



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

## **RANGAPARA COLLEGE**

**RANGAPARA COLLEGE, AMARIBARI. P. O. RANGAPARA DIST SONITPUR  
(ASSAM) PIN 784505**

**784505**

**[www.rangaparacollege.com](http://www.rangaparacollege.com)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**October 2022**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Rangapara College was established on 16th of August, 1979. Located in the midst of linguistic and cultural diversity and close to the borders of Arunachal Pradesh, the college since its inception is extending the opportunity of higher education to the marginalised section of the society deprived of the benefit of higher education. The college is situated in a sprawling campus of 40.3 acres of land at village Amaribari under Naharoni Gaon Panchayat, Assam. Academic programmes of the Arts Stream of the college are affiliated to Gauhati University since 1980. The college was brought under the grants in aid system of government of Assam on 01-01-1987, and was included under Section 2 (f) & 12 (B) of UGC Act, 1955 from 20/03/1996. On 08/08/1988, Commerce was introduced as a stream in the college. In 2004, Rangapara College is accredited with **B+** grade by NAAC, Bangalore in its 1st cycle of assessment and accreditation. In 2011, the college was accredited **B** grade by NAAC again in its 2nd cycle of assessment and accreditation. The Arts stream of the college was provincialized in 2005 by the Government of Assam and the Commerce faculty was brought under provincialisation rule since 1st January, 2013. Another milestone for the College is the introduction of the Science stream in Undergraduate level on 31-07- 2020. At present the college is running with three undergraduate courses (B.A., B.Com., B.Sc.) and one PG course in Hindi. Besides, the college is conducting certificate courses in Computer Application, Spoken Bodo, Spoken English, and Vermi- Technology. Since its inception, the expansion of the college has been phenomenal in terms of faculty strength, number of students and infrastructure. The College Library is digitalised and owns more than 29,000 books with a significant number of periodicals and journals and e- resources. The institution is well-equipped with science laboratories, ICT class rooms, CC camera , Wi Fi, digital seminar rooms, and meeting hall. Besides, the college has a Computer Centre, a language lab, well-furnished Hostel Facilities for Boys & Girls, Canteen facilities, Gymnasium Hall, Indoor Sports Complex, Playground and a Shopping Complex in its campus.

### **Vision**

**To reach the zenith of excellence in higher education by generating exemplary human resources.**

### **Mission**

1. To transform lives and serve society by promoting the participation of rural students in Higher Education.
2. To implement the green policies and create a 'Swachh' environment for the holistic development & growth of our students and teachers.
3. To achieve excellence in Teaching, Learning and Research
4. To develop scientific, intellectual and socio-economic skills among students.
5. To enhance the physical & mental fitness, and develop socio-cultural qualities of students.
6. To disseminate the scientific temperament in the campus and in the society.
7. To enhance the commitment of faculty, staff and student to the centrality of diversity, social justice.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

1. An institution with well-defined vision and mission.
2. Provides quality education to achieve the vision of the institution.
3. Efficient authority with transparency, integrity and decentralisation of administration.
4. Implementation of e-Governance.
5. An institution with qualified and dedicated teachers.
6. Ideal representation of female students.
7. Large, green, clean and eco-friendly campus of 40.3 acres with waste management policy.
8. Infrastructural growth is in conformity with continuous academic growth.
9. Differently- Abled Friendly Campus.
10. Vast landscape with a scope of infrastructural expansion in future.
11. An atmosphere of scenic beauty with lush green landscape that emanates a good academic environment.
12. Good infrastructural facility for games & sports with Indoor-sports Complex, large playground, Volley Ball court, Basket Ball Court and Gymnasium.
13. A Multi-disciplinary institution with the streams of Arts, Commerce & Science
14. Co-ordial relationship between teachers and students.
15. Well-planned and ICT enabled teaching facilities.
16. Well-equipped laboratories.
17. An institution with an excellent Library and Information Centre.
18. Reprographic service for all.
19. Book-bank facilities for the BPL category of students.
20. Successful participation of students in the state, national & international level competitions.
21. Participation of students in different extension activities.
22. Hostel facilities for both boys and girls.
23. Ragging free campus with negligible student grievances.
24. College is part of SWAYAM-NPTEL Local Chapter.
25. Regular observation of college festivals and academic programmes and notified State and National days.
26. Active & dynamic NSS Unit.
27. Almost 50% of the students are female.
28. MoUs signed with different other agencies or institution are functional and effective.
29. Multilingual teaching having five language departments of Assamese, Bengali, Bodo, English and Hindi.
30. Multicultural Environment with the vibrant cultural activities of the Bodo, Tea Tribes, Nepali, Assamese, Bengali and other Indian culture.

### Institutional Weakness

1. Financial constraints to open self-funding courses as over 90% of the students belong to BPL & EWS categories.
2. Involvement of Alumni in college development activities is not up to the marks.
3. Enrolment of students from other states is very insignificant
4. Lack of adequate MoU with industries.

5. Limited and confined academic adaptability as the college has to follow the syllabus prepared by the affiliating university.
6. Lack of proper tracking of passed out students after leaving the college.
7. The rural students are unable to attend the last hour classes due to lack of transport facility.
8. To develop an attitude of mind that helps for innovation is lacking.

### **Institutional Opportunity**

1. The college has the opportunity to obtain autonomous status.
2. Scope for opening of Centre for Tribal Studies, Folklore Studies & Tourism Courses are available.
3. To develop scientific, intellectual and socio-economic skills among students in a rural environment.
4. Opportunity to provide education to the students, most of whom are from dis-advantaged section of the society.
5. The institution has the opportunity to provide higher education to the students, majority of whom are first generation learners.
6. To develop infrastructure facility for all round development of the students.
7. To increase collaboration with other institutions.
8. Enhancement of skill development facilities.
9. Coaching students for various competitive examinations.
10. To create more residential facilities for students and staff.
11. To develop skills of the students in collaboration with the newly established ITI in the college campus.
12. Scope for interdisciplinary research works.
13. Scope for staff quarter.
14. Scope for future expansion as college has 40.33 acres of land.

### **Institutional Challenge**

1. Delay in permanent appointment of teaching and non-teaching faculty by the government
2. Continuation of H.S Classes is a challenge for the college.
3. Exposure to industrial training and internship.
4. Most of students from first generation learners. So orientation towards higher education is not seen.
5. Significant percentage of dropout. Rural girl students suddenly discontinue their study due to mirage.
6. Lack of residential facilities for staff due to insufficient financial grant.
7. Generating research grant is a challenge to the college.
- 8.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Rangapara College is a Govt. provincialized college affiliated to Gauhati University. The structure of the curriculum is designed by the university and is implemented by the college under the directive guidance of the university. College ensures effective curriculum-delivery through well-planned/documented process. 100%

UG programmes follow CBCS. There is an Academic Council which looks after the implementation of the university guidelines concerned to teaching, learning and evaluation. In addition, the academic council decides about the commencements of classes, academic calendar and class routine. All the HODs who are also members of the Academic Council briefs the teachers of the respective departments about the syllabus distribution, work load (as per UGC norms) and departmental academic calendar. Each teacher is requested to maintain his/her log records of classes. Furthermore, the department identifies the norms for slow and fast learners and accordingly schedules remedial classes. Specific departments under science faculty conduct workshops on safety measures to be taken regarding the use of laboratory equipment. All the departments are advised to conduct activities like internal tests, seminars, field studies, projects and other curriculum related activities as per the syllabus of Gauhati University. Special orientation programme for the newly admitted students is organised where students are briefed about the overall academic procedures including class attendance, examinations and rules and regulations to be followed, while in college.

For review of the effective curriculum delivery the Principal and the Academic Council sits with the HODs and teachers in regular intervals to review the progress of syllabus, students' performance in the internal tests and implementation of other curriculum related activities. As an affiliated college of Gauhati University, it has to follow the academic calendar prepared by the University. However, the college also prepares a separate Academic calendar of its own taking the university calendar as the base.

The college follows a continuous internal assessment process as required in the semester system of teaching, learning and evaluation. Semester examinations are held according to the university academic calendar.

During COVID, faculty executed content delivery/solved practical difficulties online. Meetings were held online. All initiatives are documented.

### **Teaching-learning and Evaluation**

The teaching methodology adopted at Rangapara College is strongly dependent on experiential, participatory and problem solving learning.

The students contributed to the Green Audit Report by doing the necessary surveys, naming the plants and herbs, and identifying the birds, animals, butterflies and insects of the college Campus.

All the departments of the college are actively engaged in using **ICT tools** for effective teaching.

During the Covid pandemic the teachers have started to record their classes using appropriate tools such as **OBS studio** or **Screencast-O-Matic**. The recorded classes are uploaded on YouTube. Each batch of students is connected on **Google classroom**.

For online classes, group discussion, seminars, and workshops LMS tools like **Google Meet, Zoom** etc. are used by the teachers.

As an affiliated college of Gauhati University, Rangapara College follows the examination rules of the university. Both internal and external examinations are held according to the dates mentioned in the Academic calendar.

Question papers, scripts, and timetable of external examination are prepared by the affiliating university. The college collects these materials from the university on the notified date and time. However, the university displays the timetable of the examination well in advance in its web site.

The college has adopted a robust and highly transparent internal assessment system. The internal assessment is two-folded. The first one is evaluation through a sessional examination and the second one is through participative process such as assignment, presentation, group discussion, project submission, field trips etc. For the Honours courses, both of these two are conducted.

Regarding the transparency, all the sessional marks are displayed to the students and the copies are duly scrutinized. Any doubts in the marking are clarified with full attention.

For grievance redressal of the external examinations, the college follows the rules and guidelines of the university. The students have to apply to the controller of examination of the university through the principal of the college.

. On the basis of the university guidelines, the academic departments of the college prepare the COs and the POs. The institution communicates the COs and POs of different programmes through college website.

### **Research, Innovations and Extension**

Rangapara college is providing a healthy ecosystem for knowledge sharing, quality education that upholds the creativity in students and other stakeholders and it also impart social and cultural commitment. We have an active Research and IPR Cell consisting of doctoral degree holders and other academicians. The cell frequently conducts workshops, virtual and off line seminars, Popular talks, and discussions related to recent scientific advancements and trends and the outcomes are shared to faculty and students.

For creation of a congenial innovation eco system, a policy is formulated by the college and this **policy is followed in all research and IPR** related matters.

According to the formulated policy **Research and IPR related matters are managed by the Research Cell** which is formed by the principal of the college and approved by the Governing Body.

In 2021-22, as per guidelines of the **Ministry of Education, Govt. of India**, the college has constituted **Institution's Innovation Council** for innovative activities.

The research and IPR cell have created an innovative idea of **linking the institution with the surrounding communities** and accordingly advised the authority of the college for funding of **research projects** based on the local communities. Accordingly, the authority **provided fund for five Minor Research** Projects to be conducted by the faculties of the college.

Workshop and seminars on **IPR** are conducted for stakeholders which impart knowledge regarding patent, copyrights and other areas of new innovations and inventions.

As an initiative for **creation and transfer of knowledge** the college has assigned **MOUs** with different collaborating Institutions and organizations.

Extension activities of the college are undertaken through Rangapara College Students' Union, NSS volunteers and various departments and Cells. The primary aim of the extension activities is to sensitise the students to issues in the neighbourhood communities and other social issues that can bring a holistic development to the students, making them responsible citizens for future.

A few departments of the college have adopted five nearby villages of the college where the students have been a part of the **UBA (Unnat Bharat Abhijan)** programme.

The college adopts **an orphanage** situated in a nearby village.

### **Infrastructure and Learning Resources**

The college has adequate facilities for conducting regular theory classes and practical with a sound environment for conducting the computing classes. Along with the computer laboratory, the college has a full-fledged psychology laboratory of the Department of Education. The college possesses a language laboratory with 21 computers where 20 students can attend at a time. Laboratories for the Department of Physics, Chemistry, Zoology and Botany have been fully equipped and functional.

Out of a total 33 well-furnished classrooms, 11 classrooms extend ICT facilities. There are separate common rooms for boys and girls respectively. There is a common canteen for the students and teachers.

There are separate rooms for examination cells and admission cells with adequate number of computers for conducting examination and admission related activities.

Washrooms facilities, pure drinking water facilities, parking facilities, ICT enabled seminar halls, conference room, central and departmental libraries, uninterrupted power supply etc are some of the physical facilities available in the college.

The college has a separate auditorium for organising of cultural activities. It has a multi gym, a playground and an Indoor Sports Complex.

Library is automated using Integrated Library Management Software (ILMS).

The College library is well equipped with the modern facilities like Barcode Technology, Koha 20.05 ILMS Software and D-Space software for Digital Library. A dedicated OPAC Kiosk is available in the library. To provide aids to the blind students, the library has installed JAWS and NVDA Screen reader software. The Library has access to the N-List program which includes more than 6000 journal from e-Sodh Sindhu consortium, more than 199500 eBooks under N-List and more than 600000 eBooks through NDNL.

The campus has been made Wi-Fi and internet friendly. It has one digital classroom, one digital conference hall and one digital seminar hall with internet facility. The bandwidth of the institution has been upgraded to 50 mbps from 10 mbps connected with the BSNL leased line.

To realize the practice of e-governance, the institution has installed biometric attendance system for the employees. The campus of the college is under the surveillance of CCTV for better safety.

## Student Support and Progression

The College ensures student support/progression through various initiatives. At the orientation Programme for newly admitted students itself, students are made aware of scholarships/freeships available.

Over the last five years, while 5721 government scholarships/freeships were availed. Thus, an average of 85.2% of enrolled students thus benefit each year from financial assistance. This has played a tremendous role in imparting higher education to the socially and economically disadvantaged students of the area.

Over the last five years a number of programmes on soft skills, language and communication skills, life skills, and ICT / computing skills were organised. Popular talk on investment awareness, Spelling Bee etc. were organised to develop the soft skills of students. The college has a language lab to train the students on language and communication skills. Department of English and Department of Bodo offer spoken English and Spoken Bodo courses respectively for improving communication skill. There is a Kaya Yoga centre which conduct courses on Kaya Yoga and Naturopathy, a gymnasium hall, a play ground and an indoor sports complex where the students perform yoga, physical and mental fitness activities. Besides, the college organises Health Check-up Camp and Eye Check-up camp, observes World Stroke Day, International Yoga Day etc. For developing ICT/computation skills of the students, the college offers diploma in computer application. Students' seminar on Entrepreneurship is regularly arranged by the Department of commerce. 664 students were benefited by guidance for competitive examination and career counselling by the institution during the last five years. **The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases.** During the last five years no ragging case aroused in the campus. **The Internal Complaints Committee** of the college is formed in pursuance of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 takes care so that no sexual harassment of students and employees can take place in the campus.

In 1994, Rangapara College Alumni Association was formed. Construction of waiting shed, organisation of Yoga camp, tree plantation etc. are some of the activities of the Association.

## Governance, Leadership and Management

The vision of the college is *to reach the zenith of excellence in higher education by generating exemplary human resources to serve the nation and the humanity.* A set of Mission was prepared and the college is dedicatedly working for the implementation of the vision and mission.

For governance, leadership and management, the college has an **ORGANOGRAM** which helps in decentralisation of the administration.

The effectiveness and efficiency of the functioning of the college is visible from the policies, administrative set up, appointment and service rules and procedures. The College Governing Body (G.B.) is on the top of the administrative set up. The principal of the college is the Secretary of the governing body. He performs threefold



responsibilities – Academic, Administrative and Financial. The **Vice Principal** is the ex officio member of the GB and he takes care of the Academic matters of the college. He is assisted by the **Assistant Examination Officer** appointed by GB from the teachers. To assist the principal in students' welfare related matters, there is a **Students' Welfare Officer**. Likewise, for Sports related matter, there is a **Sports Officer** and to take care of health and hygiene in the campus a **Health officer** is appointed from the teachers of the college. the overall planning and development of the college is done by the GB. The G.B. is constituted as per state government guidelines. The governing body looks after the implementation of the academic as well as the administrative policies and has to approve all the financial matters of the college. For the purpose different committees are appointed taking representatives from **teaching staff, non-teaching staff, guardians, students and alumnus**. It is reflective of the **decentralization** of the administration.

The College tries to effectively deploy the institutional strategies through different cells, committees and the IQAC. The IQAC plans the institutional strategies for quality assurance taking the suggestions from different committees.

E-governance is introduced in admission, examination, finance and leave management.

### **Institutional Values and Best Practices**

The college organizes various activities for gender equity promotion, environmental consciousness, Divyang friendliness, promotion of human values and also promotion of professional ethics. Gender sensitization in Higher Education finds a mention in the Draft National Policy for Women,2016. Rangapara College is committed to inculcate the value of gender equality among the students and also in the society as a whole. The college follows a number of initiatives for **gender sensitization**. **Gender audit** is done to study whether the college has a good gender balance and policy. **The Internal Complain Committee (ICC)** of the college is formed in pursuance of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 and the Rules framed there under.

**A number of national, international and local commemorative days, events and festivals are celebrated in the college.** Commemorative days, value education, etc promote inclusive environment. Programmes on Constitution, celebration of important days, participation in **National Integration Camps**, participation in programmes like **EK BHARAT SHRESTHA BHARAT, International Youth Leadership Camp** etc. contribute to sensitizing students to constitutional obligations. Establishment of Committees, Nodal Officer, Induction programme, publications etc are among ways how code of conduct is conveyed or implemented to staff and students.

The College provides an inclusive environment for all with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. **Admission process** is an open transparent process with religion, region, linguistic or socio-cultural and economic backgrounds having zero bearing whatsoever on admissions. The College tries to inculcate the role of values among the students through **Value Education** by organising workshop, seminars and talks. The College organizes various **Cultural activities** among the students that promote harmony, unity, team spirit towards each other.

Comprehensive **AUDIT for quality enhancement** and accountability is one of the best practices of the college. The college conducted 08 (eight) different audits for quality enhancement.

**Community based practices leading to adoption of villages under UBA** for upliftment of marginalized and disadvantaged, in line with vision, mission statements is another best practice of the college.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	RANGAPARA COLLEGE
Address	Rangapara Collge, Amaribari. P. O. Rangapara Dist Sonitpur (Assam) Pin 784505
City	Rangapara
State	Assam
Pin	784505
Website	<a href="http://www.rangaparacollege.com">www.rangaparacollege.com</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Ranjan Kalita	03714-291672	7002355539	-	rangaparacollege01@gmail.com
IQAC / CIQA coordinator	Atul Sarmah	03714-9435277905	9435277905	-	atulsarmah609@gmail.com

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

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Assam	Gauhati University	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	20-03-1996	<a href="#">View Document</a>
12B of UGC	20-03-1996	<a href="#">View Document</a>

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Rangapara Collge, Amaribari. P. O. Rangapara Dist Sonitpur (Assam) Pin 784505	Rural	40.3	7650.19

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Assamese	36	XII PASSED	Assamese	60	56
UG	BA,Bengali	36	XII PASSED	Bengali	20	6
UG	BA,Bodo	36	XII PASSED	Bodo	50	43
UG	BA,English	36	XII PASSED	English	50	34
UG	BA,Hindi	36	XII PASSED	Hindi	30	27
UG	BA,Economics	36	XII PASSED	English,Assamese	20	12
UG	BA,Education	36	XII PASSED	English,Assamese	60	54
UG	BA,Political Science	36	XII PASSED	English,Assamese	60	60
UG	BSc,Physics	36	XII PASSED	English	20	7
UG	BSc,Chemistry	36	XII PASSED	English	20	9
UG	BSc,Mathematics	36	XII PASSED	English	20	5
UG	BSc,Botany	36	XII PASSED	English	20	10
UG	BSc,Zoology	36	XII PASSED	English	20	17
UG	BCom,Accountancy	36	XII PASSED	English	75	44
UG	BCom,Management	36	XII PASSED	English	75	44
UG	BCom,Commerce	36	XII PASSED	English,Assamese	100	0
UG	BA,Arts	36	XII PASSED	English,Hindi,Bengali,Assamese,Bodo	50	0
UG	BA,Arts	36	XII PASSED	English,Hindi,Bengali,Assamese	200	153

UG	BSc,Science	36	XII PASSED	English	100	0
PG	MA,Hindi	24	BACHELOR DEGREE PASSED	Hindi	20	20

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				6				43			
Recruited	0	0	0	0	5	1	0	6	27	10	0	37
Yet to Recruit	0				0				6			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				18
Recruited	8	2	0	10
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	3	1	0	4
Yet to Recruit				0

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

#### Qualification Details of the Teaching Staff

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	11	6	0	18
M.Phil.	0	0	0	1	0	0	6	2	0	9
PG	0	0	0	3	1	0	10	3	0	17
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	1	0	2
UG	0	0	0	0	0	0	0	0	0	0

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

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

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



Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	804	0	0	0	804
	Female	779	0	0	0	779
	Others	0	0	0	0	0
PG	Male	4	0	0	0	4
	Female	24	0	0	0	24
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	25	18	13	25
	Female	29	16	15	22
	Others	0	0	0	0
ST	Male	125	96	37	57
	Female	107	102	34	57
	Others	0	0	0	0
OBC	Male	262	178	140	207
	Female	212	191	115	142
	Others	0	0	0	0
General	Male	60	56	32	27
	Female	72	42	35	31
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		892	699	421	568

1. Multidisciplinary/interdisciplinary:

The academic plan of Rangapara College is in line with the National Education Policy 2020, which mandates each Higher Education Institutes (HEIs) to award degrees and offer courses autonomously by 2035. Rangapara College has immense potential in multidisciplinary/ interdisciplinary approaches in education since many languages and literature like English, Assamese, Bengali, Bodo, Hindi and subjects like Economics, History, Political Science, Education, Commerce, Botany, Zoology, Chemistry, Mathematics, Physics, and Environmental Studies are taught in the college. To enhance the multidisciplinary nature of teaching, the college has a plan to open more subjects like Logic & Philosophy, Sociology, Statistics, Business Administration, Microbiology, Earth Science, Computer Science so that the student can select their choice of subjects and can develop their intellectual, aesthetic social, emotional, and moral values along with a scope for employability. For interdisciplinary approaches as stated in the NEP, the college has decided to introduce the following interdisciplinary centres for advanced studies and research when it gets autonomy: a) Centre for Indian Languages & Literature Studies. b) Centre for preservation of traditional Art, Culture and Sports. c) Centre for Yoga and Meditation for Mental and Physical Health (existing) d) Centre for Tourism including Religious Tourism, Tea Tourism, Eco Tourism, Wildlife Tourism, and Agri Tourism (by the Dept. of History) e) Centre for Molecular Biology and Biotechnology (by the Dept. of Zoology and Botany) f) Centre for Environmental Studies (existing) g) Centre for Computer Science and Information Technology (existing) h) Centre for Materials Science and Nanotechnology (by the Dept. of Physics, Chemistry and Mathematics) i) Centre for Tea Research (Dept. of Botany) j) Centre for Rural Administration and Sustainable Development (by the Dept. of Commerce, Economics and Political Science) k) Centre for Theoretical Sciences (by the Dept. of Physics and Mathematics) l) Centre for Aquatic livelihood (by the Dept. of Zoology) m) Centre for Folklore Studies (by the Dept. of Assamese, Bengali, Bodo and Hindi) n) Centre for Tribal Studies (by the Dept. of Bodo) o) Centre for Foreign Language Studies (by the Dept. of English) p) Centre for Women Studies (by the Dept. of English and Pol.

	Science)
2. Academic bank of credits (ABC):	<p>One of the provisions of the NEP is the introduction of the Academic Bank of Credit. The student can earn up to 50 percent credits from outside the institution. It is an academic service mechanism as a digital or virtual entity to facilitate students to become its academic account holders. Rangapara College is an affiliated college of Gauhati University following the Choice Based Credit System (CBCS). So, it cannot introduce the system of Academic Bank of Credit of its own. We are awaiting the pattern of implementation to be specified by the affiliating university. After getting autonomous, the college will definitely create its own ABC system as per guidelines of UGC.</p>
3. Skill development:	<p>Besides the existing skill development certificate courses, the college has decided to extend skill development courses in a) Religious Tourism, Tea Tourism, Eco Tourism, Wildlife Tourism, Agri Tourism, b) Mushroom Technology, c) Horticulture, d) Vermi Technology, e) Coding and Computer Programming f) Forensic Chemistry The College has provided three acres of land to the Department of Skill, Employment and Entrepreneurship of Government of Assam to establish an Industrial Training Institute (ITI) in its campus so that students can acquire skills for employment.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>Rangapara College has five language and literature departments: Assamese, Bodo, Bengali, Hindi and English having honours courses in all the five departments. There are subjects like History and Political Science where students can have knowledge of Indian art, culture, music, tradition and polity. To enhance the integration of Indian knowledge system the college in its Institutional Development Plan has decided to introduce a) Centre for Indian Languages &amp; Literature Studies. b) Centre for preservation of traditional Art, Culture and Sports. c) Centre for Yoga and Meditation for Mental and Physical Health (existing) d) Centre for Folklore Studies (by the Dept. of Assamese, Bengali, Bodo and Hindi) e) Centre for Tribal Studies (by the Dept. of Bodo) f) Centre for Foreign Language Studies (by the Dept. of English) g) Centre for Women Studies (by the Dept. of English and Pol. Science)</p>

<p>5. Focus on Outcome based education (OBE):</p>	<p>Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery assessment is planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e., outcomes at different levels. We have well defined Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) and are kept on our college website. Mapping of attainment level with POs/ PSOs/ COs has already been initiated at our level. However, after attaining autonomous status, curriculum will be redesigned with greater emphasis on Outcome Based Education (OBE).</p>
<p>6. Distance education/online education:</p>	<p>The college is a study centre of Krishna Kanta Handique State Open University (KKHSOU) and Gauhati University Institution of Open and Distance Learning (IDOL). Besides, the college has established SWAYAM – NPTEL Local Chapter to encourage students to enrol in the MOOCS course offered by SWAYAM – NPTEL. The students will have the opportunity to obtain online certification from reputed institutions such as IITs and IISC. Although Gauhati University did not make way for credit transfer from SWAYAM courses, after implementation of NEP when the college gains autonomous status, the provision for credit transfer will be made available to the students.</p>

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1705	1406	1036	1350	1218

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 2 Teachers

#### 2.1

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

Response: 54

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
45	46	34	35	32

### 3 Institution

#### 3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
169.11	166.30	136.91	175.68	231.61

NAAC

## 4. Quality Indicator Framework(QIF)

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### Criterion 1 - Curricular Aspects

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#### 1.1 Curricular Planning and Implementation

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

###### Response:

Rangapara College is a Govt. provincialized college affiliated to Gauhati University. The structure of the curriculum is designed by the university and is implemented by the college under the directive guidance of the university. The college adopts appropriate measures to conduct a smooth academic session in terms of effective curriculum delivery.

In the beginning of the session, the academic committee calls upon a meeting with the **head of the departments and the concerned parents**. In this meeting, parents are briefed about the performance of their ward in the previous semester and they are made aware of the college rules and university guidelines regarding academic procedures. In addition, the meeting decides about the commencements of classes, academic calendar and class routine.

After the meeting of the academic committee, the HODs of each department conduct a meeting with the respective teachers of the department. In this meeting the HOD briefs about the syllabus distribution, work load (as per UGC norms) and departmental academic calendar. Each teacher is requested to maintain his/her log records of classes. Furthermore, the department identifies the norms for slow and fast learners and accordingly schedules remedial classes. Specific departments under science faculty conduct workshops on safety measures to be taken regarding the use of laboratory equipment. All the departments are advised to conduct activities like **internal tests, seminars, field studies, projects works, groups discussion** and other curriculum related activities as per the syllabus of Gauhati University.

Each department conducts a special orientation programme for the newly admitted students of the first semester of the college where students are briefed about the overall academic procedures including class attendance, examinations and rules and regulations to be followed, while in college.

For review of the effective curriculum delivery the Academic Council of the College sits in regular intervals. In these meetings the progress of syllabus, students' performance in the internal tests and implementation of other curriculum related activities are discussed.

As an affiliated college of Gauhati University, it has to follow the academic calendar prepared by the University. However, the college also prepares a separate Academic calendar of its own taking the university calendar as the base. Examination dates, holidays, etc are followed according to the university calendar. In the Academic Calendar of the college, some events of local interest like observation of foundation day of the college, parent-teacher's meeting, observation of days of international and national importance etc. are included.

The college follows a continuous internal assessment process as required in the semester system of teaching, learning and evaluation. Semester examinations are held according to the university academic

calendar. However, besides the schedule dates of internal assessment and final examinations, departments of the college held separate internal assessments so that slow and advanced learners can be found out and measures can be taken accordingly.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

**Response:** 5

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

**Response:** 3.47

#### 1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
84	65	15	69	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

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



**Response:**

The college adheres to the Gauhati University syllabus in its curriculum. Therefore, the college is not independent in its curriculum development. However, there are few courses where there is a scope to implement the aforesaid cross-cutting issues. To be more precise, the courses in literature and humanities have integrated crosscutting issues on human values and gender equality.

In the literature subjects of Assamese, Bengali, Bodo, Hindi, and English courses cross cutting issues relevant to professional **ethics, gender, and human values** are included. These are reflected in the novels, short stories, poems, dramas and different articles and essays and history of language and literature. Some books in these courses deal with the **environmental issues** that are faced by the human race in the present day world.

In humanities, the syllabus of B.A. Education contains a paper on **Value and Peace Education**. In Political Science topics on Feminism is included in a chapter. Besides, **human values, gender, and issues on professional ethics** are reflected in the subjects of humanities.

In Commerce courses also, professional ethics and human values are incorporated. In some of the papers chapters like **'Managing Employees wellbeing', 'Ethics and Human Resource Management', 'Social, ethical and legal aspects of advertising in India'** and several others.

Issues pertaining to environment and sustainability are incorporated in the syllabus of Environmental Studies, Botany, Chemistry, Physics and Zoology. In B.Sc. Botany a paper on **"Plant Ecology and Phytogeography"** is included. Chemistry papers on environmental issues like **"Green Chemistry", "Industrial Chemicals and Environment", "Chemical Technology and Society", "Green Methods in Chemistry"** and **"Pesticide Chemistry"** are incorporated. In B.Sc. Physics, environmental issues are included in a paper **"Radiation Safety"**

The college organizes seminars, workshops and activities which deal with the aforesaid issues. The students of NSS do actively participate in camps and awareness programs which promote human values. Few students of the college were active members of the Green Audit team, through which they learned about the practical implications of an **eco-friendly campus**. The NSS team and the hostel boarders often unite together for the college cleanliness which make them aware of the environment and sustainability. The College is situated near Nameri National Park and the foothills of Arunachal Pradesh. There are a large number of forest villages and tea gardens in the area where the man - animal conflict is a common problem in the cropping seasons. Besides, awareness camps to avoid man - animal conflict are incorporated with the curriculum of Environmental Studies. To make the students aware of environmental issues, the college observes World Earth Day, and World Environment day. Students of Botany and Zoology do field studies on environmental issues visiting the National Parks of the state.

To make the students aware of human values and professional ethics, the college signed MoUs with **Prajapita Brahmakumaris Ishwariya Vishwavidyalaya and Srimanta Sankardev Namdharma Samaj respectively**. These organisations arrange talks on ethical issues and human values.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

**Response:** 46.45

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

Response: 792

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**1.4 Feedback System**

**1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)**

**Response:** Yes

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Enrolment percentage

**Response:** 75.48

##### 2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
892	699	421	568	507

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1120	870	700	700	700

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

#### 2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the last five years (Exclusive of supernumerary seats)

**Response:** 75.59

##### 2.1.2.1 Number of actual students admitted from the reserved categories year - wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
328	271	186	225	213

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

2021-22	2020-21	2019-20	2018-19	2017-18
446	344	276	276	276

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 2.2 Student Teacher Ratio

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

**Response:** 37.89

## 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 using ICT tools

**Response:**

The teaching methodology adopted by Rangapara College is strongly dependent on experiential participative and problem solving learning.

Students can get **experiential learning** in the language laboratory, education laboratory, computer laboratory and in the science laboratories.

Students of the college visit the Assam Assembly when it is in session so that the students can have first-hand experience of the running of the parliamentary system. Students of the Political Science Department along with the teachers watch the live telecast of Parliament Session in **Lok Sabha TV** and **Rajya Sabha TV channel**. The department also observes Constitution Day, Voters' Day and Nagarik Kartavya Abhijan where a large number of students get involved. Videos of the election commission on the use of voting machines and duties and rights of voters are displayed on a live screen in the seminar hall.

As a part of **participative learning**, students participate in the Green Audit by doing the necessary surveys and systematic study of flora and fauna of the college Campus.

To enhance **participative learning** the Department of History and Assamese visited several *Satras* and *Namghars* to have a look of the preserved literature of the Vaishnavite tradition written in the 16th and 17th century on *Xansipaas*. Both the Departments have taken the initiative of digitisation of those rare scripts to keep in college library.

Students from the Department of Bodo and Commerce go for field studies as a part of their

**participative** learning. They prepare project reports using ICT tools and make power point presentation of their projects in the digital seminar hall.

Students of the literature departments stage drama and recitation. Performing Folk Dance, Folk Songs at a regular interval. Teachers display classical movies,folk dances, etc. relevant to the prescribed syllabus in the digital classrooms.

**Problem solving methodologies** like Seminars, group discussions, workshops, quizzes, spelling bee competitions etc. are organised taking the help of ICT tools. Some of the Departments use computer softwares such as PARI/GP, SAGE, R Programming, Magma and other

All the departments of the college are actively engaged in using ICT tools for effective teaching. The college has eleven ICT enabled classrooms and one ICT equipped Seminar Hall where live classes may be conducted throughPowerPoint presentations, recording, and Audio-Visual systems.

The pandemic situation of the last few years has pushed the teachers to take their ICT skills even a step forward. The teachers have started to record their classes using appropriate tools such asOBS studio or Screencast-O-Matic. The recorded classes are uploaded on YouTube. Moreover, each batch of students is connected on Google classroom. Quizzes using Google form are distributed among the students to facilitate and evaluate the depth of learning.

For online classes, group discussion LMS tools like Google Meet, Zoom etc. are used by the teachers.

In this regard, the college authority organized a workshop in association with Teaching Learning Centre,Tezpur University, on “**Online Workshop on Use of ICT Tools for Effective Teaching**” from 05th to 06thMay 2021. All faculty members have actively participated in the workshop and developed the required skills on ICT use.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

**Response:** 91

#### 2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
52	52	36	36	35

File Description	Document
Upload supporting document	<a href="#">View Document</a>

#### 2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 64.06

##### 2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
36	33	20	18	16

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

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

**Response:**

As an affiliated college of Gauhati University, Rangapara College follows the examination rules of the university. Both internal and external examinations are held according to the dates mentioned in the Academic calendar. Students can see the dates of all the examinations on the website of the college. All notices, information about examinations, timetable etc. are displayed on the website of the college.

Question papers, scripts, and timetable of external examination are prepared by the affiliating university. The college collects these materials from the university on the notified date and time. However, the university displays the timetable of the examination well in advance in its web site. External examinations are held in the college and the teachers of the college itself are appointed as invigilators by the Principal. The Principal entrusted the duty of conducting the examination to one or more senior teachers as Assistant Center in Charge. The Vice Principal remains in charge of conducting the examinations. After completion

of each day's examination, scripts are sent to the evaluation zones as directed by the university. The results of the examinations are declared by the university and mark sheets of its students are sent to the college which are to be issued to the concerned students by the college office.

The college has adopted a robust and highly **transparent internal assessment system**. The internal assessment is two-folded. The first one is evaluation through a sessional examination and the second one is through participative process such as assignment, presentation, group discussion, project submission, field trips etc. For the Honours courses, both of these two are conducted. There are usually two sessional examinations or tests conducted for the Honours category and the best out of the two is considered towards grading. This shows the robustness of the internal assessment. Individual teachers conduct tests on the improvement of students after finishing a particular syllabus. Question papers of the internal assessment are set by the teachers of the concerned department of the college.

Regarding the transparency, all the sessional marks are displayed to the students and the copies are duly scrutinized. Any doubts in the marking are clarified with full attention. One more step towards transparency is that the internal marks are discussed in the parent teacher meet of the concerned department. The grievances of the internal examinations are redressed by the departmental committee in a time bound manner. After finalising the mark sheet the same is uploaded in the University portal for declaration of final results.

For grievance redressal of the external examinations, the college follows the rules and guidelines of the university. The students have to apply to the controller of examination of the university through the principal of the college. Generally grievances may be of Marksheet, Admit card or mistakes in Subjects etc. The college sent such grievances as soon as possible to the university for time bound redressal.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

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

#### Response:

The Choice Based Credit System (CBCS) system of Gauhati University introduced in the year 2019 clearly makes a statement about the outcomes of the different courses and programmes. On the basis of the university guidelines, the academic departments of the college prepare the COs and the POs. At the beginning of the academic year, the academic departments hold departmental meetings to chalk out a definite plan for course distribution among the faculties. Teaching Plan has been prepared as per the guidelines of the university and the COs, and POs of a programme which are communicated to the students in detail at the introductory classes. The institution also organizes orientation programmes for the teachers and students to implement the OBE in its fullest form.



The institution communicates the COs and POs of different programmes through college website. The academic departments of the institution also communicate the COs and the POs to the students through departmental web page.

The academic departments of the college evaluate the course outcomes (COs) and the Programme Outcomes(POs) on the basis of the student’s performance in the unit test/ class test, home assignments, quiz, project workshop/ seminar presentation, laboratory practical, sessional examination, semester examination, etc. directly since the institution has yet to adopt Outcome Based Education(OBE) in its fullest form. Recently, the institution has adopted a method for calculation of the COs and the POs and introduced it from the current academic year **2022-23** to provide the teachers a greater opportunity to identify the advanced and slow learners of the respective departments and to take remedial measures for the slow learners.

The method adopted by the institution for calculating the COs, POs and the PSOs is as follows:-

First, it is decided to fix up the COs based on the prescribed syllabus and then to map the COs with POs. The CO-PO mapping will be done on the basis of the degree of correlation between the course outcomes and the programme outcomes (POs). Then, some certain well-defined internal assessment tools (unit/Class tests, quizzes, assignments, sessional exams, field work and project work) and external assessment tools (semester exams) aid in attaining individual COs. Attainment for internal evaluations is done on a scale of 3. The calculation is based on the number of students attempting the test, the threshold limit of which is 50%. Considering the threshold limit 50%, the institution calculates the attainment percentage from the ratio of score above 50% and the number of attempts made by the students to answer the questions set.

The attainment level will be calculated on 3 scale assessment tools. The final attainment for each CO is calculated by taking 20% of internal assessment attainment and 80% of semester exam attainment.

Calculation of the attainment level of the internal = Summation of attainment from all internal assessment tools divided by number of assessment tools.

Overall attainment = [Attainment from Semester Exam (on 3 scale) × 0.8] + [Internal Assessment (on 3 scale) × 0.2]

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 2.6.2 Pass percentage of Students during last five years

**Response:** 74.63

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



2021-22	2020-21	2019-20	2018-19	2017-18
219	229	169	272	217

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

2021-22	2020-21	2019-20	2018-19	2017-18
352	307	257	319	247

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey**

**2.7.1 Online student satisfaction survey regarding teaching learning process**

**Response: 3.95**

<b>File Description</b>	<b>Document</b>
Upload database of all students on roll	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

**Response:** 2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
2.20	0	0	0	0

**File Description**

**Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

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

**Response:**

Rangapara college is providing a healthy ecosystem for knowledge sharing, quality education that upholds the creativity in students and other stakeholders and it also impart social and cultural commitment. We have an active Research and IPR Cell consisting of doctoral degree holders and other academicians. The cell frequently conducts workshops, virtual and off line seminars, Popular talks, and discussions related to recent scientific advancements and trends and the outcomes are shared to faculty and students.

For creation of a congenial innovation eco system, a policy is formulated by the college and this **policy is followed in all research and IPR** related matters.

According to the formulated policy **Research and IPR related matters are managed by the Research Cell** which is formed by the principal of the college and approved by the Governing Body.

In 2021-22, as per guidelines of the **Ministry of Education, Govt. of India**, the college has constituted **Institution's Innovation Council** for innovative activities.

The research and IPR cell have created an innovative idea of **linking the institution with the surrounding communities** and accordingly advised the authority of the college for funding of **research**

**projects** based on the local communities. Accordingly, the authority **provided fund for five Minor Research** Projects to be conducted by the faculties of the college.

An extensive course of 30 hours on **Research Methodology** was conducted by the Research and IPR cell of the college.

The Research and IPR cell reward the teacher who has the **highest number of research publication**, the teacher with the **highest number of library attendance** and the teacher having the **highest impact factor** research publication.

More than **56 research papers** have been published during the last 5 years under the supervision of Research and IPR cell.

To create an atmosphere of research among the students, Department of Bodo publishes a departmental research magazine '**THULUNGA**' where students can publish their research articles.

Workshop and seminars on **Intellectual Property Rights (IPR)** are conducted for stakeholders which impart knowledge regarding patent, copyrights and other areas of new innovations and inventions.

Department of Mathematics conducts a series of **eight international lectures** to illuminate the students and faculties on recent development of the mathematical world. The series provided the students and faculties to collaborate some of the speakers from **Vietnam, Italy and Japan**.

Department of Physics organises seminars on **Physics and Innovations at Nano scale, Energy Management and conservation**.

Zoology Department conducted webinar on **Biodiversity Crisis: Do we have a rescue plan for Nature?**

**Webinars on Research Methodology** have been organised by the Department of Hindi and Department of Economics and Commerce respectively.

As an initiative for **creation and transfer of knowledge** we have signed **MOUs** with different collaborating Institutions and organizations. Exchange of faculty, organization of seminars, workshops, and popular talks are arranged with these institutions and organizations.

The department of Botany has introduced an innovative initiative in conserving and providing the details of the plant in the college campus.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

**Response: 63**

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

2021-22	2020-21	2019-20	2018-19	2017-18
17	38	04	01	03

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

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

**Response: 0.5**

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

2021-22	2020-21	2019-20	2018-19	2017-18
07	19	0	0	1

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

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

**Response: 0.72**

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

2021-22	2020-21	2019-20	2018-19	2017-18
10	10	03	08	08

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 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 last five years.**

**Response:**

Extension activities of the college are undertaken through Rangapara College Students' Union, NSS volunteers and various departments and Cells. The primary aim of the extension activities is to sensitise the students to issues in the neighbourhood communities and other social issues that can bring a holistic development to the students, making them responsible citizens for future. Extension activities are normally taken up keeping in mind the need of the society/community existing at the time it is undertaken by the students. Participating in extension activities create a sense of belongingness to the area making the students understand that they are part of the same issues which affects them in one way or other, they also realise that with them lies the solution as well.

A few departments of the college have adopted five nearby villages of the college where the students have been a part of the **UBA (Unnat Bharat Abhijan)** programme sponsored by the **Ministry of Education, Government of India**. Student volunteers of the NSS adopted another village to involve the students of the college through real life exposure and interactions. The students are able to understand the peculiar problems of the adopted villages and help in strategizing to achieve overall development of the villages.

The college adopts **an orphanage** situated in a nearby village. To create a sense of compassion, kindness and love, the college involves the students to collect reusable clothes, warm clothes for the winter, food items books etc. to distribute in the orphanage.

During the Covid pandemic students and teachers along with the NSS volunteers of the college involved in sensitizing the people of nearby community, distributing **sanitizers prepared by the Department of Botany and face masks made by the girl students of the college**. Food was also distributed among the stranded people in the railway station and stray animals on the road during the covid lockdown period.

During the devastating flood of Assam in 2022, the teachers, employees and students of the college collected amongst themselves a sum of Rupees one lakh and it was donated to the **Chief Minister's Relief Fund** directly handing over the cheque to the Chief Minister of Assam in a public meeting.

In 2020, the college organised a **free eye check-up camp** in collaboration with Rotary Club, Tezpur in

association with Assam Eye care foundation. A large number of people of the surrounding villages took part in it.

Besides the above-mentioned extension activities, the following extension activities were taken up by the college:

- Environment education highlighting role of students, teachers and community.
- Awareness programme on witch-hunting and black magic in collaboration with district administration.
- Motivational activities amongst HS pass students for higher education.
- Awareness programme on human rights.
- Awareness programme on road safety.
- Awareness programme on plantation of tree.
- Awareness programme amongst women on eradication of superstition.
- Awareness programme on Mental health among the adolescents.
- Awareness programme amongst school children on improving communication skill in English.
- Awareness programme on waste management and harmfulness of plastic.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

#### Response:

One of the missions of the college mentioned in its vision document is ‘to transform lives and serve society by promoting the participation of rural students in higher education.’ Again, among the seven stated core values of the college, the 4th core value is the social responsibility, the 5th core value is gender equity, the 6th is learning for life and the 7th is Community development and participation. Keeping in mind the mission and core values of the college, the students and teachers of the college are engaged in different extension activities. Through these extension activities the college family tries to reach the communities around the college and to understand issues that must resolved to improve the quality of life of the rural people. Along with the NSS unit and students’ union of the college and various cells, students and teachers of the college engage themselves in different extension programmes, recognition of which has come in the form of **awards or appreciation** from the Government of India, Government of Assam and agencies or bodies recognised by both the Government respectively.

**It is a matter of pride for Rangapara College that one of its NSS volunteer from 2018 to 2021 has been selected for President’s Award and he will receive the award from the Honourable President of India on 24th of September,2022.**



In 2018-19, the NSS unit of the college was awarded the **Silver Medal A** by Sambandh initiative.

In 2019-20, the NSS unit of the college won the **Gold Medal** Achievement Awards (2019-2020) for **Leadership in Tobacco Control** by Sambandh Health Foundation and Assam Cancer Care Foundation, a **Government of Assam and Tata Trust** initiative.

In 2019-20, another remarkable recognition came to the college when the NSS unit of the college won the university level **Award of Volunteer for Great Contribution in the field of Social and Community Service** awarded by the **Director, Students' Welfare of Gauhati University**.

Another laurel was put to the feather of Rangapara college in 2020-21, when conferred **Recognition of District Green Champion of Sonitpur District** for programme on sanitation, Hygiene, Waste Management etc.

In 2021, Beat Covid Campaign recognition was given to Rangapara College by Mahatma Gandhi National Council for Rural Education (**MGNCRE**), **Ministry of Education, Govt. of India** for hospital management, non-hospital management, support to Covid affected families etc.

**Sports and Youth Welfare Department, Government of Assam** in 2020-21 awarded the NSS, **Assam State Level Award** to Rangapara College for the dedicated extension activities of the NSS volunteers.

In the same year **Ministry of Youth Affairs and Sports, Government of India, New Delhi** awarded NSS National Level Award to Rangapara College for the extra-ordinary extension services of the NSS unit of the college.

During the recent devastating flood, students, employees and teachers of the college donated Rupees One lakh to Chief Minister's Relief Fund. As a recognition, the Chief Minister of Assam appreciated the college family in a tweet on 26th May,2022.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**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 organised in collaboration with industry, community and NGOs) during the last five years**

**Response:** 22

**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., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
3	06	09	4	00

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 3.5 Collaboration

**3.5.1 Number of MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research and other academic activities during the last five years:**

**Response:** 07

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>



## Criterion 4 - Infrastructure and Learning Resources

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### 4.1 Physical Facilities

#### 4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

##### Response:

The college has adequate facilities for conducting regular theory classes and practicals. The college provides a sound environment for conducting the computing classes. With 13 computers, we are capable of handling the number of students taking computer based courses. The computer laboratory, in addition caters to the need of the students opting computing courses in Physics and Mathematics as well. In the free hours, the teachers engage themselves for various ICT based class preparation and research related works in this laboratory leading to the full resource utilization. Along with the computer laboratory, the college has a full fledged psychology laboratory which is a part of the Department of Education. The college possesses a language laboratory with 21 computers where 20 students can attend at a time.

For conducting the regular theory classes, the college has an adequate number of classroom facilities. **Out of a total 33 well furnished classrooms, 11 classrooms extend ICT facilities.** Each stream viz. Arts, Commerce and Science has separate buildings and well organized classrooms. Besides the classrooms, there are separate common rooms for boys and girls students respectively with adequate washroom facilities. There is a common canteen for the students and teachers for light refreshment and snacks.

The stream of science is a new addition to the college, commenced on 2nd November, 2020. There is a separate building dedicated for the science laboratories. Laboratories for the Department of Physics, Chemistry, Zoology and Botany have been fully functional. Required tools, equipment and furniture have been purchased for the smooth functioning of the laboratories.

There are separate rooms for examination cells and admission cells with an adequate number of computers and furniture for conducting examination and admission related activities. A separate room to carry out the Zonal activities of the different external examinations of the affiliating university has recently been added to the existing infrastructure. Besides the teachers' common room, separate departmental rooms are provided to each of the departments with adequate sitting arrangements so that mentoring and counselling of the students of the respective department can easily be done.

Separate washrooms facilities for boys and girls respectively, pure drinking water facilities, parking for vehicles, ICT enabled seminar halls, conference room, central and departmental libraries, uninterrupted power supply etc are some of the physical facilities available in the teaching learning process of the college.

The college has a separate auditorium hall for organising different types of cultural activities and other gatherings. Keeping in view of the physical fitness of the students, the college has set up a multi gym, the maintenance of which is monitored by an in-charge from the faculty and the students guided by a trained instructor appointed by the college authority. Recently, a yoga cum personality development centre has been added to meet the basic needs of the students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

**Response:** 46.59

##### 4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
87.44	80.02	47.49	85.26	109.63

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

#### 4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

**Response:**

##### **Library is automated using Integrated Library Management Software (ILMS):**

The College has an excellent Library and Information Centre, one of the central support services of the institution. The library is well equipped with the modern facilities like **Barcode Technology, Koha 20.05** ILMS Software to automate the Library and **DSpace** software for Digital Library.

Due to technical glitches previously installed ILMS software **SOUL2.0** got corrupted in 2019-20 and therefore the library has switched the ILMS to **KOHA 20.05** on 20/04/2021 and the catalogue database is reconstructed. An amount of 10 Lakhs INR was received by RUSA for the Digital Up gradation and Automation of the library. The fund is used for installing the ILMS (**Koha 20.05**) and Institutional Repository software (**DSpace**) and data migration.

A dedicated **OPAC** Kiosk, for searching through the catalogue is available in the library. Also to provide aids to the blind students, the library has installed **JAWS** and **NVDA Screen reader** software.

### **Subscription to e-resources:**

The Library has access to the **N-List** program Initiated by the Ministry of Human Resource Development (MHRD) which includes more than 6000 journal from e-SodhSindhu consortium, more than 199500 ebooks under N-List and more than 600000 ebooks through NDL.

### **Amount Spent on purchase of Books, journals:**

The Library boasts a whopping collection of more than 29089 physical books, 9214 no of periodicals and 41 no. of audio-visual materials. Currently the Library has a subscription of 6 Journals, 3 Popular Magazines and 6 Newspapers in Assamese, English and Bengali Languages.

According to the collected data from Accounts branch during the last five years, the amounts spent on books and periodicals as such, in the year 2017-18 for books 1217224.00 (10 lakhs from RUSA), for periodicals 2995.00, in the year 2018-19 for books 9070.00 and periodicals 11000.00, in the financial year 2019-20 for books 114190.00 and periodicals 15550.00, in the year 2020-21 for books 157921.00 and periodicals 24985.00 in the year 2021-22 for books 28355.00 and periodicals 20015.00.

The library is also procuring two collections of rare documents in digital format. One of which is a **Manuscripts collection of Old Assamese Literature** written on *sanchipat* and *tulapat* kept in the various *Satras* and *Namghars* of Assam and the other one is **Padmanath Gohain Boruah Collection**. The library also stores and provides access to the resources published by the college and its faculties as **College Publications Collections**.

The Library has a Back Volume Section, where the copy of news papers and magazines from the last two decades are being preserved with proper binding. The library also stores the previous year question papers for its academic users.

### **Per day use of Library:**

During the latest academic year the footfall of teacher: 215 person

And footfall of students: 2520 students

Working days: 113 days

Per day usage =  $2520+215/113$

= 24 persons

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

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

#### Response:

The institution has left no stone unturned to provide inclusive environment of IT infrastructure for the students and the employees. Over the years, the IT scenario of the college has undergone remarkable changes in respect of services provided and quantum of financial resources invested. The library of the institution has been upgraded to operate its daily works in a fully automated manner. Presently, the library is using KOHA 20.05 as the main ILMS (Integrated Library Management Software). The software is used to operate all sorts of library works like acquisition, cataloguing, circulation, accounts and book keeping that has automated the house keeping operation of the library. To enhance and speed up the documents and resource searching process, the library of the institution has installed a dedicated **OPAC Kiosk**, the device which is used by the stakeholders to search the availability and location of required resources. The kiosk is operated by using the OPAC Module of the KOHA software and is built with a LED screen for the purpose. The **OPAC** facility of the institution has been made available over the web. Photocopy facility for the library users is also available in the central library of the institution.

For smooth running of the various academic and administrative functions of the institution, the campus has been made Wi-Fi and internet friendly. The institution has **11 numbers of ICT enable classroom with HD Projectors**, one digital classroom, digital conference hall and one digital seminar hall with internet facility. The sound proof digital seminar hall of the institution is equipped with a **60 inch ultra HD Smart board cum computer, one Samsung TV** and audio recording system for interactive teaching learning. Moreover the institution owns two Jio-Fi used for different academic and administrative works. The bandwidth of the institution has been upgraded to **50 mbps from 10 mbps** connected with the BSNL leased line. The computer laboratory of the college has been equipped with a server and LAN connection for 20 numbers of computers. The office of the college is automated in recent times and all the computers have been connected with internet facilities and inkjet/laser printers.

To realize the practice of e-governance, the institution has installed biometric attendance system for the employees along with a sensor based hand sanitizer machine. The lush and green campus of the college is under the surveillance of CCTV for better safety. In another effort to make the institution a more progressive IT based teaching learning place, a new college website is under construction which is expected to be in operation after the 3rd cycle of accreditation. Moreover, the institution delivers all important announcements through a central sound system and a digital notice displaying screen for the students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

**Response:** 42.63

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

Response: 40

File Description	Document
Upload supporting document	<a href="#">View Document</a>

Other Upload Files	
1	<a href="#">View Document</a>
2	<a href="#">View Document</a>
3	<a href="#">View Document</a>
4	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

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

**Response:** 37.19

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

2021-22	2020-21	2019-20	2018-19	2017-18
58.33	43.13	55.49	76.53	93.69

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

**Response:** 85.2

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1542	1381	737	1187	874

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

#### 5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

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

**Response:** A. All of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

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

**Response:** 9.89

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

2021-22	2020-21	2019-20	2018-19	2017-18
166	335	91	72	00

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

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

**Response:** B. Any 3 of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

## 5.2 Student Progression

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

**Response:** 6.33

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

2021-22	2020-21	2019-20	2018-19	2017-18
13	21	19	12	5

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

2021-22	2020-21	2019-20	2018-19	2017-18
219	229	169	272	217



File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)**

**Response:** 100

**5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	1	3	1

**5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	1	3	1

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

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

**Response:** 10

**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at**

*national/international level (award for a team event should be counted as one) year wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
0	3	2	3	2

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

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

**Response: 5**

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

2021-22	2020-21	2019-20	2018-19	2017-18
5	5	5	5	5

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**5.4 Alumni Engagement**

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

**Response:**

Rangapara College is the only higher educational institutions of the constituency located in the socio-economically disadvantaged area of the district. The institution was established in the year 1979 with an objective of making higher education accessible to the first generation learners of different tribal, non-tribal groups and other communities residing over the green gold producing region. In the year 1994, Rangapara College Alumni Association was officially formed with some passed out students. Since its inception, the alumni association of the college has been trying to involve more and more passed out

students of the college in the process of expansion and growth of their institution. The constant efforts of the association has brought the desired results and the college management notice active involvement of its alumni in the all round development of the institution. The college authority is very much thankful to the alumni association for bringing the disadvantaged classes of people into the ambit of inclusive educational set up as recognized by the reformed higher educational system. Recently, the Rangapara College Alumni Association has been registered vide UBIN No: 301/11460/NOPAN/10/2021 dtd: 10-05-2022 and **Registration No: RS/SPR/242/I/05 of 2022-23.**

Some of the significant contributions made by the Alumni Association of the institution in respect of extension of support services for the betterment of the college have been listed below:

1. **Construction of a resting shed for the students.**
2. **Organised Yoga Camp for the teachers and teachers.**
3. **Organised a grand Alumni Meet for greater linkage on the occasion of Silver Jubilee year in 2019 .**
4. **Donated some dustbins to the college for garbage collection.**
5. **Celebrated World Environment Day.**
6. **Observed Earth Day.**
7. **Submission of Memorandum to the competent authority for the introduction of B.Ed Programme in the college.**
8. **Published a Souvenir- *Satirtha* in 2019.**
9. **Frequent plantation programme in the college premises.**
10. **One of the Alumni Contributed for the renovation of Commerce Department.**
11. **Alumni Association of the college donated signage to the college.**
12. **Alumni of the Bengali Department donate books to the Bengali Department yearly.**

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

**6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance**

**Response:**

The founders of Rangapara college set the vision of the college as *to reach the zenith of excellence in higher education by generating exemplary human resources to serve the nation and the humanity*. To fulfil the vision, a set of Mission was prepared and the college is dedicatedly working for the implementation of the vision and mission. The governance of the college tries to row the institution at the right direction to fulfil the mission and vision. With the coming of the National Education Policy (NEP)2020, the institution must fix its goal to implement the policy for which a long-term planning is inevitable. Hence, the college has fixed its visionary goal with an aspiration of making it one of the best colleges of the country. For the purpose, an academic plan has been prepared in consultation with the teachers, in line with the NEP, 2020, which mandates each Higher Education Institutes (HEIs) to award degree and offer courses autonomously by 2035.

The governance of the college is reflective of and in tune with the **vision and mission** of the institution.

Decentralisation: To create an environment of decentralised and participative institutional governance a **College Management Policy Guideline** is prepared under provision of rule 6 of the **Assam Provincialized Colleges and Non- Government College Management Rules, 2001** (as amended up to date). Apart from other statutory committees like Construction Committee, Grievance redressal cell etc., under this policy ten number of committees were formed where representatives of the **management, government officers, teachers, employees, students, guardians, alumni, and civil society** are included. The rule of functioning of the committees are stated clearly in the said policy guideline. For smooth running of the college affairs and create a feeling of participation, a few positions of officers were created. Besides the Vice Principal and the Librarian, these officers include **Student Welfare Officer, Admission and Examination Officer, Sports Officer, Cultural Officer and Health Officer**. All these officers will be from the teachers and they will perform the duty as stated in the rule. This duty of the teachers will be honorary in nature and this will be their additional duty apart from the academic duty like teaching, learning and evaluation.

The GB, which is considered to be the highest body of the college takes the important academic, administrative and financial decisions on recommendations of the concerned committees or cells. The Vice Principal and the Librarian are ex-officio members of the GB. Two teachers' representatives and one representative of the employees to GB are elected by the teachers and employees respectively. In all the mandatory committees like **Internal Complain Committee (ICC), Anti-ragging Committee, Academic Council, Admission Committee, Purchase Committee, Construction Committee** and in other committees and decision-making bodies also, inclusion of female members is given importance. Besides the HoDs of the academic departments, there are altogether forty committees to help the college authority in managing and taking decisions of the **Academic, Administrative, Financial, Students' Welfare and other Co-curricular activities** of the students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

**6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc**

### Response:

As Rangapara College is a government provincialized college, it has to follow the rules and regulations of the Government of Assam regarding management rules and appointment procedure. The governing body (GB) is responsible for overall management of the institution. The GB looks after the implementation of the academic, financial as well as the administrative policies of the college. The **Academic Council** takes care of the **teaching-learning** process of the college. **Admission Committee** manage the **admission procedure** including the reservation policy. The **examination committee**, headed by the principal conducts both the **internal and external examinations** on the basis of the guidelines of the affiliating university. **Finance committee** prepare the annual **budget**. The class routine and attendance monitoring committee headed by the vice principal ensures the smooth running of the classes. The **grievance redressal cell** headed by a senior faculty takes care of the **student grievances**. The **Library Committee** conducts the overall **running of the library**. The **Board of Students' Welfare** looks after the **protection of rights and supervises the welfare activities of the students**. **Hostel Management Committee** takes care of the **comfortable stay** of the students in the hostel. Anti -ragging Committee headed by a senior faculty ensures a ragging free campus. In **anti-ragging committee** and grievance redressal cell respectively **one male convenor and one female convenor** is appointed so that **male and female students** have not to face hesitation in **filing complaints**. The Internal complaint committee (ICC) takes care against sexual harassment of female employees in workplace. This committee is constituted as per guidelines of the Government of India. The committee for **Nirbhoya Kanya Abhiyan** is constituted **under the care of the ICC**. Construction Committees are constituted as per guideline of the schemes like RUSA, UGC and other Government schemes. There are committees for SC, ST, OBC, Minorities and Divyang students respectively who takes care of the interest of the respective groups. **Research and Development and IPR Cell** of the college stresses on **research and publication** activities of the faculties and students.

All **selection procedure** of teachers and employees are done as per the established rules of the **state government, UGC, MoE and the affiliating university**. For the purpose a selection committee is constituted by the vice chancellor of the affiliating university. Vacant posts are advertised by the college. The selection committee appointed by the VC makes the selection on the basis of UGC and State Government guidelines. **The Director of Higher Education approves the appointment on recommendation of the selection committee and the governing body.**

### **E-governance is introduced in admission, examination, finance and leave management.**

The College tries to effectively deploy the institutional strategies through different cells and committees. The vision and mission of the college is always kept in mind in the preparation of the strategies. As most of the students of the college are socially and economically disadvantaged, utmost care is taken in the planning of the strategies and in their implementation.

Care is taken so that the strategies taken by the college is effectively implemented.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### **6.2.2 Implementation of e-governance in areas of operation**

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

**Response:** C. Any 2 of the above

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>

## **6.3 Faculty Empowerment Strategies**

### **6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff**

**Response:**

As a provincialized college both the permanent teaching and non-teaching staff can enjoy the welfare measures like **pension, family pension, pension under NPS, GPF, GIS, gratuity, earned leave, medical leave, maternity and child care leave, leave encashment of saved earned leaves**, special leave on death of parents and several others.

Besides, the following welfare measures are available:

- Financial support by the authority to pursue research projects based mainly on the socio-economic, environment, art, culture, folklore, and literature of the surrounding areas of the college.



- Facility of reimbursement of membership fees of professional bodies or for attending National, International seminars, workshops and conferences.
- Two welfare funds created by the teaching and non-teaching staff of the college with due permission of the college authority. The funds provide instant loans to its members in low rate of interest in time of need.
- Free wi-fi facility is provided to all the employees of the college.
- Canteen facility is available in the college campus in concessional rate. There is a grocery mart in the campus for the employees of the college.
- Free health check-up camps are organised in the college campus where the employees of the college can get health check-up facility along with the students.
- Well furnished, common room for teachers with the basic amenities and free dish TV facility is available in the College.
- Along with the students, teachers and employees can also avail the facilities of gym and indoor sports complex.
- Faculties and employees are provided with good parking facilities in the college campus.
- The objective of the **appraisal system is to evaluate the performance of the teaching and non-teaching staff** and to identify the potential aspects of improvement that can lead to further progress and growth of the performance of the employee as well as of the institution
- The College follows the UGC and government guidelines and a policy of its own in assessing the performances of the teaching staff .
- The performance of each of the teaching and nonteaching staff is assessed annually after completion of one year of service.
- Promotions of the teachers are based on **PBAS** proforma of UGC **CAS** that is based on the API score.
- The college authority has a system of awarding teachers for performances in different fields. The teacher with the least number of days on leave is given an appreciation letter from the authority. The teacher whose library attendance is the highest is rewarded by the authority. I
- In the field of research, teachers with highest number of publications and research paper published with highest citation are also rewarded by the authority with certificates and appreciation letter.
- The performance appraisal of the non-teaching staff is done annually and the staff availing the least number of leaves are rewarded by the college authority.
- The Principal of the College maintains the performance appraisal of the non-teaching staff annually and submit it to the GB at the time of placing in the next grade of the post.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

**Response:** 3.65

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

2021-22	2020-21	2019-20	2018-19	2017-18
7	0	0	0	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

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

**Response:** 48.96

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

2021-22	2020-21	2019-20	2018-19	2017-18
31	36	13	7	7

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

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



**Response:**

Rangapara College is a Government Provincialised college. It receives fund from the state government as well as from UGC. Apart from these two sources, in the last five years the college has mobilized grants from the following sources:

- RUSA grants for infrastructure development
- Grants from North Eastern Power Corporation Limited (NEPCO)
- Grant from ICSSR to organize national seminar
- Grant from research agencies like Science and Research Board (SERB), Govt. of India
- Grant from the Central and State government
- Grant from MP area development fund
- Fee from students
- Rent from Jio mobile tower
- Rent from Canteen
- Tender fee
- Contribution from permanent teachers.

An inherent financial discipline is maintained to make optimal utilization of the resources. A transparent system is built up in utilization of the resources. Timely reviews are made in regular basis by the budget committee and the Governing Body to ensure the proper utilization of the resources. Care is taken not to cross the budgetary limitation in utilization of the fund. Different committees of the college monitor fund generation and utilization process during the financial year.

Rangapara College has a mechanism for internal and external audit to ensure financial compliance. The account branch of the college maintains the annual accounts and audit. The expenditure concerning the college excluding the salary, are budgeted in the beginning of the financial year by the finance committee constituted as per college management policy guideline. College budget includes recurring expenses like remuneration to temporary staff, electricity, internet charges, stationaries, maintenance cost of the equipment etc. and recurring expenses like lab equipment purchase, furniture and other developmental expense. A separate budget is prepared for Library.

The following agencies conduct regular financial audit of the college:

a) External Audit is conducted by the following—

- Auditors of the Department of Finance and Accounts, Govt. of Assam
- Chartered Accountants appointed by the Governing Body of the college

Auditors of the Finance and Accounts Department audit the accounts of the college at regular intervals. Any query raised in the process of audit is attended with supporting documents within the prescribed time limit. The audit of the previous years has been completed and replies have been submitted to their satisfaction.

Chartered Accountants appointed by the GB conduct regular accounts audit and certifies its Annual Financial Statements. All utilization certificates submitted to various funding agencies are also certified by the CA. All financial statements up to 2020-2021 have been audited by the CA. The college did not come across with any major audit objection during the preceding years.

b) Internal Audit is conducted by an internal auditor appointed by the Governing Body of the college. All vouchers are audited by the internal auditor. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice

of the principal

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

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

### **Response:**

The IQAC of Rangapara College was constituted on 29-09-2004. Since its inception it has been working for quality assurance of the college in different fields like teaching learning process, research, governance, documentation, extension activities, adoption of best practices and several others. The IQAC plays a vital role in maintaining and enhancing the quality of the college and suggests the quality improvement measures. Significant improvement in quality has been made by institutionalizing the following IQAC initiatives:

- **Preparation and regular submission of the AQAR**
- **Preparation of Self Study Reports (SSR) of various accreditation bodies like NAAC, institutional data base preparation for NIRF, surveillance audit for ISO, Annual Institutional report submission of AISHE and to ensure registration in IRINS and updating of research publication of faculties in Vidwan.**
- **Preparation of Self Study Reports (SSR) of various accreditation bodies like NAAC, institutional data base preparation for NIRF, surveillance audit report for ISO, Annual Institutional report submission to AISHE and to ensure registration in IRINS and updating of research publication of faculties in VIDWAN.**
- **Optimization and integration of modern methods (like the use of ICT, online classes, blended mode of teaching-learning, participative and experiential learning etc.) of teaching and learning.**
- **Collection and analysis of Feedback received from all the stakeholders**
- **Monitoring of overall progress by conducting Academic and Administrative Audit (AAA), Green Audit (GA), Energy Audit (EA), Hostel Audit and Library Audit.**
- **Documentation of the various programmes and activities leading to quality improvement.**
- **Monitoring the Digitalization process of the central library of the college.**
- **Establishing a strong community linkage with the surrounding villages by adopting villages and other social activities.**
- **Requested the authority to go for the ISO and other quality management certification.**
- **Induction of the college to the local chapter of SWAYAM NPTL.**

For implementation of the institutionalized quality assurance strategies various committees are in place appointed by the principal and approved by the governing body. This process of decentralization of the administration has helped the IQAC to successfully materialize the strategies of institutionalizing of quality assurance.

The teaching learning process is reviewed periodically and improvements are implemented on the basis of the recommendations made by the IQAC. Some of the initiative taken by the IQAC during the last five years is:

- **Introduction of a method to calculate COs, POs and PSOs.**
- **Introduction of teacher’s diary.**
- **Application for NIRF and ISO certification.**
- **Conduct of Academic and Administrative Audit, Green Audit, Library Audit, Energy Audit, Hostel Audit, and Gender Audit.**
- **MOU with Educational Institutions and Spiritual organisations.**
- **Green initiative in campus like tree plantation, installation of solar lights, banning use of plastic in the campus, creating noiseless corridors.**

The Governing Body extends its support by approving the initiative of the IQAC to improve the academic atmosphere of the college. The GB regularly reviews the progress and makes recommendations if necessary.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

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

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)/ membership of international networks**
- 3.Participation in NIRF**
- 4.any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

**Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

NAAC

## Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

##### Response:

Gender sensitization in Higher Education finds a mention in the Draft National Policy for Women, 2016. The significance of gender sensitization and gender equality is widely recognized worldwide today. Rangapara College is also committed to inculcate the value of gender equality among the students and also in the society as a whole. The college follows a number of initiatives for **gender sensitization**. **gender audit** is done to study whether the college has a good gender balance and policy.

- The number of girl students enrolled in the college has been **increased** from 38.18% in 2016-17 to 49.42% in 2020-21 and 48.99% in 2021-22.
- Practice of **witch-hunting** is a major problem among some of the communities of the area where women become the main target. The college along with the **district authority** carries awareness programmes among the people highlighting the evils of witch-hunting.
- As an initiative of participation in **Prime Minister's Beti Bacchao Beti Parhao Abhijan**, students of the college volunteer to teach LP school students specially girl students in the nearby villages and tea gardens and thus arising awareness among the socially disadvantaged people to send their daughters to school.
- The girl students are encouraged by the college authority to apply for **scholarship and funds especially provided for girls** through various central and state government schemes.
- The college celebrates the **International Women's Day** on the 8th of March by inviting experts to deliver speech on empowerment of women and gender sensitization.
- The college encouraged the girl students to take **part in different sports and cultural events** equally with boys. Two girls' football teams were formed and free coaching was provided to train the teams. Two girl students of the college have been selected in the teams of referee for the **National Women's football tournament**.
- **The Internal Complain Committee (ICC)** of the college is formed in pursuance of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 and the Rules framed there under.
- Infrastructure and support facilities for girl students have been adequately provided. **CC cameras** are installed for safety of the girl students. **Girls' Hostel, Girls' Common Room, separate washroom for girls** etc. are some of the facilities provided to the girl students.
- Girl students are encouraged to take **active part in the election** of the students' union, to contest the election, and to vote in the general Elections of the country.

**Following national and international commemorative days, events and festivals are celebrated in the college:**

- **National Youth Day** (12th January)

- **National Voters' Day** (25 th January)
- **Republic Day** of India (26th January)
- **Saraswathi Puja** (Basant Panchami)
- **International Mother Language Day** (21st February)
- **Earth Day** (22nd April)
- **International Women's Day** (8th March)
- **World Environment Day** (5th June)
- **International Yoga Day** (21st June)
- India's **Independence Day**
- **Azadi Ka Amrit Mahotsav** (This year)
- **Teachers' Day** (5th September)
- **Hindi Divas** (14 September),
- **Constitution Day or Samvidhan Divas** (26th November)
- **National Human Rights Day** (10 December)
- **SARODOTSOV on the eve of Durga Puja**

Following local events are also celebrated:

- **TirobhavTithi of MahapurushSrimanta Sankardeva**
- **Shilpi Divas**
- **Birth Anniversery of Bhupen Hazarika.**

File Description	Document
Upload Additional information	<a href="#">View Document</a>
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### 7.1.2 The Institution has facilities and initiatives for

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

**Response:** C. 2 of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

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

1. Green audit / Environment audit

- 2. Energy audit
- 3. Clean and green campus initiatives
- 4. Beyond the campus environmental promotion activities

**Response:** A. All of the above

File Description	Document
Upload supporting document	<a href="#">View Document</a>

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

**Response:**

The College provides an inclusive environment for all with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.

**The College does this through various ways:**

**Admission process:** Is an open transparent process with religion, region, linguistic or socio-cultural and economic backgrounds having zero bearing whatsoever on admissions.

- **Value Education:** The Collegetries to inculcate the role of values among the students through Value Education by organising workshop, seminars and talks. The Department of Education conducts value education classes for all the students through a prescribed syllabus on **Value and Peace Education**.
- The college has two **MOUs**, one with **Srimanta Sankardev Namdharma Samaj, Asom** a spiritual organisation and the other is with **Prajapita Brahmakumari Ishwariya Vishwavidyalaya**. Both the organisations conduct programmes on value education, peace and spirituality.
- Besides, the **yoga centre** of the college organises programmes on value and peace.

**Cultural activities:** The College organize various events among the students that promote harmony, unity, team spirit towards each other. In different sports and cultural activities, students irrespective of their cast, creed, religion, language and economic background.

- The **cultural procession** of the 1st day of the Annual College Week is an embodiment of the institutional initiative in providing an inclusive environment.
- The **college anthem** also speaks of the confluence of the varied hues of youth and marching ahead towards the horizon musing on the dreams of novelty.

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

To sensitize the students and employees to the constitutional obligations, values, rights, duties and responsibilities, the college organise various programmes.

- To make the students aware of upholding the dignity of the constitutional values, The **Constitution Day** is observed every year by taking oath and organising talks on the topic.
- To show respect to the martyrs of the country and the state the college has established a permanent **Swahid Bedi (Martyrs Altar)** where homage is paid to the martyrs on the **Martyr's Day** and in the beginning of any important event of the college.
- Respect is shown to the Father of the Nation by celebrating **Gandhi Jayanti** on 2nd of October.
- **National Voter's Day** is celebrated in the college to make the students and the nearby communities aware of their voting rights.
- Two students (one boy & one girl) were appointed as **Campus Ambassador** by the District Election Authority in the general election.
- Political Science Department observe the Human Rights Day by organising departmental seminars, lectures etc.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 7.2 Best Practices

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

#### Response:

#### Best Practice I

1. **Name of the practice: Community Based Practices.**
2. **Objective of the practice:**

One of the mission statements of Rangapara College is 'to transform lives and serve society by promoting the participation of rural students in higher education.' Most of the students are from economically and socially disadvantaged groups consisting of ST, OBC, and Adivasi communities; they are first generation college goers as their guardians are either illiterate or semi-literate. If the society remains backward, the purpose of establishing the college by its founders will remain unfulfilled. Considering all these, the college decided to put its efforts to develop the village community of the area.

#### 1. The Context:

In its endeavour to reach the community, to understand issues of disadvantages and for redressal of those the following programmes were taken up:

1. Adoption of nearby villages
2. Adoption of an orphanage of the area



3. Drive to eliminate the practice of Witch hunting prevalent among a few particular communities
4. Tutorial classes of Lower Primary and Upper Primary students, especially girl students.
5. Funding of community based projects.

## 2. The Practices:

1. Five number of villages near the college were adopted. The study of these villages will be on Education, Health and hygiene Economic and **socio-economic issues**.
2. One orphanage namely **Mercy Children Home** has been adopted with the objective to help the children in their education.
3. Awareness programmes and legal aspects of **witch-hunting** are to be organised.
4. Free **Tutorial Classes** of upper primary and lower primary classes to be taken up by the students of the degree classes.
5. The College will provide funds to the teachers to conduct **community-based projects** in the surrounding areas of the college

## 3. Evidence of Success:

1. As a result of the endeavour taken up by the college, these five villages have been brought under **Unnat Bharat Abhijan (UBA)** of Government of India and fund has been provided by the government to implement the action plan.
2. The college has provided free admission, books, uniform, and free stay in hostel to three numbers of wards of the **orphanage**.
3. The college organise **awareness programme** along with the district administration against witch-hunting. Group of students regularly make sensitization drive in the affected areas apprising the evils of witch-hunting and the legal implications of the practice.
4. Students of the college visit the **nearby tea gardens and villages** on their holidays and teaches the students of upper primary and lower primary classes belonging to economically disadvantaged families. In response to the policy of **Beti Bachao Beti Parhao aur Beti Samarth Banao** the students try to convince the villagers to send their daughters to school.
5. The College has extended **financial grants** to five teachers to take up projects based on the surrounding areas of the college.

## 4. Problems Encountered and resources required:

Lack of fund is the main hindrances in such practices. However, the sanction from UBA and generous help from the college authority helped in implementing the practices.

## Best Practice II

1. **Title of the Practice:** Audit for Quality enhancement, Effectiveness and Accountability

### 2. Objective:

- To understand the strength and weakness of the system.
- To redress the weakness if any.

- To improve the quality maintenance in a continuous way.
- To prepare roadmap of the activities after finding out the opportunities.
- To make the authority and the stakeholders understand the existing process and system.

### 3. Context:

Efficiencies cannot be brought without a regular audit. An audit can identify inefficient process and unhealthy habits of a system. Through audit, quality can be enhanced. There are some **statutory audits like financial audit** for the institution which are mandatory. Besides the statutory audits, educational institutions can enhance the efficiency of its different systems by 'self-introspection' and conducting audit resulting in enhanced accountability.

### 4. The Practice:

- Academic and Administrative Audit (AAA)** is conducted by the academicians and academic administrators of different universities. However, the audit team must include at least one Academician of Professor rank from the affiliating university.
- Energy Audit** is done to know the energy consumption of the college and its cost per year. It also helps in the energy management of the college.
- Gender Audit** assesses the extent to which gender equality is effectively institutionalized in the policies, programmes, organizational structures and proceedings.
- Hostel Audit** is done to assess the basic amenities like food, water supply, cleanliness, health and hygiene, and living condition of the borders.
- Library Audit** is done by an internal committee of the college. Number of newly purchased books, journals, magazines, installation of e-resources, and infrastructural facilities are taken into account.
- SC & ST Audit** is done to assess the implementation of Govt. policies on SC & ST.
- OBC Audit** is conducted to assess whether OBC policies are effectively implemented.
- Audit of the Differently Abled Persons** are done to assess the implementation of Government Policies.
- Environment/Green Audit** is conducted to promote the Environmental management and conservation of the college campus.

### Evidence of Success

The process of audit immensely helped the institution in quality improvement.

1. None of the departments nor any system received unfavourable remarks from the audit teams.
2. Created an atmosphere of enhanced work ethics among the teachers, employees and the students.
3. Enhanced quality of life inside the college campus.

### h) Problems Encountered and Resources Required:

i) For AAA, it is difficult to conduct the audit in time as senior Professors or Academicians and Academic Administrators cannot give time from their busy schedule.

ii) It is very difficult to implement the recommendation of the audit team as it needs immense courage and determination to introduce reforms by breaking existing work habit.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

##### Response:

The vision and mission statement of Rangapara College states ‘to transform lives and serve society by the participation of rural students in higher education.’ The institution has established its entire approach on the basis of the same to provide quality higher education to all including the socially, economically and academically disadvantaged students.

One of the important distinctiveness of the college is its **multilingual and multicultural students’ population**. Situated in the midst of lush green of tea gardens, the majority of the students of the college are wards of Tea labourers and the tribal community especially from Bodo community of the surrounding villages. The tea garden labourers, mostly known as **tea tribes** were brought by the British from different states of India like Bihar, West Bengal, Orissa, Andhra Pradesh, Madhya Pradesh, Jharkhand and Chhattisgarh. Besides, the area is inhabited by different communities like indigenous Assamese people, Bengalis and Hindi speaking populace. In view of the multi speaking populace, the college has five language and literature departments viz. **Assamese, Bengali, Bodo, Hindi and English**. All these language departments offer honours, generic and elective courses in the respective languages. Besides, Department of Bodo and Department of English offers spoken Bodo and Spoken English respectively. From 2020, M.A. in Hindi has been introduced in the college. The college publishes a multilingual magazine where students can publish their poems, short stories, articles etc. Moreover, students of each of the language departments publish wall magazines in their own language. Department of Bodo publish an annual **multilingual Students’ Research Journal**. Colourful cultural procession reflecting the tradition and culture of different communities is a regular feature of the annual college week of the college. Besides, the language departments celebrate different cultural events at different times. Department of Assamese observe **Bihu** festival where students from different communities take part. Department of Bengali observes **Sarodotsav** on the eve of Durga Puja. Hindi Department celebrates the **Hindi Divas** every year. Department of Bodo observes the **Christmas** festival. In each and every celebration, all the students of the college take parts. This multilingual and multicultural student population has created an atmosphere of unity in diversity leading to a multicultural environment in the college which is an important ingredient for

development in making the state of Assam one of the states amongst the first five developed states of the country and thus contributing to the development, integrity and unity of the country. Another important aspect of the multilingual student population of the college is its girl students. The girl students of the college are 49.42% in 2020-21 and 48.99% in 2021-22. The girl students also belong to various communities speaking different languages but contributing to the college community as a whole with their multiple culture and language.

The College promotes research and development for faculty and students based on the local communities. Some projects have been identified and the college is sponsoring them to encourage their enthusiasm for research.

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

## 5. CONCLUSION

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### Additional Information :

The institution embarked on a journey towards excellence since its inception in 1979 to fulfil the lofty dreams of the founders. Starting with a single stream of Arts, the college has grown to a multi faculty college of Arts, Commerce and Science and has become to establish itself as a major higher education institution in the state. Some of the remarkable contribution of the students and teachers are stated below:

- One of our ex- student Sri Gautam Daimari won **Sahitya Akademi Yuva Award, 2021** for Poetry.
- Ms. Rajni Basumatary, one of our ex-students got the chance of acting in the award-winning Hindi film **Mary Com** where she won a lot of applause from the audience and critic.
- Sri Dhurkhung Narzary, an ex- student of the Bodo Department secured the first class first position in M.A. examination of Gauhati University in 2017.
- Ms. Rwmwi Rwmwi Brahma, an ex- student of the Bodo Department secured the first class first position in M.A. examination of Gauhati University in 2019.
- Sri Utpal Das, a student of Commerce Department topped in B.com examination from the college in 2017 and topped in the M. Com final examination of Gauhati University in 2021.
- The College has two trained Women's Football team which had won appreciation from different quarters.
- Sri Prasanta Boro, HOD of Bodo Department was elected the **General Secretary of Boro Sahitya Sabha**, a leading literary organisation of the state. Mr. Boro is also a member of **Assam Govt. High level committee on implementation of NEP, 2020**.
- Sri Ratan Chowdhury, Assistant Professor of Botany Department got a Design **patent** on Insulin dispensing device with blood glucose monitoring from Intellectual Property India.
- Dr. Aswini Kumar Deka is elected as **Academic Council Member** of Gauhati University.
- Dr. Ranjan Kalita, Principal of the college has been elected as the **General Secretary of Assam College Principals' Council** for the session 2022-24. Dr. Kalita is also a **member of Gauhati University Court**. He also won the **INSc Principal of the Year** for the Year 2020

### Concluding Remarks :

During the last five years the academic, ICT and infrastructural growth of the college is phenomenal. The college has improved tremendously its relationship with the surrounding communities by way of extension services and village adoption.

### Academic Growth (2017 to 2022):

- In 2019, Choice Based credit system was introduced.
- In 2020, M.A. in Hindi was introduced.
- In 2020, Science stream in UG classes was started.
- The number of government sanctioned permanent teaching posts were increased from 30 to 49 in 2020-21
- Five no of non- teaching posts were sanctioned to the college by the state government.
- Five number of certificate/diploma courses were introduced.
- Seven number of academic MOUs were signed with different educational institutions and spiritual

organisations.

- NSS was introduced in 2018 with one unit which was increased to two units in 2021.
- IIC was established

### **Infrastructural Growth**

- Twelve number of new classrooms were constructed.
- New Science laboratories were introduced.
- Two Boys' hostel and one Girls' hostel was started.
- Internal roads were converted to paver block roads.
- Four hundred red sandal wood and 200 tik wood saplings are planted.
- Internal street lights have been converted to solar lights as a step to use of unconventional power source.
- New sports complex & gymnasium hall was introduced.
- Renovation of Canteen took place.
- For ground water preservation and fish farming AMRIT SAROVAR project is sanctioned by the state government.

### **ICT Infrastructure**

- New Language Laboratory was introduced with a capacity of 20 students at a time.
- The speed of internet was increased from 10 mbps to 50 mbps.
- 10 class rooms were converted to ICT enabled classroom.
- One fully digitalised seminar hall and one conference hall was introduced.
- Library is automated with Koha 20.05 ILMS.
- Digital library software Dspace is introduced.
- The campus is converted to a Wi-Fi campus.

### **Extension services and village adoption**

- More than twenty Extension activities were done by the NSS and other cells of the college.
- One orphanage and five villages have been adopted under UBA.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
3.1.1	<p><b>Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</b></p> <p><b>3.1.1.1. Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>220000</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>2.20</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	220000	0	0	0	0	2021-22	2020-21	2019-20	2018-19	2017-18	2.20	0	0	0	0
2021-22	2020-21	2019-20	2018-19	2017-18																	
220000	0	0	0	0																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
2.20	0	0	0	0																	
3.4.3	<p><b>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 organised in collaboration with industry, community and NGOs) during the last five years</b></p> <p><b>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., year wise during the last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>13</td> <td>11</td> <td>5</td> <td>00</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>06</td> <td>09</td> <td>4</td> <td>00</td> </tr> </tbody> </table> <p>Remark : DVV has excluded days activities.</p>	2021-22	2020-21	2019-20	2018-19	2017-18	5	13	11	5	00	2021-22	2020-21	2019-20	2018-19	2017-18	3	06	09	4	00
2021-22	2020-21	2019-20	2018-19	2017-18																	
5	13	11	5	00																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
3	06	09	4	00																	
5.1.4	<p><b>The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</b></p> <ol style="list-style-type: none"> <li><b>1. Implementation of guidelines of statutory/regulatory bodies</b></li> <li><b>2. Organisation wide awareness and undertakings on policies with zero tolerance</b></li> <li><b>3. Mechanisms for submission of online/offline students' grievances</b></li> <li><b>4. Timely redressal of the grievances through appropriate committees</b></li> </ol>																				

Answer before DVV Verification : A. All of the above  
 Answer After DVV Verification: B. Any 3 of the above  
 Remark : DVV has made the changes as per shared report by HEI.

6.2.2

**Implementation of e-governance in areas of operation**

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

Answer before DVV Verification : A. All of the above  
 Answer After DVV Verification: C. Any 2 of the above  
 Remark : DVV has select C. Any 2 of the above as per shared report by HEI.

7.1.2

**The Institution has facilities and initiatives for**

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

Answer before DVV Verification : A. 4 or All of the above  
 Answer After DVV Verification: C. 2 of the above  
 Remark : DVV has select C. 2 of the above as per shared report by HEI.

**2.Extended Profile Deviations**

ID	Extended Questions																				
1.2	<p><b>Number of teaching staff / full time teachers year wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>46</td> <td>46</td> <td>34</td> <td>35</td> <td>32</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>45</td> <td>46</td> <td>34</td> <td>35</td> <td>32</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	46	46	34	35	32	2021-22	2020-21	2019-20	2018-19	2017-18	45	46	34	35	32
2021-22	2020-21	2019-20	2018-19	2017-18																	
46	46	34	35	32																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
45	46	34	35	32																	