel connected with the teachers.

The calendar is prepared in accordance with the academic calendar of Gauhati University. It is incorporated in the prospectus of the college which is prepared by a committee that has been specially assigned for this task.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.rangiacollege.ac.in/images/AC%202020-21/AC2020-21.pdf

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/

B. Any 3 of the above

Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

33

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

00

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

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

00

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

1.3 - Curriculum Enrichment

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

The institution strictly adheres to the curriculum given by the university. Gauhati university included a few topics related to professional ethics, gender parity, human values, environmental science, etc. in the syllabus in the undergraduate programs. However, the institute is aware of the burning issues of society and makes the students aware in a planned manner. Some of them are

?. Orientation programs for the fresh students to make them aware of the professional ethics, examination ethics of being a student of the college. However, the rules and regulations of the college make available for the student as Prospectus normally published in the month of July every year along with starting in the admission procedure.

?. As the college is enjoying co-education status the authority is well aware of the gender sensibility of the students and takes appropriate steps to address the issues, if arises through different cells in a systematical procedure

?. Human values are well understood and take utmost care of their exploration and provide a platform for the best use of it. In the orientation program itself, students are requested to join at NCC, NSS, B & C Guide, and EEC for their physical and mental well-being.

?. Students are aware of the global environmental crises and join the college activities related to the institution. The eco-friendly campus, the Botanical garden the overall scenic beauty, the cleanness of the campus, and above all the sense of belongingness with the environment is being inculcated in the mind of the student

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

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

29

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

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

404

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

C. Any 2 of the above

from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://rangiacollege.ac.in/images/F/FS.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
1542	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
700	

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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 location of the college is rural. The students come to the institution from a distance of a 20 km radius. Moreover, the students belong to a socially and financially backward category. They are compelled to lose some time of their study in traveling and their household work, resulting make them becoming a slow learner.

Ø. Although the classrooms are considered as a cordial ecosystem of teaching and learning process with modern ICT tools, teachers use to give home assessments on the topics they taught and evaluate accordingly to access the level of understanding of the students. Slow learners are addressed in the tutorial classes.

Ø. The tutorial classes are designed in the center routine to clear their doubts through interaction with the students and make the student more comfortable with the teacher. However, teachers are extended the classroom by using online plate forms like WhatsApp, Google classroom. etc. try to prepare e-content to support their study even they could not attend their physical class

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

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

Number of Students	Number of Teachers
3207	82

File Description	Documents
Any additional information	View File

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

Learning by doing is one of the best procedures for delivering knowledge. It is observed that participating in project work or fieldwork is not only participatory but also joyful. Most of the science subjects have laboratory practicals, industry visits, excursions which gives the students exposure to experimental learning. Some of the departments organize workshops, training beyond the laboratories. The faculty of arts is accustomed to doing celebration/observing a nationally significant day and visiting the assembly session, literary festival, graduate congress, visiting HEI like IIT-G, GU, NEHU, etc. thereby relating themselves to the eco system.

The national / state level of competitive examinations is organized by departments like Assam Physical Society, National Graduate Physics Examination organized by IAPT, Olympiad in Chemistry, Super 30, career counseling seminars/workshops etc. help students to build up their confidence and support after their graduation.

Moreover, the institution promotes the functions organized by students related to the culture of a community like Saraswati puja, Bathou Puja(Bodo), Fateha-E-Dwaz Daham, Sankar Dev Utshav, the freshmen social Election of the students union, Sports and Cultural Festival (College Week), and state-level debate competition for cultural integration harmony so that they could learn the need of managerial and problem-solving capability

File Description	Documents
Upload any additional information	View File
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

Teachers of the institution have adopted the ICT-enabled tool to

enhance the teaching and learning experiences of the students. Majority of the teachers are created virtual classrooms using Google classroom/ Zoom applications semester-wise to enhance communication and collaboration. They facilitated the organization of course content in a digital platform. The assessments and .evaluation are also done thereby managing the class in a digital classroom.

Ø. In a regular classroom most of the class time is spent to develop a higher cognitive level of the students in the presence of the teacher. The reading material home assignment given to the students on Google classroom and Watsapp groups are discussed and queries are made so that the students understand the content of the topic.

Ø. In the out-of-class component of the classroom is mostly transmission of information which is done in the form of class notes, reading material, home assignment, videos etc

Ø. Institute has five numbers of ICT enable classrooms, seminar halls and auditorium. Teachers used these facilities during their classes, organizing seminars workshops, etc.

Ø. Teachers also shows keen interest to participate in the webinar/seminar on the use of ICT in classroom teaching organized by different HEI.

Ø. IQAC also conducts orientation programs on the application and use of the tools available in the institution.

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

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

2.3.3.1 - Number of mentors

59

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

2.4 - Teacher Profile and Quality

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

82

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

45

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

84	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has undertaken following CIE

The entire examination process is conducted as per the guideline of the University. Therefore there is little scope for reform of examination /evaluation has a little scope. However, College took the following steps for continuous internal evaluation in the college

As per instruction of the University the sessional examination is conducted for 20% of the marks of the final examination. The marks have been distributed as follows

1. Attendance -Four marks for attendance above 90%
2. Three marks for attendance above 85%
3. Two marks for attendance above 80% and
4. One marks for attendance above 75% .

2.Six marks for internal assessment. The internal assessment marks is given as CIE on the following category

- i. Home assignment
- ii. Field / Excursion / Project report
- iii. Seminar presentation

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://rangiacollege.ac.in/Home%20Assignment.html

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

A transparent, time-bound, and efficient method is being followed by the institution in terms of dealing with internal examination-related grievances. Various internal examinations are being performed throughout the semester. Some of them are Sessional examination home assignments, laboratory internal assessment, project evaluations, field visit evaluation, etc. Sessional examination Assessments: Sessional examinations are conducted as per the date given by the university. The institution conducts the Sessional examinations of the major course under the supervision of the departments. The Sessional examination of the regular courses is conducted by the examination committee. Immediately after the examination, the evaluation is done within the time frame given by the authority. The mark sheet is displayed in the departmental notice board. The evaluated answer sheets are shown to students if any students ask for. If any discrepancies are reported by the students, then they are resolved by the faculty immediately. Assignments: The home assignment

Faculty evaluates home assignments based on the rubric such as submission date, mode of submission, etc. The evaluated assignments are shown to students thus maintaining the transparency of the marks assigned and resolving grievances. Lab experiments-

An internal assessment mark is given to the student as per the performance of the student in the laboratory classes. The lab rubric is given as per university norms. Project/ field report evaluation- Project submission conducted in front of faculties and students in groups/individuals. The rubric is designed having the criteria of preparation of the project report, presentation of the project in PPT format.

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

2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated the learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

?. POs and COs are approved by Gauhati University. ?. Hard Copy of syllabi and Learning PO's and CO's are available in the departments for ready reference to the teachers and students ?. The importance of the learning outcomes has been communicated to the teachers in academic meetings. ?.The students are also made aware of the same through regular classes

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://rangiacollege.ac.in/images/PO%20CO.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The institute has a system in place for measuring the levels of attainment of programme outcomes, programme specific outcomes and course outcomes.

Attainment of the Course Outcomes

The course outcomes are measured through, completion of syllabus, CIE through home assignment, Sessional examination, setting up of question paper, evaluation, and result.

Departments strive to complete the syllabus on due time as the

examination are held at the end of the semester. In some cases, tutorial classes are converted if necessary for the slow learner. It is mandatory for the students to attain 75% attendance as per guidelines of the university to set in the final examination, thereby ensuring students participate in the class. However, attendance is also related to the marking system in the final examination as an internal assessment. The continuous evaluation is also done through home assignments, tests, presentations of paper/project/report /field report and so on. At the end of the semester, final examinations are conducted by the university.

Attainment of the Programme Specific Outcomes

The programme specific outcomes is calculated by taking the aggregate result of all courses in a given programme of an individual student, and then calculate the average performance of all the students in a given programme.

Attainment of the Programme Outcomes

Undergraduate levels, the attainment of programme outcomes is measured through

1. Students' progress to higher studies in any higher educational institution.
2. Placement in institutions, Pvt. Company and defence services.

The online student feedback system provides information of the alumni about their placement. Feedback on teachers also gives information on the course outcome of a particular programme.

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

2.6.3 - Pass percentage of Students during the year

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

355

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://rangiacollege.ac.in/images/F/SSS.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)

4,25,000

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

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

3.1.2.1 - Number of teachers recognized as research guides

3

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

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Human Resource Development

The appointments of the permanent faculty post and the office staff are made as per norms of the UGC and Directorate of the Higher Education (DHE), Govt. of Assam.

The annual performance appraisal system encourages faculty to enhance their teaching, research and their involvement in the institute activities as well as social services to the desired level of promotion.

Faculty members are encouraged to undergo professional development programmes and organize and participate in Conferences, Seminars and Workshops. Teaching and non-teaching staff are encouraged to enhance their qualifications and pursue PhD.

Online admission procedure.

The digitalized system of admission process had been initiated in the college in the session 2015-2016. In the present session, the admissions of all semesters are done online and cashless.

Library and ICT facilities

The college library is automated partially since 2014. The acquisition, cataloguing, circulation, serial-control, OPEC database search system are running smoothly through SOUL 2.0 software. Library automation, learning Resources like e-Journals, e-books, e-resource centre, N List are available to faculty and students.

Industry interaction and collaboration

The college has nominal scope for industrial collaboration. The college is trying to associate with other organizations to enhance the educational environment of the college. Webinars/ Seminars/ Workshops are organized in collaboration with different organizations in order to give exposure to the students and teachers as well.

Some other initiative includes

Ø. Online feedback system

Ø. Departmental Profile to be submitted to the IQAC.

Ø. Extension Education runs ten clubs for extracurricular activities.

Ø. NCC.NSS and Bharat & Guide activities

Ø. Development initiative for the teaching and non-teaching staff.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual

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

3

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

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

3

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

17

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

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

18

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college organizes a number of extension activities to promote the institute-neighbourhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community.

NSS volunteers address social issues which include cleanliness, tree plantation, water conservation, environmental awareness, Women empowerment, National Integrity, Run for Fitness, Swachhta Pakhwada programme, Girl child awareness etc. The NCC unit of the college comes under 60 Girls BN.NCC. It aims at developing qualities of leadership, patriotism, maintaining discipline, character building, the spirit of adventure and the idea of self-service. The NCC unit of the college organizes various extension activities such as tree plantation, Road safety awareness, Fit India programme, Save fuel programme, Swachhta Abhiyan etc.

All these mentioned activities have a positive impact on the students which developed community relationships, leadership skills and self-confidence of the students. It also helped in cultivating the hidden personalities of students and creating awareness among students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

5

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

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

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

4

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

95

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)	View File

3.5 - Collaboration

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

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

21

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

2

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

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.

Rangia College has a campus of 14.78 acres .It is equipped with modern facilities and learning resources to achieve academic excellence according to its vision and strategic objectives. The infrastructure facilities and learning resources are categorized as under: ø. Learning Resources include resources and infrastructure required for the library, laboratories, computer center, Biohub research lab, language lab, classroom teaching, seminar hall, and conferences hall. ø. Support facilities include an auditorium, canteens, Biodiversity Park and pond, sports grounds, Girls' hostel. NCC, room for NSS, Bharat Scout & Guide room for Women Studies Research Cell, room for Thrift and Credit society. Examination center, meditation hall

ø. Sports facilities: Indoor Stadium, playground, gymnasium, equipment for minor and major games.

ø. A Guest room with a kitchen for the guest teacher.

ø. PG block under construction. Idol & KKHSOU block

ø. Health care: Health care center room, Wheelchair, First Aid kit, blood pressure, blood sugar and weight measurement kit, stretcher for emergency use. ø. Utilities include safe drinking water, Students' common room, girls' common room, teachers' common room, power generators. Car, motorcycle, cycle stands.

ø. Upgradation of IT infrastructure regularly in view of the recent developments and advancements in technology to meet the teaching-learning requirements.

ø. Security: Main gates of the college entrance are covered by security personnel (Male & Female). Three-night chowkidar, . CCTV surveillance at selected spots, Sweepers' quarter.

File Description	Documents
Upload any additional information	View File
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.

Apart from providing quality education to the students, the college has also taken initiative for the all-around development of students by introducing extracurricular activities through various clubs and cells. These clubs encourage the students to upgrade their skills in extracurricular activities other than academics.

?. The college has ten clubs for various extracurricular activities under Extension Education Cell (EEC) such as cultural club, arts and craft, sports, Quiz, book lover club, drama club, etc. These clubs conduct cultural activities and sports from time to time.

?. A playground for outdoor games like football, cricket, and track and field.

?. Facilities for indoor sports and games that include badminton, volleyball, carrom and chess, gymnasium, etc.

?. Intra-faculty and inter-faculty games and sports competitions are organized regularly every year for students..

?. The institute has a well-equipped Auditorium for annual functions and cultural events.

?. Special classes on self-defense are organized specially for female students.

?. National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag followed by a guard of honor of the Chief Guest by NCC is an impressive march past . The best marching contingent is adjudged by a panel of senior NCC

cadets.

File Description	Documents
Upload any additional information	View File
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.

45

File Description	Documents
Upload any additional information	View File
Paste link for additional information	equals">http://rangiacollege.digitallibrary.co.in/jspui/simple-search?filterquery=Deka%2C+Dr.+Gitimoni&filtername=author&filtertype>equals
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

17,007216

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

4.2 - Library as a Learning Resource

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

Rangia College library is a premier library of higher education in Assam, playing a vital role in conferring higher education to the user of North Kamrup since its establishment in 1963. The central library of the college has been functioning as an integral part of the college from the time of its inception.

. A glimpse of the present status of the Rangia college library is presented as follows,

?. Faculties and other Departmental Libraries. It is automated using Integrated Library Management System (ILMS) computerized with SOUL 2.0. It has access to more than 5000 e-journals under the e-shodhsindhu program of INFLIBNET.

?. All e-resources are accessible locally within the campus as well as remotely. Rangia College is centrally located has provision for both individual and group studies. Adequate space is provided for browsing e-resources.

?. It subscribes to N- List, 26 journals 11 Newspaper of state and national repute, along with magazines and newspapers for general reading. The library also houses rich reference Collections viz., Encyclopaedia Britannica, Specific Subject Encyclopaedias, Year Books, Atlases, and other reference material. Presently the library has 40,404 textbooks. 20,013 reference books are available for students and teachers.

?. College library provided seminar libraries for departmental use.

?. College Library holdings also include dissertations, doctoral theses, and project reports(MRP) on various subjects.

Initiatives taken by the University, are the following : 1. Free WI-FI, internet access, download facility have been provided. 2. Organization of Book Exhibitions/Library day celebration. 3. Proper system of feedback from users to improve library services. 4. System of recommendation for the purchase of books through Departments.

5. Orientation on library facilities.

6. Library committee for plan and programs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://www.histats.com/viewstats/?sid=4638474&ccid=108
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	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
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)	
6,29,388	
File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
54	

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

4.3 - IT Infrastructure

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

The Institution frequently updates its IT facilities including Wi-Fi.

Ø. The digital facilities available in the college are 5 digital classrooms, one ICT conference hall three digital laboratories in the college.

Ø. IQAC, Extension Education Cell and a few departments have departmental blogs/sites.

There is a plan to construct a blog for all departments for better communication with the students.

Ø. There is open access Wi-Fi connectivity in the library building. There is a plan to extend the Wi-Fi connectivity in the new RUSA building.

Ø. All departments of the college are provided with computers and accessories.

Ø. The library is partially automated with SOUL 2.0 and OPAC.

Ø. Digitalized student portal and a vibrant website is updated as per requirement.

Ø. Digital leave management system for faculty and other official work is being done in ICT.

Ø. Maintenance of the computers is done regularly.

Ø. CCTV surveillance is available at selected places.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://departmentphysicsr.wixsite.com/web-site

4.3.2 - Number of Computers

97

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

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

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

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)

45,37,874

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

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.

There are system and procedure for maintaining the support facilities such as..

?. The necessary requirement of the departments such as furniture, stationery, computer ink, Logbook, register book, etc is provided by the authority as reported by the HOD.

?. The laboratory equipments and chemicals are purchased according to the requirements of the department through official procedure.

?. The central library of the college asks for requisition of books annually. The departments have respective seminar libraries which are maintained by the departments and verified by the central library annually.

?. The cleanliness of the campus and infrastructure facilities such as classrooms, buildings, auditorium, seminar halls, hostels, parking lot and beautification of the campus are maintained by the office of the Principal.

?. The accounts department has been computerized phase wise and most of the transactions are made through RTGS , NEFT and PFMS.

?. Internal and external financial audit is done as per guideline of the GB.

?. Rangia college has a student union body that addresses matters related to students.

?. Internal and external financial audit is done as per guideline of the GB.

? . Campus Surveillance Cameras(CCTVs), ICT tools computers & printers, Photostat machines maintained by the equipment providers.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

3088

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

10

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to Institutional website	https://eecrangiacollege.wixsite.com/my-site/news
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

245

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

245

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

5.1.5 - The Institution has a transparent

C. Any 2 of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

47

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

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

102

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

6

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

5.3 - Student Participation and Activities

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

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

3

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

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)

Rangia College Students' Union:

The Rangia College Student Union (RCSU) body is an elected body of the students constituted as per recommendations of the Lyngdoh Committee and guidelines of the Supreme Court of India. The students' representatives are enthused with the responsibilities of looking after the welfare of the students. The election of the RCTU is normally scheduled in the month of November as specified in the academic calendar of the college.

The President of the union and Teacher-in Charge against its portfolio is nominated by the Principal of the college. The main activities of the RCSU are

1. To look after the welfare of the students.
2. To organize the Freshman Social for the new comers of the college.
3. Organize the Anti Ragging Campaign.
4. Organize The College Week Festival.
5. Organize participant to join Inter College Competitions & Youth Festival under Gauhati University.
6. Organize Siddhi Nath Sarmah Inter College Debate Competition (Yearly event).
7. Publish the College Magazine (yearly)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

5

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)	View File

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

Rangia College Alumni Association

Rangia College Alumni association was formed on 5th of Aug, 2002 with the objective of fostering a sense of belonging to the institution and making the Alumni an integral part of the development of the college, both physical and academic. The association has chalked out a comprehensive scheme of activities towards that direction.

Aims & Objectives of Alumni Association:

1.To create a sense of fraternity among all the ex-students of Rangia College.

2. To strive for the academic, cultural and socio-economic upliftment of Rangia College and its neighboring locality.

3.To strive for all round development of the college.

4.To help and co-operate with the college authority in realizing the goals and objectives of the college.

5.To initiate measures for collecting funds and mobilizing resources in various other ways.

6.To create a climate of understanding with the students of the College by way of exchanging thoughts and ideas to provide guidance for the future.

7. To encourage and motivate the students on various modes of self-employment as part of career guidance programme.

8..To initiate measures to bring the College closer to the society by highlighting the problems and practicals difficulties confronting the College.

9To take such other steps from time to time as may be deemed necessary for genera improvement of the college.

File Description	Documents
Paste link for additional information	https://docs.google.com/forms/d/e/1FAIpQLScWJF1FUZ1f_RjasvmVRgmjhGeLO8CltpbSSuywiDTcHwLkXg/viewform
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

the institution

The vision of Rangia College is to "Transmission of knowledge, wisdom, skill and competence from one generation to another" -with this vision, Rangia college thrives to disseminate knowledge, wisdom, skill and competence to a cosmopolitan group of students hailing from Rangia and its periphery area.

Mission: Regarding the mission of the college to build the college as a centre of academic excellence within the next three years.

Nature of Governance

Ø. Principal is the secretary of the GB. The teacher and non-teaching staff representatives in the GB plays an important role in determining the policies and implementing them.

Ø. The IQAC prepares and submits the AQAR, annual GU report, AISHE and other government-related reports on time. The feedback system of the students and teachers, orientation programmes and Departmental profiles are prepared under the guidance of IQAC.

Ø. Heads of Departments the coordinators of various committees and cells prepare year-wise action plans and implement the same.

As per the plan for the next year,

Ø. PG courses in a few more subjects and professional and value-added courses.

Ø. To continue to enhance its extension activities and outreach programmes.

Ø. Improvement of the Scope of the Teaching-Learning Experience through greater use of ICT.

Ø. Extension of the available areas through vertical expansion to accommodate more ICT enable classrooms, laboratories, students related facilities etc.

File Description	Documents
Paste link for additional information	https://rangiacollege.ac.in/Mission%20&%20Vission.html
Upload any additional information	No File Uploaded

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

The college has a well-organized mechanism for the smooth management of college affairs.

1: The Governing Body is the executive authority of the college. The DHE of Assam and GU constitutes the GB as per govt. guideline. The Principal is the chief executive who is responsible for smooth running and management of the affairs and also execution and implementation of various policies and programs.

2: There is an Internal Auditing system to check expenditures under different heads.

3: The College GB has constituted a Grievance Redressal Cell, headed by the Principal.

4: The finance of the college is entirely dependent on the state govt. The grants received from different agencies under different plan periods are generally allotted against specific heads and spent strictly against those heads.

5: The scope for donations from different quarters is limited. Grants are occasionally received from MLA's /M.P's for specific works.

7: The activities of the college are coordinated and monitored through various committees. Some of the committees are -

Ø. Planning and Development Committee

Ø. Academic Committee

Ø. Construction Committee

Ø. Admission Committee

Ø. Examination Committee

Ø. Library Committee

Ø. Grievances Redressal Cell (approved by GB) Ø. Internal Quality Assurance Cell (IQAC) approved by GB

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Mentoring and counseling

Mentoring and counseling of Students are imperative for the holistic development of the students. In 2016-17, the IQAC and Extension Education Cell of the college decided to initiate a structured program for the same.

Two Programmes were designed- Mentoring& Counselling and Extra-Curricular Club Activity. The former aimed to forge one relationship between the teacher and students to support and guide them to achieve their personal goals and to inculcate values in them.

The latter Programme encouraged students to participate in the Extra-Curricular Activities of their choice and provide them with a platform to showcase their talent. Ten verified fields of interest (called CLUB)were selected for extracurricular activities.

Ø. The first semester students join a club of their choice.

Ø. Each club has a coordinator.

Ø. A period is allotted to hold the club session and Classrooms are earmarked for each Club.

Ø. The Club coordinators maintain a logbook provided by the committee

and record all the activities during the session.

Ø. Counselling sessions have been allotted to the departments.

A time slot has been scheduled in the Class routine.

Ø. Personal counseling is also arranged.

Ø. The mentees are provided with a record card for documentation.

Ø. Orientation programs and workshops are organized for the mentors.

Ø. The IQAC manages the financial aspects.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://eecrangiacollege.wixsite.com/my-site/post/review-meeting-for-mentors-2021-organised-by-ec
Upload any additional information	No File Uploaded

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

The college has a well-organized mechanism for the smooth management of college affairs.

Ø. The Governing Body is the executive authority of the college. The Principal is the secretary of the G.B.

Ø. The Vice-Principal and academic coordinator handle the academic-related matters.

Ø. IQAC of the college preparing AQAR, AISHE, annual report of the GU and SSR and manage the quality-related matter of the college.

Ø. Appointment, promotion, and code of conduct of the teachers are strictly followed as per Office Memorandum of the DHE, Govt. of Assam.

Ø. The examination branch executes all the internal and external examinations under GU.

Ø. Library committee makes the policies for the library and manages the library affairs of the college.

Ø. Internal and external audit is done as per instruction of the GB.

Ø. Coordinators of the NCC, NSS, Bharat Scout & Guide guide the activities of the cadets.

Ø. Teacher in charge guides the Rangia College Students Union for the development activities of the students

Few additional committees for more coordination

Ø. Grievance Redressal Cell

Ø. Counselling and Mentoring cell

Ø. Women's Studies and Research Cell (WSRC)

Ø. Information and Career Guidance Cell(ICGC)

Ø. Admission Committee

Ø. Health Care Cell committee

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

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Rangia College has effective welfare measures for teaching and non-teaching staff. These are

Ø.Rangia College Thrift and Credit Cooperative Society, a registered society, provide loans for different purposes to the faculty and non-teaching members.

Ø. PF, Gratuity, Medical Insurance as per govt. rule.

3. Child care leave for female faculty.

Ø.Health Care Cell (HCC) of the college provides First Aid service for an emergency.

Ø.B.P, Blood sugar, weight can be measured in the HCC.

Ø. Patient bed, wheelchair, stretcher are for emergency use.

Ø.Main gates of the college entrance are covered through security personnel appointed by authority.

Ø. Three-night chowkidar for the internal security of the college campus.

Ø. CCTV surveillance at selected points.

Ø. Drinking water plant at a central place of the campus.

Ø. College Canteen with a separate room for teacher and non-teacher members.

Ø. LCD TV and Trade mill for recreation of the teacher.

Ø. A guest room with a kitchen for the guest teacher.

Ø.. 25 car shade for parking vehicle.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

1

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

8

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

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

45

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

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

Ø. Institution has a Performance Appraisal System for teaching staff that strictly follows the UGC regulation on minimum qualification for appointment and promotion.

Ø. The performance of each employee is assessed annually after the completion of one year of service. This is done in a form named "Self Appraisal" which is submitted by the faculty at the end of the year. Ø. The performance of each faculty member is assessed according to the Academic Performance Appraisal (API)

Ø. The faculty members are informed well in advance of their due promotion.

Ø. Faculty members whose promotions are due are recommended based on their API.

Ø. The API filled by the Faculty Member is checked and verified by the Heads of the Departments, followed by the Principal's office, and then send to the IQAC.

Ø. The API of a faculty verify by the DPC(Internal) headed by Coordinator IQAC and prepare a report for the same.

Ø. All non-teaching staff is assessed through an annual confidential report.

File Description	Documents
Paste link for additional information	https://rangiacollege.ac.in/Self%20Appraisal.html
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Financial Management

Rangia College conducts both internal and external financial audits on

regular basis. A pre internal audit is done for every payment made by the account branch of the college. Financial documentation is done as per norms and is kept properly in the account branch.

The external audit of the college is carried out as per

instruction of the G.B.

The tax-related matters of the faculty members are consulted with a firm of Chartered Accountants.

File Description	Documents
Paste link for additional information	https://www.rangiacollege.ac.in/images/AOAR%202020-21/6.4.1.pdf
Upload any additional information	View File

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)

00

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

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

Institutional strategies of mobilization of resources:

Rangia College has well-strategized mobilization policies in place. General resources are mobilized from the following sources

Ø. Renting college rooms to outside agencies for organizing different competitive and job-related examinations.

Ø. Taping the UGC allocations under various schemes like MRP, Seminar,

Workshop etc.

Ø. Availing various development schemes of the state government.

- Ø. Accepting donations from alumni and other well-wishers.
- Ø. Sales admission forms/collection of Registration Fees.
- Ø. Collecting hiring charges for using the college as an examination center.
- Ø. Rent from the college canteen and Photo state center.
- Ø. Selling the fish from the college fishery.
- Ø. Moreover, the college also collect grants from a self-financing course like PGDCA, BCA, B.Voc, IDOL, KKHSOU, etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

1. Feedback System

IQAC has developed an online feedback form of student feedback to gather information from the students. The questioners were prepared on their views on teaching methodology about the course etc. A dedicated email for the collection of feedback forms is used. The analysis is done by a committee keeping the secrecy so far an individual is concerned. The feedback has been taken from students, teachers, and parents as well. However, the online feedback system has been introduced as a quality initiative and overall makes the system more effective. IQAC is planning to make the feedback system robust to enhance the teaching and learning process efficiently.

2. Mentoring and counseling

Mentoring and counseling Students is imperative for the holistic development of the students. In 2016-17, the IQAC and Extension Education Cell of the college decided to initiate a structured

program for the same.

Two Programmes were designed- Mentoring& Counselling and Extra-Curricular Club Activity. The former aimed to forge one relationship between the teacher and students to support and guide them to achieve their personal goals and to inculcate values in them.

The latter Programme encouraged students to participate in the Extra-Curricular Activities of their choice and provide them with a platform to showcase their talent. Ten verified fields of interest (called CLUB) were selected for extracurricular activities

Ø. The first semester students join a club of their choice.

Ø. Each club has a coordinator.

Ø. A period is allotted to hold the club session and Classrooms are earmarked for each Club.

Ø. The Club coordinators maintain a logbook provided by the committee and record all the activities during the session.

Ø. Counselling sessions have been allotted to the departments.

A time slot has been scheduled in the Class routine.

Ø. Personal counseling is also arranged.

Ø. The mentees are provided with a record card for documentation.

Ø. Orientation programs and workshops are organized for the mentors.

Ø. The IQAC manages the financial aspects

File Description	Documents
Paste link for additional information	https://editor.wix.com/html/editor/web/ren derer/edit/3f71f828-b40e-4dfb-8901-fae1996337ff?metaSiteId=1f8fd868-9177-4bcd-b698-1b0006866555
Upload any additional information	View File

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 following initiatives have been taken by IQAC to review its teaching-learning process

?. IQAC holds meetings periodically. Extended IQAC meetings with faculty are also held when necessary.

?. Annual action plan and execution are discussed in the extended IQAC meeting.

?. Department Annual Report (Departmental Report) is submitted by the departments at the end of the year.

?. Students orientation programs are held for newly admitted students.

?. Orientation programs for the teachers are held from time to time.

?. Feedbacks of students and teachers are taken and analyzed.

?. AQAR, AISHE, GU annual reports are submitted on time.

?. Co-curricular activities are carried out in collaboration with Extension Education cell(EEC)

?. Seminar/ Workshops are organized in collaboration with external agencies.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality

C. Any 2 of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://rangiacollege.ac.in/images/AR/AR202021.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Gender equity is the necessary foundation for a peaceful, prosperous and sustainable world. Women and men must enjoy equal opportunities, choices, capabilities, power, and knowledge as equal citizens.

Understanding the value of the above-mentioned subject, our institution has emphasized arranging different facilities for women. First of all, there is the provision of Girls' Common Room with the facilities of the toilet and sanitary pad incinerator.

For the faculty members, three ladies' toilets have been arranged especially for the women faculties in the Teachers' Common Room.

Extension Education Cell of the institution where initiatives have been taken to aware the students about the issue. Mentoring and counseling classes for the students look up the extracurricular activities as well as the mental health of a student.

To redress the grievances of the girl students regarding any kind of sexual harassment, they have been facilitated with a cell named Sexual Harassment Cell.

For the security of the students, a night watchman has been appointed. Provision has also been arranged for lady watchmen so that the girl students can share any issue with them without any kind of hesitation.

Along with all these, since its inception Women's Studies Research cell (WSRC) of this institution is trying its level best to ensure a gender friendly environment not only within the institution but also in the surrounding area.

File Description	Documents
Annual gender sensitization action plan	https://www.rangiacollege.ac.in/images/WSRC2021.pdf
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	https://rangiacollege.ac.in/images/AQAR%202020-21/7.1.1.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Initiatives have been taken under the aegis of the institution for the management of the different types of waste, both degradable and non-degradable,

For solid waste management, there are two concrete dustbins. One is set behind the library of the institution and another one has been kept behind the college canteen.

Liquid waste has been tried to manage through the construction of proper drainage facilities.

Regarding e-waste management, there is a committee that handles the whole task of e-waste management. e-waste is auctioned every year is one-way help in managing the issue also provides an earning source for the institution.

In the case of liquid waste generated in the chemical laboratory, they are separated as a chlorinated and non-chlorinated solvent which can be reused. Further biodegradable solid waste is reused as organic fertilizer through vermin-composting.

The effluents/ liquid waste from chemicals used in the laboratory Chemistry/ Botany/ Zoology are treated scientifically by making a leak-proof sanitary tank so that the toxic metals/ chemicals reagents cannot percolate through the soil in the surrounding areas. The non-biodegradable solid wastes like plastics, cups, etc. generated on the college campus are burnt through incineration. The biodegradable part like herbs, plants, etc. generated in the college are used as manure by vermin composting.

The college takes initiatives to aware the students as well as people living nearby areas regarding the issue.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms	B. Any 3 of the above

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

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

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

Rangia College is situated in such a place which is inhabited by people belonging to different communities, cultures, languages, religions, etc. In such a way, the institution is the teaching hub of diverse students. In order to cope with such diversities, the institution has adopted different initiatives.

First of all, Rangia College has shown its inclusiveness through its curriculum. Out of different subjects, there are subjects like Arabic, Bodo, Sanskrit, etc. which very much cater to the needs of different sections of the student community.

Different cultural events belonging to different communities are celebrated every year within the college campus amongst which Saraswati Puja, Biswakarma Puja, Bathou Puja, Fateha-E-Dwaz-Daham, Sankar Dev Mahotsav are remarkable.

In order to enhance tolerance and harmony amongst the student community, a cultural rally is organized every year where the students belonging to different communities, cultures, languages, religions, socio-economic positions get an opportunity to work together going above the narrow identity.

The Students' Union is another platform that represents inclusivity in the diversities amongst the students.

The college has also taken another unique initiative by allowing the students to wear ethnic dresses as their uniforms.

Moreover, different outreach programs have been organized from time to time under the aegis of Rangia College.

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

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

The constitution of India is the supreme law of the land. The document lays down the framework that demarcates the fundamental political code, structure, procedures, powers, and duties of government institutions and sets out fundamental rights, directive principles, and the duties of citizens. Through the inclusion of fundamental duties, it is ensured that a sense of discipline and commitment towards the nation can be promoted. They help in realizing national goals by the active participation of citizens.

Rangia College is also not lagging behind in this regard. In order to inculcate different values for being responsible citizens as reflected in the Constitution of India, the institution has taken into hand a number of activities. Some of these activities are -

?. A Meditation Hall was inaugurated on 21st June 2016 with the objective of making the students as well as the teachers of the institution aware of the values of physical, mental, and spiritual uplift.

?. quizzes are organized on the occasion of Republic Day, Independence Day, Gandhi Jayanti, etc.

?. International Day of Yoga, International Literacy Day, International Women's day is celebrated.

? . Flood relief, financial help in case of emergency for teachers, non-teaching staff, etc. in the hour of crises.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://rangiacollege.ac.in/images/AOAR%202020-21/7.1.9.pdf
Any other relevant information	Nil

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

C. Any 2 of the above

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

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

Every year a number of events and festivals are celebrated in the Rangia College with the active cooperation of teaching, non-teaching staff as well as students. Behind the celebration of each event and festival, there is a noble purpose i.e. to make the students realize the importance of such days, events, festivals as well as to understand the values generated by those

days, events, festivals which are of utmost importance for maintaining unity and harmony amongst the people and to lead a peaceful life. While celebrating such days, events, and festivals, the authority of the institution always keeps in mind whether that purpose is served or not.

In the academic session 2020-21 the institution celebrated days like

- World Environment Day on 5th June 2020.
- Celebration of 7th International Yoga Day 21 June 2020
- International Women's Day Celebration on 10th March 2020.
- Celebration of Independence Day on 15th August 2020.
- Celebration of Library Day"12 August 2020
- Celebration of Teachers' Day 5 September 2020
- Celebration of Students Day 15th October 2020
- Birth Anniversary of Dr. Bhupen Hazarika 5th November 2020
- Celebration of Republic Day
- Kavya Divas celebraed 6th March 2021
- World Water Day 22nd March 2021

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

7.2 - Best Practices

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

Best Practice 1:

Title of the Practice:

The title of the practice is "Mentoring and Counseling Programme".

Objectives of the Practice:

To empower the students of Rangia College to reach their personal

potential and make positive choices in life to fulfill their personal dreams and emerge as self-confident, self-reliant, and empathetic individuals who will make a difference in society.

To create an environment of holistic learning wherein the teacher and student engage more closely with each other to promote the academic, creative, and mental well-being of the student.

To nurture and guide the student in order to enhance the quality of education that is provided, by a mentor-mentee relationship between teacher and student.

- To inculcate human values and a spirit of service in the student.
- To equip students to become responsible citizens.

The Context:

With the objective to provide holistic education to the students of Rangia College, the College has introduced the Extension Education Cell. The Mentoring and Counseling program runs under this cell. The program aims to forge one relationship between the teacher and students to support and guide them to achieve their personal goals. The Programme also aims to train the students to play leadership roles in society and participate constructively in social issues.

The Practice:

The Programme was initiated on 11th August 2016. Sessions commenced on 18th August 2016. In the initial year, all the first semester students, (Arts, Science & Commerce), major and general, were mingled and divided into groups of thirty students each. Thus, each group consisted of Science, Arts and Commerce Students. Forty-five groups were thus created and each group was placed under a Mentor. A total of forty-five Mentors were appointed from among the teachers. The objective was that students of the various streams mingle and share a healthy exchange of ideas. Similarly, teachers of various disciplines were appointed as Mentors to enrich the students' experience with a cross-disciplinary approach. With due course of time, the program was redesigned to overcome the challenges faced and it still goes on.

Evidence of Success:

The group of teacher mentors has continued sessions with the mentees. It is seen that trust has been established as the mentees open up to their mentors. A number of issues are touched upon by the mentors as they motivate the mentees. The students have been benefited from the program. Apart from counseling, the Mentors have also exposed them to Soft skills & Communicative skills. Audio-visual shows and inspiring lectures are also screened to motivate the mentees.

Problems Encountered:

While conducting the Programme, a number of challenges are faced, such as accommodating classrooms, class routines and completing syllabi, etc. The mentors find it difficult to accommodate the mentoring sessions into the class and examination schedule. Therefore, in order to make the program more manageable, it has been redesigned from time to time.

Notes:

The practice can bring a tremendous change in making our future citizens mentally sound with human values and a spirit of service towards the society to some extent if it extends to other institutions.

Best Practice 2:

Title of the Practice:

The title of the practice is "My Plant, My Responsibility".

Objectives of the Practice:

It is a tree plantation drive with a motive to involve all students in constructive activities for the welfare of society by planting more trees to combat global warming, make the environment pollution free, and spread awareness among the masses.

The Context:

The trees play an important role in supporting life on the planet where we are. But sadly, there are some issues and challenges that are causing damage to life and the ecosystem of our planet. It is directly or indirectly connected to not only the environment but with everyone that lives on the earth. As we are

aware of the fact that the main challenging sources of the planet are pollution, global warming, greenhouse gas effect, and many others. Most importantly, human activities are significantly responsible for such environmental degradation. There are a number of environmental issues, amongst which deforestation is noteworthy.

Through the concept "My plant, My Responsibility", we are trying to aware the future generation about environmental effects and trying to maintain a balanced ecosystem by planting more and more trees.

The Practice:

The practice wants to involve all the students in plantation activity. Every newly enrolled student is given a sapling on the day of their admission to the college. So, all the newly enrolled students are our target for each year. Certain rules are followed during the exercise of the practice -

- At least one sapling of selected species has to be planted.
- Students are responsible for the collection, nurturing, and growth of the sapling.
- The location, date, and identification of the plant and the planter must be properly marked.
- The growth of the sapling must be recorded and submitted to the teacher in charge for verification.
- The record will be evaluated semester-wise. It will be considered as documental proof for the next semester's admission.

Accordingly, under this practice, the student has to promise that he/she will plant a sapling in a place of his/her convenience, in the name of the protection of the environment of the earth. He/she will nourish and protect the plant. He/she will help the activities related to the protection of the environment of soil, air, and water as a whole.

Evidence of Success:

All students have been given a report card at the time of admission and the record card has been evaluated semester-wise. In the first semester, the students are introduced to the plant

where they have to provide information regarding the date and location of the plantation, name of the plant (local), scientific name, height, the protection given, etc. through the report card. In the second semester, criteria like general health of the plant, protection is given, application of manure, availability of water, sunlight is observed. These criteria are checked till the sixth semester. Students have to give even pictorial evidence to show the growth of the sapling. All the newly enrolled students are the target population for the activity each year.

The results doubtlessly show positive indications and will definitely bring fruitful results in the long run.

Problems Encountered:

Not all the students can provide proper nourishment to their saplings resulting in the premature death of a number of saplings. Further, many students do not have proper land for plantations, especially those who belong to the urban setup.

Notes:

The practice can bring a tremendous change in making our planet green to some extent if it extends to other institutions.

File Description	Documents
Best practices in the Institutional website	https://rangiacollege.ac.in/images/Best%20Practice.pdf
Any other relevant information	https://eecrangiacollege.wixsite.com/my-site/news

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

Rangia College is the premier institution of higher education on the north bank of the river Brahmaputra in the district of Kamrup. Founded on August 5, 1963, the college has rendered pioneering services to the community by catering to the needs of the vast and extensive area inhabited predominantly by socially and economically backward segments of the population.

Although there are various distinct areas, Rangia College has always tried to maintain its distinctiveness in its academic arena. It has already been mentioned that the college is situated in a rural area covering the socially and economically backward population. In such a rural setup, Rangia College is offering Post Graduate courses along with Under-Graduate courses to cater to the needs of the student community which shows its distinctiveness.

In the ongoing education system, it is seen that most of the higher education institutions are following the traditional pattern of giving education which is adding a new dimension to the burning issue of unemployment. At this juncture, this institution is maintaining its distinctiveness by giving the opportunity to the students to enter into the vocational courses.

Another area that has maintained the academic distinctiveness of the institution is the enrollment of nearly 4000 students, which is a remarkable number of students.

In the various colleges of Assam, the students are getting the opportunity to enroll into different streams as per their choices. But there are only a few colleges which have the facility of all the streams. Amongst those few numbers within the state of Assam, Rangia College is a pioneer institution that is successfully continuing all the three streams i.e. Arts, Science, and Commerce.

Moreover, Rangia College is such an institution where a student can continue his or her study from the higher secondary courses up to the post-graduate courses which are very rare in the case of the other colleges. Here Rangia College is distinct with the inclusion of Higher Secondary, Under-Graduate and Post-Graduate Courses.

The distinctiveness of the College can also be identified from the point of view of the enrollment of international students. Students from the neighboring country Bhutan also come every year to study in the institution.

Along with all these, the greatest thrust which has helped in maintaining the distinctiveness of the institution is the unity in diversity. To date students belonging to diverse religions and cultures are getting enrolled in Rangia College. It is true not only in the case of the students but also regarding the faculty members. But in spite of all such diversities, there is no chaos

within the institution. The students as well as the teachers have been given space in following their culture and religion. Here it is worth mentioning that Fateha, a holy festival of the people belonging to the Islamic religion and a holy festival of the Bodo people as well as Sankardeva Mahotsav, an Assamese, is equally celebrated within the college campus. Moreover, students are allowed to wear ethnic dresses as their uniforms.

Accordingly, through all these initiatives Rangia College is maintaining its distinctiveness.

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

7.3.2 - Plan of action for the next academic year

1. Preparation for the Peer time visit.
2. To increase the learning infrastructure specialty ICT enable classroom and undertake measures to enhance capacity building of the teachers for ICT enabled classroom.
3. To augment E-governance measures.
4. Tree mapping and identification of Rangia College campus.
5. To conduct external Academic and Administrative Audits.
6. To streamline the Alumni association.
7. Opening of P.G courses in four departments.