



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

PRAGJYOTISH COLLEGE

- Name of the Head of the institution **DR. MANOJ KUMAR MAHANTA**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **+919864980654**
- Mobile no **9435311498**
- Registered e-mail **coordinatoriqac@pragjyotishcollege.ac.in**
- Alternate e-mail **iqac15pragcollege@gmail.com**
- Address **J. P. Agarwala Road, Santipur**
- City/Town **GUWAHATI**
- State/UT **ASSAM**
- Pin Code **781009**

2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **GAUHATI UNIVERSITY**
- Name of the IQAC Coordinator **Dr. Namita Das**
- Phone No. **+919435306773**
- Alternate phone No. **9101931327**
- Mobile **9101931327**
- IQAC e-mail address **coordinatoriqac@pragjyotishcollege.ac.in**
- Alternate Email address **namitadas@pragjyotishcollege.ac.in**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/01/AQAR-2019-20.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2021/03/COLLEGE-ACADEMIC-CALENDAR-2021-1.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	73	2004	08/01/2004	07/01/2009
Cycle 2	B	2.61	2011	08/01/2011	07/01/2016
Cycle 3	B	2.44	2021	08/02/2021	14/02/2026

6. Date of Establishment of IQAC

06/04/2002

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **53**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

- Completion of 3rd Cycle of NAAC Assessment and Accreditation
- Organizing 13 webinars during the COVID lockdown period (including 4 International ones)
- Conduct of institutional Administrative Audit for the first time
- Registering for NIRF for the first time
- Submission of AQAR 2019-20

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 complete the 3rd Cycle of NAAC Assessment and Accreditation	Completed in February 2021
To introduce new PG programs	PG programs introduced in Geology, Geography, Zoology and Education from the 2020-21 session
To conduct academic programs through collaborative mode	Teacher and Student Exchange Programs conducted; new MoUs signed
To upgrade institutional infrastructure	A designated parking ground created; Initial works started for setting up of Office of the Estate Officer and Records Room; Offices of PCGF/PCRTF set up; e-Waste and Electrical Storage Room set up; Construction of the 2nd floor in Block-E;
To conduct stakeholder feedback	Student Feedback conducted in online mode for the first time
To conduct quality audits	Administrative Audit conducted
To participate in NIRF rankings	Application made for NIRF 2022 rankings
Regular submission of AQARs	AQAR 2019-20 submitted within due date (before 31.12.2021); AQAR 2020-21 also to be submitted within due date (01.02.2022)
To encourage all departments to bring out departmental-level publications	All departments have achieved this target
To make all teachers ICT-enabled	Target completed during COVID-19 lockdown
Separate Visitor's Room for the Office of the Principal and College Office	Target completed
To undertake welfare measures in	Decision pending due to COVID

adopted villages	situation
Organizing outreach/extension activities through teacher-student participation	Restricted due to COVID situation
To institute Best Performance Awards in different fields	Decision pending due to COVID situation
To augment e-governance in various fields of administration and academics	Decision pending due to COVID situation

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	31/03/2022

14. Whether institutional data submitted to AISHE

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Name	Date of meeting(s)
Governing Body	31/03/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	28/03/2022
15. Multidisciplinary / interdisciplinary	
<p>Pragjyotish College is a multi-disciplinary HEI, having UG and PG programs across five disciplines namely viz. Humanities, Science, Commerce, Management and Information Technology (IT).</p> <p>The various departments/ subjects which fall under the Humanities discipline are- Anthropology, Assamese, Bengali, Economics, Education, English, Geography, Hindi, History, Mathematics, Philosophy, Political Science, Sanskrit and Statistics.</p> <p>The various departments/ subjects which fall under science discipline are- Anthropology, Botany, Chemistry, Computer Science, Economics, Geology, Geography, Mathematics, Physics, Statistics and Zoology.</p> <p>The various departments/ subjects which fall under the commerce discipline are- Accountancy, E-Commerce, Finance & Management.</p> <p>The various departments/ subjects which fall under the Management discipline are- Business Administration & Tourism Management (which runs the BBA & MTM program respectively).</p> <p>The department/ subject which fall under the IT (Information Technology) discipline is Computer Science (which runs the BCA program).</p> <p>The various departments/ subjects which fall under the PG Programs are- Assamese, Economics, Education, Geography, Geology, Tourism Management & Zoology.</p>	

Research Projects have been undertaken by faculty members in multi-disciplinary mode.

16.Academic bank of credits (ABC):

Academic Bank of Credit: Not applicable as of date as Pragjyotish College is affiliated to Gauhati University.

17.Skill development:

Various short- term and long-term skill Development Programs are being conducted round the year for the benefits of the students. The short term programs include various interactive sessions with invited resource persons. The departments of Fine Arts and Performing Arts conduct one year Diploma Programs which are of add-on nature.

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

A total of five departments namely Assamese, Bengali, Bodo, Hindi and Sanskrit offer UG Honours programs for the students. The Assamese Department also offer PG programs in Assamese language and culture. In addition, the Sanskrit Department offers one year certificate and two years Diploma Programs in Non-Formal Sanskrit Education under Rashtriya Sanskrit Santha (deemed to be University).

There is a well-equipped language laboratory which is being used for various online and offline language class deliberations. Classroom delivery by faculty members is done in bi-lingual mode (English & Vernacular). Departments of Fine Arts & Performing Arts offer one year Diploma Programs through add-on modes.

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

All UG students of the various programs namely B. A, B.Sc., B. Com etc are required to study compulsorily Skill Enhancement Courses (SEC) in the 3rd & 4th semesters respectively. Through the study of these courses, various outcomes pertaining to basic skills, professional skills, intellectual skills etc. are achieved by the students.

The study of Fine Arts & Performing Arts also supplements the outcome-based education.

20.Distance education/online education:

During and after the post covid situation, the institution has

adopted a blended learning mode whereby classroom teaching is supplemented with online classes by the faculty members. The Google Classroom is widely used for providing different types of learning materials to the students namely eBooks, ppt presentations, class notes etc. Online classes are primarily conducted through Google Meets.

The institutions also offer various programs through the distance education mode. For this, three study centres namely Indira Gandhi National Open University (IGNOU), Krishna Kanta Handique State Open University (KKHSOU) and Institute of Distance & Open Learning (IDOL, GU) have been set up in the campus, the activities of which are coordinated by three different coordinators.

Extended Profile

1. Programme

1.1	838
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	2286
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	312
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	546
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Number of outgoing/ final year students during the year						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>			File Description	Documents	Data Template	View File
File Description	Documents					
Data Template	View File					
3.Academic						
3.1 Number of full time teachers during the year		124				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>			File Description	Documents	Data Template	View File
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3.2 Number of sanctioned posts during the year		121				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>			File Description	Documents	Data Template	View File
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Data Template	View File					
4.Institution						
4.1 Total number of Classrooms and Seminar halls		89				
4.2 Total expenditure excluding salary during the year (INR in lakhs)		44203063.00				
4.3 Total number of computers on campus for academic purposes		88				
Part B						
CURRICULAR ASPECTS						
1.1 - Curricular Planning and Implementation						
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process						
<p>Academic meetings are held at the beginning of each academic session. Academic calendars as per prepared as per guidelines and norms of the affiliating University. The Routine Committee prepares class routine. Every department maintains class records</p>						

through the HoD Diaries, Class Registers, etc. Teachers devise lesson plans for theory and practical classes and records kept in the Daily Log Book and Lesson Plan-Record of Classes registers. Departmental Advisory Committee meetings are convened by the HoDs for assessment of syllabus completion and planning for other academic activities. Internal assessment marks of students are given based on parameters like class attendance, class seminars, home assignments, etc. Home assignments submitted by the students are stockpiled by several departments as reference materials. Discussions on sessional examination outcome are done with students. Provisions like internet connectivity with Wi-Fi facility, departmental libraries, central library with digital resources, etc. are available. The college encourages teachers to participate in training programs/ FDPs and also for organizing seminars/webinars/workshops for effective curriculum delivery. Academic Audit has been conducted by external peers for improvement in academic activities. IQAC collects curricula-based feedbacks from students, analyzes them and plans for qualitative reforms.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/03/1.1.1.pdf

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

Being an affiliated college, internal evaluation is undertaken in accordance with the norms and guidelines stipulated by the affiliating University. The college provides logistic facilities to the departments for holding timely sessional examinations and submission of marks obtained by the students in prescribed format to the University authorities for result tabulation. Internal assessments are undertaken as per the academic calendar. Institute appoints faculties into examination committees for the smooth conduction of examinations. Sessional examinations are also conducted as per the academic calendar of the college, which is as per University guidelines. Evaluated answer sheets of sessional examinations are shown to the students for the commissions and omissions and are later preserved and documented and/or submitted to the University authorities when demanded. Internal examiners

are appointed for the practical and viva voce examinations as per the University directives, for assisting the external examiners appointed by the University. The institutional portal has easy access to regulations, curricula and syllabi of all the programs offered by it. For effective transparent internal evaluation process, the college authority constitutes sessional examination committees for monitoring the examination process. However, during the COVID-19 lockdown period, adherence to the academic calendar could not be done.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/03/1.1.2-.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

35

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

96

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Gender Sensitivity: Internal Complaints Committee (ICC) is constituted to sensitize the students and staff on gender issues with a goal to create gender discrimination-free work environment. Pragjyotish College Women Study Centre (PCWSC) plays a vital role on gender sensitization. The college organizes various student events to create sensitization in which PCWSC plays a notable

role. Self-defense programs are arranged by girl's hostel. The institute promotes gender equity by including provisions for transgender in admission form.

Environment and Sustainability: The College promotes environmental consciousness along with NCC and NSS unit through programs like tree plantation, awareness campaigns, World Environment Day, Swachh Bharat Abhiyan, waste management, etc. Energy audit is being undertaken with an aim to optimize energy use in campus. Inclusion of Environmental Science in the TDC syllabi aims to spread environmental awareness.

Human values and professional ethics: The NCC, NSS, Red Cross, Red Ribbon Club and Health Promotion and Maintenance Committee of the college are dedicated to promote human and ethical values. The IQAC has prepared a handbook on Code of Professional Ethics for all stakeholders. Altogether, the institutional curriculum tends to integrate these cross cutting issues through various programs and courses.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

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

40

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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
Institutional Data in Prescribed Format	View File

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

426

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	D. Any 1 of the above
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File Description	Documents
URL for stakeholder feedback report	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/01/Student-Feedback-Analysis-Report-2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/01/Student-Feedback-Analysis-Report-2021-22.pdf

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 students admitted during the year

737

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

312

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

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

With the onset of new academic session, bridge courses are conducted in some departments for the newly admitted students to acquaint the newcomers about the institution, the course curriculum and for providing them with a comprehensive idea about the programmes and courses. It was observed that most of the students have enrolled themselves into new courses which were not studied by them at the 10+2 level. As such, the departments organize introductory classes for the students to update their knowledge level about the subject. Syllabus and question papers related to the courses are shared among the students through departmental WhatsApp Groups and Google Classrooms, which are extensively used in disseminating both academic and administrative information. Text books, reference books and other study materials are shared among students by the faculty members. These materials are also accessible to students through college central libraries and departmental libraries. For slow learners, individual doubt-clearing sessions are held and such students are also advised to take help from their friends from the advanced learner category. Faculty members keep contact with the slow learners over phone, email, etc. Special study notes are provided to the slow learners. Library Orientation Programmes are organized by PTNS Library.

File Description	Documents
Paste link for additional information	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/03/2.2.1.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2319	116

File Description	Documents
Any additional information	View File

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

Outdoor learning experiences are offered to the students through field study trips conducted by the departments like Geography, Geology, Botany, Anthropology etc. NSS/NCC camps, yoga and gymnasium, cultural events, e-magazine editing and wall magazines activities are offered to improve the physical, personality and soft skill development of the students, which amounts to fruitful participative learning experiences. Celebration of events and programmes of national and international significance, including student activities through various student forums like Pragjyotish College Xakha Sahitya Sabha, DHATU, Economic Planning Forum, Geological Society of Pragjyotish College, Pragjyotish College Geographical Society, Mathematical Society of Pragjyotish College, Pragjyotish College Zoological Forum, Students First, etc. also contribute to learning experiences. Learning experiences are also enhanced through activities like screening of documentary films, street plays, painting and essay competitions, career-oriented programs, skill development programs, etc. Quiz competitions organized on various occasions amongst the students also enhances the learning experiences of the students. Some departments conduct student and teacher exchange programs to enhance the learning experiences, invited talks by experts on topics included within syllabus, in addition to industrial visits, community exposure in rural areas, etc. Students are also involved in cleaning activities of their respective departments.

File Description	Documents
Upload any additional information	View File
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

Majority of the teachers are adept in using Smart and ICT-enabled classrooms for delivering classroom lectures. Teaching aids like LCD projectors, Wacom and interactive smart boards are used for meaningful explanation in the classes. College facilitates the teaching-learning process by effective use of e-books, computers and internet connectivity for effective teaching learning. The Language Laboratory has been established for enhancing and enriching language competencies in the students, amongst the students of language departments, viz. Assamese, Bengali, Bodo, English, Hindi and Sanskrit. The GIS lab of geography department facilitates the students in solving geographical problems through the use of GIS software applications. The IQAC has been organizing time and again different programs for imparting knowledge on use of e-resources and ICT based applications. During the COVID-19 lockdown period, all teachers resorted to the use of online teaching platforms like Google Meet, Zoom, WebEx, Google Classrooms, etc. for conducting the routine classes. All learning materials like class-notes, e-books, PPTs, etc. are being uploaded in the Google Classrooms for easy access by the students. Every teacher maintains individual Google Classroom for each course undertaken by him/her. Various parent-teacher meetings and in-house meetings were also conducted via online platforms during the lockdown period.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

116

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

74

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

50

File Description	Documents
Any additional information	View File
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)	View File

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

1572

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 students are informed of the continuous internal evaluation process. Accordingly, the institution constitutes separate examination committees for smooth conduction of various internal as well as term-end examinations. The college authority prepares the examination schedule and is communicated to the students through the general notice boards and the student WhatsApp groups that are maintained in all departments separately for the different batches. Evaluated answer sheets of sessional examinations are shown to the students for the commissions and omissions. If there are any discrepancies in the evaluation, the matter is brought to the notice of teachers concerned by the students concerned, and the necessary corrections are made. The answer sheets are preserved and documented for further clarification and use, and submitted to the University authorities as and when demanded. The attendance record of the students in the examination is documented in a proper format. The mark lists of the students are prepared after the evaluation procedure is completed and documented. It is to be noted that the institution strictly follows the norms and guidelines laid down by the affiliating University and accordingly the internal assessment for each semester is conducted.

File Description	Documents
Any additional information	View File
Link for additional information	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/03/2.5.1.pdf

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

Based on the necessity and nature of the exam-related grievances, the institution either handles the issue with in-house examination committees or it forwards the same to the University. The HODs and teachers of the department handle grievances of internal assessment and resolve them immediately. However, examination committees are constituted by the college authority, headed by a convener and other faculty members, separately for each term-end examination and for the grievances related to these external term-end examinations, the faculty members of the respective departments as well as the administrative office provides full support by helping them to apply in proper format prescribed by the University, which are then forwarded to the University or Council (in case of HS examination), routed through the Principal, for proper re-evaluation and handling of the grievances in an efficient manner. If grievances/queries related to practical marks or sessional examination marks are reported either by the University or any student, it is handled by the examination committee that conducted the respective term-end examination committees. All student-related examination grievances are handled both by the college and University in a time-bound and swift manner so that no unnecessary harassment is meted out to any student.

File Description	Documents
Any additional information	View File
Link for additional information	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/03/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Programme Outcomes (PO) and Course Outcomes (CO) of the various programmes and courses offered by the college are being displayed in the college website, for easy access by all stakeholders. The syllabi of all of the programmes are made available online (in the college website) and also in the offline mode (in the departments) which includes the objective and the learning outcomes for the all programmes as prepared by the University. The college prospectus also provides the basic structures/ subject combinations of all programmes offered by the college at all levels. The POs and COs are also displayed in the

departmental display boards for easy viewing of all stakeholders and visitors to the departments. The POs and COs are also circulated through the Google Classrooms and departmental Student WhatsApp Groups.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/03/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The assessment count of PO/CO is determined according to the nature of the programme. Programme with practical courses are assigned weightage at 40:60 ratio and other programme are assigned weightage at 20:80 ratio to internal and external assessments. The formative development of the students are ensured through various activities like institutional field visits, exposure to different research institutes, field works, field surveys and different laboratory works. Such formative activities of the students are evaluated through the field reports, home assignments, laboratory record/practical copies, seminar presentations, group discussions, viva voce, etc. The level of attainment of the students is reflective of attainment of PO and CO, which in turn is reflected in the students' progression into advanced degrees, students' success rate in different national level eligibility tests/ examinations and job placements. Although there is no centrally monitored formal mechanism to evaluate CO and PO, the individual departments are always alert on the specific needs and expectations of the students from the programmes or courses they are pursuing and try to bring about a judicious mix of both co-curricular and extra-curricular activities during curriculum delivery for successful attainment of PO and CO.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/03/2.6.2.pdf

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

767

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://pragjyotishcollege.ac.in/igac-annual-report/

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://pragjyotishcollege.ac.in/igac/feedback-analyses/>

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)

2730000

File Description	Documents
Any additional information	View File
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)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

4

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

5

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

3.2 - Innovation Ecosystem

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

The institution has set up its own publication unit in 2016 in the name of Pragjyotish College Publication Hub to add fuel to the

literary endeavour of the institution. It has been undertaking various initiatives to publish noted literary creations and disseminate such publications amongst the society at large. Several departments publish their individual departmental magazines/ journals. An in-house research council has been formed in 2015 under the name of Pragjyotish College Research Council (PCRC), to facilitate and monitor research activities in the college. A research journal Prag Consilience is published annually by the college. The ICGC was established for providing career related guidance to the students. A language laboratory was established in 2017 to meet the growing demands of students who are keen to develop their speaking skills and personality through workshops, linguistic classes, etc. To provide students an appropriate platform to display their innate talents and skills, the college has taken initiative to establish a Performing Arts Department and a Fine Arts Department. Initiative has been taken to upgrade the college library to a RFID based digital library, which has built up its own digital database, for the benefit of students and faculty members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
19	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
24	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
3.4 - Extension Activities	
3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	

Faculty members are involved in sharing their knowledge with neighbouring academic institutions. The programmes are conducted by incorporating teaching of English grammar, reading and writing of Hindi, etc. The motivated NSS cadets have participated in various outreach activities such as Swachhata Samaroh and Swachhata Pakhwada, which focusses on fetching awareness on the use of paper bags, waste management, among the students of Santipur and Bharalumukh locality. Volunteers were also involved in cleaning the surrounding areas and to create awareness by making banners and posters, under Swachha Hi Seva program, among the students of Pragati Prathamik Pathsala School. Beside these, NSS cadets are also involved in sharing knowledge of art and craft, drawing, handwriting with the students of Pragati Prathamik Pathsala School which is adopted by the college. Extension activities like cancer awareness, survey program, distribution of materials amongst cancer patients are carried out by NSS volunteers. A number of social outreach programmes and deliberations take place on a regular basis through collaborative mode of students and faculty members. These include awareness rallies for creating awareness about the menace of AIDS and its precautions by NCC, rally cum survey of digital transaction jointly by the Economics Department and NCC, etc. Students are motivated to participate in various outreach activities like theme-based activities (e.g. street plays, cultural rallies, cultural exchange programmes) and inter-college competitions (e.g. debate, essay, quiz, extempore, cricket, volley ball) which lead to emotional, intellectual, social, cultural and inter personal development of the students. The college has taken initiative towards holistic development of a few other institutions. These include donation of desk-benches (Nehru Smriti Balika Bidyalaya, Srimanta Sankar Kala Bikash Samiti), steel almirah and other furniture (Indian Institute of Research and Development for Differently Abled) etc. In a novel initiative, the college has adopted the Pragati Prathamik Pathsala School, located in the Santipur locality and developed the infrastructure of the school by constructing boundary wall, painted the entire gate, renovated the ceiling of the entire school and donated 15 pairs of desk and benches and 8 fans.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year****2**

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year****18**

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year****174**

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

18

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

8

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

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.

Adequate infrastructural facilities like Smart classrooms, ICT-enabled classrooms, laboratories, staff rooms, restrooms, conference/seminar halls, reading rooms and provisions for differently-abled students are available. Spacious classrooms exist for conducting regular, remedial and tutorial classes, various examinations and other activities. Classrooms with LCD projection, WiFi /LAN facilities and seminar halls with ICT facilities are exist. Departments like Anthropology, Botany, Chemistry, Education, Geography, Geology, Physics, Statistics, and Zoology have laboratories equipped with various types of equipment. A DST-SERB funded research laboratory (Chemistry department), Sophisticated Instrument Laboratory (Chemistry Department), a DBT-funded Institutional Bio-tech Hub (Zoology department), Plant Tissue Culture Laboratory (Botany Department), a GIS Laboratory (Geography Department) and a Language Laboratory shared by six language departments have been set up. Computer laboratories exist in the Computer Science, E-Commerce & IT, Mathematics, Physics and Tourism Management Departments. The college has a total of 156 functional computers for day-to-day use. The Pandit Tirthanath Sarma Library, a fully digital RFID-based library, has a large collection of text books, reference books, various print and web resources. The library has membership of N-LIST for e-books and e-journals. All the academic departments have their individual departmental libraries. Provision has also been made by the English Department for open-air learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The institution provides sports and games facilities to the students for their mental, physical well-being. The indoor games are held within the college campus while the outdoor games are played in the Sonaram H.S. School playground, located less than

half a kilometer from college campus. For the inadequacies of outdoor sports and games provisions, a MoU has been made with Sonaram Higher Secondary School. There is a Basketball Court and a medium-sized playground inside the college campus. A modest Sports Library has been made in the college. The Gymnasium Hub equipped with modern gym equipment, with attached changing rooms and washrooms is open to students, staffs and also for neighbourhood community at affordable fees. A gymnasium instructor manages the technical instruction to gym users. A demarcated space has been provided for yoga in the college campus. A wide range of cultural activities are performed in the college campus on various occasions. Bigger functions are held in the central auditorium while the smaller ones are held in the different meeting halls and also in the open areas of the campus, like the open courtyard in front of Block-A.

File Description	Documents
Upload any additional information	View File
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.

20

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

7575549

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Pandit Tirthanath Sarma Library of Pragjyotish College is a spacious and well-ventilated library with a collection of 35,781 Text Books, 24,605 Reference Books and 89 CDs and DVDs. The institution has membership of N-LIST for e-books and e-journals. The library is fully automated with Integrated Library Management System (ILMS) named SOUL 2.0. The Library Management Software consists of modules such as Masters, RFID-Link, Book Accession, Membership, Circulation, OPAC, Catalogues, and Administration. The software is equipped with additional features such as visibility of member photograph at the time of book issue to ensure authentication by library staff. Book reservation facility, status of a book etc. can be found by using both SOUL 2.0 and RFID Technology. We can also find the number of foot fall in the library by RFID attendance system. Facilities like database back-up restore facility and book bank specialties are also available. The library is linked with NDLI (National Digital Library of India), DLI (Digital Library of India) and NSDL (National Science Digital Library). For e-journals, the library has linked up with DOAJ (Directory of Open Access Journals), NISCAIR, Online Periodical Repository and DESIDOC. For Open Educational Resource, the Library has e-PG Pathsala and eGyankosh. For e-Thesis, Shodhganga links are provided in our digital library web portal. The library has eight e-Newspaper links. For e-Books, the library uses Project Gutenberg (the world's largest e-Book database). The entire library complex is Wi-Fi enabled. Power backup facilities are available through online UPS system (5 KV) as well as the first floor of the library building is powered by solar panel. All the books have been classified with the Dewey Decimal Classification System. Circulation of books is done by using SOUL 2.0 software database by linking with RFID technology. OPAC and Web OPAC facility is made available to the users. The library is availing the membership of INFLIBNET consortia and DELNET. The N-

list provides access to 6,000+ e-Journals and more than 31 lakhs e-Books. The library fulfills the need of researchers, teachers, students and other staff members of the college community apart from catering to the needs of external users. The central library has sections like processing, periodicals, reference, reprography, circulation and digital library service. The central library section and the reading hall have a capacity of around 72 users (65 for students and 7 for teachers). The library has an independent website having its own URL <http://103.68.55.18:8080/jspui/library/>. The library offers various services to its users like automated circulation system, online public access catalogue, reprography, library orientations, Wi-Fi access, book bank facility, newspaper clippings and selective dissemination of information

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://103.68.55.18:8080/jspui/library/

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

106612

File Description	Documents
Any additional information	View File
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)	View File

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)

4.2.4.1 - Number of teachers and students using library per day over last one year

26

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The college has upgraded its IT facilities frequently. Internet connection bandwidth has been upgraded to 30 MBPS. Under active initiation of IQAC, a new dynamic institutional portal with unlimited cyberspace has been designed. 10,000 free G-Mail accounts have been provided to the college through the new portal. All faculty members and administrative heads have been provided with institutional email IDs. A Technical Officer has been appointed and attached to IQAC to monitor the regular updating works. Smart classrooms, ICT-enabled classrooms and ICT-enabled seminar halls are set up for effective teaching-learning process. Online admission, renewal of admission is introduced for all programmes of study, through a separate web portal. The Central library is fully digitized through RFID technology. Computer Science department periodically organizes free training programmes for both teaching and non-teaching staff to upgrade the IT skills. Different official WhatsApp Groups have been created for official in-house communication. Biometric attendance system for employees, large-scale CCTV surveillance system, online UPS provision for power back-up has also been augmented. A service provider has been entrusted to design a customize software for authenticating the student details.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

156

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

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)

25900424

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The departmental and common classrooms are shared to hold regular classes and both inside and outside examinations. Laboratories are maintained by the respective departments. Library Advisory Committee maintains the college library. The Librarian and the subordinate library staff monitor the day to day affairs. Computers in the different departments are used by both the staff and the students. College canteen is monitored by a Canteen Monitoring Committee and functions on a lease basis with private partners. Pragjyotish College Publication Hub functions under a designated committee. Sports and Games Promotion Committee maintains the sports infrastructural facilities. Hostel Advisory Committee supervises the Girls Hostel. A lady warden is stationed in the girls' hostel to manage day to day affairs. A Gymnasium Instructor monitors the Gymnasium Hub. College campus is regularly cleaned by temporary workers employed by the college; garbage generated is daily collected by municipal garbage vans. An electrician is employed for the maintenance of electrical infrastructure, including the diesel generator used during power shedding. All pertinent guidelines are stipulated in the Handbook of Institutional Usage and Maintenance Policy (Laid Down Procedures). Pertinent display boards are hung at vantage points which spells out the pertinent maintenance policies.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2021/02/INSTITUTIONAL-USAGE-AND-MAINTENANCE-POLICY-2021.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

698

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

03

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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. 3 of the above

File Description	Documents
Link to Institutional website	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/03/5.1.3-links-website.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

40

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
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

62

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

229

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
Details of student progression to higher education	View File

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

4

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

10

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

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 mission of the students' council of the college viz. Pragjyotish College Students' Union (PCSU) is to protect and promote the interests of the student community inside the college

campus. The PCSU plays a key role in conducting the Annual College Week and General Fresher's Social of the college, the annual Youth Festival organized by the affiliating university and publication of the college magazine in time is also the annual priority of PCSU. Prevention of ragging in the campus, participation in various activities through NCC, NSS and Red Ribbon Club and offering suggestions to the administrative machinery of the college for improving the amenities of the students through the involvement in different in-house committees of the college, the PCSU has become a vital organ of the college. The President of PCSU is also an active member of the IQAC. DAC representation

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

13

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
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)	View File

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

Although alumni activity has been going on in the college since long in a sporadic manner, the Pragjyotish College Alumni Association organized itself and has managed to register itself as

a registered society on 30.05.2019, under the Registration of Societies Act XXI of 1860. Alumni activities exist in different academic departments of the college. The registration of alumni apart from being done in offline mode is also being initiated in the new college website through online mode. Most of the academic departments of the college have separate alumni cells and alumni are invited to participate in various departmental activities like Freshmen Social, Alumni Meet, Farewell Meet, Teachers' Day and other departmental events. The departments of the college maintain a close relationship with the alumni through social networking mode.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

Student enrolment from all the north-eastern states has fulfilled the institutional vision 'to fulfill the visionary aspirations of the regional youth segment..'. The various in-house governance mechanisms have led to the fulfillment of the institutional mission. The academic pursuits of the students are constantly supported by active teacher involvement (to make teachers and the taught partners in the learning process). The wide range of academic and career-development activities has tended 'to promote student friendly atmosphere for encouraging them to be self-reliant and self-employable' and student participation in a wide-range of in-house activities and extension programs has tended 'to mould the students into socially conscious human beings'. Various in-house governance initiatives like cashless transactions, online student admission, website uploading of current institutional

information, submission of annual status reports by the in-house committees, etc. are testimony of a 'transparent and responsive administration'. Various stakeholder feedbacks and action taken thereupon amounts to 'undergoing self-analysis and self-discovery leading to elimination of bottlenecks in the context of a holistic framework'. The institutional mission pertaining to holistic development of the students is sought to be attained through various departmental initiatives and active involvement of different stakeholders of the institution, including PCSU, PCGF, PCRTF.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The institution follows a policy of decentralization and participative management by incorporating different stakeholders at different levels of management and administration. The Governing Body (GB) is the apex policy making body and is well represented at all levels from the teaching community, non-teaching staff, parent/guardian members and nominees from the affiliated university. A Vice-Principal has been appointed as the academic head to supervise different academic works. Various in-house bodies have been constituted by IQAC in consultation with the Principal, which have been granted autonomy to prepare and strategize their plans. Student members are included in a number of in-house bodies Departmental Advisory Committees (DAC) are constituted of teachers, students and guardians for smooth monitoring of academic activities. Forums of retired faculty members (Pragjyotish College Retired Teachers' Forum) and guardians (Pragjyotish College Guardians' Forum) have been constituted for democratic functioning and overall development of the college. Pragjyotish College Students' Union (PCSU) works actively for various student centric activities of the college. Pragjyotish College Joint Coordination Group has been constituted, comprising stakeholders from IQAC, PCTU, PCAA, PCSU, PCRTF and PCGF, for undertaking joint activities. IQAC has representations from all institutional stakeholders.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

IQAC of the college is involved with various aspects of institutional strategy making and planning process round the year, as per need ad vision of the institution. The aims and objectives of the institutional Perspective Plan, prepared for the period 2019-2024 are:

- To ensure a holistic development and maximum utilization of all resources of the institution
- To promote sustainable and environment friendly practices
- To incorporate decentralization in the operations and functions within the institution
- To introduce vocational courses, career-oriented courses, short-term courses, diploma and other value added courses.
- To introduce additional divisions to fulfill and cater to the various demands of the students.
- To introduce new post graduate and undergraduate courses.
- To promote good governance (including e-governance) practices to introduce greater efficiency and transparency in all institutional practices.
- To encourage greater MoUs, collaborations and linkages with other institutions, industries, bodies etc.

A Master Plan of the college and Construction Plan of Indoor Stadium, Brick Boundary Wall and Protection Plan of Bank of Pond has been prepared through approved architects of the college and displayed in the college website. All other documents related to deployment of various support facilities are uploaded in the institutional portal.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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.

Administrative hierarchy is headed by the Governing Body, followed by the Principal, Vice-Principal and then by the Heads of departments. Department hierarchy is headed by the Head, followed by Associate Professors and Assistant Professors. The library staff consists of the librarian, assistant librarian and other subordinate staff. The service conditions of the permanent teachers, including appointment and promotion, are regulated as per rules and procedures stipulated by UGC and Govt. of Assam. The service rules of the contractual staff are governed by the set of rules drafted by the college authority. All fresh recruitments (both permanent and contractual/temporary) are made in a transparent manner by way of public advertisement in newspapers and through the college website as per State Govt. and UGC rules. Promotions are made according to the UGC rules/Government of Assam, through DPCs, held as and when necessity arises. The ICC, Students' Grievance Redressal Cell, Anti-Ragging Committee has been set up to deal with pertinent grievances. All in-house bodies are constituted by the Principal, in consultation with the IQAC and subsequently approved by the GB. The monitoring of these bodies is accomplished through the IQAC, which organizes periodical meetings to monitor their functioning.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance

D. Any 1 of the above

and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The Day Care Centre facility can be availed by all staff. The First Aid facility is for all staff and students. A separate seating space for teachers is earmarked inside the college canteen and a vehicle parking area has been developed. Group Insurance and Provident Fund facility exists for all permanent staff. Periodical pay revision is done for contractual teachers. Gymnasium facility can be availed by all at subsidized rate. Over and above the non-teaching and contractual teachers are provided some other facilities such as financial assistance in their urgent needs and for medical treatments, collection of donations to address certain problems of the employees as and when need arises, etc. Provision of safe water drinking facility and pantry rooms in several departments has been made. Provision has been made to provide institutional e-mail IDs to all faculty members/ administrative heads for making all official communications. Central library facility can be availed by all faculty members for borrowing books. A facility of a spacious air-conditioned Teachers' Common Room is being provided. IQAC arranges to provide free computer literacy training to all interested employees in collaboration with the Computer Science Department.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

0

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)	View File

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

10

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

30

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

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

Heads of every department keep records of daily academic and co-curricular activities in a log book which is periodically monitored by the college authorities in the HoD Diary. The departments and different cells and committees are provided with an Activity Record Register where account of the various activities/ events is recorded on a regular basis. Feedback system exists for assessing the calibre and potentialities of teaching and non-teaching staff; such feedback is collected annually from the students. The results of the feedback are confidentially communicated to the teachers through the concerned HODs for taking remedial measures in order to enhance their skills. Performance Appraisal formats prescribed by the govt. for promotional matters are certified by the Principal, as and when required for individual permanent faculty members. These formats are required to be sent to the Office of the Director of Higher Education by the college, and duly evaluated for granting promotion to the concerned faculty members by the govt. (Office of DHE). Another method of appraisal is the suggestion box which has been incorporated as a mechanism for collecting information and feedback from the faculty and students for improving overall campus functioning and infrastructure.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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 has a mechanism for audit of all institutional financial activities. The college has two-tier audit system, viz. internal and external. The internal audit is conducted on an annual basis by a reputed Guwahati-based Chartered Accountant firm appointed by the college authority. After the internal audit report is prepared, it is placed before the Governing Body (GB) meeting for necessary approval. After acceptance of the internal audit report by the GB, the Directorate of Audit (Local Fund), Government of Assam, is invited to officially carry out the government audit. The institution has completed its audit up to the financial year 2020-21. The financial transactions that come under the purview of RUSA funding are audited separately. The institution maintains transparency in all its financial activities by uploading all the annual audit reports in the college portal for public view.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)**

0.4

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

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

Mobilisation of funds: To meet the various requirements of funds the institution submits proposals to the UGC, RUSA and the State Government. The various other sources of funds include the following:

- Revenue earnings from rental of an ATM, Respirable Dust Sampler
- Surplus fund from different university examination centre fees, different govt. and non-govt. recruitment examinations fees
- License fee from the college canteen
- Funds generated through the Gymnasium Hub and through sale of prospectus at the time of fresh admission
- Interest accrued from bank deposits and fixed deposits at banks
- Other miscellaneous grants from individuals/ bodies

Utilisation of resources:

- Classrooms allotted to various govt./ public bodies for holding examinations on Sundays when there are no classes
- Facilities available in the Gymnasium Hub (built out of RUSA grants) are utilized not only by the students and staff.
- Two large ponds of the campus have served as breeding houses of fish, turtles and ducks.
- Internet facility is optimally utilized by the faculty members and students

Various other available resources (financial resources, human resources) of the college are utilized in an optimal manner.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

IQAC has successfully completed the third cycle of NAAC A & A. AQAR for 2019-2020 was submitted on 29.12.2021. Initiative made

for participation in NIRF 2022 institutional rankings. The Academic Calendar 2021 published and uploaded in the college website. Updated versions of the earlier handbooks, viz. HANDBOOK ON PROFESSIONAL CONDUCT AND GUIDELINES, 2021 and HANDBOOK OF INSTITUTIONAL USAGE AND MAINTENANCE POLICY (LAID DOWN PROCEDURES), 2021 were published. A Vision Document (meant for policy makers), entitled DREAMING OF A PROSPEROUS AND VIBRANT ASSAM, was also published by IQAC. A DAILY LOG BOOK has been introduced for the teachers to record the various academic and administrative responsibilities performed on daily basis. The updated version of the LESSON PLAN CUM RECORD OF CLASSES was published. IQAC had taken the initiative to publish table calendars and executive diaries for the years 2021 and 2022. For the first time, IQAC had taken initiative to obtain student feedback in an online mode. An Administrative Audit was conducted on 05.12.2020. A total of 14 webinars were organized in collaborative mode with other academic departments (including 4 international ones) during the COVID-19 pandemic.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Certain aspects of the teaching-learning process, structure & methodology of operation and learning practiced in the institution are reviewed at periodic intervals through IQAC. Student feedback is one of the most vital keys to assess the quality of the teaching-learning processes of the institution. IQAC has framed an online questionnaire covering maximum aspects of the teaching-learning processes, in order to evaluate the teaching faculty of the institution by the learners. Internal academic audit of all academic departments is done by the IQAC with the assistance of the college authorities to find out the strength and weaknesses of the departments. IQAC collects information relating to all the curricular activities of the departments with the help of a common questionnaire, consisting of certain queries. On the basis of the information collected, the IQAC devises future strategies. There are plans to institute various forms of recognition in the near future to augment the competitive spirit amongst all stakeholders

in the teaching-learning arena, viz. award of best teacher, best department, award for best practices, etc. Plans are also there to institute a system for measuring attainment of PO/CO across all programs and courses available in the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://pragjyotishcollege.ac.in/college-prospectus/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Every year, the International Women's Day is celebrated in a befitting manner. The Internal Complaints Committee (ICC) addresses complaints from students, teaching and non-teaching members and women counseling unit known as the Pragjyotish College Women's Study Centre (PCWSC) has been involved in generating

sensitivity amongst female staff and girl students on various gender-related issues. PCWSC also provides counseling to students and also plays an important role in generating healthy social, physical and psychological awareness, through various activities. Various interactive sessions, talks, webinars are also organized from time to time to create awareness on gender sensitization, apart from safety and training programs related to self-defense. Safety and security of the girls' students is given utmost priority in the institution so, the college has installed large number of CCTV cameras to monitor the safety aspects within the campus. Security personnel and full-time warden for girls' hostel are appointed. A spacious girls' common room with all modern facilities is available in order to meet the hygiene standards. An incineration machine, a sanitary napkin vending machine and a separate complaint box has been installed in the girls' common room. The Day Care Centre provides service to the working mothers.

File Description	Documents
Annual gender sensitization action plan	Nil
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	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/03/7_1_1.pdf

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	View File
Any other relevant information	No File Uploaded

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 is responsive towards environment protection and

emphasizes in generating less waste and reuses it, if feasible, in every possible way. There is a waste management mechanism for proper disposal of different kinds of wastes viz. solid, liquid and e-wastes. For solid waste products, garbage bins are installed. The garbage collected on daily basis is picked up by Guwahati Municipal Corporation (GMC) for proper disposal and recycling in a garbage carrying van. Glass bottles are reused in the laboratories. Sanitary napkins are disposed through incineration process. Indiscriminate use of chemicals is discouraged during practical classes. Liquid waste from the points of generation like the canteen, laboratories, and toilets etc. is let out into a proper drainage facility in order to avoid stagnation. E-wastes like non-working computers, monitors, printers, memory cards, mother boards, ink cartridges, etc. are stored in a separate e-waste stock room or repaired for further use. An outsourcing agency has been entrusted with the task of proper disposal of e-wastes generated from time to time.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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

A. Any 4 or All of the above

<p>vehicles</p> <p>3. Pedestrian-friendly pathways</p> <p>4. Ban on use of plastic</p> <p>5. Landscaping</p>	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</p> <p>1.Green audit</p> <p>2. Energy audit</p> <p>3.Environment audit</p> <p>4.Clean and green campus recognitions/awards</p> <p>5. Beyond the campus environmental promotional activities</p>	E. None of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
<p>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</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies</p>	B. Any 3 of the above

of reading material, screen	reading
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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).	
<p>Students from all the seven north-eastern states get admitted in the different programs offered by the college. The college has a unique distinction of having a full-fledged National Cadet Corps (NCC) Unit viz. Army, Navy, Air and Girl's Wings. The NSS, RRC and YRC units of the college provide students a platform for involvement in socially relevant activities. Cadets from these units are selected for participation in national and state level Independence Day and Republic Day celebrations. Several occasional cultural programs are organized to promote unity in diversity amongst the students. The presence of six language departments in the college, viz. Assamese, Bengali, Bodo, English, Hindi, Sanskrit, encourages students from a variety of communal and linguistic communities to take admission in the college. Each of these departments encourages the students to get involved in various literary and cultural pursuits. Involvement of the students in various events of national and international significance held round the year tends to provide an inclusive environment. Religious events like Saraswati Puja, Vishwakarma Puja etc. are celebrated with pomp and gaiety. On other religious events of national significance, holidays are given to enable all to celebrate at personal level.</p>	

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

The PCWSC has been involved in generating sensitivity amongst both staff and girl students on various gender-related issues and provide counseling to students. It also plays an important role in generating healthy social, physical and psychological awareness, through various activities. Great emphasis is laid on the discipline and character building of the students by providing the opportunities to get involved with organizations like NCC, NSS, RRC and YRC, which give the students a platform for involvement in socially relevant works. The International Human Rights Day is celebrated annually on 10th of December by the Political Science Department. The celebration of World Environment Day with the active involvement of the students and alumni in various pertinent activities like invited talks, tree plantation and cleaning programs, etc. have generated a responsible attitude towards the environment. The celebration of Independence Day and Republic Day in the college campus imbibe a sense of patriotism. A Voter Awareness Campaign has been organized in the college on 22.11.2021 for creating voter awareness amongst the students. The celebration of National Science Day, with various co-related events, has also helped in imbibing a scientific temperament amongst the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/03/7_1_9.pdf
Any other relevant information	Nil

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

D. Any 1 of the above

**Code 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	No File Uploaded
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	View File

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

The institution celebrates different days of national importance like Independence Day and Republic day with fervour and festivity. The institution celebrates several days of national importance to recall the events or contribution of our leaders in building the nation, like Bishnu Rabha Divas (20th June), death anniversary of Padmashri Dr. Bhupen Hazarika (5th November), Lachit Divas (24th November), etc. The college pays respect to its founder Late Tirthanath Sarma every year on 1st September, the Foundation Day of the college, which is celebrated with fond remembrance to its founder where the family members of its founder are cordially invited to grace the occasion. The Bhabananda Deka Memorial Lecture series is organized by the Economics Department every year (12th version celebrated on 16.06.2021). Every year, the International Women's Day (8th March) is also celebrated in a befitting manner. The National Science Day (28th February), World Poetry Day (21st March), World Environment Day (5th June), National Librarian's Day (12th August), World Sanskrit Day (Sharavana Purnima), World Philosophy Day (3rd Thursday of November), National Mathematics Day (22nd December), etc. are other events which are celebrated in a befitting manner.

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	View File
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 1

1. Title of the Practice: Conferment of annual institutional awards

2. Objective of the Practice: The objective of this program was to confer two annual awards consisting of a citation, trophy and a cash award of Rupees Twenty Five Thousand upon eminent personalities, who has remarkable contributions in their own fields of activities and expertise i.e. Tirthanath Sarma Excellence Award 2021, for making credible contributions in the academic sphere and Nirmala Devi Excellence Award 2021, for making credible contributions in the socio-economic sphere of the State through your remarkable innovations on the 68th Foundation Day celebrations (i.e. on 01.09.2021).

3. The Context: The conferment of the award to eminent personalities for their excellence was a challenging task as the award could not be given simply in a biased manner. So, a series of bio-data of all the eminent individuals toward the particular field had to be compared and crossed verified before the selection as it would be otherwise injustice to all the eminent individual's contribution towards the society.

4. The Practice: The practice of conferment of excellence award to eminent personalities, who has remarkable contributions in their own fields of activities and expertise, is a very positive way of honouring the person's contribution towards their life long contributions toward the society. It is also an encouraging step towards all the young individuals and students to work for their excellence in their area of interest for betterment of the society

and the nation.

5. Evidence of Success: For the year 2021-22, the college had nominated Dr. Kamalendu Deb Krori, for the Tirthanath Sarma Excellence Award 2021, for making credible contributions in the academic sphere and Dr. Uddhab Kumar Bharali, for making credible contributions in the socio-economic sphere of the State through your remarkable innovations. The event was a success as it was very much appreciated for honouring the imminent personalities for their contributions.

6. Problems Encountered and Resources Required: As the award consist of cash award of twenty five thousand to each awardee, the college had to manage separate fund so that it does not affect the college treasury, which was one of the important resource required for the event. As of the problem encountered, due to the proper systematic management of the resources there was no problem encountered. However, as the flagship program to confer two annual awards upon eminent personalities was on the foundation day of the college with VVIP guests such as Dr. Ranoj Pegu, hon'ble Education Minister, Assam; Shri Ramendra Narayan Kalita, hon'ble M.L.A., Dr. Paramananda Rajbongshi, hon'ble M.L.A., Shri Hemanga Thakuria, hon'ble M.L.A., Shri Diganta Kalita, hon'ble M.L.A., a minor problem encountered was that the program schedule had to adjusted according to the flexibility of the VVIPs.

Best Practice 2

1. Title of the Practice: Departmental publications

2. Objective of the Practice: The objective of this practice is to search for new knowledge apart from delivering what is written in the textbooks and also to encourage students to update their knowledge, explore their potentialities, creativities, improve writing and communication skills, etc. Another secondary objective is to inculcate a sense of competitiveness amongst the different departments in the field of publication and student involvement in the publication process.

3. The Context: The practice of publication of newsletters, e-

magazine and journals at departmental level occupies a unique position in higher education. The duty of an institution is not only to provide literary knowledge from the textbooks but also to explore the new space of knowledge by way of research, art and latest information in order to cope up with time. This enables the teaching-learning fraternity to update their knowledge, explore their potentialities, creativities, improve writing and communication skills etc.

4. The Practice: All the departments of the college have adopted the practice of bringing out departmental level publications, including a number of e-publications.

5. Evidence of Success: The culture of publication has encouraged the students to think for new ideas and get involved with the institutional affairs. At the initial stages, only a few departments had their own departmental level publications. However, as more and more departments came up with their own publications, the practice has been adopted by all the departments and today there are a number of departmental publications in the college, viz. Anthropology (Unigration), Assamese (Palash), Bengali (North East Little Magazine Review; Anubad), Bodo (Pragjyotishani Sansri), Botany (Plantae Newsletter), Chemistry (Boson), Computer Science (Zetta), Economics (Arthabarta), Education (Educatum), English (Literatia), Geography (PRAGBhugol), Geology (Petra), History (Historia), Philosophy (Dristi), Physics (fiziks), Sanskrit (Praci), Statistics (Mathematical Statistics), Tourism Management (Jatra - A New Horizon), Zoology (Phoenix).

6. Problems Encountered and Resources Required: Publication of departmental level publications requires both time and money. Furthermore, in-order to meet quality based on the current scenario it becomes challenging issues that needed to be addressed in designing and implementing this practice. Requirement of skilled manpower is another challenge for some departments. Apart from management, copyright issues are to be kept in proper check. Furthermore it requires initial high infrastructure cost along with high-internet speed. It becomes challenging, as apart from teaching works, many administrative tasks has also to be accomplished on time-bound basis. So, to manage time for all this like publication of wall magazine, e-magazine, newsletter, bulletin and journals etc., it becomes very hectic.

7. Notes: Publication of newsletters, e-magazine and journals is a beautiful culture or best practice which all college should adopt because it not only reflected the quality of work in a particular

institution but most importantly it encourages other faculties and students for search new knowledge and to update and explore their potentialities, creativities, improve writing and communication, skills etc.

File Description	Documents
Best practices in the Institutional website	https://pragjyotishcollege.ac.in/wp-content/uploads/bsk-pdf-manager/2022/03/Best-practice-supporting-doc.pdf
Any other relevant information	Nil

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

The institution aims at maintaining transparency in all its functions covering financial, academic, administrative as well as auxiliary dimensions in an effective way. All activities pertaining to day to day administration and academic pursuits are governed as per the directions/instructions received from different statutory/regulatory bodies, including State Govt. (DHE), affiliating university, UGC, RUSA, NAAC, etc. from time to time. Every year, admission dates and fees for different programmes are fixed as per the directions of the DHE. All appointments of teaching as well as non-teaching staff are made as per as the norms as directed by UGC and DHE. For matters related to contractual staff, since no governmental directives are available, the institution has framed its own set of guidelines. Cashless transaction mode has been introduced as per govt. guidelines. The usage and maintenance policy for various institutional establishments and facilities are uploaded in the website. All mandatory requirements, AQAR, SSR, AISHE, NIRF data and annual Audit Reports are uploaded in the website. All institutional events and activities are promptly uploaded. Data pertaining to admission policy and results are also available in the website. RTI-related information is publicly displayed in the campus.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To implement the recommendations suggested by the NAAC Peer Team during the 3rd Cycle PTV
2. To implement E-Governance mechanism in both academic and administrative domains
3. To devise a mechanism for keeping official records of scholarships received by the students
4. To devise a mechanism to track student progression for the graduates and post-graduate pass-outs
5. To participate in NIRF 2022 rankings
6. To organize a series of webinars/invited talks etc. on NEP 2020
7. To organize online mode of feedback for students, guardians, alumni and teaching staff
8. To introduce UG programs in the Department of Fine Arts and Department of Performing Arts
9. To introduce PG programs in certain prospective UG departments
10. To make provision for more classrooms in view of the introduction of more PG programs
11. To organize a Student Satisfaction Survey (SSS)
12. To organize series of workshops/webinars/invited talks/awareness programs