



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		MARGHERITA COLLEGE
Name of the head of the Institution	Dr. Buddhin Gogoi (At present Dr. Atonu Kakoty)	
Designation	Principal	
Does the Institution function from own campus	Yes	
Phone no/Alternate Phone no.	03751272239	
Mobile no.	9401709323	
Registered Email	iqacmrgcollege@gmail.com	
Alternate Email	mrgcollege@gmail.com	
Address	Segunbari, P.O.- Margherita, District - Tinsukia	
City/Town	Margherita	
State/UT	Assam	
Pincode	786181	

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Mrs. Yemokhya Fakay			
Phone no/Alternate Phone no.		03751272239			
Mobile no.		9101891736			
Registered Email		iqacmrgcollege@gmail.com			
Alternate Email		mrgcollege@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://margheritacollege.in/admin_portal/all_mrgclg_files/iqac_agar/AOAR%202018-19.pdf			
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. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	70.65	2004	08-Jan-2004	07-Jan-2009
2	B	2.65	2015	01-May-2015	30-Apr-2020
3	C	1.84	2021	10-Aug-2021	09-Aug-2026
6. Date of Establishment of IQAC			21-Feb-2006		
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
State Level Workshop on	10-Feb-2020 1	100
Awareness rally on COVID-19	17-Mar-2020 12	15
Free Health Camp	08-Mar-2020 1	128

[View File](#)

8. Provide the list of funds 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 :

4

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)

1) One Day State Level Workshop on "Students Participation in Quality Assurance in Higher Education" was organised by IQAC on 10th of February 2020. Chief guest were Prof. Ranjit Tamuli, Hon'ble Vice Chancellor Dibrugarh University, Dr. B.S. Madhukar , Bangalore, Former Advisor, NAAC, Dr. Balendra Kumar Das, Director, USTM, Dr. Binod Bora, Jt. Registrar, (Academic) Dibrugarh University. A total of 60 numbers of faculties from ten colleges and 100 students participated in the programme. 2) Women Study and Development Cell (WSDC) and NSS Unit, Margherita College jointly organised free health camp at Powaimukh Janajati ME School (Adopted village of Margherita College) on 8th March, 2020. To mark the International Women's Day a camp was set up for one day. Dr. Sajjad Akbar, MD Dr.

Madhusmita Saikia, Senior Medical Officer, McLeod Russel India Ltd, Dehing Tea Estate offered their honorary service. Total 128 villagers turned up for their health checkup. 3) Margherita College initiated an awareness rally on Covid19 from 17.03.2020 to 29.03.2020. It covered both the rural and urban areas as a part of the awareness rally.

[View File](#)

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	Achievements/Outcomes
A National level Seminar will be organized by the Department of Commerce jointly with the Department of History by the month of March-April, 2020.	Two-Day ICSSR Sponsored National level Seminar on the Topic 'Industrial Development in the North-East India: Past, Present & Future' was organized jointly by the Department of Commerce and Department of History during 13th and 14th March, 2020.
A Workshop on Intellectual Property Rights (IPR) will be conducted in the month of January, 2020.	A Workshop on Intellectual Property Rights (IPR) was organized by Dept. of Pol. Science, Research Committee, IPR Cell, Margherita College on 27th January, 2020.
The theme of IQAC for the session 2019-20 shall be "Think Green, Act Green."	On 15th of August, 2019 Independence Day was observed in the College Campus and in association with that Tree plantation programme was also conducted under the theme "Think Green, Act Green."
A National level Seminar shall be organized by the Tribal Study Centre by the month of January, 2020.	Two-Day ICSSR Sponsored National Seminar on 'Ethnic Communities of the Dehing Patkai Region: Present Status of the Ethnic Communities & their Developmental Strategies' was organized by Tribal Study Centre Margherita College on 24th & 25th January, 2020.
A Faculty Development Programme shall be conducted in the month of February-March, 2020.	A one week FDP on 'Behavioural Remodelling and use of ICT Tools for classroom delivery of Teachers' in collaboration with E & ICT Academy, IIT Guwahati from 4th to 8th February, 2020.
A Workshop will be conducted in association with IQAC in the month of January-February, 2020.	One Day State Level NAAC Sponsored 'Workshop on Students Participation in Quality Assurance in Higher Education' was organized by IQAC on 10th February, 2020.
Academic Administrative Audit (AAA) shall be done in the month of January, 2020.	Academic Administrative Audit (AAA) was conducted on 21st - 22nd January, 2020.

[View File](#)

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">Name of Statutory Body</th> <th style="width: 50%; text-align: center;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Advisory Committee</td> <td style="text-align: center;">16-Nov-2021</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Advisory Committee	16-Nov-2021
Name of Statutory Body	Meeting Date				
Advisory Committee	16-Nov-2021				
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	2020				
Date of Submission	18-Feb-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<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</p>				

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.

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

Our institution undertakes following measures for effective delivery of the university curriculum at college level. • There is a time table committee which prepares the timetable as per workload for the academic session. • A comprehensive teaching plan is prepared by every department and teacher which includes the delivery of lectures, tutorials and practical. • The Principal addresses the newly admitted students in "Induction Program". This program orients the students about: facilities and welfare schemes available, code of conduct and discipline, add-on courses and extra-curricular activities. • Sessional examinations are conducted periodically and its results is displayed and discussed with the students in the class room. • Periodical meetings of Head of the Departments are held with the Academic Coordinator to take review and discuss the curriculum delivery. • Assignments, seminars and projects are given to the students under the supervision of the concern faculty members. • Guest lecturers of eminent faculty members from other institutions are arranged to give exposure of the current trends and the latest subject knowledge. • ICT is used for effective teaching by the teachers of various departments. • The departments organize study tours, excursions, field project and industrial visits for students' exposure to practical knowledge. • Remedial coaching is given to slow learners and merit mission concept is implemented for advance learners. Additional facilities such as Reference/extra books issued from the Departmental library/ in teacher's individual capacity and personal counseling are provided to slow and advanced learners. • Students-Teacher -Guardian Scheme (Mentor-Mentee) is implemented for identifying problems of the students regarding academic, social and financial issues.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NILL	NILL	Nil	00	NILL	NILL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
------------------	--------------------------	-----------------------

Nill	NILL	Nill
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
BA	UG	01/08/2019
BCom	UG	01/08/2019
BSc	UG	01/08/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
NILL	Nill	Nill
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
Nill	NILL	Nill
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained
<p>The feedback is taken by the saturating feedback committee on teaching and infrastructure from the Students, Teachers and Alumnus. The feedback includes the information on syllabus, teaching and discipline ethics. The feedback is analyzed with the help of updated software using statistical tools and graphs. The feedback reports were shared with the teachers and was also discussed in the separate meeting with the IQAC and principal. The Feedback Committee reviewed the feedback forms with the IQAC and certain modifications were suggested so that precise quantitative and qualitative feedback can be got from the Stakeholders.</p>

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
BSc	Hons/ Non-Hons.	100	56	50
BCom	Hons/ Non-Hons.	150	201	167
BA	Hons/ Non-Hons.	300	476	330

[View File](#)

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 (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1493	98	60	Nil	37

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	60	12	9	1	11

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

For the overall development of the students and continuous specific guidance for students who need it for close monitoring of the performers a well developed mentoring system is very much essential. At present Mentoring system is being practised at Dept. level very soon it will be institutionalised (will be done centrally) considering total students strength. GOALS AND OBJECTIVES OF MENTORING: 1. To monitor the students regularity to retain discipline. 2. To enable the parents to know about the performance of their children on a regular basis. 3. To improve the student-teacher relationship. 4. Counsel the students for solving their problems and provide self-confidence to improve their quality of life. 5. To guide the students to choose the right career path. 6. To monitor the students regarding misuse of various 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 valued human resources.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1493	60	1 : 25

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
32	30	2	4	20

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
2019	Mrs. Deepasree Das Sarkar	Associate Professor	Recognition (PHF) from Rotary International for the Worldwide Humanitarian Service
2019	Mrs. Deepasree Das Sarkar	Associate Professor	MULTI-LINGUAL POET honour by Sodou Axom Matak Yuba Chatra Parishad on their Central Foundation Day 27 Oct, 2019
2019	Dr. Puspa Singh	Associate Professor	Ayodhya Shodh Sansthan for Project Work for Ramayan Bishwa Kosh (State Govt. UP)
2019	Mrs. Deepasree Das Sarkar	Associate Professor	Award was given by Sadin Pratidin Gusthi for her Social Works

[View File](#)

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
BA	BA	5th Semester/ 2019-20	12/12/2019	12/03/2020
BCom	BCom	5th Semester/ 2019-20	12/12/2019	12/03/2020
BSc	BSC	5th Semester/ 2019-20	12/12/2019	12/03/2020

[View File](#)

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 the Dibrugarh University guidelines the College conducts the Internal

Assessment. The processes are as follows: a) Seminar/ Group Discussion are conducted home assignments/ projects are assigned to every student which needs to submit as per the pre-stated directives. Generally both written and oral methods are used to assess the progress/ intelligence of the students. Continuous Internal Evaluation (CIE) System carries marks (20 weightage) as per set by the affiliated University guidelines b) In every Semester two Sessional Examinations are conducted as per University norms. c) Retests are conducted on exceptional grounds. d) The marks of both the Internal Examinations are put up in the Notice Boards of the respective departmental Notice Boards. Class tests / presentations are also conducted to assess improve the performances.

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

Margherita College has a well structured academic calendar. Academic calendar is considered as the soul of the Institution that comprises each and every activity detail. The examination conduction board follows the academic calendar in arranging all the internal exams. The institution's planned activities related to scholastic and non-scholastic are directed in the academic calendar. The non-scholastic activities are also mentioned in the calendar. The conduction of Annual Sports Week is one of such activity that is directed through the calendar. The calendar also contains different observation and celebration dates' such as Independence Day, Republic Day, College Foundation Day, Bhupen Hazarikia Birth Anniversary, NSS Day, International Women Day, World Environment Day, Gandhi Jayanti, Saraswati Puja, etc.

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/courses_offer.php?course_id=5

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
BCom	BCom	Honours/Non-Honours	107	81	75.7%
Bsc	BSc	Honours/Non-Honours	56	33	58.9%
BA	BA	Honours/Non-Honours	279	217	77.7%

[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/SSS%20MRGC%20\(1\).pdf](https://margheritacollege.in/admin_portal/all_mrgclg_files/implink_files/SSS%20MRGC%20(1).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
Nill	00	NILL	0	0
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
Intellectual Property Rights with special reference to Patent Right	Political Science	30/12/2019

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
NILL	NILL	NILL	Nill	NILL
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
NILL	NILL	NILL	NILL	NILL	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	1

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

Name of the Department	Number of PhD's Awarded
NILL	Nill

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)
International	Bengali	1	00
National	Assamese	1	00
View File			

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
Anthropology	1
Assamese	5
Bengali	1
Economics	3

History	8
Management	2
View File	

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
NILL	NILL	NILL	Nil	0	NILL	Nil
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
NILL	NILL	NILL	Nil	Nil	Nil	NILL
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	1	14	10	12
Presented papers	1	38	2	Nil
Resource persons	Nil	1	1	6
View File				

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
An awareness programme for The Barbers Beautician of Margherita Sub-Division	Red Cross Society Margherita Sub-District Branch	1	50
Used but usable (Flood Relief)	NSS, Margherita College	1	25
Motivation Confidence Building career Counseling(What After School)	Margherita Public Higher Secondary School	5	250
International Yoga Day	SDO, Civil, Margherita	1	60

Ek Bharat Shesh Bharat (EBSB)	26 Assam BN NCC, Digboi	1	25
View File			

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
NILL	NILL	NILL	Nil
No file uploaded.			

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
Drawing Skill Enhancement Programme (8th March, 2020)	Dept. of Anthropology	Drawing Skill Enhancement Programme	3	5
Health Awareness and Food Distribution Program among the Hajongs of Kuliarbari Village, Margherita. (8th November, 2019)	Dept. of Anthropology and Women Studies and Development Cell with MRG College with assistance of health staff of Rod Gaon Sub-Health Centre	Child Nutrition and General Health and Hygiene	4	5
Tree Plantation Program at 10 Mile Parbatipur Sonowal Kachari Gaon, Margherita. (25th October, 2019)	Dept. of Anthropology and Dept. of Commerce, MRG College	Tree Plantation Program under the theme (Think Green Act Green)	6	32
ABO blood Group Test	Dept. of Anthropology and Blood Donation Cell, Margherita College	Blood Group Test among the student of Margherita College	4	34
View File				

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
Faculty Exchange Programme	2	Departmental	1

Faculty Exchange Programme	8	Departmental	7
View File			

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
NILL	NILL	NILL	Null	Null	00
No file uploaded.					

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
NILL	Null	NILL	Null
No file uploaded.			

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
200000	195140

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
View File	

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	Partially	2.0	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	27205	5606511	974	304327	28179
Reference Books	2235	749857	83	23323	2318	773180
e-Books	75000	Nill	Nill	Nill	75000	Nill
Journals	10	8090	Nill	Nill	10	8090
e-Journals	5000	Nill	Nill	Nill	5000	Nill
View File						

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
NILL	NILL	NILL	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	121	70	48	16	6	8	18	0	12
Added	2	0	0	0	0	0	0	0	0
Total	123	70	48	16	6	8	18	0	12

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
NILL	NILL

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
23.5	22.5	3	2.4

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)

1. The required laboratory equipments are purchased after proper verification of stocks. 2. Books are purchased as per requirement of different departments and the funds are disbursed to departmental Heads for the purchase of books. 3. In case of sports complex, the physical instructor verifies and maintains the sports equipment. 4. Various staff members are assigned to maintain the cleanliness of the class rooms and the entire college campus.

https://margheritacollege.in/admin_portal/all_mrgclg_files/iqac_notice/Policies%20and%20procedures.pdf

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 Scholarship and Merit Cash Prize	41	128800
Financial Support from Other Sources			
a) National	NILL	Nil	0
b) International	NILL	Nil	0
View File			

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 implementation	Number of students enrolled	Agencies involved
Personal Counselling and Mentoring	21/06/2019	48	Dept. of Education, Margherita College
Personal Counselling and Mentoring	21/06/2019	9	Dept. of History, Margherita College
Personal Counselling and Mentoring	12/09/2019	11	Dept. Of Economics, Margherita College
One day workshop on 'Performing Art'	11/02/2020	65	Dept. Of Assamese, Margherita College
One day state level workshop on 'Student participation in Quality Assurance in Higher	10/02/2020	160	IQAC, Margherita College

Education'			
Seminar on 'Asomiya Bhakhar Ussaronor Asubidha'	02/11/2019	20	Saturday Skill Circle, Margherita College
7 days workshop on 'Basics of English Grammar'	01/11/2019	40	Dept. Of English, Margherita College
Observed International Day of Yoga	21/06/2019	100	Yoga Cell, Margherita College
15 days workshop on Yoga	03/02/2020	15	Yoga Cell, Margherita College
Personal Counselling and Mentoring	02/02/2020	11	Dept. of Hindi, Margherita College
View File			

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
2019	'Interactive Session on preparation for Civil services'	23	Nil	Nil	Nil
2019	'Observance of World Tourism Day and awareness on Tourism Potentialities'	Nil	17	Nil	Nil
2019	'career guidance programme' / SIP on the topic 'Dream the Destination in the Voyage of Life'	42	Nil	Nil	Nil
View File					

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
Nill	Nill	Nill

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
NILL	Nill	Nill	NILL	Nill	Nill
No file uploaded.					

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
2020	1	B.A.	History	NEHU	M.A.
2020	1	B.A.	Education	Dibrugarh University	M.A.
2020	9	B.A.	Assamese	DODL, Dibrugarh University	M.A.
2020	2	B.Com	Commerce	Dibrugarh University	M.Com
2020	3	B.Com	Management	DODL, Dibrugarh University	M.Com
2020	1	B.Com	Management	Tinsukia Law College	LLB
2020	1	B.A.	Political Science	Dibrugarh University	M.A.
2020	2	B.A.	Economics	Dibrugarh University	M.A.
2020	1	B.Sc	Botany	Arunachal University	M.Sc
2020	2	B.Sc	Physics	Digboi College	M.Sc
View File					

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	1
Any Other	6
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Public Speaking Competition	College Level	116
Poem Recitation (Eng, Hindi, Assamese)	College Level	45
Chess	College Level	24
Volley ball	College Level	36
Cricket	College Level	88
Badminton Competition	College Level	60
Arm-Wrestling	College Level	20
100, 200, 400, 1600 meter race	College Level	50
Carrom Competition	College Level	40
Singing Dancing Competition (Classical)	College Level	35
View File		

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
2019	1st Degree Black Belt	National	1	Nil	238	Parvez Khan
2019	National Judge/Referee	National	1	Nil	238	Parvez Khan
View File						

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 well defined Student Union to represent the issues of the students and also to provide participation on behalf of them. The general function of the Union is to promote and manage the athletic, social and cultural interests of students and provide a forum for any other activities of the Union. It works for student welfare. The Margherita College Students Union (MCSU) organizes many sports and cultural activities like the Annual College Week, Independence Day Celebration, Republic Day Celebration, and Teachers' Day Celebration, etc. The MCSU publishes the Annual College Magazine. The MCSU also organizes many inter-college competitions like the Inter-College Boxing Competition under Dibrugarh University, Inter-College Kho Kho Competition under Dibrugarh University, Inter-College 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 participate in the presentation and discussions on the Annual Budget of MCSU. It has its

representation in different committees of the college. . The MCSU take up activities as decided by the Executive Body and approved of by the Principal. As a whole, the College Students body actively participates in every aspect of the college. • The MCSU organised the Annual Sports Week of the college successfully. Along with NSS and NCC, the MCSU conducts cleanliness drive inside and out side the campus.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

191

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

17500

5.4.4 – Meetings/activities organized by Alumni Association :

World Tourism Day was organised in association with Alumni Association Margherita College on 27/09/2019.

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, Non-Teaching Staff, Alumni, Woman, Guardian, Local Industrialist, Donor and affiliating University. The College has a mechanism for delegating authority and providing operational autonomy to all the various bodies to function decentralized governance system: 1. Principal Level: The Governing body delegates all the academic and Non -Academic and non-Academic bodies to monitor their respective functions keeping in view the objective with regard to policies. 2. Faculty Level: Faculty members are entrusted responsibilities at various levels to make participatory management effective. They are encouraged to develop leadership skills by being in charge of various academic cocurricular and extra cocurricular activities. 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) Anti-raging 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. Both students and faculties are allowed to express themselves by suggestions to improve the excellence in any aspect of the college. 4. Strategic Level: The Principal, Vice Principal, the Academic Coordinator and the Staff members are involved in designing the policies and procedures, framing guidelines and rules and regulation pertaining to

admission, discipline, grievance, counselling, 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. 5. 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. 6. 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, Non-Academic 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

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	? Curriculum Development: Being an affiliated, the college strictly follows the curriculum developed by the University of Dibrugarh. However, few faculty members are on the Board of Studies who actively participate in the formulation and development of curriculum design. The curriculum offers various courses viz. Generic Electives, Skilled Enhancement Course, Ability Enhancement Credit Courses etc. Students are given complete freedom to choose their subject combination from the list of subjects offered.
Teaching and Learning	? Teaching and Learning: Effective teaching and learning plays a vital role in growth and development of any academic institution. To adapt with the rapid changes in technology, faculty members are encouraged to attend various workshop, seminar, conference etc. to update their knowledge in their respective fields, thereby transferring knowledge and transforming the minds of students. Extra classes are conducted for slow learners as and when necessary. WhatsApp groups are also created by the individual subject teachers to share necessary study material to students. Beside this, all the important announcement are also shared with the students via WhatsApp

group. In view of COVID related situations, there is a paradigm shift in the way educators deliver quality education through various online platform. Some of the online platforms used so far include Google Meet, Zoom, WebEx and Google classroom. E- learning tools have played a crucial role during pandemic, helping college and teachers facilitate student learning during the closure of universities and colleges.

Examination and Evaluation

? Examination and Evaluation: Examination and Evaluation is an integral part of teaching and learning process. Both internal and external exams are conducted by the college in strict adherence to the guidelines of the Dibrugarh University. College has delegated authority and responsibility to Exam Conduction Board (ECB) which consist of Principal, Vice Principal, Academic Coordinator, one teaching faculty from each stream and one non-teaching staff. All the members are assigned different duties to ensure that examinations are conducted in a smooth and fair manner. As far as evaluation is concerned, evaluation of internal exams is done by the concerned teachers and marks obtained by the students are sent to the university and also displayed on the college notice board.

Research and Development

? Research and Development: All the faculty members are actively involved in various research activities. They are encouraged to publish their research findings in UGC listed national and international journals, Web of Sciences and Scopus indexed journals. Some of the faculty members are also recognised with International Award for Research publication. College also conducts workshop and national seminar during the year.

Library, ICT and Physical Infrastructure / Instrumentation

? Library, ICT and Physical Infrastructure / Instrumentation: The institution has a well-equipped and maintained library and physical infrastructure. Library is partially automated. Internet Service is available in the library building and OPAC facility for the readers. More than 5000 e-journals and 80,000 eBooks are available. The library has Photo copying facility for the readers and a separate reading room for Teachers and

Students. Library networking system has been improved. Now students can search eBooks and e-journals through NList under the guidance of Library staff as required. Three tier purchase policy is maintained to improve the services of the library. Library Management Committee has adopted quality improvement strategies in the uses of ICT and physical infrastructure.

Human Resource Management

? Human Resource Management: Effective Human Resource Management leads to growth and overall development of the institution. 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

Industry Interaction / Collaboration

? Industry Interaction / Collaboration: 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 visit. Local entrepreneurs are also invited to the college for interaction with the students and teachers.

Admission of Students

? Admission of Students: Admission of students to various programmes are purely based on merit and by adhering strictly to the reservation policy of the state government. Name of shortlisted candidates are uploaded in the college website as well as displayed on the notice board of the college. To ensure fairness and transparency in the admission process, marks obtained by the students in the Senior secondary are also uploaded. Payment of admission fees is done offline. For any admission related queries, mobile number and Mail.id of

Admission Committee members are uploaded in the college website for prompt action.

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

E-governance area	Details
Administration	<p>? Administration: The Administration of the College is functioned with e-governance system at Government, Society and College Level. Even though the College is situated in a Rural based SemiUrbanarea 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. It helps to provide the brief notice of any event to be happened on College .The College has BioMetric attendance for Teaching and Non-Teaching staff. The College has Biometric attendance for both Teaching and Non- Teaching Staff.</p>
Examination	<p>? Examination : All the important information pertaining to examinations are uploaded in the college website on time. To avoid delay in submission the same notice is also been circulated among students via WhatsApp group. Registration and filling up of examination forms are done through online mode.</p>
Finance and Accounts	<p>? Finance and Accounts :The Institution has achieved effective financial management through transparent functioning of Finance and Accounts from every aspect.The College uses certain Software fore-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 of Accounts properly which helps in auditing procedure.The administrative office keeps all financial records separately as per the events and transactions made for. The administrative office maintains the</p>

	books of accounts properly which helps in auditing procedure. Annual report of the college is periodically uploaded in the University Website
Planning and Development	? Planning and Development: E-governance has been implemented to some extent for the college activities like Planning and Development. Relevant information is being shared to all the members through official WhatsApp group created by college authority. E-governance is in practice for quite long period of time with regard to Academic, Administration, and Financial Management of the College. The Submission of projects, Instructions, Orders, Exam related communication etc. do come under E-governance.
Student Admission and Support	? Student Admission and Support: The Prospectus which includes all admission related information like courses offered, criteria for admission, fees structure etc. is published in the college website. Name of shortlisted candidates are uploaded in the college website as well as displayed on the notice board of the college. To ensure fairness and transparency in the admission process, marks obtained by the students in the Senior secondary are also uploaded in website. As a supportive measure, scholarship link is also provided in the college website to access to National Scholarship Portal for availing various government schemes.

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
Nill	NILL	NILL	NILL	Nill
No file uploaded.				

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)

2019	Faculty Knowledge Sharing Programme (FKSP)	NILL	22/10/2019	Nil	35	Nil
2020	, Ethnic Communities of the DehingPatkai Region	NILL	24/01/2020	25/01/2020	71	Nil
2020	Faculty Development Programme on "Behavioural Remodelling and use of ICT Tools for classroom delivery of teachers"	NILL	04/02/2020	08/02/2020	40	Nil

[View File](#)

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
Faculty Development Programme (FDP)	1	25/05/2020	30/05/2020	6
Faculty Development Programme (FDP)	28	04/02/2020	08/02/2020	5

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
32	32	7	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Margherita College Teacher Benefit Fund (MCTBF)	Margherita College Non-Teaching Employees Benefit Fund	(1) Margherita College Students Benefit Scheme (2) Merit scholarship and Margherita College cash prize scheme for the toppers. (3) Free

studentship (Now as per Assam Govt. norms)

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. College has its own internal audit mechanism where internal audit is an ongoing continuous process.

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
1. Mr. Bhaskar Sharma, Member of Legislative Assembly(MLA), Margherita	65000	Purchase of Books
View File		

6.4.3 – Total corpus fund generated

00

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, Academic Coordinator
Administrative	No	NILL	Yes	Governing Body

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

Margherita College ParentTeacher Association (MCPTA) takes part in all major activities of the college and lends moral support, suggestions and advices. Parent Teacher meeting is periodically held in the college premises. But, due to Covid -19 situations, Parent Teacher meeting for the session 2019-20 couldn't be organised taking into consideration Covid -19 SOP issued by the Government.

6.5.3 – Development programmes for support staff (at least three)

College organizes different skilldevelopment programme, training, capacity building to upgrade and update the nonteaching staff. Regular meeting is held by the Principal to update and upgrade the Non-Teaching staff. They are encouraged to acquire more academic qualification through online and distance mode.

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

The following initiatives are taken: a) By the year 2025, the college aims to change itself into a Centre of Excellence through all-round development and

thereby to transform it into a higher status. b) Sufficient computers have been already installed. c) The library has developed automation process.

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
2020	State Level Workshop on "Students Participation in Quality Assurance in Higher Education"	10/02/2020	Nil	Nil	160
2020	Awareness rally on COVID-19	17/03/2020	17/03/2020	29/03/2020	15
2020	Free Health Camp	08/03/2020	Nil	Nil	128

[View File](#)

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
Awareness programme on Women Health Hygiene	25/10/2019	25/10/2019	57	Nil
Child Nutrition and General Health & Hygiene	08/11/2019	08/11/2019	50	Nil
Free Health Camp at Pawaimukh Janajati ME School on International Women's Day	08/03/2020	08/03/2020	109	19

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

1. 16.5 KWp of total power requirement is met by the solar energy 2. Plastic Free Zone 3. Tobacco Free Zone 4. EVS cell in collaboration with the NSS Unit of Margherita College celebrated World Environment Day organised by Margherita College NSS Union. 5. Tree Plantation Drive on the 73rd Independence Day organized by the Environmental Cell and Eco-Club, Margherita College

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	1	Nil	08/11/2019	1	Industry visit to NEFA Tea Industry	Knowledge on Tea Industry	28
2020	2	Nil	24/01/2020	2	Two Day National Seminar on Ethnic Communities of the Dehing Patkai Region: Present Status of Ethnic Communities and Their Developmental Strategies organised by the Tribal Study Centre	Present Status of Ethnic Communities and Their Developmental Strategies of the Tribal Communities of Dehing Patkai Region	71
2020	3	Nil	19/02/2020	1	Student Exchange Programme on 'Environment Development in Geogra	'Environment Development in Geogra	55

					onment De velopment in Geogra phically Unique Dehing Patkai Region'	phically Unique Dehing Patkai Region'	
2020	4	Nill	13/03/2 020	2	National Seminar on Indust rial Deve lopment and North- East India organised by Depart ment of Commerce and the D epartment of History	Focus on the In dustrial Developme nt and No rth-East India	44
2019	Nill	1	02/11/2 019	1	A Seminar was conducted on Protec tion and Conservat ion of Wildlife organized by the EVS Cell, Eco Club Dept. of Zoology	Protect ion and C onservati on of Wildlife	60
2020	Nill	2	03/03/2 020	6	Ethnogr aphic Field Work carried out Depar tment of Anthropol ogy among the Tangsas of Kharan gkong village	Ethnogr aphic Field Work	4
2020	Nill	3	09/03/2 020	1	Skill D evelopmen	Skill D evelopmen	25

					Programme on Art among the Tangsa Children of Kharan gkong village	Programme
--	--	--	--	--	--	-----------

[View File](#)

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)	Nil	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.
The Prospectus of the College containing the General Rules and Regulations	Nil	The college runs its activities as per the Annual Academic Calendar adopted at the beginning of each academic session. The college stands for high sense of discipline and moral values. Obedience to and regard for rules is given utmost importance.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
EVS cell observed the Swachata Pukhwada at College premise	01/06/2019	15/06/2019	45
EVS cell in collaboration with the NSS Unit of Margherita College celebrated World Environment Day organised by Margherita College NSS Union.	05/06/2019	05/06/2019	50
Margherita College NSS unit	21/06/2019	21/06/2019	100

organised 4th International Yoga Day at Margherita College			
73rd Independence Day organized by the Environmental Cell and Eco-Club, Margherita College	15/08/2019	15/08/2019	112
Public Speaking Programme on "Gandhian Philosophy in Present World" organized by "Gyan Jyoti Prawah"	14/10/2019	14/10/2019	116
Department of Political Science organised an Intra-Departmental Seminar on Gandhi and Ambedkar: A Comparative Analysis	19/10/2019	19/10/2019	92
Samvidhan Divas (the 70th Anniversary of Constitution Day) organized by the Dept. of Political Science in association with IQAC.	26/11/2019	26/11/2019	47
A workshop on Intellectual Property Rights (IPR) is conducted by Women Study and Development Cell (WSDC)	27/01/2020	27/01/2020	50
Republic Day Celebration at College premises	26/01/2020	26/01/2020	150
A 15-day Workshop on Yoga was conducted by the Yoga Cell	03/02/2020	18/02/2020	15
View File			

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

1. Tobacco Free Zone
2. No-Plastic Zone
3. Use of CFLs and LED bulbs in the classrooms and the office rooms.
4. Encouraging the use of digital methods for teaching, ICT tools etc leading to minimization of the use of chalkboards.
5. Distribution of e-study materials, textbooks instead of xeroxed or printed

ones, leading to saving of paper. 6. World Environment Day was observed by NSS unit, ECO Club EVS on 5th June 2019. A total of 100 saplings were planted in the College campus 7. Tree plantation by EVS ECO Club on 15/08/2019 to Celebrate the 73rd Independence Day of India.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

“What after school” An Off-Campus academic coordination programme. Goal: An initiative has been undertaken to conduct off-Campus 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, audio-visual 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 Sub-Division, 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 equipment’s 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 goal-oriented. In this academic Session emphasis was given on confidence Building, to face examination stress, value education, setting goal in life etc. Venue, Date, Speaker, No of Students: Margherita Public Higher Secondary School on 06/11/2019, Dr. Gautam Purkayashtha, Mrs. Jyoti Gogoi and Mrs. Rinkumoni Gogoi delivered lectures on Student motivation, Information and Career Counselling. Total 281 students including the staff members of the school attended the programme. Another such programme as a 15 days Counselling and Motivational Classes was organised in the nearby schools of the catchment areas of Margherita for class IX and X students from 16/11/2019 to 30/11/2019. Mr. Jitupan Gogoi from the Department of Chemistry delivered lecture in various schools like the Parijat Vidyalaya, St. James High School, Jatiya Vidyalaya, Ketetong Janajati School, Balya Bhawan etc. The area covered in these sessions includes, subject combinations available in different colleges and senior secondary schools so that it directly helps 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. 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. 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 Goal: By sustainability we understand it as meeting present societal needs without compromising the ability of future generations to meet their own needs. In the broadest possible sense, sustainability refers to the ability of something to maintain or "sustain" itself over time. 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. Context: The educational institutions have a pivotal role to play in bringing positive changes in environmental efforts by inspiring the next generation of society to play their best practices into planning environmental sustainability. The educational institutions is where the students learn about the need to discuss the critical environmental issues. Thus, it is one of the areas where Margherita College tries to inculcate the sense of responsibility among its students towards the protection and preservation of a clean and healthy natural environment. Practice: Through many in campus and off-campus 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 emphasising on making the campus a No-Plastic Zone. The following programmes were organized during the session. i. EVS cell in collaboration with the NSS Unit of Margherita College celebrated World Environment Day organised by Margherita College NSS Union on 05th June, 2019, a total 100 samplings were planted in the college campus. The organisers attempted to create awareness towards the importance of having green campus among the college fraternity. ii. Margherita College Environmental Cell and Margherita College Eco-Club organised a plantation programme on the 73rd Independence Day of India on 15th August, 2019. iii. A Seminar was conducted on Protection and Conservation of Wildlife on 02.11.19 organized by the EVS Cell, Eco Club Dept. of Zoology. iv. Margherita College EVS Cell Eco Club in association with Balika Vidya Mandir, Digboi will hold a Motivational and Counselling Programme on Pollution Control supported by State and Central Govt on 30/11/2019-01/12/2019 Dr. Gautam Purkayastha was the speaker of the programme. v. EVS cell observed the Swachata Pukhwada at College premise from 1st June to 15th June 2019 under which the students were encouraged to clean the campus and also to keep it eco-friendly. Evidence of Success: With the programmes on environmental protection and sustainability the students became more aware about the need of a clean and healthy environment. Students engage themselves into the cleanliness drives of the campus as well as the neighbouring areas of the college. Students are also involved in the tree plantation drives inside and outside the campus.

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%202019-20.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

Margherita College is situated in the North-eastern part of India surrounded by diverse population including indigenous communities, tribes, sub-tribes and also migrated people from the different parts of India that influence the academic environment of the college. The college is the heart of the pupils' different tribal communities who live in neighboring areas of the institution and also those who come to study here from Arunachal Pradesh. The motto of the college is "Knowledge is Power" and the institution has contributed immensely to raise academic, social, economic and philosophical aspects of society. The college is contributing positively in the public and private sector. The academic fraternity of the college organized various academic and non-academic programmes to enrich both the students and the faculties of the institution. Few of those programs organized by the college during the period of 2019-2020 are as follows: i) World Environment Day was celebrated by NSS unit of Margherita College on 5th June 2019 and in this effort 100 saplings were planted in the college to add beauty and purity to the institution. ii) Margherita College Environmental Cell and ECO club organized a plantation program on the eve of 73rd Independence Day on 15th August 2019. iii) In order to aware student regarding wildlife, a seminar was organized on Protection and Conservation of Wildlife in 2/11/2019 and in the program, EVS Cell, ECO club and Dept. Of Zoology organized and participated enthusiastically. iv) Fourthly, Margherita College EVS Cell and ECO club in association with Balika Vidya Mandir, Digboi organized a Motivational Counselling Programme on Pollution Control on 30/11/2019 to 01/12/2019. Dr. Gautam Purkayashtha was the chief speaker. v) In addition to it, EVS Cell observed Swachata Pukhwada at college premises from 1st June to 15th June 2019 and under this program, students learnt the practices and skills pertaining to cleanliness and environment purity. vi) Again between 03/03/2020 to 08/03/2020, the Department of Anthropology carried out Ethnographic field work among the Tangsas of Kharangkong and it was followed by One- Day Programme on Skill Development among the Tangsa children of Kharangkong village. As it is fact, that the surroundings of institution have tribal environment inhabited by Tribal population. Thus, in order to fulfill their dreams and also to contribute in the new area of knowledge among the tribals. The Tribal Study Centre was established in 2004, which is actively related in the field of imparting Tribal knowledge and culture. In order to achieve its objectives, the Tribal Study Centre organized a Two- day National Seminar (24/01/2020- 25/01/2020) on Ethnic Communities of Dehing Patkai Region: Present Status of Ethnic Communities their Developmental Strategies. The programme touched various aspects of social, political, economic and cultural life of the Tribal communities of the Dehing Patkai region.

Provide the weblink of the institution

https://margheritacollege.in/admin_portal/all_mrgclg_files/implink_files/Institutional%20Distinctiveness%202019-20.pdf

8.Future Plans of Actions for Next Academic Year

Webinar both national and international will be conducted during the period of 2020-21. A Self Defence training for girls shall be conducted at college premises in the month of November - December, 2020. Awareness Programme to be conducted during 2020-21.

