SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

PANDIT DEENDAYAL UPADHYAYA ADARSHA MAHAVIDYALAYA DALGAON

RUHINIKASH DALGAON DARRANG

784116

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

January 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Dalgaon Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya also known as PDUAM, Dalgaon, is a newly established Govt. model degree college in Dalgaon, Dist.-Darrang, Assam named after Pandit Deendayal Upadhyaya , a great thinker, philosopher, economist and sociologist of the country. The college was established in 2017 and is funded by Rashtriya Uchchattar Shiksha Abhiyan (RUSA-1.0), Ministry of Human Resource Development, Government of India. This college is an initiative to provide opportunities for higher education in educationally backward districts where Gross Enrolment Ratio (GER) for higher education was less than the national GER (19%) in the year 2008-2009.

Dalgaon is a rural area situated in Darrang district of Assam. The place is surrounded by intensive agriculture based villages and mostly inhabited by minority Muslim population. Dalgaon is also home to many other communities making it a multi-ethnic and multi-cultural region. Majority of the inhabitants belong to low income groups and it is seen that very less number of youth pursue higher education.

The college started with a small group of 186 students in Science stream with 6 under graduate programmes in Botany, Chemistry, Computer Science, Mathematics, Physics and Zoology. The college has applied for affiliation under Gauhati University and has received special permission to start TDC (Science) from the session 2017-2018. In the last assessment session (2022-2023), the college was imparting education to 312 UG students in Science stream. As this is the only Science college of the Dalgaon LAC, the college receives young minds from diverse demographics aspiring for higher education in Science stream.

The college campus is 300 meters from the southern side of NH 15 and is well connected via roads. The campus is eco-friendly and covers an area of 14.1386 acres and it is surrounded with concrete walls. The college provides faculty as well as staff quarters, making it a residential campus.

College motto:

The motto of Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya, Dalgaon is

"Tamaso Ma Jyotir Gamaya"

Vision

To provide equity and quality education to the educationally, socially, and economically weaker sections of the society.

Mission

- To provide access to higher education to the disadvantaged sections of the society, especially the educationally backward sections.
- To train the students to develop Professionalism, Humanism and Social Responsibility.

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- To encourage scientific inquisitiveness for constructive social transformation.
- To accelerate the inclusion of female students, and the persons with disabilities in higher education.
- To promote collaboration with industries and other organizations for research and add-on courses for the students for skill development and enriching academics.
- To prepare young minds of this region to be productive members of their community, society and country at large.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Following are the strengths of the college:

- Pupil-Teacher-Ratio is very good.

- The environment is eco-friendly and away from hustle and bustle of the city.

- Good connectivity - as the college is situated near NH 15.

- Wide range of students from diverse demographics.

- Young and energetic teaching and non-teaching staff.

- Furnished library.

- Playground for sports activities.

- Active NSS Wing.

- Open air theater for cultural activities.

- Solar power generation of 10 KW

- Rain water harvesting and fish breeding tanks.

- As college is newly established, all the development works so far started from zero km post.

Institutional Weakness

Following are the weaknesses of the college:

- Most of the nearby communities are not motivated to pursue higher education resulting in enrollment below our expectation.

- The college does not have an auditorium and sports complex.

- The college does not have a building for the college canteen.

- No functional gymnasium.

- The boys' hostel is under construction.

- The girls' hostel is non-functional as students are unable to bear their mess fees.

- Inadequate solar power generation to provide uninterrupted power supply throughout the college.

- Limited number of ICT class rooms.

- Some of the sanctioned posts are still lying vacant.

- No transportation facility for students provided from the college.

Institutional Opportunity

Following are the opportunities of the college:

- Only college in this region (Dalgaon LAC) with Science stream for students aspiring to pursue higher education.

- The college is situated in an intensive agricultural area; hence, it can contribute immensely in increasing productivity through sustainable means by sharing scientific and modern technological knowledge.

- Free unused land is available for future prospects.

- Dynamic students and faculties with vision for nation building.

- The college has potential for botanical and herbal gardens.

- The college has potential for restoration of the ecosystem in the college.

- The college has potential for initiating various skill-based certificate courses.

- The college has potential for conducting various outreach programmes.

Institutional Challenge

PDUAM, Dalgaon started its journey from scratches. All the components of a Higher Education Institute have to be considered at the same time with equal strength to further develop the college. The paucity of time and

funds is posing hinderance in the multi-fold progress of the college. Following are the challenges faced by the college:

- Due to poor economic status, some students are forced to become breadwinners for their families quite early in their lives, hence, they don't pursue higher education.

- Most of the students are first generation learners.

- Very less number of parents participate in Parent-Teacher's Meet.

- Students leave early from college due to lack of proper transportation.

- Lack of campus recruitment.

- Inability to self generate funds to carry out developmental works in the college according to our needs.

- Less number of trees as constructions are underway and saplings are often damaged by domestic animals from the locality.

- To increase support and participation of the local public.

- Due to shortage of funds, the capabilities of the faculties are less explored for research activities.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

PDUAM Dalgaon ensures effective delivery of curriculum through a systematic and well-planned procedure. The integrated academic calendars of the college correlating with its affiliating university; Gauhati University (GU) provide a comprehensive guide for our students. The college class routine includes periods for theory, practical, add-on and remedial classes along with extra-curricular activities. Whenever the need arises online classes are taken by the faculties to provide additional assistance to our students and the details of these classes are maintained. During COVID lockdown, a special routine for online classes was prepared and followed to conduct theory classes. The college introduced CBCS and NEP in 2019 and 2023 respectively. Presently, it is fully functional in all the programs.

In PDUAM Dalgaon, two classrooms are equipped with ICT facilities. Google Classrooms and WhatsApp are used to share additional study materials. In case of unavailability of prescribed texts, teachers share PDFs or provide photocopies. Internal Assessment is carried out through sessional examinations, class tests, home assignments, seminar presentations, attendance, model demonstration and group discussions. Answer scripts of internal examinations are shown to the students. Slow and advanced learners are identified on the basis of their performance in end semester examinations.

During 2022-2023 session, 17 Add-on courses were offered of which 3 could not be conducted because of insufficient enrollment. A total of 300 out of 332 total enrolled students have successfully completed their courses. The syllabi of these courses have been prepared by our faculties having experiences in the assessment

and evaluation process of Gauhati University by evaluating answer scripts and setting question papers for semester examinations.

Cross cutting issues relevant to gender, environment, human values and professional ethics are integrated into prescribed curricula/courses. Field trips/educational tours are organized by the Departments of Botany, Chemistry and Zoology. Besides, 5 departments have included project works as a tool of assessment to provide the opportunities of experiential learning.

Feedbacks of students, alumni, employers and teachers are collected (via Google forms) and analyzed. These feedbacks on various aspects such as syllabus, teaching-learning process, infrastructure, career prospects, skills etc. help to take corrective measures.

Teaching-learning and Evaluation

The criterion pertains to institution's regular academic activity and its efforts to serve students of different backgrounds and their abilities through effective teaching and learning experiences. Most of the students in our college, PDUAM Dalgaon, belong to the economically, socially and educationally backward minority community.

As part of the college's efforts to improve their learning experience, students are categorized based on their different learning levels. Accordingly, various strategies are adopted such as remedial classes, e-links, audio-video aids, etc. for slow learners and peer teaching, poster presentation, etc. for fast learners to help them improve their learning abilities.

The college has adopted Mentor-Mentee system to support and guide the students based on their unique individual needs. Teachers provide a variety of learning experiences, including individual and collaborative learning and combining traditional teaching methods with the use of the modern teaching aids and offering blended mode of teaching by use of Google Meet, Zoom App etc.

The college is equipped with ICT enabled classrooms where students participate in seminars and presentations. To strengthen their creativity, problem solving skills and critical thinking through practical experiences, the students are taken for excursions and field study trips apart from conducting experiments in the departmental laboratories. They actively participate in various extracurricular activities which exposes them to the problems afflicting the society and environment.

Teachers take initiative to learn and keep abreast with the latest developments, to innovate and continuously seek to improve themselves by participating in training programs, conferences, workshops, etc., thus striving for individual and institutional excellence.

The college has a transparent evaluation system with a centralized marking system of internal marks in accordance with the guidelines of its affiliating university, Gauhati University. It also has a grievance redressal mechanism in place to address possible errors in evaluation.

The college assesses the attainment of Programme Outcomes and Course Outcomes through direct (sessional examinations, project works, field reports, group discussions etc.) and indirect methods (analyzing the success rate of the students in higher education, self-entrepreneurship and employability, feedback from employers and alumni etc.). These assessments help to make teaching-learning process more effective and successful.

Research, Innovations and Extension

PDUAM Dalgaon has received financial grants twice from ASTEC (1.45 lakhs and 1 lakh) for organizing outreach programmes in schools and a weeklong workshop. Regarding integration of Indian Knowledge System (IKS), the college offers courses in Indian Language and Culture. Institution's Innovation Council (IIC) has been formed to foster the culture of innovation, awareness on IPR, and start-up ecosystem in the college. The college has taken major innovative initiatives such as Black Soldier Fly farming, study of market possibility of indigenous live aquarium plant propagation and its marketing, jute bag making, paper crafting and aquarium construction, vermicomposting unit etc.so as to encourage adoption of sustainable environmental approaches as well as to prepare students to be self-reliant. 13 workshops/seminars have been conducted on various topics such as Intellectual Property Rights(IPR), Career Counselling, NEP 2020, NAAC Assessment and Accreditation, and entrepreneurship during the assessment period.

A total of 79 extension services have been offered by the college in the last five years.Activities related to various social issues, environment and biodiversity protection, health and hygiene particularly pertaining to women, engendering scientific temperaments, school and village adoption programmes, support drives etc. were conducted during the period. The college has focussed on reaching every door in the region through observance of important events of national significance.

Moreover,intercollege faculty exchange program, seminar talks, hands-on practical in clinical laboratory etc. are some of the activities which have been conducted under the 6 MoUs signed during the assessment period.

Research and documentation are an important facet of the accreditation process. A total of **37** research papers have been published in UGC CARE listed, and Web of Science, ESCI and Scopus indexed journals by **11** faculty members in the last five years. Impact factor of these journals is in between 0.16 to 7.832. Moreover, 22 book chapters in different edited books of national and international publications, **2** papers in conference proceedings (International) ,**4** books and **1** edited volume (regional publication) have been published by **9** faculty members in the last five years. All these publications have ISBN numbers.

Infrastructure and Learning Resources

PDUAM, Dalgaon is a newly established Govt. Model Degree College, where entire infrastructure has been granted by RUSA.1, and completed under RUSA.2. The college has adequate learning infrastructure viz., classrooms, laboratories, computing equipment, etc. However, there are only two ICT enabled smart classrooms and two portable projectors. Necessary facilities are also available for cultural and sports activities such as open-air theatre, playground, etc. For surveillance, CCTV cameras have been installed in the college premises including inside a few classrooms.Wi-Fi facility is available for proper functioning of the administrative activities and Library software.

The Central Library of PDUAM Dalgaon is automated with the Integrated Library Management System. The Central Library has textbooks, reference books, print journals, magazines, newspapers, and previous years' university question papers. These are available for students and faculties. The library has subscription of British Council Library. It has also subscribed to NDLI and formed an NDLI Club.

Regarding IT facilities, the college has Internet connectivity and offers internet access to students in the computer centre as well as in the library. The institute regularly updates the internet connection every year.

Currently, the available Internet bandwidth is 150 MBPS, provided by BSNL (FTTH), through optical fiber link. Internet access is also provided using Wi-Fi routers.

Regarding expenditures incurred, the college has spent 52.6% of the total expenditure for infrastructure development and augmentation during the last five years. Further,37.78% of the total expenditure has been used for maintenance of physical facilities and academic support during the last five years.

Student Support and Progression

PDUAM, Dalgaon has always given priority to student support. It aims to provide its students the best learning experience. As majority of the students in the college belong to below poverty line, most of the students have received fee waiver under the FEE WAIVER SCHEME, Govt. of Assam. Apart from FEE WAIVER SCHEME, students have also received scholarships under ISHAN UDAY SPECIAL SCHOLARSHIP FOR NER, POST MATRIC SCHOLARSHIP TO OBC STUDENTS, POST MATRIC SCHOLARSHIP TO ST STUDENTS, POST MATRIC SCHOLARSHIP TO SC STUDENTS, and POST MATRIC SCHOLARSHIP TO MINORITY STUDENTS.

Recognizing the need to strengthen and develop the students' skills and abilities in today's competitive world, the college has organized a total of 21 capacity development and skill enhancement activities during the last five years. Moreover, the college has organized training/seminars for career development. The college has also offered guidance to its students for entrance examinations.

PDUAM, Dalgaon has various committees/cells such as Internal Complaints Cell, and Anti-Ragging Committee for redressal of student grievances. These committees implement the guidelines of regulatory bodies, provide mechanisms for submission of grievances and timely address the grievances received from students. The committees also organize awareness programs for students on zero tolerance regarding sexual harassment and ragging.

A total of 217 students have graduated from PDUAM Dalgaonin the last five years. Out of them, 110 students have gone on to pursue higher studies or have landed jobs in various institutions.One student has qualified in Joint Admission Test for Masters (JAM, 2023).

A total of 8 cultural and sports programs such as College Week, Inter-College Sports Fest, etc. were organized in the last five years for students. These programs provide our students opportunities to learn beyond their classrooms, showcase their talents and enable them to shape their personalities.

Governance, Leadership and Management

PDUAM Dalgaon, a Govt. Model Degree college affiliated to Gauhati University, has a vision to provide equity and equality education to all the sections of the society. It strives to inculcate values of discipline, perseverance, team spirit and to enhance critical abilities in students. It also collaborates with industries and organizations to develop employability skills of the students.

The college functions as per the rules and regulations of UGC and DHE, Govt. of Assam. Governing Body

(GB) of the college is the supreme body for framing policies. It gives directions to the Principal to achieve the mission and vision of the college. Additionally, IQAC initiates, plans and monitors activities to increase the quality of education imparted in the college. Different committees and cells have been formed for effective functioning of the college.

For its funding, the college receives bulk of its grant from the government and a meagre amount has been self-generated. Besides, non-government funds have been received. It has a systematic financial management system to manage and monitor its financial transactions. Internal and external financial audits are conducted at regular intervals by the Charted Accountant appointed by the college authority.

The college as a responsible institution provides various extension services to the neighboring community by providing free education for women, adopting village and schools, organizing awareness drives etc. for multi-dimensional social support.

The college has taken effective welfare measures for its employees. The employees are eligible to receive medical allowance as well as benefits under NPS. Besides, they are entitled to leave as per government rules. Faculty members are also granted leave to attend and participate in Faculty Development Program (FDP), Orientation Program (OP) etc. to enhance and upgrade their skills so as to incorporate elements of technology and innovative practices together with the best possible pedagogical approach. The institution has a mechanism of appraisal for teaching/non-teaching staff comprising of annual confidential report (ACR), UGC regulation, directives of the Govt. of Assam through DHE and student feedback. Further, teacher's performance in academic and extra-curricular activities is measured under CAS.

Institutional Values and Best Practices

PDUAM Dalgaon does not practice or promote discrimination on the grounds of caste, creed, religion and gender. Students belonging to diverse cultural, regional, social, communal, economic and linguistic backgrounds study without facing any sort of discrimination. Besides, various measures have been taken to provide an inclusive environment and sensitize students on social, moral and constitutional obligations. Ramps have been constructed to increase access for Divyangjan students in an effort to make the college more inclusive.

PDUAM Dalgaon ensures gender equity by strategically adopting an effective mechanism which includes conducting of Gender Audit, constitution of bodies such as Women's Cell, organizing self-defence programs for girl students, inclusion of female representatives in all institutional bodies including Students' Union among others. Moreover, pad vending machine, sanitary napkins etc. have been made available.

National and International commemorative days are observed to mould the students as responsible citizens. Students elect their representatives to the students' bodies through free and fair elections, thereby boosting their political knowledge and participation. Additionally, all members of the college fraternity follow the Code of Conduct.

Recognizing the need for sustainable practices in an area of rich biodiversity, and intensive farming and livestock rearing, the college has adopted Biodiversity Conservation and Solid Waste Management as one of its best practices. Further, to increase transparency and convenience in attendance recording, Online Attendance System has been adopted as its other best practices. Success has been evident in both practice.

Commitment of the college towards environmental sustainability is reflected in practices like framing the Green Policy, conducting Green and Energy audits, rain water harvesting, environmental awareness programmes in and outside the campus, developing effective mechanism for waste-management and vermicompost pit, Green Campus initiatives etc. Our best practices too exhibit our commitment for building a sustainable future.

 Moreover, the college considers "providing service to the educationally backward groups" as its institutional distinctiveness. The college has taken numerous measures in this regard such as equipping its students with soft and hard skills to enhance their employability, conducting webinars and training programmes, promoting yoga for mental and physical well-being, career counselling, assistance in obtaining scholarships among others.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	PANDIT DEENDAYAL UPADHYAYA ADARSHA MAHAVIDYALAYA DALGAON
Address	RUHINIKASH DALGAON DARRANG
City	Dalgaon
State	Assam
Pin	784116
Website	www.pdduamdalgaon.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Lakhi Prasad Hazarika	03713-291076	7002801445	-	pduamdalgaon@gmail.com
IQAC / CIQA coordinator	Zaved Iqubal Ahmed	-	9435547214	-	zaved.iqubal@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Assam	Gauhati University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

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	RUHINIKASH DALGAON DARRANG	Rural	14.9421	22548.8

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Botany,Botany	36	Ten plus two	English,Assamese	68	65
UG	BSc,Chemistry,Chemistry	36	Ten plus two	English,Assamese	65	52
UG	BSc,Computer Science,Computer Science	36	Ten plus two	English,Assamese	95	65
UG	BSc,Mathematics,Mathematics	36	Ten plus two	English,Assamese	80	45
UG	BSc,Physics,Physics	36	Ten plus two	English,Assamese	49	29
UG	BSc,Zoology,Zoology	36	Ten plus two	English,Assamese	62	56

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				0				30			
Recruited	0	0	0	0	0	0	0	0	13	15	0	28
Yet to Recruit	0				0				2			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				20
Recruited	11	5	0	16
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	1	1	0	2
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
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	7	10	0	17
M.Phil.	0	0	0	0	0	0	0	3	0	3
PG	0	0	0	0	0	0	6	2	0	8
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
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

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	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	217	0	0	0	217
	Female	95	0	0	0	95
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	0	1	4	2
	Female	1	0	0	2
	Others	0	0	0	0
ST	Male	1	3	3	3
	Female	0	0	0	1
	Others	0	0	0	0
OBC	Male	4	7	2	11
	Female	3	1	4	3
	Others	0	0	0	0
General	Male	85	67	50	31
	Female	24	34	31	13
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		118	113	94	66

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Being an affiliated college of Gauhati University (GU), PDUAM, Dalgaon follows the curriculum designed by its parent university. In accordance with the syllabus provided by GU, the college currently offers three multi disciplinary courses (MDC) - a. Foundation of Mathematical Science, b. Foundation of Library and Information Science, and c. Humanities and Social Sciences-I: Makers of Modern Assam. The college aims to achieve all round development of students in an integrated manner by offering these MDCs as part of the curriculum.
2. Academic bank of credits (ABC):	The college waiting for official communication from affiliating university regarding academic bank of

	credits.
3. Skill development:	The college currently offers 9 skill based courses across disciplines. This includes 1. Functional Assamese, 2. Grammar and Composition Skills, 3. Apiculture, 4. Renewable Energy and Energy Harvesting, 5. Quantitative aptitude and Reasoning, 6. Ethnobotany, 7. Gender Sensitization, 8. Historical Tourism in North-East India, 9. Panchayati Raj in Practice, and 10. Mental Health and Hygiene. Further, the college offers 17 Add-on courses to enhance the employability of the students in the current competitive job scenario.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Regarding integration of Indian Knowledge System (IKS), PDUAM, Dalgaon offers courses in Indian Language and Culture. In context of Indian Language, the college currently offers BA program (FYUGP) in Assamese under Gauhati University. Besides the medium of instruction is both English and Assamese in our college. The college teaches Indian Knowledge System in the areas of Indian Schools of Philosophy, Indian History, Indian Political Though, Performing Arts, Folk Literature, Architecture, etc.
5. Focus on Outcome based education (OBE):	PDUAM, Dalgaon being an affiliated college of Gauhati University, follows the curriculum designed by GU and implements its OBE. All students will be better equipped to understand and analyze the key ideas in their respective areas of study, acquire skills and attitude to lead a successful life and become responsible citizens at the end of their programs of study.
6. Distance education/online education:	PDUAM, Dalgaon conducted online classes during the covid-19 pandemic. During this period, students were given assignments, quizzes, etc. to make appropriate assessment of their learning. Further, reading materials, video links, videos, etc. were shared in online platforms via Youtube, Google Classroom, Whatsapp messenger, etc. Even after the end of pandemic and resuming of physical classes, materials are regularly shared via emails, whatsapp groups, etc. as and when required, keeping in mind the convenience of students. The college does not provide distance education as of now. However, it plans to offer in future and is currently in correspondence with Krishna Kanta Handiqui State

	Open University (KKHSOU)

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, Electoral Literacy Club (ELC) has been set up in the institution in 2019.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, The ELC has both faculty coordinator and student coordinator appointed by the Head of the Institution. Tamrapali Rajkonwar, Assistant Professor, Dept. of Assamese, PDUAM, Dalgaon is the faculty coordinator of ELC. Also, 7 students were selected as members of ELC and one among them was appointed as coordinator.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The following initiatives were under taken by ELC: (i) Voter awareness rally was conducted in nearby villages of the college. (ii) A slogan competition was also organized to raise awareness among the students.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The institution organizes various activities such as rallies, surveys to create awareness among the students, employees and the nearby villages.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The college authority has taken initiative to enroll voters in the electoral roll. In this process, the college has managed to achieve almost 100% students in the electoral roll. The students are educated on the importance of enrolling their names as voters in the electoral roll. Various 'Voter registration Camps' & awareness programs from the Election commission of Government of India were also held in the college to enroll the eligible students as voters.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
312	313	263	263	182

File Description	Document
Upload Supporting Document	[View Document]()
Institutional data in prescribed format	[View Document]()

2 Teachers

2.1

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

Response: 29

File Description	Document
Upload Supporting Document	[View Document]()
Institutional data in prescribed format	[View Document]()

2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
28	26	23	23	18

3 Institution

3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
19.25	8.05	13.50	16.13	3.14

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

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

Response:

PDUAM, Dalgaon follows the curriculum designed by Gauhati University. It designs its own Academic Calendar scheduling the academic and non-academic activities in accordance to the GU academic calendar. The following measures are taken for effective curriculum planning and delivery:

- The college has implemented a **College Academic Framework (CAF)** which provides guidelines to the teachers for carrying out academic functions in addition to the regular activities. Annual progress of the individual departments is documented and analyzed based on the framework. All academic aspects of a department are monitored and executed by the Department Academic Committee, under the CAF.
- The college has an "**Academic & Research Committee**" which prepares the general class routines, academic calendar, etc. The HoDs prepare their departmental class routines in compliance with the general class routine and allots classes to the teachers for a smooth classroom transaction. The HoDs ensure completion of courses by their departmental teachers within the stipulated time. The committee also conducts regular meetings to review teachers' class progression, timely completion of courses along with analysis of the progression of students.
- The college conducts **academic and administrative audit** from the affiliating university i.e., Gauhati University. Senior professors from the university visit the college and thoroughly audit the documents related to academic and administrative processes of the college.
- The teachers usually adopt conventional teaching methods. ICTs are used as and when required. Besides, departmental seminars, project work, model making, group discussions, educational tours, field studies, home assignments, poster presentations etc. are assigned to the students as a part of their regular course work for effective teaching learning outcomes.
- **Parent-Teacher Meets** are sometimes organized to discuss various issues student-related and to receive feedbacks.
- The college has a functional **Examination Cell** to conduct internal and external examinations. It provides necessary support to the departments in conducting sessional examinations. It proposes sessional exam duration and the departments schedule exam dates without disturbing the regular classes. The Examination Cell strictly follows university guidelines for conducting external examination.
- Before the start of every new academic session the college uploads **admission notification** in the college website containing all necessary and relevant information (availability of courses, intake capacity, fee structure, seat reservation, other available facilities etc.). These are circulated by means of displaying hoardings at different adjacent locations.
- **Online class dairies/attendance registers of students** are duly maintained. The college has its

own online attendance system through which the college authority and parents/guardians can monitor the attendance of their wards.

- The students are always encouraged and advised to **use and access the library resources** available at the college Central Library. Library orientation programs are organized to familiarize them with library resources. Besides, library classes have been included in class routine.
- **Yoga and Games** (for development of student's mental and physical health) and **Remedial/Tutorial** (for students to bridge gaps in understanding and help them reach full academic potential) classes are allotted in the class routine.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

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

Response: 17

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

1.2.2

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

Response: 24.76

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

2022-23	2021-22	2020-21	2019-20	2018-19
330	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

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

Response:

PDUAM Dalgaon has taken several measures to integrate crosscutting issues related to professional ethics, gender, human values, environment and sustainability, etc. The measures taken by the college are mentioned below:

Gender: The institution itself is a co-educational institution. The institution has a Women Cell to sensitize the students, teachers and nearby communities on gender issues. The college makes sure that every woman in the institution can work in a gender discrimination free work environment. For creating awareness, various programmes for women empowerment are organized by the cell. These include programmes on health camp, women's health and hygiene, interactive talks by experts on legal matters such as sexual harassment etc. The institution provides self-defense programs for the girl students.

Environment and Sustainability: The college offers a compulsory paper titled "Environmental Studies" in the under graduate program as part of the curriculum of Gauhati Univeristy. The paper deals with ecosystem, natural resources, bio-diversity and its conservation, environmental pollution, environmental policies and practices and human interaction with environment. The institution primarily works on environment and sustainability through the Eco-Club of the college. The college observes World Environment Day, World Wetland Day, Science Day, World Art Day, World Wildlife Day with programmes like awareness and cleanliness campaigns and plantation programmes. Additional efforts are made through the NSS unit of the institution to sensitize students on environment through activities like Swachh Bharat Abhiyan, tree plantation, and campaigns for creating single use plastic free environment. The college has installed a solar panel (10kw) to minimize the dependence on traditional sources of energy. Besides, official communications to the students, faculties and staff members through Gmail and WhatsApp groups have helped minimize the use of paper.

Human Values: The NSS unit of the institution takes initiative to observe World AIDS Day to increase awareness on HIV AIDS and show support for people living with and affected by HIV as well as to remember those who lost their lives to the deadly disease. Programmes like blood donation and free health checkup camps are organized by the NSS unit of the institution to foster values of compassion and develop a shared commitment to improving health and saving lives.

Professional ethics: The college maintains Attendance Registers of both the faculty and staff members which are regularly monitored by the Principal. Further, all kinds of leaves are processed and granted through proper channels in accordance to the Govt. Rules. In case, any teacher is on leave, his/her classes are taken by another teacher so that the classes are not hampered.

Over and above being an affiliated college, the curriculum of the Gauhati University is followed in the institution and it integrates to some extent, all the above cross cutting issues through different programmes

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

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

Response: 63.78

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

Response: 199

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

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

Response: C. Feedback collected and analysed

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 48.4

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

2022-23	2021-22	2020-21	2019-20	2018-19
93	118	113	94	66

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

2022-23	2021-22	2020-21	2019-20	2018-19
200	200	200	200	200

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)

2.1.2

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

Response: 10

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

2022-23	2021-22	2020-21	2019-20	2018-19
8	9	12	13	22

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

2022-23	2021-22	2020-21	2019-20	2018-19
140	140	120	120	120

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

2.2 Student Teacher Ratio

2.2.1

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

Response: 11.14

2.3 Teaching- Learning Process

2.3.1

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

Response:

PDUAM, Dalgaon, is committed to impart academic knowledge in a holistic and inclusive environment by incorporating elements of technology and innovative practices together with the best pedagogical approach possible.

Student centric experiential learning methodologies:

- The well-equipped laboratories provide hands-on training to students and help them built on previously gained knowledge.
- Activities such as project work, field trips, group discussions, poster presentations acknowledge previous learning and experiences of students and provide opportunities for contemplation and deliberation.
- The students give practical shape to their creativity by integrating their knowledge of science and art to prepare a visual representation of scientific facts in their departmental wall magazines.
- The students are encouraged to visit the Central Library of the college for reading relevant books and try solving text book problems.
- Students take demo classes and give presentations in neighbouring schools under the guidance of their college teachers.

Ensuring Participative Learning, Social Exposure and Value Addition to make students lifelong learners:

- Students participate in seminars and presentation in well-equipped ICT classrooms.
- Eco Club ensures development of eco-friendly habits for a sustainable future.
- Students actively participate in various activities such as acting in street plays on road safety, cleanliness drives etc.
- The Women Cell organizes various programs both in and outside the campus on issues of women's health and hygiene, early marriage among others.
- The NSS unit organizes regular programs which exposes students to social realities. To infuse moral values and social commitment in them, health and blood donation camps are also organized.
- Annual College Weeks are organized to provide the students with opportunities to nurture their talent in extracurricular activities so that they can excel in different fields.
- Interactive talks by experts of different fields such as environment, entrepreneurship and academics are organized by the college to give a global exposure to the students on evolving trends in those fields.

Nurturing Problem-solving Skills, Creativity and Scientific Temper:

- The students are encouraged to participate in co-curricular activities to nurture their skills and creativity.
- Engagement of students in Project works and Model preparations help develop innovative thinking and scientific temper.
- The college runs various Add-On courses aimed at imparting technical and skill-based knowledge to students.
- Students are often taken to industry visits to explore aspects of industrial machinery.

Teachers use ICT enabled tools for effective teaching-learning process:

- The college is equipped with ICT tools, Digital classroom and a well-equipped computer lab with internet facility.
- The faculties of the college are tech-friendly and use e-learning tools such Google-classroom to deliver reference materials and notes.
- WhatsApp groups are created to share notifications, study materials, etc.
- Blended learning is offered by using Google Meet, Zoom App etc.
- The college is registered under National Digital Library of India.
- The Central Library is automated with Integrated Library Management Software. It maintains a separate website and a separate section of Digital library for students to avail and access previous years' University Question Papers.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

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

Response: 78.67

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
30	30	30	30	30

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 100

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
28	26	23	23	18

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awareded by UGC recognized universities	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

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

Response:

PDUAM Dalgaon follows the guidelines formulated by its affiliating university, Gauhati University (GU). Meanwhile, the internal evaluation is highly robust and fruitful in monitoring progress of students. The college has an Examination Cell which coordinates the external examinations as well as the internal sessional examinations. It co-ordinates with Academic and Research Committee to fix the schedule of examination. It also allots invigilation duties to the faculty members. The examination cell has a separate room to carry out confidential works.

Transparency of Internal and External Assessment Mechanism:

At the start of the academic session, the newly admitted batch is oriented with the process of assessment. They are made aware of the marks distribution of the UG-CBCS system as adopted by GU.

1. End Semester Mark:
    - Courses with Practical: 60 (Theory)+ 20 (Practical)
    - Courses without Practical: 80 (Theory)
2. Internal Mark:
    - Sessional: 10

- Assignment: 6
- Attendance: 4

For internal assessment, unit tests are conducted at regular intervals, mostly after completion of every unit and the copies of the individual students are returned and discussed in the classroom after thorough evaluation, thus making the process transparent. Besides, regular discussions are held with students after evaluation of assignments. Sessional examinations are conducted centrally on dates allotted in the academic calender and the checked answer scripts are made available to the students and in-depth discussions are held thereafter. Sessional examinations are re-conducted in case any student misses his/her examinations due to valid reasons. Open book examination, cross evaluation, sudden question setting, etc., are practiced in the college for assessment of the students.

Although there is little scope for the college in the external assessment of its students, steps have been taken keeping in mind their benefit. Strict invigilation is ensured by the college in the End semester examination. Teachers are not appointed as invigilators on the day examinations are held for his/her subject. Moreover, external evaluators are appointed for practical examinations so as to ensure impartiality and transparency at the same time.

Grievance Mechanism:

Our institution has a time bound and efficient system in place for addressing the academic grievances of the students. The college adopts both formative and summative evaluation approaches to measure students' achievement in all the programmes. Students can approach their respective teachers in case, his/her marks are below expectation. Moreover, the checked copies are made available to the students for cross evaluation. In case of any discrepancy, answer scripts are re-evaluated.

The HoD of each department is entrusted to look into the grievances of the students with utmost care. There is provision for the students to approach the higher authority if they are unsatisfied with the department level approach. In case of grievances relating to external examination, students are advised to approach the university as per the rules set by Gauhati University.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

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

Response:

PDUAM Dalgaon offers B.Sc programme in Physics, Chemistry, Mathematics, Computer Science, Botany and Zoology in the assessment period. The college offered these under graduate courses as Three Year Degree Course (TDC) from its establishment in 2017 till the implementation of CBCS programmes. Gauhati University initiated CBCS system with effect from 2019-2020 session with the introduction of **Outcome Based Education (OBE).** The Programme Outcomes (POs) and Course Outcomes (COs) are stated and displayed on the college website. Orientation programmes are also organized to communicate POs and COs to the students at the start of their programmes.

PDUAM Dalgaon aims to prepare the students to be well determined to achieve their goals. The college wants them to become responsible, conscious, and integrated citizens capable of meeting the challenges of life and utilizing the opportunities that come their way in the most disciplined way.

Upon successful completion of the programmes, the students should realize the different objectives of the programmes via the transaction of the curriculum and the syllabi of the academic programmes offered in this college. Through these programmes students can acquire self-reliance and skills in communication, coordination, planning, management, academic writing, and presentation.

The link of the Programme Outcomes (POs) and Course Outcomes (COs) in the college website has been embedded: https://pdduamdalgaon.in/programme-outcome-and-course-outcome/

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

PDUAM Dalgaon follows the curriculum prepared by its affiliating university, Gauhati University. The college has a mechanism for evaluation of POs, PSOs and COs in place. This is done primarily through Direct and Indirect methods.

1. **Direct method:** The College evaluates the outcome with the help of sessional examinations, problem-solving exercises, class tests, home assignments, project works, field reports, seminars, practical examinations, group discussions, case studies, excursions, etc.
   - Sessional examinations are conducted during each semester and form a part of internal assessment. The progress/performance of students is communicated by displaying their scores of the sessional examination on Departmental notice boards; occasionally result sheets are also sent to their guardians. Evaluated answer scripts are also shown to the students for crosschecking.

- Class tests are held regularly after completion of a topic or unit and at times in between the unit to keep tab on the understanding, skill and aptitude acquired by the students.
- Departmental seminars and group discussions are conducted among the students in each semester so that a guided interaction occurs among the participants on the different aspects of the relevant topics. It helps evaluate their understanding as well as enhances their communication skills and knowledge on the given topic.
- Field trip reports are also used to evaluate POs and COs. Students are taken to field trips and industrial visits which enhances their classroom learning by exposing them to the outside world. Their contextual and experiential learning and understanding are evaluated based on their field reports.
- Project work is an integral part of evaluation of POs and COs. It is an important assessment tool to evaluate both knowledge and skill. Students are given activities such as surveys, software development and soil analysis as part of their project work.

2. **Indirect method:** The college evaluates the attainment of COs, POs and PSOs by analyzing the success rate of the students in higher education, self-entrepreneurship and employability. The institution also collects feedback from employers and alumni.

- Feedback from employers of alumni help PDUAM Dalgaon evaluate the hard skills and soft skills learnt during the programme. Further, adaptability, decision making skills, time management and overall knowledge gained by the alumni are reflected in the employers' feedback.
- Alumni feedback is collected and evaluated regarding the teaching methods towards the attainment of COs, POs and PSOs. It makes the teaching learning process more effective as deficiencies pointed out help teachers take corrective measures.
- End semester examinations are conducted by the affiliating university of our college, Gauhati University. Not only are the question papers set by the university, the answer scripts too are evaluated in the zones set by it. Hence, the Course Outcomes (COs) and Programme Outcomes (POs) are assessed by the university. The marks obtained by the students are then analyzed and documented by the respective departments for further improvement in teaching methods.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

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

Response: 87.5

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

2022-23	2021-22	2020-21	2019-20	2018-19
63	58	96	0	0

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

2022-23	2021-22	2020-21	2019-20	2018-19
83	59	106	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.67

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 2.45

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

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	0	0	1.45

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

Response:

PDUAM Dalgaon has taken the following inititatives for creation and transfer of knowledge/technology:

(i) Black soldier fly (BSF) farming: Black soldier fly (*Hermetia illucenss L.*) is one of the most important species which can convert organic waste. BSF farming has been started by Department of Zoology, PDUAM, Dalgaon. A 100 square feet area was initially adopted for BSF farming. The specified area was captured by mosquito net. A mixture of organic waste and rice bane was supplied as food. College has so far supplied BSF larvae to Gauhati University and Silapathar College for farming.

(ii) Innovative measures/techniques to explore market possibility of indigenous live aquarium plant propagation as well as marketing: PDUAM, Dalgaon has designed two live aquariums (27.63 m3 each) to study the growth of aquarium plants and ornamental fishes. Two aquarium plants; *Brittle Leaf Naiad* (Najas minor) and *Hydrilla* were implanted in the aquarium and its market possibility is being explored.

Two species of *Nymphaea lotus*; **pink and white** were planted in the aquarium (local and exotic) for beautification. One more variety *Pygmy Water Lilly* was also planted in the aquarium. Two species of ornamental fishes (one of them is exotic) have been reared in the aquarium and their captive breeding is being studied.

(iii) *Exhibition on reuse of waste materials*: Department of Chemistry, PDUAM, Dalgaon took an innovative approach to deal with waste materials. An exhibition was organized among the students where participants were encouraged to utilize waste materials to create innovative and useful items. The theme of the exhibition was "Trash to Treasure" and it was organized on 27th May, 2023. Such innovative practices create awareness as well as encourage adoption of sustainable approaches and practices towards the environment.

(iv) *Birdhouse construction and installation and plantation of wild birds attracting food plants:* On 22nd June, 2023 a program on "Birdhouse Construction and Installation, and Plantation of Wild Birds Attracting Food Plants" was organized by Internal Cleanliness and Beautification Committee in collaboration with Eco Club and Department of Zoology. The main objective was to attract different bird species to the college campus and promote their conservation. Five birdhouses were installed and 5 samplings of *Bischofia javanica* were planted within the college campus.

(v) *Summer camp on eco-friendly jute bag making, paper crafting and aquarium construction:* A weeklong summer camp was organized by Department of Zoology to provide hands-on training on eco-friendly jute bag making, paper crafting and aquarium construction. This initiative aims to prepare students to be self-reliant without harming the environment.

(vi) *Vermicomposting unit:* Vermicomposting is a unique process that occurs in earthworm's gut to convert organic wastes into organic fertilizer or vermicompost by using joint action of earthworms and microorganisms. The Vermicompost unit of Department of Botany, PDUAM, Dalgaon was set up in 2023. The pit dimension is 8 feet in length and 4 feet in width. The earthworm species *Eisenia fetida* is being used as vermiworm in the pit. The raw materials used for vermiworm feed are biodegradable organic wastes and cow dung.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

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

Response: 2

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

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

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

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

Response: 0.28

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

2022-23	2021-22	2020-21	2019-20	2018-19
4	0	2	2	0

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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**

2022-23	2021-22	2020-21	2019-20	2018-19
8	6	5	2	0

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)

3.4 Extension Activities

3.4.1

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

Response:

PDUAM, Dalgaon, as the only science college in Dalgaon constituency, has taken the responsibility to establish a healthy relationship with the neighborhood community since its inception. Emphasis is given on students' engagement to engender humanism, secularism, developing scientific attitude and feeling of universal brotherhood amongst the stakeholders. This ensures holistic development of the students and contributes to good citizenship for the nation.

The college executes the extension activities primarily through the following committees:

1. Research, Extension and Innovation Committee
2. Governance, Leadership and Management Committee
3. Women's Cell
4. NSS Unit
5. Eco Club

It has made efforts to sensitize farmers with the help of the local police on hazardous horticultural practices affecting the local bird population, and suggested alternative measures. Further, cleanliness and plantation drives, plog runs etc. were organized by the college to create public awareness on environment.

Blood donation and blood group detection camps were organized by the college with active participation of students and teachers to foster values of compassion and develop a shared commitment to improving health and saving lives.

Our college has worked extensively to promote health and hygiene, particularly women's health. Talks have been delivered on menstrual health, diabetes, benefits of yoga etc.Additionally, a play was staged on women's health.

Recognizing the need to create awareness on social ills, rallies; interactive programmes and talks on superstitions, gender discrimination and child marriage have been organized. In an effort to empower women, illiterate women have been taught to put their signatures. Besides, to promote road safety, a street play on traffic rules was staged too.

To create scientific temperament, PDUAM Dalgaon has organized lectures and donated microscopes through its outreach program,"Science as Fun Instead of Fear" in nearby schools. Further, lectures on relevant topics by eminent resource persons, training on model making and hands-on training in laboratories were given to school teachers and students in CBSIT-22 workshop.

Efforts were made to reach the community in times of humanitarian crisis like floods and COVID-19. During Covid 19 pandemic, the college organized awareness programmes and distributed sanitizers (prepared in college) and soaps. Relief materials were distributed and a post-flood sanitization program was carried out.

The college observes national festivals and commemorative days to promote the spirit of communal peace and nationwide integration among the students and public. Besides, World AIDS Day, World Environment Day etc. are observed to create awareness on health and environment.

In an effort to improve education at the root level, the college has adopted 6 schools. Through the School Adoption Programme, students and faculties take voluntary classes; friendly sports meet, cleanliness drives etc. are also organised. Besides, the college hosts school students who frequently visit its laboratories thereby inspiring them to study science in future.

The NSS unit has adopted Kocharipara Jungle under Unnat Bharat Abhiyan and organized a 7-day Special Camp on plantation, cleanliness drive, health check and survey.

These extension activities of PDUAM Dalgaon shows its commitment to the society. Further, by emphasizing on community services, the college ensures its students engage in societal development.

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

3.4.2

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

Response:

PDUAM, Dalgaon has been delivering its best towards extension activities thereby treading the path of being an ideal higher educational institute right from its inception. It has received recognition from Dalgaon Police Station and Dalgaon Circle Officefor its efforts in creating social awareness on road safety and its campaign to create a clean and healthy environment.

Mr. Manoranjan Saikia, OC, DalgaonPolice Station, has appreciated the Research, Extension and Innovation Committee, and Governance, Leadership and Management Committee of PDUAM, Dalgaonfor organizing a rally "Awareness Programme on Road Safety"and street play on 19/09/2022 on Traffic rules, in NH15, which witnesses high rates of road accidents, to create awareness among the public on traffic rules.He also appreciated the enthusiastic participation of the teachers and students of PDUAM, Dalgaon for taking part in the rally and street play.

PDUAM, Dalgaon takes the pride in receiving the appreciation from Mr Sameer Choudhury,Circle Officer, Dalgaon (Darrang district) for the continuous efforts made by the college in creating awareness towards healthy and clean surroundings. He, in particular mentioned about the "Trash Tag Challenge'' under the Swachh Bharat Mission (Gramin) organised by District Water and Sanitation Committee, Darrang on 10/04/2019 at Dalgaon Town Field in which Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya National Green Corp along with faculties and students have extended their valuable co-operation. He also appreciated the efforts made by teachers and students during the Swachh Bharat Campaign conducted by PDUAM, Dalgaon in collaboration with Cobra Camp in 2018 for cleaningDalgaon Market and its surrounding areas. He stressed that these extension activities were an important contribution towards the community and shall play an important role in creating awareness among the people towards a clean and hygienic environment. He appreciated PDUAM, Dalgaon for its impeccable cooperation and organization skills in creating awareness among the local people and students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

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

Response: 11

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

2022-23	2021-22	2020-21	2019-20	2018-19
9	1	0	0	1

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

3.5 Collaboration

3.5.1

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

Response: 8

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

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

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

Response:

PDUAM, Dalgaon is a newly established Govt. Model Degree College, where entire infrastructure has been granted by RUSA.1, and completed under RUSA.2. Provision of adequate infrastructural facilities for teaching and learning has always been a priority area for the institute. The institute has planned and constructed infrastructure to facilitate curricular and co-curricular activities. All the departments with practical classes are fully equipped with the necessary infrastructure to meet the ever-increasing requirements with adequate classrooms, seminar halls, laboratories and sufficient space for hosting all academic activities as shown below:

- There are **15** classrooms including a smart classroom and a conference room with projector facility (usually used for classes). Classrooms are equipped with WIFI facilities to enable effective learning experience. All the classrooms are spacious, hygienic, well-ventilated and equipped with white boards and furniture.
- There are small, separate cabin rooms for the faculty members equipped with storage cabinets.
- CCTV cameras are installed in the campus and inside a few of the classrooms
- Our Institute has four (4) fully equipped laboratories for Physics, Chemistry, Botany, and Zoology departments.
- There is Central Computing Facility with a total of **22** Computers in the college out of which **18** Computers are used for academic purposes/computer laboratory.
- WIFI is available for proper functioning of the administrative activities and Library software.
- There is a separate room allotted for IQAC.
- Separate room is allotted for Examination Cell.
- Canteen service is available for the staff and students.
- Cooler and filter is available for providing pure drinking water.
- There is a separate common room for girls and boys. A new Boys' Common Room along with a concrete building for canteen is under construction.
- Adequate toilet facilities are available for boys and girls separately.

Facilities for sports, games, and cultural activities

The institute encourages and facilitates the students to participate in various co-curricular activities to ensure their holistic development. The faculty members along with the Students' Union look after the extracurricular activities. Over the years, the college has developed a number of facilities for the students

to opt and participate in a variety of sports events. The infrastructure facilities are mentioned below:

- The college has an open-air theatre for conducting various cultural activities of the college. Also, the galleries and halls are used for cultural activities without hampering normal classes. The college is also equipped with public address system for conducting various events.
- The college has no separate room for gymnasium. However, various gym equipments like treadmills, dumbbells, barbells etc. are available.
- PDUAM Dalgaon has a playground for organizing various sports events like football, cricket, kabaddi, athletics etc.
- The college has indoor games facilities like TT, carom, chess and a separate sports equipment room.
- There is an elected Students' Union secretary for sports who works under the supervision of a Teacher-in-Charge for creating pro-active sports environment in the campus.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

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

Response: 53.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
8.93	4.99	8.44	8.99	0.55

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

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

Response:

The Central Library of PDUAM Dalgaon is automated with the Integrated Library Management System. The Central Library is located on the first floor of the main building.

The Central Library is using KOHA Library Management Software (Version: 22.05.09) since 2022. It is a currently partially automated. The important features of KOHA include the following:

- A Database
- Cataloguing.
- Circulation.
- Patron management.
- OPAC (Online Public Access Catalogue)
- Report generator.

Resources:

The Central Library houses textbooks, reference books, print journals, magazines, newspapers, and question papers.

Resources	Total
BOOKS	3395
PERIODICALS	7
DAILY NEWSPAPER	2
QUESTION PAPER	356

Subscriptions:

- The library has subscription of British Council Library. Users can access various eBooks, E-magazines, audio books and newspapers through the British council digital library.
- It has also subscribed to NDLI and formed an NDLI Club.

The library has the following sections:

- Textbook section.
- Reference section.
- Periodical section.
- Digital library section providing Question Papers and Free E-books.
- Reprography section (photocopy, Print and Scan)
- Well-furnished reading sections for students with sitting capacity of 60 students.

Library Services include:

- The library has a computerized Issue/Return-Renewal system.
- Students, faculty and staff members can benefit by reading the various journals and newspapers subscribed by the Central Library.
- It provides Reference service.
- It also provides current awareness service as newspapers and magazines are made available to the students to keep them updated on the latest developments aorund the globe .
- The library has an open access system.
- It organizes orientation programmes for newly admitted students.
- It has a digital repository consisting of college magazines, syllabi of courses and question papers.
- It provides reprographic facilities at subsidized rates.
- Digital Learning facility for electronic content learning is also available.
- The library is under CCTV surveillance for security reinforcement.

WhatsApp based circulation of information:

Library related information is regularly shared among the users through the WhatsApp group created for the purpose.

Dedicated Library websites:

A library website has been developed for the users which provides information regarding new arrival of Books and Magazines, Digital Library facilities, open access e-resources and OERs and language learning tools.

Website: https://sites.google.com/view/centrallibpd

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

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

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

Response:

PDUAM Dalgaon has always prioritized the enhancement of its IT facilities. The college offers a variety of digital technical amenities. 2 smart classrooms and a well-equipped computer lab are available in the college. The college building is facilitated with Wi-Fi connectivity with restricted access to faculties and staff members. Classrooms are well maintained and monitored using CCTVs. IT facilities at both the institute and department levels undergo regular updates. The description of the same is provided below:

- **Networking Facility**: The institute regularly updates the internet connection every year. Currently, the available internet bandwidth is 150 MBPS. It is provided by BSNL (FTTH) through optical fibre link, Office and Library are connected to Campus LAN.
- **Wi- Fi Connectivity**: Institution has three networking routers ADSL 2+ 300 Mbps, MI Router 3c 300 Mbps and NET Link 300 Mbps to provide uninterrupted Wi-Fi connectivity to office of the Principal, IQAC, classrooms and laboratories.
- **Computers:** Institution has 22 nos. of desktop computers with i3 Processors, 4GB RAM, 1TB HDD and one Acer XEON server.
- **Printers:** The college has 5 printers (EPSON L130 Colour Printer, Brother HL L 2361 DN Laser Printer, Canon Image Class MF4820d, Epson L6270, HP LaserJet M208DW), one photocopy machine (Ricoh MP25011), and one flatbed scanner.
- **Software:** The institute has licensed copies of Windows Operating System, MS Office and also works with open-source operating systems like Ubuntu OS, MySQL database, and other software tools.
- **CCTV Surveillance:** Classrooms and corridors of the institution are covered with CP Plus 2.4 MP DOME Camera
- **UPS Facility:** The institution has one 8KVA Online UPS and one 10 KVA solar powered inverter.
- **Cyber Security:** The institute uses ESET Multi device Security antivirus program to protect devices from malicious activities. All computers are regularly updated with latest antivirus database.
- **LMS:** The institution is a registered member of the SWAYAM Local Chapter and additionally manages a YouTube account. Tutorial videos on a range of topics by faculty members are uploaded in it. Department of Computer Science also maintains an E-library to provide study materials.
- **College Website/ Applications:** ICT cell of the college provides technical support to develop and maintain the college official website, and the college online admission portal.

- **Online Admission Portal**: The Samarth e-gov suite has been implemented in the college by Govt. of Assam for conducting online admissions. The college also has an indigenously developed online admission system. It was successfully used in 2021 and 2022 to carry out the admission process.
- **Fee Collection Software:** The college has developed a fee collection software for collecting student admission fees.
- **Online Attendance System:** An online mechanism for recording attendance of students has been implemented in the college.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

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

Response: 17.33

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

Response: 18

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response: 37.97

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

2022-23	2021-22	2020-21	2019-20	2018-19
7.5	2.21	4.44	6.5	2.16

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

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

Response: 76.44

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

2022-23	2021-22	2020-21	2019-20	2018-19
269	258	280	94	118

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

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

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

Response: A. All of the above

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

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: 2.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
28	0	0	0	0

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

5.1.4

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

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

Response: A. All of the above

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

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: 19.83

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

2022-23	2021-22	2020-21	2019-20	2018-19
15	05	04	0	0

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

2022-23	2021-22	2020-21	2019-20	2018-19
36	15	70	0	0

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

5.2.2

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

Response: 0.93

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

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

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

5.3 Student Participation and Activities

5.3.1

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

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

Response: 0

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

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

File Description	Document
Institutional data in the prescribed format	[View Document]()

5.3.2

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

Response: 1

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

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

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

5.4 Alumni Engagement

5.4.1

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

Response:

Currently, the college does not have a register Alumni Association. However, the college is planning to form an Alumni Association in the near future. Yet, few departments have formed an alumni association and has contributed to the development of the institution. The students of chemistry department formed the association on 27/02/2023 and contributed a membership amount of 200 rupees per alumni. As part of their support services, the alumni of the department has conducted a career guidance and couselling program on 02/06/2023 in collaboration with Eternal Education, Kharupetia. A total of 50 students were benefitted from the program. Further, the alumni of the department have taken classes on organic chemistry of the second semester students on various topics included in the syllabus. Likewise, the alumni association of the department of zoology has contributed to the development of the institution. Few alumni of the department participated in the hands-on training conducted for manufacturing glass aquarium and jute bag making and also envelop making training at the college premises.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

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

Response:

Vision:

To provide equity and quality education to the educationally, socially and economically weaker sections of the society.

Mission:

1. To provide access to higher education to the disadvantaged sections of the society, especially the educationally backward sections and persons with disabilities.
2. To train the students to develop Professionalism, Humanism and Social Responsibility.
3. To encourage scientific inquisitiveness for constructive social transformation.
4. To accelerate the inclusion of female students and the persons with disabilities in higher education.
5. To promote collaboration with industries and other organizations for research and add-on courses for the students for skill development and enriching academics.
6. The goal of the college is to prepare young minds of the region to be productive members of their community, society and country at large.

Goals:

1. Facilitating a learning environment conductive to holistic development of students.
2. Igniting scientific temper among the students in order to reorient societal attitudes and prejudices.
3. Nurturing students with employability skills.
4. To act as a catalyst of change for spreading science education and strengthening the people of its vicinity.
5. To inculcate values of discipline, perseverance, team spirit and to enhance critical abilities in students.

Institutional Practices:

1. This college has been established in an educationally backward (GER
2. The college aims to fulfill the academic requirement of every student, irrespective of caste or creed. It aims at enhancing collaboration among schools, organizations and other institutions of the vicinity to provide opportunities for higher education. The faculty members are engaged in educational, cultural, social and other activities in the nearby institutions.

3. The college is committed for all-round development of the students. It is committed to maintain green and supportive environment in the college and to improve satisfaction of all stakeholders.
4. The campus has been made tobacco free.
5. The college offers free certificate courses to develop skills and employability of students.
6. The institute educates and imbibes the humanitarian values among the citizens.
7. The dynamic leadership of the institution gives guidance and assists the youth to prosper as responsible, competent and mature individuals.

Governance Mechanism:

The mechanism for governance of the institute is tuned with the mission and vision of the college.

1. The Governing Body (GB) is the supreme body for framing policies.
2. The President of GB is an educationist and works as the chief trustee.
3. It is constituted of various stake holders viz. VC's Nominee (University Professor/Principal/Associate Professor), Principal, Vice Principal, Teacher Members, Guardian Member and Non-teaching Staff Members.
4. The GB gives directions to the Principal to achieve the mission and vision of the college.
5. The GB meetings are frequently organized (as and when required) to finalize and sanction plans for infrastructural development and renovations, improving the quality of the teaching-learning process as well as for decision-making process and financial matters.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

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

Response:

The institutional perspective plan has been prepared and effectively deployed by the college. The perspective plan sets long term and short term goal in view of the vision and mission of the college.

PDUAM Dalgaon functions as per the rules and regulations of UGC and Directorate of Higher Education (DHE), Govt. of Assam. The Governing body (GB) , formed as per DHE guidelines, guides all aspects including the administrative and academic (A&A) aspects.

Governing Body: The college has an effective and functional GB formed as per Govt. guidelines (Vide

Letter No. DHE/PA/G.B/Gov.Per/1/2017/Pt/293, Dated 01/09/2020). It comprises of a educationist of the locality as Chairperson/President (Appointed by DHE), Principal as Secretary, two VC Nominees from the affiliating University, two faculty representatives, representative of non-teaching staffs and a guardian as its members .

Principal: The Principal plays a pivotal role in the overall functioning of the college. He is the executing authority of the college appointed by the DHE. He implements the decisions of GB and coordinates with GB, DHE and the affiliating university.

Executive Bodies: The executive bodies of the college include Vice Principal, IQAC, HODs, Board of Studies (BoS), teaching and non-teaching staff units, committees and cells (viz. Disciplinary Action Committee, Women Cell, Grievance Redressal Cell, etc.)

Promotion: CAS promotion proposals have been submitted to DHE following the statutory guidelines of UGC after expert evaluation of API score.

Service Rules: All employees adhere to the rules and regulations of the government for academic and non-academic functions.

Samarth: Samarth e-gov suite has been implemented in the college as per the instruction of DHE.

Govt. & Non-Govt. Funds :

- Govt. of Assam has sanctioned Rs. 10 crores for the construction of approach road, raising boundary wall, earth filling in the campus, two storied staff quarters, two storied boys' hostel, and two-storied laboratory complex.
- College Play Field has been upgraded with a fund of Rs.8 lakhs.
- Govt. of Assam has given administrative approval of Rs. 95 lakhs as Infrastructural Development Fund for the construction of canteen, Boys' and Girls' Common room.
- Staff quarter water supply system was installed and removed using Rs. 170000/- from MLA fund.
- Two smart classrooms were constructed with improved ICT facilities. Also, Ministry of Minority Affairs has provided two projectors.
- The college has received a solar panel (10KW) with Inverter facility (Luminous) from ICICI foundation.

Self-Fund Generation:

- Revenue generation is planned from vermi-composting, farming of fish, ornamental fish and black soldier fly farming.
- Reprographic facilities are provided with nominal charges.
- Consultancy services were provided to Kharupetia College for development and maintenance of online student admission system.

Community Support:

- The college sensitizes on health, hygiene, and empowerment for the underprivileged.
- The NSS volunteers provides shramdhan. The unit has also adopted a village and a school.

- Six schools have been adopted for supporting, mentoring and motivating nearby students.

Other Policy Deployment:

- Women self-defense training is provided to students.
- HoDs are rotated among the faculty members based on their seniority.
- Online attendance system has been developed to enhance academic efficiency.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

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

Response: A. All of the above

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

6.3 Faculty Empowerment Strategies

6.3.1

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

Response:

The college offers following welfare measures and avenues for career development of teaching and non-teaching staff:

1. National Pension Scheme (NPS): Under the New Pension Scheme (NPS), teachers and staff members of the college are eligible to receive pension benefits.
2. Medical Allowance: As per the government rule, the teachers and staff members of the college are entitled to receive a monthly medical allowance.
3. Government Residence: Within the college premises, there exists residential quarters designated for both teaching and non-teaching staff members. This residential area also encompasses sections dedicated to farming, gardening, and other relevant activities.
4. Installation of FRP: To enhance the water supply in the quarters and ensure a consistent flow of water, FRP (Fiber Reinforced Polymer) was installed. This proactive measure aims to improve accessibility and functionality, effectively catering to the needs of the residents by providing a reliable water supply with smooth flow.
5. Solar Panels: The college campus is equipped with solar panels, harnessing the power of the sun to generate electricity. These innovative and sustainable devices enable the college to reduce its reliance on traditional energy sources and contribute to a cleaner and greener environment. By utilizing solar energy, the college demonstrates its commitment to renewable energy solutions and serves as a model for promoting sustainability among its students, faculty, and the wider community.
6. Teaching and non-teaching staff can avail Maternity Leave, Earned Leave and Child Care Leave.
7. Faculty members are allowed to avail leave for Faculty Development Program (FDP), Orientation Program (OP) etc.
8. Canteen facilities are offered to the employees at subsidized prices. The quality of the food stuff is ensured through strict monitoring from time to time.
9. Parking facility for vehicles is provided within the campus.
10. Free Wi-Fi facility is available in the college.
11. Students Feedback on syllabus completion are analyzed and availability of teachers is monitored.
12. Promotion under UGC guidelines for career advancement is implemented:

- Annual Confidential Report (ACR): The institution has a mechanism of appraisal for teaching/non-teaching staff comprising of annual confidential report (ACR), UGC regulation, directives of the Govt. of Assam through DHE and student feedback.
- Career Advancement Scheme (CAS) Promotion: Teacher's performance in academic and extra-curricular activities is measured under CAS.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

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

Response: 44.92

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

2022-23	2021-22	2020-21	2019-20	2018-19
27	26	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)

6.3.3

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

Response: 91.53

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

2022-23	2021-22	2020-21	2019-20	2018-19
25	23	31	19	10

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

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

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)

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:

PDUAM Dalgaon has a systematic financial management system. All financial transactions are managed and monitored by the Accounts Branch. The GB regularly monitors proper and effective utilization of financial resources with the help of an effective and transparent auditing mechanism. 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/external). The college has constituted a Construction and Purchase committee for proper utilization of funds. The college maintains its accounts in two banks namely CANARA BANK (Mangaldai Branch) & ASSAM GRAMIN VIKASH BANK (Kharupetia Branch). Development fund, General fund & Student Union fund are maintained in Canara Bank. Examination fund is maintained in AGV Bank. NSS fund is maintained in SBI (Kharupetia Branch). College makes transaction process through NEFT & Cheque.

Local Audit:

The Institution has a local audit team for auditing all the accounts of the college. The audit team scrutinizes and verifies details of cashbook, cash receipts, cash vouchers, fee deposit receipts, donation receipts etc., and submit an audit report. The team's valuable suggestions have helped to develop a healthy financial mechanism in the college.

Statutory Audit (Chartered Accountant):

The college maintains several accounts and Statutory Audit of all the accounts are done by a GB appointed Charted Accountant. The junior assistant (in-charge of accounts) maintains all the accounts of government and non-government funds on behalf of the Principal.

External Financial Audit by Directorate of Audit, Govt. of Assam:

As it is a newly established institution, the college is yet to be audited by the state government's external audit.

Government Funds:

- Govt. of Assam has sanctioned Rs.10 cores under the Signature Scheme for the infrastructural development work. Under this scheme, an approach road, raising of boundary wall, earth filling, a two-storied staff quarter, a two-storied boys' hostel and a two storied laboratory building are under construction by PWD, Govt. of Assam.
- The college playground is upgraded with Rs. 8,00,000/- under the Chief Minister Samagra Gramya Unnayan Yojona (CMSGUY).
- As per requirement of the college, Govt. of Assam has given administrative approval of Rs. 95 Lakhs for the construction of a canteen, Boys' and Girls' common rooms.
- Staff quarters water supply system was installed and removed using Rs. 170000/- from MLA fund of Dalgaon constituency. The work was executed and monitored by the MLA.
- The college NSS Unit received an amount of Rs. 44,500/- to conduct its activities.

Central government funds:

- The college has registered at Unnat Bharat Abhiyan in 2023. The procedure is still in initial stage.
- College has applied for Rs 5 crores under PMUSHA.

Non-government funds:

- The college has received Solar Panel (10KW) with Inverter facility (Luminous) from ICICI foundation.
- Mr. Kulen Hazarika, an entrepreneur from Dalgaon, has contributed to the construction of a cycle stand.

Providing various services in different organizations/institutions.

Mr. Subrat Chetia, Assistant Professor, Department of Computer Science, received Rs15000/- from Kharupetia College for his consultancy servies in the development and maintenance of online student admission system, including payment gateway.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

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

Response:

PDUAM Dalgaon is committed to maintain the highest standards of higher education with the limited resources at hand. To sustain quality of the college in all its aspects, the Internal Quality Assurance Cell (IQAC) charts out the roadmap to reach the desired goal. IQAC strives to achieve excellence and has taken following quality measures:

1. Formulates and introduces strategies such as mentor-mentee system, college academic framework, etc. for enriching the quality of teaching-learning process.
2. Delegates responsibility to different committees such as Grievance Redressal Cell, ICT Cell, Career Counseling Cell, Academic and Research Committee, Eco-club, Women Cell etc.
3. Keeps track and maintains records of the different extension and outreach activities carried out by departments and committees.
4. Conducts workshops and seminars with the goal of enriching the quality of education.
5. Conducts workshops and seminars on accreditation process to familiarize the faculties and staff members with the process.
6. Collaborates in different extension activities conducted by departments and committees.
7. Collaborates with other nearby institutions for programs such as faculty exchange, etc.
8. Conducts academic and administrative audit from the affiliating university.
9. Conducts meetings on regular intervals on various activities such as CAS promotion, evaluation of teaching learning process etc. and discuss the follow up actions.
10. Verification of PBAS Performa of faculties eligible for CAS promotion.
11. Collects feedbacks from students on the teaching-learning process. Based on their responses, IQAC takes constructive measures to address the concerns and improve the teaching methods after thorough consultations.
12. Introduces best practices in the college as measures for the quality improvement. It has introduced Online Attendance System and Add-on Certificate Courses as best practices. The online attendance system keeps track of student attendance of every class for both the Principal and guardians. Teachers can also generate report on the attendance of a class within a specified date range. This attendance system has been adopted by all the teachers and students of the college. The college offers 16 Add-on Courses to its students without charging any fee. These Add-on Courses aims to enhance students' skills and their employability.
13. Encourages teachers to increase the use of ICT tools for effective teaching and learning experience for both the teachers and students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)	

6.5.2

Quality assurance initiatives of the institution include:

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

Response: A. Any 4 or more of the above

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

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

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

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

Response:

PDUAM, Dalgaon is a co-education institution. On conducting gender audit, the college has found 30.4% of students are female. The institute ensures a safe academic and working environment for its students and employees. The institute has adopted adequate measures for the promotion of gender equity and it is envisaged in the mission of the college to increase the ratio of enrolment of girl students in this educationally backward area. The institution is committed to adopt zero tolerance against gender discrimination and sexual harassment. The measures taken are stated below:

- Providing safety and security to its students, particularly its girl students, is the topmost priority of the college. The college has an enclosed campus with partial CCTV surveillance. Moreover, entry and exit of visitors are monitored round-the-clock by the gatekeeper. To ensure that no student has to undergo security checks every time they enter the college premises, wearing college ID has been made mandatory.
- Constitution of Women Cell, Grievance Redressal Cell, Internal Complaints Cell, and Anti-Ragging Committee as part of its mechanism to address various grievances of the students and to ensure discipline in the college campus.

- Encourages participation of women members in various bodies, committees and cells (Students' Union, Governing Body, Academic Committee etc.) to advance gender equality. This ensures gender equity as it promotes good governance, efficiency and protects the interest of both girl students and women employees.
- Acknowledges that Water, Sanitation and Hygiene (WASH) are important for improved access and learning, particularly for girl students. Therefore, it has clean and hygienic toilets for girl students with 24x7 running water. Additionally, it has a Girls' Common Room and a Girls' Hostel. Sanitary pads are also provided at subsidized prices.
- Puts emphasis on mental and physical health of girls and women, especially among those belonging to rural and marginal backgrounds. To aid and promote it, talks on health and hygiene, and medical check-ups are conducted.
- Holds self-defence training for girl students to increase their self-confidence and self-esteem as well as to equip them with necessary protection skills.
- Organises talks and essay competitions on various gender related issues on International Women's Day to promote gender equity.
- Organizes legal awareness program on sexual harassment to foster safe and inclusive environment for students and employees.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

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

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)

7.1.3

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

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

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document

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:

PDUAM Dalgaon does not practice or promote discrimination on any grounds. Students belonging to diverse cultural, regional, social, communal, economic and linguistic backgrounds study without facing any sort of discrimination.The institute has taken the following measures for providing an inclusive environment, and sensitization of students and employees to the constitutional obligations:

- Organizes various cultural events like cultural rally, song and dance competitions to showcase the cultural diversity and promote mutual respect for all cultures.
- Organizes cleanliness drives in and around the college campus to promote the idea of "Clean India", an idea spearheaded by the Prime Minister of India, Narendra Modi under Swachh Bharat Abhiyan. It encourages students and employees to become responsible citizens**.**
- Celebrates the birth and death anniversaries of important figures such as Bir Lachit Borphukan, Bishnu Prasad Rava, Pandit Deendayal Upadhyaya, Bodofa Upendranath Brahma among others to make the students aware of their contributions towards nation building.
- Organizes Blood Donation Camp to foster values of compassion and develop a shared commitment to improving health and saving lives.
- Organized Covid awareness programmes and distributed sanitizers (prepared in college laboratory) and essential commodities to foster cooperative action and helpful attitude towards the community.
- Organized Seven Days Awareness Campaign on G-20/Y-20 SUMMIT INDIA, 2023 on the theme "Encouraging Environmentally Responsive Behavior" under the motto "School Connect" to encourage community involvement for sustainable future.
- Organizes NSS camps for plantation, cleanliness drive, health check-ups, survey, making of dustbins using bamboo, fencing the garden of the school etc. to strengthen the commitment of volunteers towards society.
- Organizes awareness programme on road safety and traffic rules to know, understand and follow the traffic laws as responsible citizens.
- Organizes voter awareness to educate the students on electoral process and their role in

democracy as responsible and informed voters.

- Celebrates National Days such as Republic Day, Independence Day to infuse respect for the nation, freedom fighters and their sacrifices, National Anthem, National Flag and the Constitution.
- Celebrated Azadi Ka Amrit Mahotsav to promote patriotic values among students and employees.
- Displays the key features of the Constitution, Preamble, Fundamental Duties of citizens in signboards placed in various points of the campus to create awareness about the constitution and its importance among students.
- Conducts student elections to develop democratic values and create awareness for rights and responsibilities as a good citizen.
- Organizes awareness campaigns and health camps to promote the spirit of cooperation to improve health among student volunteers, healthcare providers and community members.
- Organizes lectures by eminent persons to encourage and cultivate values and ethics.

With regard to the celebration of national and international commemorative days, events and festivals, the college observes—

Republic Day

National Voters Day

World Wetland Day

National Science Day

Wildlife Day

International Women's Day

PI Day

Intellectual Property Rights Day

World No Tobacco Day

World Environment Day

Kalaguru Bishnu Prasad Rabha Divas

International Yoga Day

Independence Day

Foundation Day cum Freshmen Social

Teachers' Day

Sudhakantha Divas

World Aids Day

National Farmers' Day

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

Best Practice I

1. **Title of the Practice: Biodiversity Conservation and Solid Waste Management**
2. **Objectives of the Practice:**
   - To make and create awareness regarding the importance of bio-diversity, especially the endemic components among the students of PDUAM, Dalgaon as well as the stakeholders.
   - To adopt innovative approaches for conservation of certain bio-diversity components in order to provide hands-on-training on conservation practices so far adopted among the students.
   - To create socio-economic as well as environmental values of bio-diversity.
3. **The Context:** PDUAM, Dalgaon is situated in a rural area in the 68 no. Dalgaon constituency. The villages around the colleges are mostly minority dominated. The people are agriculture dependent. Although they are dependent on agriculture, natural environment and bio-diversity, fortunately or unfortunately their conservative approaches towards their environment is very poor. Lack of proper scientific knowledge is the reason behind it. They are concerned with the productivity of their target crops ignoring sustainability. Looking at the pitiable condition of conservative approach, the college has initiated the conservation of Black Soldier Fly (BSF) in the college campus.
4. **The Practice:** The practice was conducted under laboratory condition at the Department of Zoology. The Black Soldier Flies are cultured by using organic wastes, especially the slaughter-house wastes and also the wasted vegetables. The raw material used to culture black soldier fly is itself a new initiative for value-addition of those wastes. The larvae are used for feeding of carnivorous fishes as well as livestock poultry, bakery and piggery due to high-protein content and other nutritional values. Moreover, to set an example, PDUAM, Dalgaon has also adopted

some other bio-diversity conservation methods, which includes ornamental fish breeding and bird-house preparation. Ornamental fish breeding has been successfully completed and different birds have come and built their nests in the bird houses built for the purpose. The Department of Zoology in collaboration with Eco-Club of the college has also conducted an awareness programme on "Bird-house Construction and Installation". Inside the college campus, we are also trying to conserve and enrich the plant bio-diversity so far. We are trying to provide best habitat for frugivorous birds by planting wild fruit-yielding plants inside the campus.

5. **Evidence of Success:** The Black Soldier Fly cultivation has been successfully carried out in the college as some institutes like Silapathar college of Dhemaji district and the Zoology Department of Gauhati University have expressed their interest and willingness to culture the Black Soldier Fly in their respective campuses. PDUAM, Dalgaon has provided the required amenities to these institutes.

6. **Problems Encountered and Resources Required:** Creating awareness among the villagers for the development of scientific attitude is quite difficult in an area where communities are illiterate and economically backward. Moreover, mobilization of financial resources to carry out the programmes is a challenge since no fund is provided by the government for such activities.

Best Practice II

1. **Title of the Practice: Online Attendance System**
2. **Objectives:** The objectives of the practice are—
   1. To provide a digital platform to record student class attendance.
   2. To bring transparency in the record of students' attendance.
   3. To reduce the use of paper through the use of digital system.
   4. To assist the parents to keep vigil on the attendance of their wards.
   5. To provide mechanism for online attendance report generation.
3. **The Context:** With the rapid advancements in ICT, most manual day-to-days task in various organizations are automated. One such repetitive task is to record attendance of students in colleges and schools which is still carried out manually and maintained in register books. The manual recording of student attendance leads to unnecessary wastage of papers, as they are left unused after the end of a semester. And over the years can lead to storage issues. Addressing the global need to reduce the use of papers, PDUAM, Dalgaon has resolved to go paperless for recording of students' attendance online using a software indigenously developed by the college. This software is being used by the teachers to record the class attendance during the class using hand-held devices like smartphones. On the other hand, students can monitor to their attendance in all the courses enrolled by the student. Further, the guardian of the students can check or keep track of the attendance of his/her child/children. Further, the software will help the teachers in automated generation of attendance reports for a particular class. Another beneficial aspect of the attendance system is that the teachers can save details of the topic discussed in that class for which the attendance is recorded. Overall, the online attendance system is a very crucial system required for any institution and it is considered as a best practice of our college. Also, the college authority can monitor the attendance of the students and activities of teachers in the classrooms.
4. **The Practice:**
   - The online attendance system is made available for the students, teachers and guardians (www.cpdal.in) from October, 2021.
   - The teachers have been recording attendance of the students in the online portal.
   - The students and guardians are given access to the attendance record through login ID and

password.

- Monitoring of attendance record is carried out periodically by teachers.

5. **Evidence of success and problem encountered**:
     - The practice also reduces paperwork and is quite convenient for keeping records.
     - It helps in saving time of maintaining manual attendance.
     - It has increased transparency in the attendance recording process.
     - Guardians have reported their use of the system to track their wards' attendance.
     - The students can also easily keep track of their own attendance and reduce the task of manual verification of attendance.
     - The system enable participation of all four major components of academic activities of the college i.e., Principal, teachers, students and guardians.
     - Though this practice has greatly benefitted the teaching-learning community? the inadequacy of good internet connectivity stands as a barrier in the continuation of the practice.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

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

Response:

PDUAM Dalgaon considers "providing service to the educationally deprived groups" as its institutional distinctiveness.

PDUAM Dalgaon provides education for socially deprived groups having poor enrollment in higher education. Since our college is located in a socially and educationally backward area, our institution not only provides higher education in science for students but also tries to eradicate the superstitions prevailing in the community.

1. The college offers 17 Add-on courses to develop/strengthen specific career skills among the students. The courses offered in our college are job focused and provide a wide range of skills to the individuals so that they can perform much more confidently and efficiently at work place. As majority of the students of the college come from rural areas with weak economic background, such initiatives help them to have a prior knowledge of the job responsibilities and also to easily adapt to the work environment and quickly advance in their careers. The courses are designed for one month and in weekly manner where the college faculties provide hands on practical sessions for the students.
2. The college has online Admission Portal, online fee collection application, student attendance

monitoring portal and e- voting system.

3. College tries to provide competent framework to facilitate effective learning environment (Smart Classroom, Central library, Common rooms for boys and girls, hostel facilities, gymnasium, playground both Indoor/outdoor, amphitheater, pure drinking water, facilities for differently abled students and conference hall).

4. Each faculty member of the college is allotted with certain number of students for their mentoring process and apart from mentor-mentee counseling, the college also arranges counseling session by professional persons in both online and offline mode.

5. The college has a Career Counselling Cell for students to make them aware of career and placement opportunities as well as entrepreneurship skills. The cell organizes training and career related programmes to acquaint the students for various entrance examinations to higher educational institutions and other career related advancements.

6. The college provides assistance in obtaining scholarships to the students such as Fee Wavier Scheme, National Merit Scholarship, State Merit Scholarship, Post Matric Scholarship for SC/ST/OBC Students, Scholarship for Physically Handicapped Students, Merit cum means Scholarship for the students of minority community.

7. The college has 5 well equipped laboratories under various departments. There are 21 nos.of Intel 7th Generator Core i3 (7100) desktops, one Intel Xeon AT310 Server, 300 MBPS Speed Wireless ADSL 2/2+ Broadband Routers with USB Ports, Wi-Fi Adapters for all desktops & servers, printer with duplex & networking, Flatbed scanner and 10KVA online UPS.

8. Central library of our college is partially automated which uses Integrated Library Management system software **KOHA** (*Version 22.05.09*). It has modules such as cataloguing, circulation, acquisition, serial management, report generator and patron management. Our library has a separate digital repository section which provides question papers and e-books. Also, our library website provides open access e-resources, study materials and different magazines. Currently our library has subscription of seven print journals/ magazines namely *Prantik*, *Current Science* (Scopus Indexed), *Competition Success Review*, *Sportstar*, *Yojana*, *Satasari*(UGC- Care List) and *University News*

9. The college provides the students with basic health facilities by organizing special health camps, blood donation camps, and awareness programme on malnutrition, women's health and hygiene from time to time.

10. The college has signed MoU for mutual cooperation with other institutes. The following MoUs have been signed:
    - MoU with Aquaculture and Biodiversity Centre, Gauhati University, Guwahati, Assam for research extension and training.
    - MoU with Udalguri College, Udalguri, Assam for student exchange programme, internships, faculty development programme, research and publications.
    - MoU with Sipajhar College, Sipajhar, Darrang, Assam for co-operation in the area of skill training, education and indoor/outdoor sports.
    - MoU with MANTRA Associates, Jalukbari, Guwahat, Assam for joint training, education, research and development.
    - MoU with New Sankar Aajan Diagnostic Centre, Kharupetia, Darrang, Assam for laboratory visits, programs and practical related courses on Clinal Laboratory.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

PDUAM Dalgaon has the following plans for the future:

1. To attain the status of autommomous college.
2. To develop the multiple capacities of students in an integrated manner, particularly after the introduction of Arts stream.
3. To mentor students for various competitive examinations and help them reach their goals.
4. To establish more collaborations with academic institutions and industry leaders for increased exposure and ensure future readiness of our students.
5. To reduce dependence on traditional sources of energy and switch to clean and green energy sources so as to be a part of our country's commitment in making transition to clean energy as envisioned in the National Energy Policy.
6. To foster the culture of innovation, and encourage start-up ecosystem in the college.
7. To improve the existing infrastructure as well as to construct more infrastructure for conducive teaching-learning experience as well to promote extra-curricular activities.

Concluding Remarks :

Since the formation of our college, PDUAM Dalgaon has been working tirelessly to achieve the goals envisaged in the mission and vision. The college has taken numerous measures to "provide equity and quality education to the educationally, socially and economically weaker sections of the society".

The college has a long way to go in the future. With its dedicated and hardworking faculty and staff members who are willing to take extra strides, the college aims to actively participate in nation building and contribute towards creating ideal citizens, train for leadership and be a catalytic agent in all aspects of development, be it social, economic and cultural.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)** Answer before DVV Verification : Answer After DVV Verification :17 Remark : DVV has made changes as per document shared in prescribed format
1.2.2	*Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years* 1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>300</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table> Answer After DVV Verification : <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr><tr><td>330</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table> Remark : DVV has made changes as per prescribed format shared by HEI
1.3.2	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)** 1.3.2.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 205 Answer after DVV Verification: 199 Remark : DVV has made changes as per prescribed format shared by HEI and values have been downgraded due to repetitive names
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* Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

	Answer After DVV Verification: C. Feedback collected and analysed Remark : DVV has made changes as per the report shared by HEI

3.2.2	*Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*
	
	    3.2.2.1. **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**
	Answer before DVV Verification:
	
	Answer After DVV Verification :
	
	    Remark : DVV has made changes as per prescribed format shared by HEI and values have been downgraded as those programs was not related to Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship

3.3.1	**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**
	
	    3.3.1.1. **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**
	Answer before DVV Verification:
	
	Answer After DVV Verification :
	
	    Remark : DVV has made changes as per prescribed format shared by HEI and values have been downgraded as those publication were not UGC care

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

3.2.2.1 Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
9	3	0	0	1

Answer After DVV Verification :

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

3.3.1.1 Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
10	7	6	11	3

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
4	0	2	2	0

2022-23	2021-22	2020-21	2019-20	2018-19
10	7	5	5	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
8	6	5	2	0

Remark : DVV has made changes as per prescribed format shared by HEI and values have been downgraded as those publication were not national/ international conference proceedings year wise

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
42	18	0	7	12

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
9	1	0	0	1

Remark : DVV has made changes as per supportings shared in prescribed format and values have been downgraded as those publication was not related to NSS/ NCC (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs)

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
269	258	263	94	118

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
269	258	280	94	118

Remark : DVV has made changes as per the report shared by HEI

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
41	27	42	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
15	05	04	0	0

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
63	58	96	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
36	15	70	0	0

Remark : DVV has made changes as per supporting documents shared in prescribed format.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2	3	1	1	1

Answer After DVV Verification :

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

1	3	0	0	1

   Remark : DVV has made changes as per prescribed format shared by HEI.

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**

   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**
   Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
81	26	0	0	0

   Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
27	26	0	0	0

   Remark : DVV has made changes as per prescribed format shared by HEI and values have been downgraded in 2022-23 due to repetitive names.

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations