



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		MARGHERITA COLLEGE
Name of the head of the Institution		DR. BUDDHIN GOGOI
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03751272339
Mobile no.		9435476595
Registered Email		iqacmrgcollege@gmail.com
Alternate Email		mrgcollege@gmail.com
Address		Segunbari PO-Margherita Dist-Tinsukia
City/Town		Margherita
State/UT		Assam
Pincode		786181
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Mr. Jugen Borah
Phone no/Alternate Phone no.	03751272339
Mobile no.	9954412678
Registered Email	iqacmrgcollege@gmail.com
Alternate Email	iqacmrgcollege2019@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://margheritacollege.in/iqac.php
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://margheritacollege.in/admin_portal/all_mrgclg_files/pdf_files/Academic%20Calander%202018-19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B	2.65	2015	01-May-2015	30-Apr-2020
1	B	70.65	2004	08-Jan-2004	07-Jan-2009

6. Date of Establishment of IQAC	21-Feb-2006
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
a Debate & Quiz competition	09-Aug-2018 1	50

One day workshop on Women Health & Hygiene	22-Jan-2019 1	250
Free Eye Check-up Camp	07-Feb-2019 2	145
15th Days Workshop on Computer Education	01-Mar-2019 15	25
Workshop on CBCS	06-Mar-2019 1	21
A Workshop was organized on the topic of Puberty, Menstrual Health and use of Cotton Sanitary Napkins	29-May-2019 1	30

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

7

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

IQAC conducted some workshops on Women Health and Hygiene.

IQAC motivated to sustain the Eco-friendly campus and undertook numerous activities on the aspect. Numerous saplings were planted both in and out of the campus and cleanliness programmes were under NSS unit, ECO-Club & EVS Cell.

IQAC undertook a 15 Day workshop to impart ICT education to the girl students and a 7 Day Self defense programme.

Feedback of students, teachers, office-staff, alumni and parents were collected and analysed to create a vibrant academic ambiance.

It successfully conducted the counselling classes in the schools of catchment area under "What After School"

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

Plan of Action	Achivements/Outcomes
A cluster will be formed with neighbouring colleges of the district for academic and non academic exchanges. The cluster includes Margherita College, Digboi College, Digboi Mahila Mahavidyalaya and Ledo College	A cluster was formed in 14.09.2018 with neighbouring colleges of the district for academic and non academic exchanges. The cluster includes Margherita College, Digboi College, Digboi Mahila Mahavidyalaya and Ledo College.
IQAC will organize some gender sensitization programme under "Women Studies and Development Cell" & NSS	(a) IQAC & Women's Studies and Development Cell organized a workshop around the theme "Puberty, Menstrual health and use of cotton Sanitary napkins" in 29/05/2019. (b) A Street Drama on the topic of 'Women Empowerment' was staged at Margherita Bihutoli (a public area) by NSS
Self defence Training programme for girls' students	A Self defence Training programme for girls' students is conducted from 01.09.2018 to 07.09.2018
Some awareness programmes will be conducted on women Health & Hygiene in Bhitor Powai Gaon under Bhitor Powai Gaon Panchayat	A One day workshop on "Women Health & Hygiene" is conducted in association with Women Studies and Development Cell and NSS Unit at Powaimukh Janajati ME School on 22-01-2019.
To continue with the activities like Remedial classes, Tutorial classes, Preparatory classes Mentoring Hostel wards, Student Exchange Programme, field trips etc. for improvement of results and insist on skill development of the students.	Tutorial classes, Mentoring Hostel wards, Student Exchange Programme, field trips etc. are conducted for improvement of results and insist on skill development of the students.
Mid- term Course Progress assessment: In the first week of September (HoDs & Academic coordinator are to make assessment as per the usual practice of the college.)	Mid- term Course Progress assessment: In the first week of September (HoDs & Academic coordinator are to make assessment as per the usual practice of the college.)

Entry- point Student Feedback : 1st week of August (Criterion-I/ IQAC)	Entry- point Student Feedback : 1st week of August (Criterion-I/ IQAC)
Exit- point Student Feedback : End of October/April (Criterion -II/ IQAC)	Exit- point Student Feedback : End of October/April (Criterion -II/ IQAC)
To introduce a coaching centre for our students to assist in their preparation for different competitive exams. Three faculties one each from Arts, Science and Commerce will co-ordinate the programme under Career Counselling and Placement Cell.	Some faculties of the Institution have been offering counselling classes conducted by Prayaas to students appearing in the competitive exams.
Students' participation in exhibition, Beehive & Creative Hands (Students Corner) will be strengthened.	Students' have been participating in the exhibitions, Beehive & Creative Hands (Students Corner) to showcase their potentialities
Two National level seminar/ workshop will be organised.	A Five Day Workshop was conducted by National School of Drama (An Autonomous Institute of the Ministry of Culture Govt. of India T.I.E (WING) Tripura in collaboration with Margherita College on the topic, "Acting for Creativity" from 12th December to 15th December, 2018.
One month coaching programme for students on Boxing & Kho-Kho by National coach	Not achieved
To continue with the earlier incomplete projects.	Some assets were created during the session.
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>Governing Body of the College</td> <td>20-Nov-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Governing Body of the College	20-Nov-2019
Name of Statutory Body	Meeting Date				
Governing Body of the College	20-Nov-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	27-Feb-2019				
17. Does the Institution have Management Information System ?	Yes				

<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>The college internally manages its database of admission process like form submission, publish of merit lists, etc are done through college website. We have an internal management of student enrolment, etc. We generate the money receipt to students for their admission through college website. The feedback system is entirely done through Google forms. Feedback of students, parents, office staff, alumni, teachers were taken through Google form. Updation of Teachers' profile is conducted by IQAC through email like Self Appraisal Report (SAR), Departmental plans and profiles are managed through email of IQAC. The college is linked with various database of Dibrugarh University for updation of Teachers information, examinations (form fillup, submission of internal assessment marks, evaluation activities, results, etc). The college is linked with Director of Higher Education, Govt. of Assam to communicate with all the Institutional information and disbursement of salary. The college is also linked with Assam Higher Secondary Education Council for registration, and examination form fillup, declaration of result. Database of all Governmental funds (RUSA, UGC, etc) sanctioned and release matters are maintained through PFMS web portal. We submit the data of the institution to National Institute Ranking Framework (NIRF) and All India Survey of Higher Education (AISHE). All the scholarships awarded by Government are maintained in the National Scholarship Portal (NSP). The Library has Soul software and OPAC facilities. It has the facilities of accessing study materials, question papers, magazines, newsletters, etc to the computers connected (via LAN WiFi) with the server of e resource facility namely, DSpace.</p>
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Margherita College's motto is Knowledge is Power and through knowledge, the college tries to achieve the level of perfection which resulted in acquiring

position by students in university examination. In regard to delivery of curriculum, plannings are done by different departments through the authority. The techniques of delivery of curriculums are as follows: a) The departments run in accordance with the curriculum provided by Dibrugarh University and the college follow all the regulations done by respective departments in the university. b) The authority is holds acclaimed portfolios in academic committees under the esteemed Dibrugarh University. Therefore, he takes utmost care while implementing curriculum and also maintains the same from time to time. c) In the beginning of the academic session, both soft and hard copies of curriculums of respective departments are provided to students. d) In order to retain an effective academic management, the college has created two posts, i.e. the posts of Vice- Principal & Academic Coordinator. e) It is compulsory for every department to submit the course plans and lesson plans from the beginning of each academic session. f) Question papers are set in accordance with the progress of the curriculum in its subjects. g) Before the ending of second Sessional examination the Course Progress Reports are submitted to the Academic Co-ordinator. h) After the submission of course progress, if any department fails to complete their allotted syllabus, it has to complete the course by taking extra classes. i) Further the Academic Implementation Committee and ICGC organizes motivational and counselling classes for betterment of the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
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No Data Entered/Not Applicable !!!

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

Feedback is a strategic way to develop the teaching learning process. The college has an effective feedback mechanism. In the entry level of Degree Course and at the exit level as well, the college takes the feedback of the students. They submit their feedback through the online process. It helps the faculty to improve and work on the lacunas. Feedbacks from parents are taken and this is also treated equally as important segment of the feedback process. The situatedness of the college has unique consequences. Different parents take thing differently. Still amid diverse mentality showcased by parents due to different sociocultural background, we try to accumulate their vibes regarding the teaching learning process. Feedbacks from the employees of the Institution are also taken. It thereby helps the management to run the administration more smooth and convenient. Alumni Association is not yet registered but it is on the process which by the next academic session will be registered. Of course, the feedback from the alumni is taken at regular interval and assesses the opinions of the alumni. Teachers' opinions are assessed through the feedback taken from them. The college analyses the feedback of the aforesaid and comes to conclusion and thereby develop new strategies to strengthen the academic ambience.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Honours & Non-Honours	300	480	377
BCom	Honours & Non-Honours	150	180	164
BSc	Honours & Non-Honours	150	90	82

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution	Number of students enrolled in the institution	Number of fulltime teachers available in the	Number of fulltime teachers available in the	Number of teachers teaching both UG
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	(UG)	(PG)	institution teaching only UG courses	institution teaching only PG courses	and PG courses
2018	1561	128	60	0	15

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
60	31	10	9	1	3

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

In order to come to terms with day to day academic problems of the students, mentors are appointed for a group of students and they counsel the respective students once in a week to solve the problems come across during their course of study. This is a continuous process till the end of academic career of the students. GOAL AND OBJECTIVES OF THE INSTITUTIONS REGARDING MENTORING 1. To monitor the students regularity to retain discipline. 2. To enable the parents to know about the performance and regularity of their children. 3. To improve the teacher student relationship. 4. Counselling students for solving their problems and provide confidence to improve their quality of life. 5. To guide the students to choose right career path. 6. To monitor the students regarding misuse of Social Medias. 7. Inculcating discipline, punctuality and motivation among the students is the main objective in career building of a student. 8. The Institution aims at addressing conflicts in attitudes, habits, and knowledge of the students towards learning practices. 9. Finally, the college emphasizes to transform the students into human resource. PRACTICES FOLLOWED BY THE INSTITUTION REGARDING MENTORING 1. The College has adopted a well established system, Counselling and Mentoring Record (CMR) for monitoring and mentoring the student's activity. 2. The teacher takes students attendance in every class during the five minutes and after the class enters the list of absentees in the Academic Activity Register (AAR) and absentees information will be posted to Head of the Department as well as to the parents. 3. If the students are absent for more than 10 days continuously then HOD calls the parents of a student, enquires the reason and advises them to take care of their children. 4. Even after informing student's parents, HOD forwards the details of a student to the Principal for the further action. 5. The Parents / Guardian of poor attendee / performance students are called to meet the Principal and corrective and preventive measures are implemented for further improvement. 6. Periodic meetings are conducted by the Principal with the HODS to receive the punctuality and regularity of the students. 7. Departmental meetings are conducted. Seniors students will interact with the junior students sharing the experiences in Co curricular and exposure during project and seminars are shared among them. The fresh ideas will float in during the meeting. 8. Every student participates in the events conducted in the college or other Colleges with the prior permission of the concerned HOD. 9. Disciplinary Committee of the College promptly curbs the indiscipline in the campus. 10. Anti ragging committee monitors the fresher's by frequently visiting the sensitive areas within the campus and outside the campus. 11. The students are allowed to use their mobile phones only in Academic purpose. 12. Vigilance Team is present to monitor the students in and outside the campus in related to misuse of mobile phones. 13. During the last semester of study students are advised for higher studies along with proper career guidance. 14. Ex students of the institution guide their juniors for their prospective admissions. 15. The Institution monitors the student's uniform. No students are allowed to enter the college without uniform and I/C (Identity Card). OUTCOMES OF THE MENTORING SYSTEM OF THE INSTITUTION 1. The attendance percentage of the students has increased. 2. The number of detainment of students has decreased consistently. 3. The teacher student relationship has improved. 4. Students have been attaining a better Academic performance. 5. Reasonable numbers of students have secured admissions for their Higher Studies.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1712	60	28

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
36	31	5	0	22

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
No file uploaded.				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College has an effective Continuous Internal Evaluation (CIE) system. As per University guidelines the Internal Assessment is conducted periodically. The processes are as follows: a) Home assignments are assigned which comprises of topics related to the subjects. Both written and oral methods are used to assess the intelligence of the students. It carry marks as per set by the University b) Two Sessional Examinations are done conducted as per University norms. c) Retests are conducted if the marks are poor. d) The student who gets lesser marks, their guardians are informed and some departments discuss with parents directly to improve the potentiality of students during internal examination. e) The marks of both the Internal Examinations are put up in the Notice Boards of the respective departmental Notice Boards. Before conducting of the Sessional Exams the students have to appear in class tests taken by different departments.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Margherita College has a well defined academic calendar. Academic calendar is the soul of the Institution that comprises each and every activity detail. The examination conduction board follows the academic calendar in arranging the exams. It notifies students regarding all the important events related to their scholastic nonscholastic areas. The entire activities related to scholastic or nonscholastic are directed in the academic calendar. The nonscholastic activities are also mentioned in the calendar and accordingly different sports and other events are conducted. The conduction of Annual Sports Week is one such activity that is directed in the calendar. The calendar contains different observation and celebration dates, i.e, Saraswati Puja, Biswakarma Puja, International Women Day, World Environment Day, Gandhi Jayanti, Independence Day, Republic Day, NSS Day, Bhupen Hazarikia Birth Anniversary, College Foundation Day etc. The academic calendar of the Institution is the crux of the Institution.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://margheritacollege.in/admin_portal/all_mrgclg_files/download_files/C%20I%206.2.1.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	Hons- Assamese	37	21	56.75
BA	BA	Hons- Economics	15	4	26.66
BA	BA	Hons- Education	22	15	68.18
BA	BA	Hons-English	13	10	76.92
BA	BA	Hons-History	26	17	65.38
BA	BA	Hons- Political Science	27	22	81.48
BA	BA	Hons- Sociology	39	32	82.05
BSc	BSc	Hons-Botany	7	6	85.71
BSc	BSc	Hons- Mathematics	1	0	00
BSc	BSc	Hons-Physics	19	6	31.57
BSc	BSc	Hons-Zoology	15	9	60.00
BCom	BCom	Hons- Accounting and Finance	39	39	100.00
BCom	BCom	Hons- Marketing	17	17	100.00

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://margheritacollege.in/admin_portal/all_mrgclg_files/implink_files/Student%20Satisfactory%20Survey%20Margherita%20College%202018-19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
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No Data Entered/Not Applicable !!!

No file uploaded.

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Assamese	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Management	4
Commerce	2
Political Science	13
Anthropology	2
Assamese	2
Bengali	1
Hindi	1
Economics	3
Sociology	1

History	3
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	34	0	10
Presented papers	0	16	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
A street Play Three awareness programme and pledge for life at three different school	NSS Unit NCC	2	100
Three awareness programme and pledge for life at three different school	NSS Unit and 1. Pubanchal Bidyapith School 2. Gandhi Bidya Mandir 3. Margherita Balya Bhawan	6	970
Awareness programme and pledge for life	NSS Unit with 1. Ledo bazar M.E. School 2. Ledo bazar High School 3. Sabajanin High School 4. Sabajanin L.P. School, Ledo	3	1062

	5. Sabajanin M.E. School, Ledo 6. Long Tong M.E. School		
Awareness programme and pledge for life	NSS Unit with 1. Arunodoi L.P. School 2. Hasak Jatiya Vidyalaya (Hasak L.P.School) Longtong L.P.School Adarsha Hindi Vidyalaya High School	50	767
NSS Day 24th Sept. 2018 "Swachhta Hi Sewa Hai"	Margherita College NSS and MCSU	10	100
Cleanness of outside of the college 3rd January 2019	Margherita College	4	70
World Tobacco Day 31/05/2019	EVS Cell, Eco Club NSS Unit of Margherita College	15	50
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Pledge for life (Tobacco Control)	Silver Gold	Sambandh in association with Assam Cancer Care Foundation	20
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Abhiyan	Margherita College	Cleanness of outside of the college 3rd January 2019	4	70
Swachatta Pukhwada	EVS Cell ECO Club of Margherita College	Swachatta Pukhwada 1st June 2019 to 15th June 2019	10	45
Women Health Hygiene	Women's Studies Development Cell	Awareness programme puberty use of cotton sanitary napkins on	5	100

		26.02.2019		
Women Empowerment	NSS	A Street Drama is performed on 27th July 2018	3	22
Women Health and Hygiene	IQAC, Women's Studies and Development Cell and NSS Unit	A workshop on Women Health and Hygiene on 22nd January 2019	10	138
Puberty, Menstrual health and use of cotton Sanitary	IQAC Women Studies and Development Cell	A workshop on Puberty, Menstrual health and use of cotton Sanitary napkins 29th May 2019	5	30
Pledge for Life	NSS	Awareness programs and pledge for Life on 17 June 2019	2	962
Pledge for Life	NSS	Awareness programs and Pledge for Life on 19th June 2019	2	767
Ek Bharat Shrestha Bharat Scheme	NSS	An educational excursion to Rajasthan on 29 March 2019 to 7th March 2019	1	11
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Exchange Programme	100	Margherita College	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NSS (Swacch Bharat)	Swacch Bharat Summer Internship (SBSI)	District Administration	07/07/2018	06/08/2018	30

Cultural linkage	Ek Bharat Shrestha Bharat	Ministry of Human Resource Development (MHRD)	30/03/2019	07/04/2019	10
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Four colleges of Tinsukia district, Digboi College, Digboi Mahila Mahavidyalaya, Margherita College Ledo College	14/09/2018	Academic	132
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
29	21.28

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with LCD facilities	Existing

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24988	4262456	2217	1279300	27205	5541756

Reference Books	1858	684157	130	65700	1988	749857
Journals	45	426593	0	16000	45	442593
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	130	65	9	1	10	10	19	0	17
Added	1	0	0	0	0	1	0	65	0
Total	131	65	9	1	10	11	19	65	17

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3	1.67	6	3.19

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has a moderate infrastructure. It has a heritage building that has been renovated under RUSA 1.0 fund. Along with the classrooms, it has science laboratories, a Conference Hall, Common Room and departmental rooms for the 19 departments. The college has well maintained ICT facilities, playing ground, cycle parking stand, carparking zone, one horticultural garden and a flower garden. It has own waterpurifying and supplying system and supply sufficient water. It has two generators and solarsystem of its own. It has an inhouse canteen facility. The college has newly constructed and well maintained laboratory facilities. There is also a laboratory for the Department of Education. There is one language laboratory funded by RUSA, Assam under the

Equity Initiatives in the year 2018. It is used for conducting workshops and seminars on ELT and phonetics, linguistic paradigm and in other related aspects. The skill development and training programmes for the teachers, officials and students are also organized. The college is serving at its level in the best way to enhance the aptitude and skill of the fraternity. The college has a boxing ring and the Intercollege Boxing Competition under Dibrugarh University is held annually in Margherita College. The InterCollege KhoKho Competition and the InterCollege Kabaddi Competition are conducted in College Playground. The central library satisfies the need of the students and teachers as well. The library is well maintained having the facilities of teacher and students reading rooms supported by internet facilities. It serves the need of readers from the catchment area even and others also preparing to appear in competitive examinations. Average 90 students and 10 teachers visit the library. It has Soul Software and OPAC facility. In a miniature way there is a provision of departmental library in each department. In support of the facilities, each department is provided with some amount to purchase books according to the demand of the syllabus. Being situated in the tribal belt area, the college has set up a tribal study centre. In a small way it has accumulated arts artifacts of different ethnic tribes of this region. An effort is made by the centre to study and survey the unique culture showcased by these tribes. In short, the college has a balanced physical infrastructure and necessary peripherals. In order to cope up with modern circumstances, more facilities are needed to enhance capacity and quality of the college. In this remote area, Margherita College is trying its best to provide maximum benefit to the society.

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CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Merit	24	94800
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Saturday Skill Circle on Fundamental of Computers	27/05/2019	20	Self
Saturday Skill Circle on Communication Skills	02/02/2019	23	Self
NSS, NCC on Women Empowerment	27/07/2018	26	Self

IQAC, MCSU Gyan Jyoti Prawah on Debate Essay competition	27/06/2018	50	Self
NSS, Gyan Jyoti Prawah and Economics Forum Essay and Slogan competition	15/02/2019	100	Self
EVS Cell, ECO Club, Science society on National Science Day	28/02/2019	50	Self
NSS NCC observed International Day of Yoga	21/06/2018	50	Self
Alumni Association of MRGC conducted Counseling Programme for Student	18/08/2018	58	Self
Programme on Self Defence by Women Studies Development Cell	29/08/2019	190	Self
Awareness Programme on Using of Govt. Portal by Career Guidance Cell	30/08/2018	56	Self
Talk on Dr. B. R. Ambedkar by Department of Political Science	26/10/2018	55	Self
Workshop on Women Health Hygiene by IQAC at Pawaimukh Janajati ME School	22/01/2019	138	Self
NSS, Gyan Jyoti Prawah Economic Forum, MRGC observed National Productivity Week	12/02/2019	91	Self
Seminar on Role of Media on Women Empowerment by Department of Political Science	26/02/2019	65	Self
15 Days Workshop on Computer Education organised by Women Studies Centre Cell IQAC	01/03/2019	30	Self

Programme on Career Counseling Coaching for Competitive Exams by Career Guidance Cell	22/03/2019	65	Self
Motivational Speech by Nitumoni Saikia Lurin Jyoti Gogoi	09/06/2018	220	Self
Workshop on International Health Hygeine Day by Women Study Cell	29/05/2019	30	Self
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Prayaas	27	0	4	1
2018	Training and Digital Transformation	0	200	0	0
2018	Interaction session with the official of My Govt	0	180	0	0
2019	Counselling programme for BA/BSc./ B.Com	0	318	0	0
2019	Setting goal in life and how to prepare for exam	0	47	0	0
2019	Importance of facing the challenges of life	0	57	0	0
2019	Role of education in the development of society and options of three different streams	0	64	0	0

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
20	20	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	Margherita College	Assamese	Dibrugarh University	MA
2019	3	Margherita College	Assamese	D.El.Ed. Study Center Hasak Jatiya Bidyalaya	D.El.Ed.
2019	1	Margherita College	English	Tezpur University	MA
2019	3	Margherita College	English	Distance Education under Dibrugarh University	MA
2019	1	Margherita College	Education	Kaziranga University	MSW
2019	1	Margherita College	History	Assam University	MA
2019	1	Margherita College	History	NEHU	MA
2019	2	Margherita College	Political Science	Dibrugarh University	MA
2019	1	Margherita College	Political Science	Kaziranga University	MSW
2019	1	Margherita College	Political Science	Dibrugarh University	MA
2019	1	Margherita College	Sociology	Kaziranga University	MSW

2019	7	Margherita College	Sociology	Dibrugarh University	MA
2019	2	Margherita College	Management	DHSK Law College	LLB
2019	2	Margherita College	Management	Dibrugarh University under Distance mode	M Com
2019	1	Margherita College	Commerce	DHSK Law College	LLB
2019	1	Margherita College	Commerce	Dibrugarh University	M Com
2019	1	Margherita College	Commerce	Dibrugarh University	M BA
2019	1	Margherita College	Commerce	Tezpur University	M Com
2019	1	Margherita College	Commerce	DHSK, Commerce	M Com
2019	2	Margherita College	Commerce	ICAI Kolkatta	CA
2019	1	Margherita College	Commerce	Dibrugarh University under Distance Mode	M Com
2019	2	Margherita College	Physics	Dibrugarh University under Distance Mode	M Sc
2019	1	Margherita College	Physics	B.Ed College, Digboi	B.Ed
2019	2	Margherita College	Botany	Dibrugarh University	MSc
2019	1	Margherita College	Botany	Royal Global University	MSc
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
Any Other	5
Any Other	2
Any Other	1
Any Other	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Kabaddi	College level	48
Badminton	College level	64
Badminton (single) Boy	College level	10
Badminton (single) Girls	College level	12
Turn the R0be	College level	24
Mehendi competition	College level	13
Rangoli	College level	9
Carrom	College level	8
Chess	College level	6
Miss Margherita	College level	22
Singing Competition	College level	43
Dance Competition (Group dance/ Classical dance/ Creative Dance/bihu dance)	College level	41
Debate	College level	12
Quiz	College level	24
Extempore Speech	College level	19
Essay Writing Competition	College level	20
Speech Competition	College level	13
Poem Recitation	College level	23
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5.3 – Student Participation and Activities

5.3.1 – 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	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	5th Students Olympic National Game, (Kick boxing 40Kg) Punjab	National	1	0	115	Neha Sharma

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Margherita College has a welldefined Union body to represent the issues of the students and also to provide participation on behalf of them. The Margherita College Students Union (MCSU) organizes many activities like the Annual College Week, Independence Day Celebration, Republic Day Celebration, and Teachers' Day

Celebration, etc. The MCSU plays an important role in the preparation of the Annual College Magazine. The MCSU also organizes many intercollege competitions like the InterCollege Boxing Competition under Dibrugarh University, InterCollege KhoKho Competition under Dibrugarh University, InterCollege Debate Competition etc. The MCSU extends its services and participation also to the NSS and NCC activities of the college. It also organizes some social activities under its social services like programmes under the Swatch Bharat Abhiyan, Swaraswati Puja, and Dramas on social issues etc. The MCSU also looks after the management of both the Girls' and Boys' Common Rooms for students recreations during their leisure time. Apart from the above mentioned activities, the MSCU also participates in the presentation and discussions on the Annual Budget of MCSU. It has its representation in the Purchase Committee, Constructions Committee and Project Monitoring Unit under Rashtriya Uchattar Shiksha Abhiyan (RUSA) etc. As a whole, the College Students body actively participates in every aspect of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

300

5.4.3 – Alumni contribution during the year (in Rupees) :

25000

5.4.4 – Meetings/activities organized by Alumni Association :

Member of Alumni Association felicitated Dr. Buddhin Gogoi, Principal, Margherita College for being selected as Best Teacher (College level) by District administration on 4th September 2018. ii. Ms. Jimiki Sarmah (Coowner Hill roversTour Operator), Alumnus of Margherita College served as a Resource Person in the World Tourism Day observed on 27th September 2018. iii. Few of the Alumnus sponsored for College 40th Foundation Day, 2018 iv. Alumni Association jointly with Women Studies Development Cell has conducted a 15 Day Training Programme on Computer Basics on 1st March 2019 to 15th March 2019. v. A meeting was conducted among the Executive Body meeting of Alumni Association on 13th March 2019.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The decentralization and participatory management of Margherita College is done in two ways i.e., (1) Horizontally and (2) Vertically. To devise the policy to conduct and govern the various aspects of the college, the Govt. of Assam constitutes a committee with the consent of the college itself which is known as governing body. It includes the president, the principal of the college as secretary, along with a few members with representatives of Teaching Staff, NonTeaching Staff, Alumni, Woman, Guardian, Local Industrialist, Donor and the affiliating University. • Decentralization The College has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work decentralized governance system: 1. Principal Level: The Governing body delegates all the academic and Operational decisions based on policy to the academic monitoring committee formalities common working

procedures and entrusts the implementation with the faculty members. 2. Faculty Level: Faculty members are given representation in various committees and allowed to conduct various programs to showcase their abilities. They are encouraged to develop leadership skills by being incharge of various academic cocurricular and extra cocurricular activities. They are given authority to conduct industrial tours and to have tieup with industry experts and appointed as coordinator and convener for organizing seminars/ workshops/ conferences etc. For effective implementation and improvement of the institute a total of 32 committees are formed e.g., (1) Academic Monitoring Committee (2) Examination Conduction (3) Research Monitoring Committee (4) NSS (5) NCC (6) Students Grievances and Redressal Committee (7) Library Committee (8) Purchase Committee (9) Construction Committee (10) AntiRagging Committee etc. 3. Student Level: Students are empowered to play an extra role as a leader of cocurricular and extracurricular activities and in rendering social services. • Participatory Management The College promotes a culture of participatory management by involving the staff and students in various activities. All decisions of the College are governed by management of facts, information and objectives. Both students and faculties are allowed to express themselves by suggestions to improve the excellence in any aspect of the college. Strategic Level • The Principal, vice Principal, the academic coordinator and the staff members are involved in defining the policies and procedures, framing guidelines and rules and regulation pertaining to admission, discipline, grievance, counseling, training development and library services etc. and effectively implementing the same to ensure smooth and systematic functioning of the institute. • For the various programmes to be conducted by the college all the staff members meet, discuss, share their opinions and plan for the event and from various committees involving students and coordinate with them. • Staff members are also involved in deciding academic activities and examinations to be conducted by the college. Functional Level: At functional level the faculty members participate in sharing the knowledge by discussing on the latest trends in technology during faculty meeting. Staff members are involved in preparation of annual budget of the institute. They also correspond with the concerned parties deputed by the principal in necessary situations. Operational Level: The Principal of the institution is a member secretary of the Governing Body (GB). The GB gives suggestions and monitors the procurement, introduction of new initiatives and welfare activities. The Principal of The College is responsible for academic, NonAcademic and administrative activities of the institution. On behalf of the institution, he interacts and corresponds with concerned parties like affiliating University, Govt. of Assam, U.G.C. etc. The Budget earmarked for staff members and students to participate in various programmes organized by the institute. All the Staff members actively participate in implementing the policies, procedures and framework designed by the management in order to maintain and achieve the quality standards. The office staffs are involved in executing day to day support services for both students and faculties.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	• Dibrugarh university has adopted strategies for quality improvement for curriculum Development in UG Level Curriculum Design and Development at DU. For instance, Dr. Debajit Singha as

member of Board of Studies in Commerce
 Dr. A. Saikia, Elected Member of Academic council, DU. • The Principal of the college is a member of the Committee for introduction of CBCS under Dibrugarh University. He is also a Court member and an EC member, Exam Committee member of Dibrugarh University. He is the EC member of Assam Higher Secondary Education Council and member of other subcommittees. Also he is at present working as Examination Committee Member. • A few faculties are involved in curriculum designing as a member of the Dibrugarh University Departmental board of studies.

Teaching and Learning

- Continuous feedback from students on teachers and library is taken by administrator. The Administration gives special attention to the following areas:
 - o Regularity of the teachers and students in taking and attending classes.
 - o Midterm assessment of progress of course.
 - o Month wise calculation of students' attendance.
 - o Subject wise result analysis.
 - o Conducting or facilitating faculty development programme.
- By conducting studentteacher exchange programmes etc.
- Student feedback on teacher taken at entry and exit point. Analysis of the information given by students was done by the IQAC and a few steps taken to make the teaching learning more affective.
- During the year students' feedback on teachers was also taken by the external resource persons which were quite a fruitful exercise.
- Monitoring of classes by CCTV cameras and checking of class delivery registers are done by the principal. In addition, Vice Principal of the college monitors the class room literally and maintains a monitoring sheet.
- Improvement strategies have been adopted by the college for use of different teaching aids in the classroom, Smart classroom and Modern classroom. These are also kept under surveillance of CCTV device. The uses of powerpoint presentation and smart Board by faculties are highly encouraged.

Examination and Evaluation

- Answer scripts of the 1st and 2nd internal assessment are shown to the students as a measure of transparency •

Discussions on evaluated answer scripts with the students are emphasized. • Project related presentations are normally attended by all the faculties of concerned departments along with the Principal, Vice Principal and Academic Coordinator with a motive to improve the quality of the presentation and evaluation. • All exams (internal and external) are conducted under the monitoring of the two College Examination Conduction Boards. • Examination is conducted as per the rule with strict monitoring by the principal and the vice principal. Examination halls are under CCTV Camera surveillance. • Role of at night, sufficient lights across college boundaries were arranged since Dibrugarh University Evaluation Zone, Margherita College centre become a regular feature. • Dibrugarh University (DU) Evaluation Zone (Margherita College) also follows the DU guidelines with regard to Quality Evaluation strategies in the External Evaluation of exam system in the college campus. • College management is going to implement shortly the security aspects related to the conduction of examination and evaluation at Zone level in the college campus in the following ways: (a) Strong room should be established under the supervision/ custody of VicePrincipal. (b) CCTV cameras have been installed in the Exam Conduction Board and in the Exam Halls. (c) Night Chowkidar performs his duty regularly. (d) Local police are assigned to maintain security. (e) The Officerincharge of the local police station is also exofficio member of the Centre Committee.

Research and Development

• IQAC encourages different departments to organize workshops/ seminars/talks etc, which also help in generating interest in research. • A few Departments are publishing research journals. The College authority provides financial aid for such publications. • The Margherita College Study Circle organises research oriented programmes. The teachers share their experiences after the completion of their RC/OC Programmes. • Teachers are provided with special leave for research activities. • Library offers improved environment for Research

Scholars. • In view of retirement of R.B. Deb, the responsibility of the Research Committee is entrusted to Dr. Runjun Saikia. The faculties can undertake MRP, M.Phil, and PhD project under the supervision of our teachers. Management of the college proposed an amount of Rs 50,000 to each stream to encourage the faculties to inculcate Research mentality in the college w.e.f 2017 onwards.

Library, ICT and Physical Infrastructure / Instrumentation

Improvement in the library services was specially emphasized by the Peer Team Members, NAAC, at the time of 2nd Cycle of Assessment. During the year stress has been given to offer best possible services. Library is partially automated. Internet Service is available in the Library building and OPAC facility for the readers. More than 5000 ejournals and 80,000 ebooks are available. The library has Photo copying facility at low cost and a separate reading room for teachers. Library networking system has been improved. Now students can search ebooks and ejournals through NList under the guidance of Library staff as required. Three tier purchase policy is maintained to improve the service of the library. Library Management Committee has adopted quality improvement strategies in the uses of ICT and physical infrastructure.

Human Resource Management

• The college has a mechanism for efficient use of its human resources. For the better utilization of Human Resources of the college, the role of the Vice Principal and Academic Coordinator (created by the college authority) towards administration has been clearly defined. • The college has a number of cells and departmental forums, for smooth conduction of different activities. Different teachers are engaged in different college activities stressing upon their interest and efficiency and total participation. • Any vacancy of the college (arises due to superannuation/resignation /leave) is filled up immediately on temporary basis till necessary order is received from the higher authority. • Life Time Service Award is given to Teaching Non Teaching (one from each) employees every year (with a sum of 25,000/ to

	<p>teaching faculty and 10,000/ to nonTeaching employee) to boost the moral of the employees. Incentives are given to employees for their best services towards the college. • Margherita College Study Circle (Saturday Skill Circle) conducts talks and workshops for continuous improvement of knowledge and communication skills of the faculties.</p> <ul style="list-style-type: none"> • Loans are given to the needy employees from nonteaching staff benefit fund. • Employees are required to record their attendance in facial biometric both at arrival and departure. • Installation of CCTV Camera in classrooms and sensitive areas helped in maintaining discipline in college campus.
Industry Interaction / Collaboration	<ul style="list-style-type: none"> • The college authority encourages the faculty members and students to visit local industrial units and interact with the local entrepreneurs in the form of industrial survey/visit. • Local entrepreneurs are also invited to the college for interaction with the students and teachers.
Admission of Students	<ul style="list-style-type: none"> • For admission purposes, an admission committee is constituted and all admissions are given on merit basis complying fully with Assam Govt. admission rules. • Admission dates are advertise in leading local news papers well in time. • Students who are good in sports or cultural activities are given special consideration according to the govt. norms.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The various decisions for holding/ organizing academic (Seminar/ workshop etc) cocurricular and extra curricular activities for the development of the students are uploaded in the college website.
Administration	The Administration of the College is functioned with egovernance system at Government, Society and College Level. Even though the College is situated in a Rural based SemiUrban areas in Tinsukia district still the College tries to keep in touch with latest tools of administration with available tools in hand. With the help of developed technological world the

college staff uses the same for administration purposes. Such as use of smart phone with inbuilt social app like Gmail and Whatsapp they share the notes to students. It helps to provide the brief notice of any event to be happened on College and Whatsapp Group for awareness and of smooth functioning of the same. The College has BioMetric attendance for Teaching and NonTeaching staff. The college Campus is equipped with CCTV Cameras at every nook and corner of it.

Finance and Accounts

The College uses certain Software for e-governance for transparent functioning of finance and accounts section of the College. This helps to increase the efficiency of staff towards the accuracy in financial transactions. The College Conducts regular Audit for Annual books of accounts. The administrative Office keeps the all financial records separately as per the events and transactions made for. The administrative office maintains the Books Accounts properly which helps in auditing procedure.

Student Admission and Support

The most important key factor of the college toward the student's admission and support is that College has system which allows the students to take admission with fee of Rs. 4760/ (Arts), Rs. 4960/ (Commerce) 5610/ (Science) respectively at the initial stage of admission process of every academic year. This is one of the important things which supports some students those are facing financial issues. The college has various schemes for admission of students such as meritorious students, BPL Students etc. The College has designed Software for the online admission purpose. The college has extended Helping-counter for the student which provides them several services such as filling up of forms of admission, examination, scholarships. The service offered through this counter to the students is free of cost whereas they need to pay fees for it at other centers. The college has provided the facility to the students for linking the contact number with BPL Card, Income Certificate and a plantation of tree. Photographs with location and identification which was mandatory for

	the free admission of the students as per the Assam Government rule.
Examination	The College has the separate Examination conduction Board, with equipped ICT tools necessary for Examination purposes. As per the requirements of Examination conduction Board all the necessary equipments are provided by the college. Such as separate desktop with internet facilities, office stationeries and other equipments etc for smooth conduction of Internal as well as External Exams.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mr. Biraj Buragohain	Two Day UGC Sponsored National Seminar, "Recent Trend in the Theoretical and Applied StatisticsIV (RTTASIV)	0	3000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	EResource Demonstrati on		14/08/2018	14/08/2018	15	0
2019	AHSEC conducted a workshop on Evaluation of Answer scripts		12/03/2019	12/03/2019	70	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	01/08/2018	21/08/2018	21
Orientation Programme	1	09/10/2018	07/11/2018	28
Faculty Development Programme	1	29/04/2019	05/05/2019	7
Short Term Course	1	07/10/2018	13/10/2018	7
Short Term Course	1	12/11/2018	18/11/2018	7

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
(1) Margherita College Teachers Benefit Fund (MCTBF). (2) Advance salary given to teachers in need (Applicable for Temporary and non sanctioned faculties) (3) Ambulance service and First Aid Service Centre attached to Department of Sociology.	(1) Margherita College NonTeachers Benefit Fund (MCNTBF) and Margherita College Teachers Benefit Fund. (2) Provision of Advance salary for the staff in need(Applicable for Temporary and non sanctioned staff) (3) Ambulance service and First Aid Service Centre attached to Department of Sociology.	(1) Margherita College Students? Insurance Benefit Scheme. (2) Merit scholarship and Margherita College cash prize scheme for the toppers. (3) Free studentship (Now as per Assam Govt. norms) (4) Free/Concessional Admission for poor cum meritorious students. (5) Margherita College Sportsman Incentive/Scholarship scheme. (6) Library Book Bank (7) Ambulance Service (8) Emergency Medical Assistance

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institute has a mechanism for internal and external audit to know the actual financial position of the institution for each and every financial year. The principal of the college as a financial manager plays a significant role for the financial management and resource mobilization of the college. We have

our own internal audit mechanism where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire (Income expenditure and the Capital Expenditure)/ Receipts and Payments accounts of the Institute each year. Qualified Internal Auditors (i.e., CA) from external sources have been permanently appointed and a Team staff under them do a thorough check and verification of all Vouchers of the transactions that are carried out in each Financial Year. Likewise an external audit is also carried out on an elaborate way on quarterly basis or half yearly basis. The institutional accounts are audited regularly by both internal and statutory audits. So far there have been no major findings/ objects. Minor errors of omissions and commissions when pointed out by the audit team are immediately corrected/ rectified and precautionary steps are taken to avoid recurrence of such errors in future. The College/ institute regularly follow Internal external financial audit system.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dibrugarh University	Yes	Principal
Administrative	No		Yes	Governing Body

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

<ul style="list-style-type: none"> • Margherita College ParentTeacher Association (MCPTA) takes part in all major activities of the college and lends moral support, suggestions and advices. • At different occasions, ParentTeacher meets are held. • Parents representative to the Governing Body.
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> • Management of college organizes different skilldevelopment programme, training, capacity and building to upgrade and update the nonteaching staff. • Regular meeting is held by the principal to update and upgrade the nonteaching staff. • They are encouraged to acquire more academic qualification through online and distance mode. • They were sent for training from time to time and encouraged to undergo skill development program.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>The following initiatives are taken: By the year 2025, the college aims to change itself into a Centre of Excellence through allround development and thereby to transform it into a state of autonomy. Sufficient computers have been already installed. The library has developed automation process. Sufficient extension activities were undertaken.</p>

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	A Workshop was organized on the topic of Puberty, Menstrual Health and use of Cotton Sanitary Napkins by IQAC Women's Studies and Development Cell	29/05/2019	29/05/2019	29/05/2019	30
2018	IQAC in association with (MCSU) Gyan Jyoti Parwah organized a Debate Quiz competition on at Margherita College Conference Hall.	09/08/2018	09/08/2018	09/08/2018	50
2019	One day workshop on Women Health Hygiene organized by IQAC, in Association with Women Cell and NSS Unit at Powaimukh Janajati ME School	22/01/2019	22/01/2019	22/01/2019	250
2019	Free Eye checkup camp at Margherita	07/02/2019	07/02/2019	08/02/2019	145

	College				
2019	15th Days Workshop on "Computer Education" (For Girl Students) organized by Women Studies and Development Cell IQAC, Margherita College Alumni Association	01/03/2019	01/03/2019	15/03/2019	25
2019	Workshop on CBCS	06/03/2019	06/03/2019	06/03/2019	21

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Street Drama on the topic of 'Women Empowerment'	27/07/2018	27/07/2018	12	10
An awareness programme on Self-Defense	29/08/2018	29/08/2018	178	12
A Self Defense Training programme	01/09/2018	07/09/2018	50	20
an awareness programme on Delinquency in the period of Adolescence	24/10/2018	24/10/2018	47	19
1-Day workshop on Women Health and Hygiene	22/01/2019	22/01/2019	128	10
Role of Media in Women Empowerment	26/02/2019	26/02/2019	65	0
A discussion was held on "Gender Diaparity" on International Women's Day"	08/03/2019	08/03/2019	59	10

A lecture Program on "Eve teasing at Work places"	22/04/2019	22/04/2019	28	34
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
16.5 of total power requirement is supplied by the Solar System

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	2	5	31/05/2019	1	Counselling motivation	women empowerment	398

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Handbook (MCSU)	01/09/2018	The Election Commission of the college strictly follows the guidelines laid by Hon'ble Mr. J. M. Lyngdoh Committee. The Election Commission ensures that the students follow up the rules. Besides the college has its own printed guidelines that the students have to follow strictly.
Handbook (Student Welfare Schemes)	01/06/2018	The College has introduced a scheme of providing mediclaim insurance among the students of the college. In this connection the college named the programme Students' Benefit Scheme.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Margherita College NSS Unit organized 5 awareness programs and Pledge for Life in 5 different schools	19/06/2019	19/06/2019	767
Observation of International Yoga Day	21/06/2019	21/06/2019	100
EVS cell observed the Swachata Pukhwada at College premise	01/06/2019	15/06/2019	45
IQAC in collaboration with MCSC Gyan Jyoti Prawah conducted a Quiz Competition and Debate competition in Margherita College Conference Hall.	09/08/2018	09/08/2018	50
Margherita college NCC team participated in the 72nd Independence Day celebrated on by Civil Administration, Margherita and has been awarded as BEST PERFORMER in the March Past.	15/08/2018	15/08/2018	17
To offer condolences for the demise of former Prime Minister of India, Mr. Atal Bihari Vajpayee, the National Flag has been half mast in the college premises	18/08/2018	18/08/2018	980
NSS, Unit MCSU (Student Union) jointly organized the following programmes on the NSS Day: • A Street Play by NSS Volunteers • An essay competition	24/09/2018	24/09/2018	100

on the topic, "Clean and Green Assam: Role of Swachh Bharat Mission" • Awareness programme on Tobacc			
ICGC in collaboration with Alumni Association celebrated the World Tourism Day Ms Jimki Sarma, owner, hill Rovers(Travel Agency) delivered a lecture around the topic.	27/09/2018	27/09/2018	35
As a part of Vigilance Awareness Week 2018, an 'Integrity Pledge' taking ceremony took place at the college premises from in association with Vigilance Department, IOCL(AOD), Digboi.	29/10/2018	03/11/2018	150
Prevention of Sexual Harassment Cell in association with Dept.of Education, Margherita College conducted an awareness programme with the title ' Delinquency in the period of Adolescence', lecture being delivered by Mrs. Pratibha Bezbaruah.	24/10/2018	24/10/2018	56
A talk on 'Dr. B.R. Ambedkar' had been organized by the Dept. of Political Science and Dept. of Education along with a research oriented educational talk by Anita Das, Memorial Educational Foundation	26/10/2018	26/10/2018	55

IQAC conducts a 1 Day workshop on Women Health and Hygiene in association with Women's Cell and NSS Unit at Powaimukh Janajati M.E. School .	22/01/2019	22/01/2019	138
Participation of students in a Quiz Competition organized by District Election Officer, Margherita on 25/01/2019 on the occasion of National Voter's Day and has been awarded the 1st and the 2nd position in the event.	25/01/2019	25/01/2019	4
Observation of National Productivity Week 2019 from 12th to 18th Feb 2019 organized by NSS Unit, Margherita College in association with Gyan Jyoti Prawah and Economic Forum, Margherita College	12/02/2019	18/02/2019	91
Department. of Political Science conducted a seminar on " Role of Media in Women Empowerment"	26/02/2019	26/02/2019	65
Margherita College NSS Unit organized 3 awareness program and pledge for Life in three different schools	28/02/2019	28/02/2019	372
Observation of National Science Day 2019 by Margherita College Science Society and EVS Cell on 28/02/2019 and conduction of Quiz Competition	28/02/2019	28/02/2019	75

A Discussion on Gender Disparity held on International Women's Day	08/03/2019	08/03/2019	69
An educational excursion under "Ek Bharat Shrestha Bharat Scheme" for a period of 10 days	29/03/2019	07/04/2019	11
A lecture Program on "Eve teasing at Work places" was organized by Prevention of Sexual Harassment Cell	22/04/2019	22/04/2019	62
EVS cell in collaboration with the ECO club, Margherita college observed the World Tobacco Day on 31/05/2019.	31/05/2019	31/05/2019	60
EVS cell in collaboration with NSS unit, Margherita College observed the World Environmental Day	05/06/2019	05/06/2019	50
World Environment Day was observed by NSS unit, ECO Club EVS	05/06/2019	05/06/2019	90
Margherita College NSS Unit organized 5 awareness programs and pledge for Life in five different schools	17/06/2019	17/06/2019	962

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Tobacco free zone
NSS, Unit MCSU (Student Union) jointly organized the following programmes on the NSS Day: • A Street Play by NSS Volunteers • An essay competition on the topic, "Clean and Green Assam: Role of Swachh Bharat Mission" • Awareness programme on Tobacco Control Cancer Prevention in Assam
Pledge for Life. The EVS Cell of Margherita College conducted a Cleanliness Program outside the college campus in collaboration with the Union Incharge with the help of Boy's Hostel Students and Wardens on 03/02/2019. 50 participants took part.
EVS cell in collaboration with the ECO club, Margherita college observed the World Tobacco Day on 31/05/2019

World Environment Day was observed by NSS unit, ECO Club EVS on 5th June 2019. 100 saplings were planted in the College campus.

EVS cell observed the Swachata Pukhwada at College premise from 1st June to 15th June 2019. The students cleaned the campus and inspired the students to retain eco friendly environment.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

"What after school" An offCampus academic coordination programme Goal An initiative has been undertaken to conduct offCampus academic coordination programmes with the motto of generating awareness both in the high and higher secondary school students of the region. The basic goal of this venture is to inform, motivate and counsel students so that they can choose proper courses and career. It is often seen that due to lack of information and proper guidance, students of class IX X face problems in selecting right combination of subjects. The programmes aim at providing information regarding choosing a stream choosing the right combination of subjects to pursue a career in accordance to their choice, aptitude and skill. The Context This programme is an extension programme initiated by the Institution with the aim of building human resources at schools. The target group selected was High School Students (Classes IX and X) of nearby govt. schools of State Board with vernacular mediums. Generally the Govt. Schools of State Board do not provide career related information. And it is not possible for the students from remote rural areas to attend occasionally held knowledge fairs or update them through internet. To bridge the gap, the programme was designed to cover career prospects in Arts, Commerce and Science. Initiative was also taken to provide basic knowledge of ICT, use of internet, etc. With an intention to instil values knowledge, talks are arranged under the programme. It includes the responsibilities and duties of students, the need of dedication and hard work to achieve their goals. The whole programme was designed in slides, audiovisual and lecture followed by interaction with students. Solving problems at individual level was another agenda of the programme. The Practice The Principal of the college was the Coordinator of the programme. Faculties from all the three streams viz. Arts, Science and Commerce delivered lectures and presentations in the sessions. Faculties from different streams, on the basis of their credentials were entrusted the responsibilities of preparing Power Point presentations. The programme was designed to cover all the vernacular medium schools of Margherita SubDivision, especially situated in rural as well as remote areas where the students need such counselling most. A team from college consisting of coordinator, faculties and technicians with equipments visit the schools with prior permission. One session comprised of two hours, one and a half hour for lecture and presentation and half an hour interaction with students. The presentation part includes motivational counselling followed by career information. The main emphasis is on motivational part so as to make the students confident and goaloriented. In this academic Session emphasis was given on confidence Building, to face examination stress, value education, setting goal in life etc. Venue Date Speaker Nos. of students attended Adarsh Hindi Vidyalaya High School on 08/04/ 2019 Dr. Puspa Singh Mr. Prabhan Gogoi Jyoti Gogoi 47 Margherita Girls High Scool on 29/05/2019 Dr. Boby Dutta Saikia] Dr. Puspa Singh Rinkumoni Gogoi 70 Parijat School on 31/05/2019 Dr. Puspa Singh B. Limboo Rinkumoni Gogoi Proban Gogoi 64 The area covered in these sessions include, subject combinations available in different colleges and senior secondary schools so that it directly help them in choosing different careers. Requirements for competitive examinations, technical education etc. are also touched upon. In the interaction session, students mostly asked about subject combination suitable for them, availability of coaching centres, job opportunities and also self employment opportunities on completion of

education. Evidence of Success Students actively participated during the interaction session and put lot of queries to on their doubts. The programme is successful in the sense that it could provide relevant information to the students about higher studies, as how to select different subject combinations, vocational courses, etc. Even the authority of the above Institutions where the programmes were conducted, praised the team for their initiative. As the lectures were conducted using the ICT materials the students showed much enthusiasm during the session. Feedback from each of the schools showed the evidence of success. Problems encountered and resources required During the sessions it was noticed that infrastructure problem was one of the major hurdles in the schools targeted to undertake the lectures. Besides, powercut, poor knowledge of students regarding ICT supportive created problems. It was felt that one session was not enough to discuss all the issues related to selection of subject combinations, career opportunities, institutions, setting goals, stress management, value education etc. Awareness programmes for Environmental Sustainability Sustainability implies meeting present societal needs without compromising the ability of future generations to meet their own needs. Educational institutions serve as effective platforms where knowledge related to sustainability, need for preserving environmental quality can be inculcated in the minds of the new generation. Through many in campus and offcampus initiatives effort was made to generate environmental consciousness. Under the EVS Cell, Eco Club and NSS NCC a consistent effort is being given to create awareness among the fraternity to retain the environmental consciousness. In several times, different projects are undertaken to achieve the aforesaid objectives. The campus is totally a tobacco free zone. Periodically, under several schemes 'no tobacco' concept is emphasised. There are placards in several spots. The following programmes were organized during the session. i. NSS, Unit MCSU (Student Union) jointly organized the following programmes on the NSS Day: • A Street Play by NSS NCC Volunteers was conducted emphasized on the environmental awareness. • An essay competition on the topic, "Clean and Green Assam: Role of Swachh Bharat Mission" was conducted to motivate the students to learn the importance of environmental sustainability. • Awareness programme on Tobacco Control Cancer Prevention in Assam was hold on to generate consciousness among the younger progeny about the damage that can lead them to suffer mortal diseases, like cancer. • Pledge for Life: The institution under NSS Unit motivated the students to take the pledge that they would not take any intoxicants of any type. ii. The EVS Cell of Margherita College conducted a Cleanliness Program outside the college campus in collaboration with the Margherita College Student Union with the help of Students of Boys' Hostel and Wardens have cleaned the campus and the surrounding of the Boys' Hostel thereby set an exemplary to other students about the cleanliness of the campus on 03/02/2019. iii. EVS cell, in collaboration with the ECO Club, Margherita college observed the World Tobacco Day on 31/05/2019. iv. World Environment Day was observed by NSS unit, ECO Club EVS on 5th June 2019. 100 saplings were planted in the College campus. By the act the team tried to create awareness among the college fraternity to understand the importance of green environment. v. EVS cell observed the Swachata Pukhwada at College premise from 1st June to 15th June 2019. The students cleaned the campus and inspired the students to retain the eco friendly environment. Consultancy Generation Some Departments have been generating resources at their own endeavor. During the session 20182019, the Dept. of Commerce has generated Rs. 21,800/ and the Dept. of English has generated Rs. 7100/. Grammar Workshop From 05/06/2018 to 11/06/2018, the Dept. of English conducted a Seven Day Workshop on Basics of English Grammar for the students. The objective of the workshop was basically to enhance the proficiency of the students in English grammar to make their communication effective. The selected 45 nos. of students positively registered themselves to attend and participate in the workshop. Merit cum Means scholarship The Dept. of economics encourages its meritorious, disciplined and

financially weak students with merit cum means scholarship. The scheme is in place since 2006. Objective of the scheme is to encourage competition among the students to behave well, to improve in their academic pursuit and also to improve a better communication and understanding among teachers and students. In this academic session 4 students were given monetary incentives Rs. Two thousand each and one bright alumni was given Rs. Ten thousand.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://margheritacollege.in/admin_portal/all_mrgclg_files/implink_files/Best%20Practices.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

With the motto " Knowledge is power", the college vision to rise as a centre of excellence in the eastern most part of Assam catering to the higher academic needs of a diverse population including several indigenous and ethnic communities who are mostly economically , socially downtrodden. The mission of the institution is to empower the generation of the entire locality including nearby tribal areas of Assam and some part of neighbouring Arunachal Pradesh. The institution aims to cultivate awareness through intellectual and creative disciplines, to provide infrastructural facilities for all round development, to enhance the local community by various extension activities, Along with the above objectives, a special theme is adopted by IQAC for the year 20182019 which is "Educate a girl, you educate a family". Significantly, in this rural and tribal area, social and economic status of women is very low. To uplift their condition and make them aware of their sociocultural position, the college has organised a number of programmes both in and out of the premises. In order to study different aspects of the tribal cultures, a tribal study centre was opened in the college and different programmes in collaboration with Research Promotion and Publication cell, Women Studies and development Cell IQAC as well were organized during the year. In these programmes we try to motivate girl students as well as women from the locality (Set up exhibition for women entrepreneurship in the locality). Related to women empowerment, problems of delinquency, health and hygiene, skill development, problems of puberty, menstrual health, importance of physical exercises we organise. Related to the above, the following programme have been conducted during the session. a) An awareness programme for the girl students on self defence was conducted by Women Studies and Development Cell in association with Grievance Redressal Cell on 29.08.18 b) A Self defence Training programme for students is conducted on 01/09/2018 to 01/09/2018 c) Prevention of Sexual Harassment Cell in association with Dept.of Education, Margherita College conducted an awareness programme with the title ' Delinquency in the period of Adolescence' lecture being delivered by Mrs. Pratibha Bezbaruah on 24/10/2018. d) IQAC conducts a 1day workshop on Women Health and Hygiene in association with Women Studies and Development Cell and NSS Unit at Powaimukh Janajati M.E. School on 22/01/2019. e) Department of Political Science conducted a seminar on "Role of Media in Women Empowerment" on 26/02/2019. f) 15days workshop on "Computer Education (for girl students) organized by Women Studies and Development Cell and IQAC Alumni association , Margherita College from 01/03/2019 to 15/03/2019. g) A lecture Program on "Eve teasing at Work places" organized by Prevention of Sexual Harassment Cell, the chief speaker being Dr. Anisha Ali, Dept. of English, Margherita College on 22/04/2019. h) IQAC Women Studies and Development Cell, Margherita College organized a workshop around the theme "Puberty, Menstrual health and use of cotton Sanitary napkins" on 29/05/2019.

Provide the weblink of the institution

https://margheritacollege.in/important_links.php?link_id=18

8.Future Plans of Actions for Next Academic Year

Academic Administrative Audit will be done in the month of January 2020 A workshop will be conducted by the IQAC A FDP (Faculty Development Programme) will be conducted A National level Seminar will be organized by the Department of Commerce jointly with the Department of History by the month of April (tentative) A National level Seminar will be organized by the Tribal Study Centre by the month of January (tentative) The theme of IQAC for the session 201920 is Think Green, Act Green Some activities related to the theme of the year will be undertaken at the aegis of IQAC, Environmental related programmes will be undertaken. Some seminar/ workshop on student level will be conducted. A Sanitary Cell will be created for total inspection of the health and hygiene of the fraternity. A special issue of Newsletter will be taken out in the month of January (tentative). More academic linkages will be created. Lecture by some eminent persons will be conducted. A workshop on Intellectual Property Rights (IPR) will be conducted.