



## **YEARLY STATUS REPORT - 2023-2024**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>Jhanji Hemnath Sarma College</b>
• Name of the Head of the institution		<b>Dr Manjit Gogoi</b>
• Designation		<b>Principal</b>
• Does the institution function from its own campus?		<b>Yes</b>
• Phone no./Alternate phone no.		<b>9435703394</b>
• Mobile No:		<b>9435703394</b>
• Registered e-mail		<b>jhnscollege@gmail.com</b>
• Alternate e-mail		<b>iqacjhanjihns@gmail.com</b>
• Address		<b>Near NH37, Jhanji Jamuguri</b>
• City/Town		<b>Sivasagar</b>
• State/UT		<b>Assam</b>
• Pin Code		<b>785683</b>
<b>2.Institutional status</b>		
• Affiliated / Constitution Colleges		<b>Affiliated</b>
• Type of Institution		<b>Co-education</b>
• Location		<b>Rural</b>
• Financial Status		<b>UGC 2f and 12(B)</b>

• Name of the Affiliating University	Dibrugarh University																												
• Name of the IQAC Coordinator	Dr Rajiv Gogoi																												
• Phone No.	9365667630																												
• Alternate phone No.	9954045935																												
• Mobile	9365667630																												
• IQAC e-mail address	iqacjhanjihns@gmail.com																												
• Alternate e-mail address	iqacjhanjihns@gmail.com																												
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://jhanjihnscollege.edu.in/aqar/AQAR%202021-22.pdf">https://jhanjihnscollege.edu.in/aqar/AQAR%202021-22.pdf</a>																												
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes																												
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://jhanjihnscollege.edu.in/academic/23.pdf">https://jhanjihnscollege.edu.in/academic/23.pdf</a>																												
<b>5.Accreditation Details</b>																													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>C++</td> <td>68.40</td> <td>2004</td> <td>08/01/2004</td> <td>07/01/2009</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.5</td> <td>2016</td> <td>19/02/2016</td> <td>18/02/2021</td> </tr> <tr> <td>Cycle 3</td> <td>B+</td> <td>2.67</td> <td>2023</td> <td>02/06/2023</td> <td>01/06/2028</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	C++	68.40	2004	08/01/2004	07/01/2009	Cycle 2	B	2.5	2016	19/02/2016	18/02/2021	Cycle 3	B+	2.67	2023	02/06/2023	01/06/2028
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Cycle 3	B+	2.67	2023	02/06/2023	01/06/2028																								
<b>6.Date of Establishment of IQAC</b>	31/03/2004																												
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																													

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	National Social Service	Central Govt	2023-24	30000
Institutional 1	National Commission for Women	Central Govt	2023-24	98800
Institutional 1	Fee Waiver Grant	State Govt	2023-24	1558780

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>		
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>		
<b>9. No. of IQAC meetings held during the year</b>	<b>5</b>		
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>		
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded		
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>		
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>			

<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>
<p>1. It chalks out strategies to organise and perform different activities and programmes in academic, non-academic and community related aspects such as seminars, workshops, FDPs, webinars, Special Talks, health camps, socio-economic surveys etc. As a part of these strategy the following events were organised: i. A National workshop on Emerging Trends in Intellectual Property from 02-11-2023 to 08-11-2023. ii. 11th Eight Day Online Training on NEP Orientation &amp;</p>

Sensitization Programme in collaboration with UGC-MMTTC (Formerly HRDC), Gauhati University from 19-06-2024 to 28-06-2024. iii. National Commission for Women ' sponsored capacity building and personality development programme. Organised by Social Science Research Cell in collaboration with Women Cell and NSS Unit. Resource Persons: Dr. Archana Bhattacharyya, Retd. Associate Professor and HOD (Dept. of English), Kakajan College. Debasish Sarma, Director of Career Choice. Dr. Shahiuj Zaman Ahmed, SPP College, Namti etc.

2. It also suggests different cells, units and sub-committees to engage themselves in their concerning area of operations so as to fulfil the vision, mission and objectives of the institution. Various MOUs have been initiated in the field of skill and entrepreneurship and successfully completed 29 target under PMKVY 4.0

3. As a quality initiative, the IQAC encourages the faculty members to conduct students mentoring and feedback mechanism minutely so as to find out the weaknesses of the students and meet their choice base demands. The faculty members are also asked to participate in various faculty development programmes and ICT enabled practices to improve their qualitative aspects.

4. Regular initiative has been taken by IQAC to participate in All India Survey of Higher Education (AISHE) and NIRF so as to enable the institution to acquire national standard of Higher Education.

5. As an affiliated institution under Rashtriya Uchchatar Shiksha Abhiyan (RUSA), the IQAC of the college provides guidance and support in construction related activities involving with RUSA subcommittee.

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

Plan of Action	Achievements/Outcomes
To introduce some short term Add on/Certificate Courses.	IQAC initiate all the department to prepare syllabus of Add on course and arrange minimum one course. End of academic year about 6 Certificate Courses were successfully implemented.
To organize various co-curricular and collaborative activities for students.	During the year many co-curricular and collaborative activities for students were organized under various MOUs.
To encourage student to participate in NSS/ NCC/ Culture/ Sport activities.	During the year students were encouraged to join NCC, NSS and various others sports committee. NSS Camp were organized in the adopted village and various health camp were initiated. Agniveer employment drive was organized. Various national camps were attended by the NCC Cadets.
To prepare Annual Budget, Examination Committee Budget and Academic Calendar.	During the year Annual Budget, Examination Committee Budget and Academic Calendar was successfully prepared so as to maintain the required transparency.
To organize Faculty development programme and Workshop.	During the year IQAC organized a FDP in collaboration with MMTTC, Gauhati University, A National Level Workshop on Emerging Trends in Intellectual Property Rights in Indian Context
To engage the faculty and students in the field of Research and Development	Faculty and students are encouraged to engage in research activities for contribution to the existing body of knowledge. Scholarships are provided to the faculty members and students. A Peer Reviewed Journal is published annually.

To Promote Universal Values and beliefs in Campus	During the year Yoga workshop, Special Lecture Programmes, International Mother Language Day etc were conducted for holistic development of Students, Teachers and stakeholders
To organize Collaborative quality initiatives with other institution(s)	During the year various committees and sub committees were encouraged to conduct collaborative quality initiatives with other institution. At the end of the year more than 25 such activities were conducted.
To encourage the faculty to participate in Professional Development Programme, Orientation / Induction Programme, Refresher Course, Short Term Course .	During the year the faculty members of the college have participated in various Professional Development Programme, Orientation / Induction Programme, Refresher Course, Short Term Course organized by different national and international organization. At the end of the year total of 56 participation certificate were received by IQAC.
To enhance e-governance in various field.	During the year the organization has been undertaking several initiatives to enhance e-governance in different areas. The organization has maintained a CCTV friendly campus in collaboration with a local vendor. It has also successfully registered under GeM portal for various administration purpose.
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2023-24	06/02/2025

**15. Multidisciplinary / interdisciplinary**

The institution aims to grow into a multidisciplinary center by offering diverse academic discipline/ subjects and encouraging learning across different fields. It focuses on helping students develop skills and knowledge to succeed in a changing world. The institution integrates humanities and commerce with STEM education by promoting interdisciplinary learning and balanced skill development. The syllabus design by affiliating university offers flexible combination and such as literature with technology or ethics other branches of humanities and commerce to ensure holistic academic progression. Yes the institution offers a flexible and innovative curriculum( which is basically designed by the affiliating university) that includes credit based courses and projects focused on community engagement, environmental education and value based learning. These programmes are designed to promote holistic and multidisciplinary education, helping students to develop practical skills, social responsibility and ethical value. The institution plans to offer a multidisciplinary curriculum aligned with the multiple entry and exit system, allowing students to exit with a certificate after the first year, a diploma after the second year, and under graduate degree after the third year. For example students can combine their core subjects with subjects like health and education, yoga and environmental science with skill based courses like LED bulb repairing, intermediate rupcharcha and vermin composting, ensure academic rigor alongside practical and vocational learning. The institution plans to promote multidisciplinary research by encouraging collaboration among various departments regarding environmental studies ,health and education and ICT to address pressing societal changes such as climate change, public health and sustainable development. By integrating practical skills like vermin composting, LED bulb repairing and yoga, its aims to develop innovative and community driven solutions. The college has been actively involved in organizing environmental awareness programmes including plantation drives and promoting waste management initiative such as vermin

composting. It also combines academic subjects with practical skill development which helps students to become socially responsible and ready to face the challenges of the future.

#### **16.Academic bank of credits (ABC):**

As per UGC norms, every student of our college has their unique Academic Bank of Credits (ABC) ID for pursuing their higher education. The students of UG and PG level of both the Centre for Distance and Online Education (CDOE), Dibrugarh University and Krishna Kanta Handique State Open University (KKHSOU) have also their ABC ID as per the instructions of the Parent institutions. Students are registered for an ABC ID using their mobile number through Digilocker at the time of their admission. This Id helps the students to verify their credit points. It is a permanent and safe record keeping for all students.

#### **17.Skill development:**

Skill Development The Institute takes various initiatives to enhance skill development of our college students and thereby to contribute the nation building courses of Soft Skills, Value Added, Life Skills, professional are offered for the skill development of our students. Besides, the college offers some certificates and Add on courses through which students can develop their skills for their career development. Students are given more opportunities to take training how to manufacture bulbs, how to cut and sew cloths, Training of Students as a Professional Make Up Artist under PMKVY 4.0, Mushroom cultivation etc by hiring experts periodically and time to time in the college. Some major skill development activities are done through workshop and lecture series. The college organise a Bihu workshop for students every year to make familiar and maintaining their tradition.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

Jhanji Hemnath Sarma College, Sivasagar is prone to work towards appropriately integrating Indian Knowledge System in its curriculum. As of now, it is a privilege that the UG Courses prescribed by Dibrugarh University have incorporated the essence of Indian Knowledge System to a significant extent. Besides focusing on appropriate delivery of the curriculum, the college has also taken the responsibility of addressing this area by: Sanskrit is taught as a Major/ Minor/ GEC courses, Introducing Add on/ Certificate courses like 'Yoga ', 'Basic Spoken Sanskrit', 'Assamese DTP ' etc. College has taught ancient Indian Books in the course VAC Like-Understanding India, Yoga Establishing a 'Cultural Club', Insist on NSS & NCC



activities. NSS & Communicative Assamese have been offering as Compulsory Skill Enhancement Course in the UG level (FYUGP). Different types of courses have been taught as the part of Indian Culture, Heritage etc. NEP orientation Programme has organised by the college for the faculty members of the college. The college has offering Assamese along with English as medium of instruction in the UG level. Organise Workshop/Talk/Seminar on Assamese Language, Literature, Culture. Mother Tongue Day is observed in every year. Organise Debating Competition, College Week and different Cultural Activities in the college over the year. The Student union of the college publish College magazine in every year. Establish a Museum to preserve Assamese Culture and traditions. Organise Bihuwan programme in every year. Organise Bihu Workshop, Bohagi Mela etc to promote Assamese Culture and tradition among the students.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

All the courses taught in the institution have the objectives and learning outcomes which are prepared by our parent university. Our affiliated university has Board of study in which many faculties of our institute are also part of it. The proper planning to design program outcomes and courses outcomes are given much importance in the Board of study. The program outcomes explain the knowledge, skill and attitude that the students are expected to attain upon a better graduation. Courses outcomes outline the course specifications to be acquired by students. The faculties of the institute try their best efforts to meet the objectives of the courses and the need of the students. The college offers programmes Bachelors in Arts, Bachelors in Commerce with a number of courses. After completion of their choice of programme, a student is expected to have - Social, Historical, Economical, ideological and philosophical tradition and thinking, the programmes also empower the graduates to appear in various competitive examinations or go for higher studies of their choice, Ignited minds, enough to think and act over solution of various issues prevailing in the human life to make this world a better place to live. B.Com graduates also be able to obtain basic knowledge and skills for doing business and viable activities of their choice. B.Com programme also empowers the graduates to appear for various competitive exams or choose a profession of their choice, also helps acquires knowledge in the field of management accounting, corporate accounting, statistical and mathematical techniques and related business laws.

#### **20.Distance education/online education:**

Considering the necessity of enabling the youths and who are unable to prosecute higher education due to economic or other reasons, the

college offers some programs under Dibrugarh University Distance Education and Krishna Kanta Handique State Open University. The learners can upgrade or acquire knowledge at the college through Centre for Distance and Online Education under Dibrugarh University and Krishna Kanta Handique State Open University offering subjects through semester mode and annual mode both in undergraduate and post graduate levels. At the undergraduate level, students can offer either in general course or major course while at the post graduate level, students can offer their major/ honours subject. All the learners are provided study materials. The college also offers e-learning and self learning facilities for the students so that they can learn from their homes. Students of the college are engaged in digital platforms for engaging digital classes, conducting conferences, seminars, meetings etc.

### Extended Profile

#### 1.Programme

1.1	180
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	467
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	189
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	149
-----	-----

Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	37
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	39
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	32
Total number of Classrooms and Seminar halls	
4.2	18.77
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	85
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
Jhanji Hemnath Sarma College operates under the affiliation of Dibrugarh University. The curriculum for each course offered by the institution is prescribed by the Dibrugarh University. The University, through its academic calendar, sets tentative dates,	

times, and durations for curriculum delivery and implementation. As a result, the college has limited autonomy in curriculum implementation. Curriculum delivery is carried out in accordance with the academic calendar designed by the parent university and the routine established by the institution's Routine Committee. The Class Routine Committee, led by the Vice-Principal of the college, prepares the class schedule and internal examination timetable. Various departments of the college systematically document curriculum delivery activities, including the display of departmental class routines, sessional examination schedules, records of sessional examination marks, and absentee lists. Each department maintains an attendance register for every course listed in the curriculum. Faculty members employ various methods for curriculum delivery, ranging from traditional chalk-and-talk techniques to ICT-enabled approaches.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

To ensure the smooth execution of academic activities, the Dibrugarh University designs an Academic Calendar for each academic session, which the college adheres to. In addition to following this calendar, the college develops its own academic schedule tailored to align with the Dibrugarh University's calendar. This approach allows the institution to integrate co-curricular and extracurricular activities alongside the scheduled academic events within the given time frame. Academic matters are regularly reviewed and discussed in meetings, with the Principal, Vice-Principal and Academic Coordinator taking an active role in guiding and overseeing all academic initiatives. Heads of Departments (HODs) play a pivotal role in assigning classes, managing courses, and coordinating departmental activities. The Academic Committee supervises the progress and completion of course curricula in all departments. Furthermore, students' feedback is systematically collected as per the timeline provided by the Dibrugarh University through its academic calendar. Based on the feedback, necessary recommendations and measures are implemented to support and improve students' academic performance and overall development.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://jhanjihnscollege.edu.in/academic/23.pdf">https://jhanjihnscollege.edu.in/academic/23.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**  
**Academic council/BoS of Affiliating University**  
**Setting of question papers for UG/PG programs**  
**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**  
**Assessment /evaluation process of the affiliating University**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

## **1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**20**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

165

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

165

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

Jhanji Hemnath Sarma College operates under the affiliation of Dibrugarh University and adheres to the syllabus designed by the University. This syllabus is carefully crafted to encompass a wide range of topics that address professional ethics, gender awareness, human values, and environmental sustainability. The academic programmes include courses that focus on significant areas such as entrepreneurship, management, value education, gender and education, human rights, environmental sociology, environmental economics, environmental education, and numerous other subjects aimed at fostering a holistic understanding of these critical themes.

In addition to implementing the University-prescribed syllabus, the

college actively undertakes initiatives to address societal issues, such as challenging gender stereotypes among students. Various events and observances are organized to promote awareness and values. Days like Women's Day and International Girl Child Day are celebrated to highlight gender equality, while Human Rights Day and Constitution Day are observed to instil ethical values and encourage the practice of responsible citizenship. Teacher's Day is also celebrated to honour the teaching community and reflect on their role in shaping society. To emphasize environmental awareness, the college marks World Environment Day with activities such as tree plantations and environmental-themed competitions to engage students. Additionally, the institution celebrates International Day of Yoga annually to promote the physical and mental well-being of students, faculty, and other stakeholders. These initiatives collectively aim to nurture a well-rounded, value-driven, and socially responsible community within the college.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

51

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

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

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>



1.4.2 - Feedback process of the Institution may be classified as follows		A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents	
Upload any additional information	<a href="#">View File</a>	
URL for feedback report	<a href="https://jhanjihnscollege.edu.in/action_taken/10.pdf">https://jhanjihnscollege.edu.in/action_taken/10.pdf</a>	
TEACHING-LEARNING AND EVALUATION		
2.1 - Student Enrollment and Profile		
2.1.1 - Enrolment Number Number of students admitted during the year		
2.1.1.1 - Number of sanctioned seats during the year		
670		
File Description	Documents	
Any additional information	<a href="#">View File</a>	
Institutional data in prescribed format	<a href="#">View File</a>	
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)		
2.1.2.1 - Number of actual students admitted from the reserved categories during the year		
198		
File Description	Documents	
Any additional information	<a href="#">View File</a>	
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>	
2.2 - Catering to Student Diversity		
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners		
Each department of Jhanji Hemnath Sarma College regularly evaluates students' learning levels and implements specialized initiatives for		

both high-achieving students and slower learners. Students vary in intelligence, aptitude, attitudes, attention span, interests, and cognitive development, which affects their ability to grasp subject knowledge. Teachers closely observe their learning styles and behaviors.

Based on classroom interactions, previous exam scores, participation in questioning sessions, class tests, and performance in Continuous and Comprehensive Evaluation (CCE), teachers assess students' learning levels. Special support is provided to slow learners through remedial and extra classes, with additional monitoring to enhance their writing skills and encourage regular use of library resources.

Advanced learners are identified through immediate feedback during lessons, active classroom participation, and involvement in seminars, group discussions, and workshops. They receive guidance from faculty members and mentors to explore reference books, journals, and online resources for broader knowledge acquisition.

File Description	Documents
Link for additional Information	<a href="https://jhanjihnscollege.edu.in/slow_advance_learner.php">https://jhanjihnscollege.edu.in/slow_advance_learner.php</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
365	37

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

For enhancing learning process each department of the college exercises various student centric methods for example interactive method, project and field work method, computer-assisted method, experimental method, group discussions and seminars etc. Some

teachers use the conventional black board methods especially in teaching mathematics, commerce and economics for numerical solving. Some use PowerPoint presentation, computer-based materials and YouTube videos to make learning interesting. Some student-centric methods used by the teachers of our college are given below:

- **Experiential learning:** Some departments of the college conduct add-on programs to support students in their experiential learning. Field work, project work and industrial visit are some of the means used to provide experiential learning.
- **Participatory learning:** Students participate in different activities such as seminars, group discussions, quizzes, report presentation on the basis of field study etc. Annual cultural programmes are organized every year for the students of the department to showcase and improve their creativity.
- **Problem solving:** Faculties of the college encourage students to acquire and develop problem solving skills. Students are engaged in community development programmes to become aware about the society for solving real life situations. Faculty members teach students with examples and real-world situations so that they can see how the theory behind a concept works in practice.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Jhanji Hemnath Sarma College is committed to providing quality education through innovative teaching methodologies. In line with modern educational practices, the college extensively integrates Information and Communication Technology (ICT) tools to enhance the teaching-learning process. These digital tools have revolutionized traditional classroom teaching, making learning more engaging, interactive, and accessible for students.

At Jhanji Hemnath Sarma College, teachers effectively integrate Information and Communication Technology (ICT) tools to enhance the teaching-learning process. The faculty members at Jhanji Hemnath Sarma College use various ICT-enabled tools such as smart boards, projectors, online learning platforms, and educational software to

facilitate effective teaching. These tools help in delivering lectures with visual and multimedia support, thereby increasing student engagement and comprehension. Digital presentations, animations, and video lectures supplement the traditional chalk-and-talk method, providing a holistic learning experience. The institution boasts four virtual classrooms, serving as hubs for open discussions and active learning. These digital spaces encourage students to become independent learners, equipping them with skills essential for the modern world.

In 2023, the Department of Education conducted a micro-teaching session utilizing digital learning tools. Held in a digital classroom, students' demonstrations were recorded using webcams, allowing for comprehensive feedback and self-assessment. This initiative underscores the department's commitment to integrating technology into pedagogy.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

16

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

37

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

**12**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

##### **2.4.3.1 - Total experience of full-time teachers**

**583**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## **2.5 - Evaluation Process and Reforms**

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

**The internal assessment of the undergraduate programme students is conducted according to the guidelines provided by Dibrugarh**

University under which the college is affiliated. The internal assessment of students under the Choice Based Credit System is calculated by measuring their performance in two sessional examinations, their attendance and submission of assignment or seminar paper. In case of internal assessment of students under Four Year Undergraduate Programme, students' internal assessment is calculated by measuring their performances in a single sessional examination and other activities such Group discussion, Assignment, Role play etc as prescribed under the course syllabus.

The mechanism of internal assessment is implemented is implemented in the following manner:

1. Examination Board consisting of the Principal, Vice-Principal, Academic Coordinator and Heads of different departments together decide on the dates of internal assessment as per the academic calendar of Dibrugarh University which are then informed to the students through the departmental notice boards.
2. Academic Coordinator and Vice Principal of the institution along with the semester monitoring committee oversees the internal assessment examinations.
3. After the internal examinations, the teachers within a time frame as provided communicate their results of the students and point out their mistakes which acts as a way of enhancing the performance of the students.

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

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

The institution uses various means to make the internal assessment examination transparent. The evaluations after the internal examination are put up on the central notice board as well as on the notice boards of the departments for all students. Students are asked to review their checked answer-scripts to remove any objections or query on their end. The institution also invites guardians of the students to discuss about their performances in the internal examinations. This interaction allows the faculty members to delve into the life of the students and gaining understanding of their situation.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

At Jhanji Hemnath Sarma College, teachers play a vital role in ensuring that students are well-informed about the programmes and course outcomes offered by the institution. A structured approach is followed to familiarize students with the curriculum, helping them understand the academic framework and how it aligns with their future career aspirations.

### Orientation and Induction Programmes

At the beginning of each academic session, the college organizes orientation and induction programmes for newly admitted students. During these sessions, faculty members introduce students to various academic programmes, their objectives, and expected learning outcomes. The teachers provide an overview of the curriculum, emphasizing the significance of different subjects, skill development, and career prospects associated with each programme.

### Classroom Discussions and Interactive Teaching

In regular classroom interactions, teachers continuously reinforce the importance of course outcomes by relating theoretical concepts to practical applications. They use participatory teaching methods such as group discussions, case studies, and problem-solving exercises to ensure that students grasp the relevance of the syllabus. By incorporating real-world examples and interdisciplinary approaches, faculty members enhance students' understanding of how each course contributes to their overall academic and professional growth.

### Regular Assessments and Feedback Mechanisms

To ensure students remain on track with their learning objectives, teachers conduct regular assessments such as quizzes, presentations, and written exams. Feedback sessions are organized to help students identify their strengths and areas for improvement, reinforcing the

expected outcomes of their courses.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Jhanji Hemnath Sarma College follows a well-structured evaluation mechanism to assess the attainment of Programme Outcomes (POs) and Course Outcomes (COs) as per the guidelines of its affiliating university, Dibrugarh University. The college implements a combination of internal assessment and end-semester examinations to ensure a comprehensive evaluation of students' learning and academic progress.

#### Internal Assessment Mechanism

Internal assessment is a crucial component of the evaluation process, contributing significantly to students' overall performance. It is conducted periodically to measure students' understanding of the course material and their ability to apply theoretical concepts in practical scenarios. The internal assessment system at Jhanji Hemnath Sarma College includes:

1. Class Tests and Unit Tests
2. Assignments and Projects
3. Seminars and Presentations
4. Practical Examinations
5. Attendance and Participation

The marks obtained in internal assessments contribute to the final grades, reinforcing continuous learning and improvement.

#### End-Semester Examinations

As per the guidelines of Dibrugarh University, end-semester examinations serve as a comprehensive evaluation method for assessing students' grasp of course content. These exams are conducted at the end of each semester and follow a structured pattern.



**Outcome-Based Assessment and Feedback Mechanism**

To measure the attainment of Programme Outcomes and Course Outcomes, Jhanji Hemnath Sarma College follows a systematic approach:

1. Performance Analysis
2. Student Feedback and Course Review
3. Faculty Review Meetings

By integrating internal assessments with end-semester examinations, Jhanji Hemnath Sarma College ensures a holistic evaluation of students, thereby achieving the intended learning outcomes and academic excellence.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

**2.6.3 - Pass percentage of Students during the year****2.6.3.1 - Total number of final year students who passed the university examination during the year**

**131**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

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

[https://jhanjihnscollege.edu.in/agar\\_file/146.pdf](https://jhanjihnscollege.edu.in/agar_file/146.pdf)

**RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****NIL**

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

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year****NIL**

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

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year****3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****10**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

4

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

23

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

The institution has been actively promoting social responsibility and community engagement among the students through various initiatives. The institution has been consistently focusing on

sensitizing students to their social surroundings by creating a holistic and noble mindset among students to develop and enhance their quality of leadership through various extension activities in the neighborhood community.

The institution through its active NSS unit provides the students with opportunities and exposure to participate in social service activities. Through initiatives such as health camp and awareness program, international yoga day, sports day, plantation drive and employment drive for students; NSS unit has been introducing students to real-world issues and inculcating attributes of social service, physical and mental wellbeing in students.

The institution through its NSS and NCC unit frequently organizes neighborhood outreach programs such as special talks in the neighborhood primary schools regarding student's wellbeing and personality development, tree plantation in neighborhood areas, and awareness programs to promote qualities like leadership, problem-solving, discipline, and selflessness. These programs help building self-confidence in students and their relationship with the community.

File Description	Documents
Paste link for additional information	<a href="https://jhanjihnscollege.edu.in/all_nss.php">https://jhanjihnscollege.edu.in/all_nss.php</a>
Upload any additional information	<a href="#">View File</a>

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

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

**NIL**

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

### 3.3.3 - Number of extension and outreach programs conducted by the institution through

**NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

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

**12**

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**542**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

**3**

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

5

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

To enable effective teaching learning, the institution ensures the establishment of organised infrastructure and allied physical facilities. In this regard adequate classrooms have been set up and all necessary timely maintenances are being carried out. These classrooms are well furnished with proper electrification. Both types of laboratories, subject specific and multidisciplinary are appropriately set up and maintained. To make the teaching learning process engrossing a number of classrooms are equipped with ICT tools like computers, LED, projectors, etc. There are three state of the art computer laboratories for the students. Access to internet connectivity has been facilitated across the laboratories and the classrooms.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://jhanjihnscollege.edu.in/agar_file/141.pdf">https://jhanjihnscollege.edu.in/agar_file/141.pdf</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

In sync with the academics, the institution functions as a platform for holistic development of students. The institution has a centrally located auditorium which is well furnished with a seat capacity of 700. Apart from performing, students can rehearse inside the auditorium whenever necessary. Moreover, there is an open stage in the institution where activities like morning assembly and other allied interactions are carried out. In terms of sports, necessary equipments for outdoor games like football, cricket, volleyball, badminton, etc. are provided to the students. The institution utilises the public playground located adjacent to the college. Necessary equipments for indoor games like carrom, chess, etc. are provided. There is a gymnasium in the institution furnished with fitness equipments and students are allowed to utilise these equipments under the supervision of a faculty member. Yoga sessions under the guidance of certified trainers are a part of the regular academic schedule as the institution offers an ad on course on yoga. Every year the International Day of Yoga is extensively observed. It is worth mentioning here that the institution regularly hosts different inter college sports tournament under the aegis of Dibrugarh University, Assam (affiliating university).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

11

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

11

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://jhanjihnscollege.edu.in/agar_file/141.pdf">https://jhanjihnscollege.edu.in/agar_file/141.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

11.5

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The library was already automated partially with the Integrated Library Management System (ILMS) SOUL 2.0 since 2017. In 2023, the ILMS was upgraded to its latest version SOUL 3.0 (Software for University Libraries 3.0). INFLIBNET centre offers the SOUL 3.0 software. The database was successfully migrated from SOUL 2.0 to SOUL 3.0. A dedicated server PC was procured for the library to host the SOUL 3.0 database. A Local Area Network (LAN) was set up within the library in client server architecture with a number of client PCs as Online Public Access Catalogue (OPAC) terminal and another client PC for circulation. The database is regularly updated with bibliographic data of new acquisitions.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

  

<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>A. Any 4 or more of the above</b>
--	--------------------------------------

  

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

  

<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>
<b>1.73</b>

  

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

  

<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>
<b>32</b>

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

The IT facilities of the institution are upgraded with a number of new incorporations. To enhance the range and bandwidth of wi fi connectivity previously existing standalone routers were replaced with Jio Air Fiber since 20th May, 2024 owing to the fact that the network strength of Reliance Jio in the locality was much better than the other internet service providers (ISP). The link speed after the wi fi enhancement has increased upto 433 Mbps. All necessary LAN extensions and modifications were carried out. In terms of new IT facilities incorporation, to enhance surveillance old CCTV cameras were supplemented with new IP cameras alongwith detailed provision of concurrent display of multiple zones of the institution. Further the campus announcement system was set up encompassing the entire campus with speakers installed strategically so that centrally made announcements are audible to the entire college community. Moreover LED monitors (digital notice boards) have been installed at different locations and important notifications for students are displayed through these monitors.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

85

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

13.18

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

For maintenance and utilization of different physical, academic and support facilities the college authority has constituted separate maintenance and advisory committees for each aspect. In some cases an individual from the staff is appointed as the coordinator and he/she is entrusted with the responsibility for the smooth maintenance of the facility. For maintenance of the departmental laboratories, the concerned department looks after the aspects like proper use and maintenance of the laboratory equipments. The library advisory committee discusses and decides unanimously on all aspects of library resource acquisition and library services. The individuals in charge of the computer laboratories examines smooth functioning of the computers and allied maintenances. Similarly individual staff members are assigned the responsibility to ensure all basic facilities in the classrooms like furniture, electrification, cleanliness, etc. There are dedicated committees for sports facilities, canteen and hostel maintenance.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**STUDENT SUPPORT AND PROGRESSION****5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year**

589

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year****5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

186

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Link to institutional website</td><td>Nil</td></tr> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>Details of capability building and skills enhancement initiatives (Data Template)</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Link to institutional website	Nil	Any additional information	<a href="#">View File</a>	Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>	
File Description	Documents								
Link to institutional website	Nil								
Any additional information	<a href="#">View File</a>								
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>								
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>355</b>									
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>355</b>									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> <tr> <td>Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>			
File Description	Documents								
Any additional information	No File Uploaded								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>								
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>A. All of the above</b>								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

8

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

17

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

**examinations) during the year****8**

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.****11**

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

The Students' Union of Jhanji Hemnath Sarma College is an important representative body that works for the welfare of students and contributes to the overall development of the institution. It plays a crucial role in addressing student concerns, coordinating with the college administration, and organizing various academic, cultural, and sports activities. The Union actively engages in initiatives that promote leadership, teamwork, and social awareness among students. One of the key responsibilities of the Students' Union is to ensure a positive academic environment by organizing debates and discussions on relevant topics. It also takes the lead in hosting

cultural and sports events, celebrating important days and festivals, providing students with opportunities to showcase their talents and develop their skills. Apart from these activities, the Union is involved in social awareness programs such as cleanliness drives, environmental campaigns, and other initiatives that benefit both students and society. The Union, in association with the authority and teaching & non-teaching staff conduct academic seminars, cultural programs, and sports competitions, encouraging active student participation. It also takes part in environmental awareness campaigns, including tree-planting drives and cleanliness initiatives. These efforts reflect the Union's commitment to creating a better learning environment and strengthening the college's reputation. Thus, the Students' Union of Jhanji Hemnath Sarma College plays a vital role in ensuring student welfare and fostering a vibrant college atmosphere. Through its various activities and initiatives, it helps in shaping responsible and capable individuals who contribute positively to society.

File Description	Documents
Paste link for additional information	<a href="https://jhanjihnscollege.edu.in/all_student_zone.php?r=6">https://jhanjihnscollege.edu.in/all_student_zone.php?r=6</a>
Upload any additional information	No File Uploaded

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>



## 5.4 - Alumni Engagement

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

The Alumni Association of Jhanji Hemnath Sarma College plays a crucial role in connecting former students with their alma mater. It actively participates in the college's development by organizing events, supporting academic initiatives, publishing books and contributing to infrastructure growth. The association has proposed and initiated the construction of a 900-sq.ft Alumni Conference Hall, which is currently under construction. The association engages in Institutional development. Alumni contribute to improving facilities and strengthening the academic and cultural environment of the college. The Alumni Association of Jhanji Hemnath Sarma College continues to be an essential part of the institution, fostering strong ties between past and present students while promoting the college's years old fame.

File Description	Documents
Paste link for additional information	<a href="https://jhanjihnscollege.edu.in/alumni.php">https://jhanjihnscollege.edu.in/alumni.php</a>
Upload any additional information	<a href="#">View File</a>

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

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

In order to achieve the mission and goals of the college, the following initiatives have been undertaken: -

1. The Internal Quality Assurance Cell takes care of Academic and Administrative policies by preparing and planning in consultation with Governing Body, Principal, Vice Principal and HoDs of the college.

2. The Academic Committee of the college plans all the schedule of academic affairs by following the academic colander of the affiliating University and the college. A transparent policy is followed by the college for internal evaluation of students.
3. The college has appointed Controller of Examinations for smooth conduct of all examinations.
4. For enrichment of teaching learning process, the ICT enabled Virtual Classrooms cum Seminar Halls are used by teachers with quality contents and materials for better understanding and knowledge enhancement.
5. Collaborations have been made with Universities, Colleges and NGOs in order to inculcate professional and entrepreneurial skills among the students and stakeholders.
6. Programmes like Plantation, Health awareness Camp, Yoga, Special talk on ethics and moral values of students are conducted by the college for holistic development of the College.
7. For promotion of research culture among the teachers and students, a Peer Reviewed journal is published annually. In addition, fund is provided from the research cell of the college to undertake research projects and activities for valuable contribution to the existing body of knowledge.

File Description	Documents
Paste link for additional information	<a href="https://jhanjihnscollege.edu.in/index.php">https://jhanjihnscollege.edu.in/index.php</a>
Upload any additional information	No File Uploaded

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

For smooth conduct of various institutional practices of the college, different committees and Cells have been formed for both academic, administrative and research related matters.

#### Academic:

Academic Committee, Examination Committee, Library Committee, Career Counselling Cell have been formed to ensure effective functioning of academic affairs as per Academic Calendar of the college. These

Committees have been formed with the representatives of HoDs, Teacher Members, Librarian, Office Staff as holistic approach for quality enhancement and enrichment of academic atmosphere.

#### Administrative:

Budget Committee, Purchase Committee, Construction Committee, Admission Committee, Anti- Ragging Cell, Grievance Redressal Cell, Campus Development Committee, Disciplinary Action Committee, Sports Committee, Hostel Committee etc have been formed in order to handle different aspects of Management. These committees ensure proper planning, financing and management of administrative plans of the college.

#### Research:

Language Research Cell and Social Science Research Cell, Publication Cell, Seminar and Workshop Committee have been formed to focus and develop research activities in the college campus among students and teachers. Administration provides funds to the faculty members and students to engage in research activities.

File Description	Documents
Paste link for additional information	<a href="https://jhanjihnscollege.edu.in/cells.php">https://jhanjihnscollege.edu.in/cells.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

With the demand of Dynamic Academic world, the faculty members deliver their lectures using ICT Tools by developing e-contents and videos to the students community in addition to the traditional classes. Teachers have trained to develop MOOCs through professional development programmes in order to create a digital hub for the student's community at large. Teachers are encouraged for innovative practices in the teaching learning process for the benefit of the students.

The college has conducted in-semester and end-semester examinations in both online and offline mode through Google Classroom, Google Form and Microsoft Team as per the guidelines of affiliating University abiding the Academic Calendar. The evaluation process of answer scripts is executed by following the guideline of the

affiliating University.

The teachers and the students are the community of the college. The teachers are engaged in research-based activities in addition to teaching the students. Both the teachers and the students often visit the library where books and journals are arranged in systematic order on shelves.

The college has made collaborations with different institutions for exchange of human resources providing exposures to stakeholders in different fields such as entrepreneurship, Yoga, distance education, development of forest as green initiative towards community.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://jhanjihnscollege.edu.in/strategic_plan.php">https://jhanjihnscollege.edu.in/strategic_plan.php</a>
Upload any additional information	No File Uploaded

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

Jhanji Hemnath Sarma College has been established in a systematic way to execute and deliver its duties and responsibilities in an organised manner. A hierarchical set up is established from top management to lower the level visibly demarking the duties, responsibilities, accountability and authorities at every stage.

It has a Governing body to monitor and fulfilment of the vision and mission of the institution. It has an effective organizational structure which monitors and improves the institution.

According to the Assam College Employees (Provincialisation) Act 2005, "The appointments of both teaching and non-teaching post in the college shall be made by the Director of Higher Education, Assam on the basis of selection and recommendation of the Governing Body in accordance with the rules and procedure of the Government in force." The teaching and non-teaching staff of the college abides by the rules and regulations of the Assam College Employees (Provincialisation) Rules, 2010

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://jhanjihnscollege.edu.in/pdf/Organisation%20Structure.pdf">https://jhanjihnscollege.edu.in/pdf/Organisation%20Structure.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

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

The College provides a number of welfare measures and support facilities to the teaching and non-teaching staff of the college. Some of them are as follows:-

- Faculty Members are eligible for Earned leave, maternity leave, child care leave, study leave, medical leave as per the Assam College Employees (Provincialisation) Rules, 2010.
- Duty Leave is allowed to Faculty Members for attending orientation, refresher course, research methodology workshop, conferences, seminars etc.

- Day Care Facility is provided to Staff
- Deposit and Lending facility is available under Employees Cooperative

### Society

- Gym Facility also for Staff
- Faculty Development Programme and Workshops are organised regularly for teaching staff for continuous upgradation of knowledge
- Printing Facility for the Staff
- Funding Facility for Research Project
- Motivation through counselling is also available for staff members to create a healthy working environment. This not only increases the work life balance of the employee it also helps us in increasing the productivity and allows our staff to work effectively with complete satisfaction.
- Providing basic health support to staff
- Sports facility is provided to staff.
- Women Cell to raise awareness among both men and women to use women's strength as a key resource for national development.
- Canteen facility

File Description	Documents
Paste link for additional information	<a href="https://jhanjihnscollege.edu.in/aqar_file/140.pdf">https://jhanjihnscollege.edu.in/aqar_file/140.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

**NIL**

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year****6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year****3**

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

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year****56**

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

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

The college follows the performance appraisal system laid down by the UGC and implemented by the DHE, Government of Assam in the form of Performance Based Appraisal System. The performance of each employee is assessed annually after completion of one year of service.

The salient features of the performance appraisal system for teaching staff are as follows:

- a) The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS).
- b) Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.
- c) The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary.
- d) The faculty members are informed well in advance of their due promotion.
- e) The PBAS proforma filled by the Faculty Member is checked and verified by the IQAC Coordinator and Principal.
- f) Faculty members whose promotions are due are recommended based on their API score and are required to appear before Departmental Promotion committee.

The non-teaching staff of the college are promoted as per the service rule of Assam State Government which usually takes place on yearly experience. As per rule, there must have vacancy to promote from a junior stage to senior stage.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.4 - Financial Management and Resource Mobilization



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

The institution regularly conducts internal and external financial audits. The Audit is conducted in the following manner:

**Internal Audit:** An internal auditor is appointed by the college for internal audit of books of accounts of specific funds.

Receipts and Payments of Examination Centre Fund, End Semester Examination Zone Fund, Cooperative Society Fund, Funds of Seminar, Workshop, FDP are examined and verified by the internal auditor.

**External Audit:** The Chartered Accountant is appointed by the College for conducting the audit.

The college conducts statutory audit covering all financial and accounting activities of the college. This includes scrutiny of the following:

(a) all receipts from fee, grants, contributions, interest earned and returns on investments;

(b) all payments to staff, vendors, contractors, students and other service providers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

NIL

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

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

The institution has a sound policy for generation and mobilisation of funds considering its optimum utilisation in the process. The college focus on certain areas in order to mobilise financial resources.

Major Sources for generation of funds are:

- Fees from APL Students
- Fees of BPL Students provided by State Government
- Funds received from RUSA for infrastructure development
- Fees of Hostel Boarders
- Examination Centre Fund
- Contribution from stakeholders
- Rental earning from Canteen
- Proceeds from Tea and Sachi (Agaru)

The college authority prepares a budget at the beginning of a financial year with an estimation of mobilisation of funds and prospective expenditures to made during the year. Tentative amounts are allocated for meeting academic and teaching learning activities such as organisation of workshops, FDPs, purchase of books, journals, maintenance of academic infrastructure etc.

For students related sports, literary, cultural and other activities, the students Council submits budgets to the authority which are approved and allotted in the meeting of Students Council and Advisors along with Principal for effective and optimum

**utilisation of resources.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5 - Internal Quality Assurance System**

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell (IQAC) of the college plays an important role for quality assurance and to maintain overall academic atmosphere of the college. It chalks out strategies to organise and perform different activities and programmes in academic, non-academic and community related aspects such as seminars, workshops, FDPs, webinars, Special Talks, health camps, socio-economic surveys etc. It also suggests different cells, units and sub-committees to engage themselves in their concerning area of operations so as to fulfil the vision, mission and objectives of the institution. As a quality initiative, the IQAC encourages the faculty members to conduct students mentoring and feedback mechanism minutely so as to find out the weaknesses of the students and meet their choice base demands. The faculty members are also asked to participate in various faculty development programmes and ICT enabled practices to improve their qualitative aspects. Regular initiative has been taken by IQAC to participate in All India Survey of Higher Education (AISHE) so as to enable the institution to acquire national standard of Higher Education. As an affiliated institution under Rashtriya Uchchatar Shiksha Abhiyan (RUSA), the IQAC of the college provides guidance and support in construction related activities involving with RUSA subcommittee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The college prepares Academic Calendar separately for smooth functioning of teaching learning and evaluation process. The IQAC of the college ensures proper execution of the plan according to the academic calendar. The Vice Principal maintains a Class Monitoring Register for direct vigilance of daily classes of each department. In addition to that each faculty members record their daily classes in the personal class diary provided by the authority of the college. The IQAC of the college also recommend the faculty members to undergo the innovative pedagogical methodologies like team teaching, use of PPT, creation of e-contents, use of e-classroom for effective curriculum delivery.

The IQAC invites expert personalities and academicians for conducting Academic Audit for quality enhancement and enrichment of the academic environment. Based on the recommendations of the experts, the IQAC suggests the concerned authority to take necessary steps for better academic atmosphere of the college.

The learning outcomes of students are regularly reviewed by IQAC with the mechanism of collecting feedback from students, teachers and parents. The faculty members continuously assess the learning level of the students through internal assessment. All scholastic and co-scholastic perspectives of the regular students are directly monitored by the faculty members of each department under "Mentoring System".

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

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity is not only a fundamental human right, but a necessary foundation for a peaceful, prosperous and sustainable world. To promote gender equity for balanced development and sustainable society our institution initiated the following measures.

1. National Workshop on 'Capacity Building and Personality Development' for girls' students with financial assistance received from National Commission for Women, New Delhi.
2. International Women's Day on 8th March every year. This year our institution organized a special talk on 'Mother's Role in moulding Personality of a Child' in a nearby School to make people aware regarding their responsibilities.
3. Organized 'Bohagi Mela', an exhibition and sale Centre on the occasion of Bohag Bihu, the main festival of Assam. This is an initiative to help students particularly girls' students to showcase their creativity and allowing them to convert their passion of art and craft into an income generation venture and becoming self- reliant.
4. We installed CCTV cameras in some particular places, like, campus, classrooms, hostel, etc. for safety and security.
5. We have Anti-ragging committee, Grievance and Redressal cell, and Women cell and all these committees are working effectively as per guidelines of UGC to promote gender equity.
6. We installed sanitary vending machine at the girls' common room.
7. Regular teachers are appointed as mentors for counselling of students and to support students in their academic, administrative and personal problems.

File Description	Documents
Annual gender sensitization action plan	<a href="https://jhanjihnscollege.edu.in/aqar_file/136.pdf">https://jhanjihnscollege.edu.in/aqar_file/136.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://jhanjihnscollege.edu.in/aqar_file/138.pdf">https://jhanjihnscollege.edu.in/aqar_file/138.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**The college maintains a hygienic and eco-friendly campus with the help of effective waste management according to its Environmental Policy.**

**Solid Waste:** The college properly segregates dry and wet waste at the source. Dry waste is picked up and disposed of in a proper manner, while wet waste is composted and utilized in campus gardens. Non-biodegradable plastic materials are substituted with environment-friendly ones. Waste caused by celebrations is handled responsibly by NCC and NSS volunteers. Timely repair and maintenance of infrastructure also reduce the generation of solid waste and flex banners are disposed of in a proper manner.

**Liquid Waste:** Hostel wastewater, kitchen wastewater, canteen and restroom wastewater is done through a properly maintained drainage system to the centralized treatment plant, avoiding contamination and ensuring sustainability.

**E-Waste:** Obsolete electronic items are repaired and reused whenever possible, with irreparable items college have a agreement with 'Assam Pollution Control Broad'. The institution regular upgrades software and maintenance minimize e-waste. Solar streetlights have been installed to reduce waste from conventional lighting.

**Recycling:** Recyclable paper waste is sold to recycling units, and canteen food waste is utilized in vermicompost pits to create organic manure. Such initiatives establish the institution's dedication to environmental sustainability.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://jhanjihnscollege.edu.in/agar_file/139.pdf">https://jhanjihnscollege.edu.in/agar_file/139.pdf</a>
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

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

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**C. Any 2 of the above**



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

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

The institution from its inception is trying to provide quality education to the students. To make an inclusive environment and also to make tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities the institution always takes some initiatives, which includes-

- The active NSS unit of the Institution is always trying to inculcate in students a sense of community through organizing various community participation programmes.
- All the issues of discrimination and harassment are investigated and settled down by the transparent and effective Grievance Cell, Anti Ragging Cell and Women Cell of the Institution.
- The institution regularly organized parents and alumni meet. Involvement of parents and alumni help the institution in maintaining inclusive environment.
- The institution organized various programmes which are helpful in developing tolerance and goodwill among students. Gandhi Jayanti, Republic Day, Independence Day, Tithi of Srimanta Sankardeva, are organized every year.
- International Yoga Day (21st June) is observed every year with great enthusiasm to promote peace and harmony. The Institution also offered Add-on course on yoga.
- International Mother Language Day (21st February) and World Sanskrit Day is observed every year to promote linguistic and cultural diversity. This celebration emphasizes the importance of language preservation in safeguarding cultural heritage, improving education and fostering more peaceful societies.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

A special orientation programme is organized for the students at the beginning of the new academic year. This programme provides an opportunity to the new students to cope up with the new environment and to learn about their rights and responsibilities. NEP 2020 Orientation and Sensitization Programme under Malaviya Mission Teacher Training Programme (MMTTP) of UGC is organized by the Institution in association with Gauhati University for sensitizing faculty members and make them aware towards new education policy.

Gandhi Jayanti on 2nd October is celebrated by the institution to foster the spirit of non-violence and peace represented by Gandhiji. It is a day for remembrance of the values such as, truth, simplicity and self-reliance.

National Voters Day is organized on 25th January to make students aware regarding their duties and responsibilities as a citizen of the country. Voter awareness campaign was also organized on 30th March to promote voter education and participation in election.

International Day for Biological Diversity is celebrated on 22nd May to educate the students about the importance of biodiversity and to take steps to conserve biodiversity.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code**

**C. Any 2 of the above**

of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

- Independence Day on 15th August, 2023
- World Entrepreneurship Day on 21st August, 2023
- National Sports day on 29th August, 2023
- Teachers Day on 5th September, 2023
- Birth Anniversary of Dr Bhupen Hazarika on 8th September, 2023
- Gandhi Jayanti on 2nd October, 2023
- National Unity Day on 31st October, 2023
- World AIDS Day on 1st December, 2023
- National Voters Day on 25th January, 2024
- Republic Day on 26th January, 2024
- National Mother Language Day on 21st February, 2024
- International Woman's Day on 8th March, 2024
- International Day for Biological Diversity on 22nd May, 2024
- World Environment Day on 5th June, /2024
- International Yoga Day, on 21st June, 2024

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### BEST PRACTICE - I: Promotion of Gender Equality

**Introduction** Education empowers individuals, helping them understand their rights and responsibilities, ultimately shaping a more equal society.

**Key Points**

- **Gender Equality:** This refers to treating all genders fairly, recognizing their unique needs and rights. It ensures equal opportunities for everyone to succeed.
- **Institution's Role:** The institution aims to create an inclusive environment, particularly in a rural area where gender biases exist.

**Evidence of Success** Success is reflected in increased participation in decision-making and improved independence among students.

**Problems Encountered** Despite efforts, there remain challenges, including a lack of awareness in rural areas, where families often prioritize marriage over education for girls.

### PRACTICE - II: Entrepreneurship Development

**Introduction** The goal of this initiative is to enhance entrepreneurship through education, equipping students with the skills to start and manage their own businesses.

**Key Points**

- **Skill Enhancement Courses:** Students are offered courses on skills such as mushroom cultivation and beautician training to promote entrepreneurship.
- **Bohagi Mela:** An exhibition organized for students to showcase their creations, encouraging them to turn passions into income-generating activities.

**Evidence of Success** Students are increasingly motivated to become

self-reliant and many have turned their skills into entrepreneurial ventures.

Problems Encountered Challenges include a lack of awareness among students and the surrounding environment not encouraging entrepreneurship. Busy academic schedules also limit the institution's ability to provide extensive support.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

As an academic Institution we are always trying to impart quality education to our students. But the institution is located in a rural area where majority stakeholders are not aware of their children's education because of their poor socio-economic back grounds. Therefore, we are facing different problems time to time, but with our continuous efforts we are able to overcome it. Our institution offers scholarships to the meritorious and economically weaker sections students so that they are able to fulfill their dreams. Authority, teachers, and eminent local persons offer various awards and scholarships in academic sphere every year to encourage our students. Moreover, along with the Govt. policy our institution adopted some specific welfare measures to our students.

It is important to mention here that a few students of our institution are able to receive National and International award in sport events. Institution encourages them by offering free admission in the semesters and hostels. Our faculty members always take responsibilities and provide financial help towards the institution when it required. This enthusiasm of our stakeholders encourages everyone to work dedicatedly for the upliftment of the institution.

Beside these we always remember that the involvement of community members in the institution is useful to mobilize human resources. To get the best outcome for young generations the institution and community must work together. Therefore, to promote students' success the we organize public felicitation programme of local Academicians which helps the institution by enhancing community participation.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

- To celebrate Platinum Jubilee on the completion of seventy glorious years of our Institution.
- To organize National workshop, seminars for the faculty members.
- To organize Career counseling programme for students.
- To organize Workshop on Research Paper Writing for Students.
- To organize Gender Sensitization Programme.
- Publication of books with ISBN from each department of the Institution.
- To conduct Academic and Administrative Audit.
- To conduct Gender Audit.
- To conduct Energy Audit.
- To conduct Environment Audit.
- To organize Collaborative Programme under MoU.
- Strengthening of the placement cell for providing better career opportunities.
- Setting up of a trust fund to support the differently abled students and needy girl child.
- To organize National Webinar on current issues.
- To organize Health Awareness Programme as part of extension activity.