YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Madhab Choudhury College, Barpeta
• Name of the Head of the institution	Dr. Prakash Sarma
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	7099701958
• Mobile No:	7099701958
• Registered e-mail	mccbarpeta@rediffmail.com
• Alternate e-mail	mccbarpeta@gmail.com
• Address	Barpeta Town
• City/Town	Barpeta
• State/UT	Assam
• Pin Code	781301
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated College
• 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. Parthapratim Choudhury
• Phone No.	9706026174
• Alternate phone No.	7002336176
• Mobile	9706026174
• IQAC e-mail address	iqacmccollege@gmail.com
• Alternate e-mail address	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.mccollege.edu.in/aqar.php
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mccollege.edu.in/acalender.php

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	72	2004	10/08/2004	07/01/2009
Cycle 2	B	2.51	2015	11/05/2015	10/05/2020
Cycle 3	B+	2.61	2023	19/07/2023	18/07/2028

6.Date of Establishment of IQAC	18/05/2001

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

AQARs of previous years were Submitted successfully

Work Shop on The Evaluation of NAAC Report and Subsequent Steps Conducted Successfully

National Science Day was celebrated in a grand way

Faculty members were reimbursed their registration fees for taking part in Seminar and workshops

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
Submission of AQAR for the year 2022-23	Submitted
Organisation of workshop for NAAC assesment and Report analysis	Organised on 5th December 2023
Conducting merit scholarship test for students.	Conducted Successfully
Celebration of National Science day	Celebrated ob 28th February 2024

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	**Nil**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	**07/02/2025**

15.Multidisciplinary / interdisciplinary

1. The College is already offering UG courses in science, humanities and Computer Application. As the curriculum is decided by the affiliating university, i.e. Gauhati University, there is little headroom for the college in this aspect. But in spite of the handicap, the college plans to go for different add-on and vocational courses which will facilitate horizontal mobility among the students. 2. As the college is under Gauhati University, it has little role so for as integration of humanities and science withstands. Whenever university will provide guidelines, the college will strictly follow that. 3. The college does not have any role in formulation of curricula as it is affiliated under Gauhati University and the affiliating university formulates the curriculum and the college strictly follows it. 4. The college is not permitted to develop such curricula which enables multiple entry and exit in first, second and third years of graduation. The policy regarding this aspect will have to be developed by the affiliating university i.e. Gauhati University. As and when the university will provide guidelines, the college will follow them strictly. 5. The College has formulated the Industry- Academia Linkage policy and the Intership policy as per the NEP 2020 guidelines. Now the college is under process to finalise linkages with the unorganised MSME enterprises in the locality as there are no big or heavy industry in the area. 6. As per the government criteria now the whole admission and examination system is integrated through the SAMARTH Portal .

16.Academic bank of credits (ABC):

As the college is affiliated under Gauhati University, the affiliating university will take the necessary step to fulfill the requirement of Academic Bank of Credit. The college will take the help of ABC for admission and for recruitment as and when it will be

provided entry into the system. The college is yet to register itself under Academic Bank of Credit. Plans to register in near future in accordance with the affiliating university rules.

17.Skill development:

The college aims to provide vocational education to the students along with normal education. It has also got a soft skill development programme. So far vocational education is concerned; the college has got four courses to offer. These are- fish breeding course, Aquarium technician course, bee keeper course and organic farming course. These courses are of 6 months to 2 years duration. So far the development of soft skills among the students are concerned, the college has a programme named ‘Finishing School’. It tries to provide guidance to the students to hone their soft skills so that they can face different interviews with confidence.The dollege also has a community radio station within the campus and a course on Radio Writing and Brodcasting Skill.

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

The college encourages students to learn different Indian languages other than their mother tongue, so that they may feel confident while interacting with students from different states. There are courses of translation studies in the college which encourages students to acquire skill related to translation. Different co-curricular activities are organized in the college in multi-lingual capacities. Students are encouraged to acquire skills to converse in different Indian languages. The college plans to establish different language centers so that students may acquire language based skills. As most of the students come from vernacular medium feeder institutions, they are not at all interested in learning or going for a different language. Lack of exposure to a different language other than their mother tongue also acts as a challenge.The process is also underway to give the benefits of programmes like NPTEL SWAYAM, Prime Minister Intership Scheme etc.

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

The faculties are encouraged to design their own curricular and pedagogical approaches within the approved framework of affiliating university. The faculties prepare teaching plan at the beginning of the semester. They record the progress of the course regularly. Students were provided reading materials and they were assessed continuously through assignments and sessional examinations.Many faculty members are included in the Curriculum and Syllabus committees of the affiliating University.

20.Distance education/online education:

The college is having two centers for distance learning, one from Institute of Distance and Open Learning (IDOL) Gauhati University, and other from KK Handique State Open University (KKHSOU). These two centers are manned by the faculties of the college. The college is not an Autonomous one. It is not permitted to take any such initiatives of its own. The students are also encouraged to enroll into courses of Swayam plateform, but as the town does not have a SWAYAM examination centre it is proven to a deterrent .The college does not have any distance learning system as it is not an Autonomous institution. As soon as the college will be permitted to open distance learning system, it hopes to create different courses based on distance learning.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**410**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1675**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**311**

File Description	Documents
Data Template	View File

2.3	**390**

Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**66**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**68**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**51**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**15322097.64**
4.3 Total number of computers on campus for academic purposes	**87**

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

Madhab Choudhury College, Barpeta is a Government aided college affiliated to Gauhati University. The college does not have complete freedom in formulating the curriculum as it is affiliated to Gauhati University. Gauhati University formulates the curriculum and the

college plans to deliver the curriculum effectively. An annual academic calendar is prepared based on the academic schedule fixed by the affiliating University to implement the curriculum in an effective manner. A daily class routine is prepared for the entire college keeping in mind the requirements of all the various departments, tutorial, and practical classes. Teaching plans are prepared by the faculty for timely completion of the course curriculum. Each faculty records the progress of the course assigned to him/her in the department. The progress of the students are assessed through sessional exams, class tests, board presentations, PowerPoint presentations etc.

Classroom teaching is often supplemented with seminars, workshops, special lectures, educational tours, field trips etc. They are also encouraged to write for wall magazines, prepare projects for science exhibitions etc. The well-equipped library provides opportunity to the students to effectively ingest the curriculum in a proper way.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.mccollege.edu.in/criteriawise_file.php?a=6cc35481e8b339155bd4281f01cc5ffabbd0334db8d8ce510c3fec2e38dec26afdad153d2e76918af079abf3e069725e

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

The college has its own academic calendar which is in coherence with the affiliating university calendar. As per the academic calendar, classes, field works, practicals, etc. are taken care of by the respective departments. An Internal Examination Committee is formed by the college to centrally supervise the sessional examination. A central routine for the sessional examination with the venues mentioned for each course is prepared by the committee. Apart from that, unit tests, online MCQ tests, home assignments, seminar presentations, group discussions, board presentations etc. are taken care of by the respective departments. Some departments (such as Chemistry) has the facility of taking feedbacks from the students regarding the delivery of their respective courses. There are also provisions of re-checking of answer sheets, and grievances regarding marks are also addressed.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.mccollege.edu.in/criteriawise_file.php?a=df15da2e2e50da0625ef5e0d7362cd3166edfae6d59d6409ceb9d69c28397cfdb9df770a365c761fdbe8a7087ee60580

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

17

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

3

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
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

5

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

5

File Description	Documents
Any additional information	**No File Uploaded**
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

The curriculum of the college adheres strictly to the curriculum as set by the Gauhati University. The course papers imparted by the college in the undergraduate and Post Graduate programs reflects upon varied issues that deals with gender, environment and sustainability, human values and ethics. The course curriculum of subjects like the Political Science, Philosophy and Education incorporates the concept of Human values and professional ethics in various papers. Similarly, the course curriculum of subjects like Anthropology, Chemistry, Botany, Geography and Zoology teaches various papers that talk about the environment and sustainability.

Most of the course curriculum of the Bachelor of Arts (BA) incorporates the issues related to various gender related concepts.

Apart from the course curriculum as required for the undergraduate level, the college also conducts various programs in connection with the above agendas. Apart from theoretical courses, the NCC (National Cadet Corps), NSS (National Social Service), Red Ribbon Cell, Eco Club, Bharat Scouts and Guide and Women Cell of the college periodically organizes various programs related to Gender Sensitisation, Environmental Awareness, Health and Hygiene, Social Responsibility and many as such issues.

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

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

36

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**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

689

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	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.mccollege.edu.in/upload/criteria/1739012671.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 sanctioned seats during the year

840

File Description	Documents
Any additional information	View File
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

136

File Description	Documents
Any additional information	View File
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

Regular and systematic student evaluations are an essential part of M.C. College, Barpeta's teaching, learning, and assessment procedures. The evaluation process starts at the beginning of every academic session when the admissions process is finished. Based on the number, conduct, creativity, and sincerity of its students, each academic department creates its own protocols for ongoing student assessment. After a few days of classroom interactions, teachers are creative and competent enough to assess homework, tests, attendance, and general classroom behavior to identify the fast and slow learners in each class. In addition to being provided with specific resources for this objective, advanced learners are encouraged to participate in national and international exams. To be ready for competition at the national and international levels, the advanced learners took part in quizzes, poster competitions, special classes, peer teaching, and other activities. Teachers performed remedial lessons and provided them with tools that helped them grasp the concepts from those earlier sessions since it became apparent that slow learners lacked a basic comprehension of the things they had previously studied.

File Description	Documents
Link for additional Information	https://www.mccollege.edu.in/upload/criteria/1739018151.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
1675	66

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

The organization employs a diverse array of strategies to ensure excellence in its innovative, problem-solving approach to education. During laboratory sessions, students were briefed on the experimental outcomes related to the topics discussed in the theoretical coursework. To enhance student engagement in the learning process, educators actively promote participation in seminars, board presentations, poster displays, PowerPoint presentations, scientific model exhibitions, and various other classroom activities. To enrich the participatory learning experience, students from each academic department are invited to contribute to the writing, editing, design, and decoration of the departmental wall magazine. In several courses, students are assigned numerical problems to solve, which is essential for a comprehensive understanding of theoretical concepts. In accordance with NEP regulations, students in their final semesters of BSc programs are encouraged to undertake a "project" paper, which significantly aids in experiential learning. Many departments organize educational excursions, visits to research facilities, and educational tours to provide students with new experiences, ultimately cultivating a competitive mindset that will prepare them for success in the broader world.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.mccollege.edu.in/upload/criteria/1739018228.pdf

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

The institution is dedicated to the seamless incorporation of Information and Communication Technology (ICT) within its educational and evaluative frameworks. The mccollege application, which can be downloaded from the Google Play Store, enables a fully paperless method for tracking student attendance. After completing the registration process, both students and faculty members can access and review attendance records. The college's website serves as a resource for uploading class notes, syllabi, and past examination papers, which are effectively utilized by both educators and students (mccollegeonline.co.in). Educators regularly make use of the LCD projectors available in most classrooms. Furthermore, numerous instructors integrate a variety of contemporary tools that enrich the learning experience, including digital interactive boards, educational websites, MOOC courses, YouTube videos, e-books, e-journals, Google Classroom, Google Meet, and Google Forms. Each academic department is provided with a computer that is equipped with a functional printer and internet connectivity, which is utilized for various activities such as lesson plan development, learning material creation, internal assessments, and examination question preparation. The computer and software infrastructure of the college library is progressing towards full automation, significantly benefiting the student community.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.mccollege.edu.in/upload/criteria/1739018265.pdf

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

66

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

66

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

34

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

13

File Description	Documents
Any additional information	**No File Uploaded**
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.

Significant institutional modifications to the Continuous Internal Evaluation (CIE) system are impractical, as the parent university has set forth regulations for the continuous internal review of various courses and programs. Of the total 100 marks allocated for the course, 20 marks are designated for internal assessment across three components: (i) Sessional Examination: 10 Marks, (ii) Home Assignment, Internal Practical, and Laboratory Notebook: 6 Marks, and (iii) Class Attendance: 4 Marks. In grading, educators consider students' performances in seminars, board presentations, and other activities, despite the parent institution's prohibition on assigning marks based on such criteria. A one-hour sessional test, worth 30 marks, is conducted to formulate questions and ensure syllabus coverage. The marks obtained by students are subsequently converted to a proportional score "out of 10." All aspects of the internal assessment process are executed with transparency. The schedule, syllabus, and venue for the sessional test are communicated to students with their convenience in mind, and the results of the internal evaluations are made available on the departmental pages of the college website.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mccollege.edu.in/upload/criteria/1739018463.pdf

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

All concerns raised by students regarding the internal assessment process are addressed in a timely and effective manner. Given that the internal examination comprises various elements, such as sessional exams, homework assignments, seminar presentations, field research, dissertation projects, and more, issues may arise from multiple angles. If the concerns expressed by students are deemed valid, adjustments to the date and timing of the sessional examinations may be made to better suit their needs. In some instances, the content of sessional exam curricula is condensed in response to student feedback, ensuring that course outcomes remain unaffected. The issues raised by students are thoroughly investigated throughout this process. When students report problems, such as errors in question papers or topics not included in the curriculum, the relevant faculty members are consulted, and necessary corrections are made promptly within the examination setting.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mccollege.edu.in/upload/criteria/1739018562.pdf

2.6 - Student Performance and Learning Outcomes

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

Our college, as an affiliated institution, is obligated to adhere to the program-specific curriculum established by the parent university. The curriculum provided by Gauhati University does not explicitly define the program-specific outcomes (PSO). However, we have been guided in conceptualizing the overall learning objectives of the program through the UGC document titled "Learning Outcomes-based Curriculum Framework for Undergraduate Education," published on January 16, 2020. To facilitate organized input on this matter, we have developed PSO statements that draw inspiration from the UGC LOCF document. These statements are accessible for students, faculty, and other stakeholders on the institutional website. Faculty members are encouraged to discuss the course outcomes during the initial lecture of each semester, ensuring that students are informed of these guidelines and can track their learning objectives throughout the semester. These outcomes are also subject to discussion during parent-teacher meetings and alumni gatherings organized by the IQAC, allowing for a comprehensive understanding of

their relevance to contemporary societal conditions.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.mccollege.edu.in/upload/criteria/1739019049.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

A range of activities, both on and off the college campus, is utilized as needed to assess the overall effectiveness of the program, specific program outcomes, and course outcomes. The limitations of these findings are well recognized by the academic staff in each department. When faculty members perceive that the outcomes of their courses are not reflective of reality or encounter challenges in fulfilling this task, they often raise these issues in public forums such as academic committee meetings or syllabus committee meetings organized by the parent university, where resolutions are typically sought. To meet the objectives outlined by the outcomes, academic departments are required to engage in various academic activities, including project development, field studies, group discussions, PowerPoint presentations, cultural competitions, laboratory visits, outreach initiatives, celebrations of national holidays, awareness campaigns, plantation drives, and activities related to NSS, NCC, and Scouts and Guides. The college's Internal Quality Assurance Cell (IQAC) emphasizes that identifying students' weaknesses will facilitate the achievement of program results, specific program outcomes, and course outcome objectives more efficiently. To address the shortcomings in these areas, remedial education, peer teaching, student mentorship, career counseling, and coaching for competitive examinations have been implemented.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.mccollege.edu.in/upload/criteria/1739019122.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

247

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	View File
Paste link for the annual report	https://www.mccollege.edu.in/upload/criteria/1739018719.pdf

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://www.mccollege.edu.in/upload/criteria/1739018765.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

00

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

1

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

7

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

8

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Several extension activities are undertaken by the college every year to sensitize the students about their participation and role in community services. To bolster their capacity for community building, annual extension activities like sapling plantation, cleanliness drives etc. were held during this year. On the eve of World Environment Day, a street play was performed by the NCC students to convey the importance of a balanced ecosystem. Furthermore, a talk-cum-workshop on sewage treatment management and another one about the rights of transgender in society were also held during the year. Through these activities, students gain practical experiences, develop key life skills, and become more socially responsible individuals. These in turn, serve as powerful tools for sensitizing students to social issues while also contributing to their holistic development.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738989088.pdf
Upload any additional information	View File

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

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

00

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

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

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

1

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

00

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

3.4 - Collaboration

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

3

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

Madhab Choudhury College, situated on a spacious 47 bigha 3 katha 6 lessa plot, provides adequate infrastructure and physical facilities. The college is equipped with 49 general classrooms and department wise laboratory spaces. The campus features 20ICT enabled classrooms, seminar hall, digital classroom, and conference hall, all with modern ICT facilities. Most departments are equipped with movable LCD projectors actively used for teaching, learning, and other academic activities.

Computing facilities are provided through the central computer laboratory and e-library section. All the departments are also equipped with computer facilities.

Madhab Choudhury College prides itself on its modern and well-equipped library, which houses textbooks, reference materials, encyclopaedias, dictionaries, rare books, periodicals, and research journals. The campus is also fully connected to the internet, providing access for both students, faculty members and each non-teaching staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738997053.pdf

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

Madhab Choudhury College offers a wide range of facilities for co-curricular activities, ensuring ample opportunities for the students to engage in sports and cultural events. The college is equipped with well-maintained sports facilities, including a volleyball court, badminton court, basketball court, and a large playground. It is regularly used for the annual college week, inter-college competitions, and daily practice sessions.

A pavilion is located near the playground, housing a modern gymnasium equipped with several high-quality equipment for students' use. The college also has a dedicated storeroom to store various

sports equipment. Indoor games such as chess, carrom, and ludo are available for students who prefer indoor activities. A sports instructor is appointed by the college authority to manage the sports section and ensure smooth operations.

The large auditorium hosts a variety of cultural activities, meetings, and other events. Additionally, there is a CommunityRadio Centre that allows students to engage in broadcasting various educational as well as other co-scholastic contents. An open stage is also available within the campus, where various co-scholastic and cultural programs are regularly organized, providing students with opportunities to participate and showcase their talents.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738997117.pdf

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

20

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	View File
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738997166.pdf
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)

30.40

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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 Central Library of Madhab Choudhury College, named as the Kameswar DasLibrary, is a modern and well-equipped facility covering an area of 6000 sq. ft. It houses over sixty-one thousand books, including textbooks, reference books, encyclopaedias, dictionaries, rare books, periodicals, and research journals. The library is partially automated with the network version of SOUL-3.0. It also offers Online Public Access Catalogue (OPAC) services through designated computers allowing readers to easily search for and access books.

The library features a dedicated Digital Library section and provides internet access through both LAN and Wi-Fi connectivity available for students and faculty members. To help students for the utilisation of the most of its resources, the library organizes an Orientation Program at the beginning of each academic session.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738997280.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-	B. Any 3 of the above

books Databases Remote access toe-resources

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)

2.125

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

68

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Institution frequently updates its IT facilities including Wi-Fias per college IT policy. Institute ICT policy at Madhab Choudhury College ensures proper use and updating of information and

communication technologies (ICT) for teaching, learning, research, and administration, while maintaining legal, ethical, secure, and responsible usage. This policy applies to all employees, contractors, vendors, and students interacting with the college's IT infrastructure, which includes network infrastructure, servers, software, end-user devices, and data management practices.

The IT infrastructure consists of hardware (servers, computers, printers), software (operating systems, LMS), network components (Wi-Fi, firewalls), and data management (storage, backups). Users are authorized only to use these resources for academic purposes but are prohibited from unauthorized access, sending inappropriate materials, or violating copyright laws. The college reserves the right to discontinue IT services or seek third-party repairs if necessary.

Training sessions for students are arranged on how to handle equipment responsibly and report any malfunctions. They are not allowed to alter or damage data and resources. Violations of the policy may result in disciplinary action. The IT policy is updated as needed, with new rules taking effect immediately after notification.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738997508.pdf

4.3.2 - Number of Computers

87

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

106.47

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
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 maintenance policy ensures the effective management and upkeep of amenities like buildings, classrooms, laboratories, and IT facilities, aligning with the goal of developing well-rounded, morally upright, and intellectually informed students. To achieve this, committees, such as the Library Committee, Purchase Committee, Campus Development Committee etc. are formed for each academic year.

The overall campus maintenance is supervised through proper internal mechanismvia committees monitoring physical facilities like classrooms, auditorium, gymnasium, canteen, toilets, and drinking water facility. The Campus Development Committee works with caretakers to enhance the campus environment.

The library's collection is carefully managed, with books and journals purchased in consultation with departments and staff. Laboratories are maintained by designated attendants, and laboratory

equipment is procured through a tender process. IT facilities are regularly updated by a qualified team, ensuring proper connectivity across the campus.

Hostels are managed by wardens, attendants, and mess staff.

The canteen is maintained by a Canteen committee.

Regular maintenance of air conditioning and drinking water systems is carried out by expert technicians. Sports activities are supervised by a coach, and students feedback on facilities are seriously considered.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738997690.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

1739

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

10

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	**A. All of the above**

File Description	Documents
Link to institutional website	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1739009197.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

93

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

5

File Description	Documents
Any additional information	View File
Number of students benefited 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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

36

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

87

File Description	Documents
Upload supporting data for student/alumni	View File
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

7

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

11

File Description	Documents
e-copies of award letters and certificates	View File
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)

A student union was formed in October, 2023 via election. The college has its own Constitution which is duly followed in every step of the student election. Formed through an impartial and democratic process; it has active representation in academic and administrative bodies.The' Union is composed of 14 portfolios presided by an elected President. General Secretary is the executive head of theunion. Budget Committee comprises of anumber of faculties and a student member to review budget priorities and processes of the college. The perspective plan committee, MoU Review Committee, college planning committee, canteen committee, games and Sports Club, Campus Development Cell, ST/SC/OBC/MOBC cell, academic committee, disciplinary committee, environment audit committee, green audit committee, library committee, cultural and music club, Feedback Committee, student support cell, website committee, college community health cell, energy audit committee, hostel management committee, code of conduct committee of the college include membersfrom the student community. Thecollege has a Career Counselling and Competitive Examcell where Students' Union helps incontacting the interested candidates for various career related programmes.

Additional link- https://www.mccollege.edu.in/committee.php

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1739009411.pdf
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

253

File Description	Documents
Report of the event	View File
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

The College has a registered Alumni Association under Registration of Society’s Act XXI of 1860 with registration Number RS/BAR-2/237/03 of 2022-2023 named as “ALUMNI ASSOCIATION, MADHAB CHOUDHUTY COLLEGE, BARPETA” which actively participates in the activities of the College and makes significant contribution towards the quality development of the College.The alumni often visit their parent College, give valuable suggestions, share their ideas and participate in the student interaction programme.During 2023-24, some of the alumni donated to the departments in cash and kind such as books to the departments and also books to the Library of the college, binocular dissecting microscope to the Zoology department. PuspajyotiOjah from the Assamese Department, an alumnus and also the

retired associate professor from Madhab Choudhury College donated Rs. 50,000 to the Best Graduate from the Assamese Department and one bookshelf of Rs. 15,000.Members of the Alumni Association voluntarily extend help in various affairs whenever approached. Thirteen (13) Members who are also engaged in the college professionally donated Rs 5000 each.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1739009539.pdf
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

To foster an open and engaged academic environment, the institution's leadership actively promotes the college’s vision and mission not only among students and stakeholders but also within the broader society. The governing body serves as the primary decision-making authority, ensuring compliance with the rules and guidelines set by the University Grants Commission (UGC) and Gauhati University, to which the college is affiliated.The Principal, as the institution's head, chairs various internal committees and facilitates effective governance through interactive meetings with faculty members. The academic committee plays a crucial role in managing the teaching and learning process by conducting semester examinations, integrating innovative teaching methodologies, and fostering a research-oriented culture among faculty and students.

The administrative committee oversees key operational aspects, including admissions, extracurricular activities, financial management, and infrastructure development. The grievance redressal

committee ensures a fair and objective resolution of student concerns. Additionally, the advisory management committee supports strategic planning and the implementation of institutional policies, contributing to the college's overall growth and development

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738906681.pdf
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 Principal, Secretary, and numerous other college authority levels such as the Student Union, the Alumni Association, elected student representatives, and non-teaching staff decide on and carry out different institutional policies

Case study:

Effective leadership in our college is reflected in decentralization and participative management, particularly in financial decision-making. Under the Governing Body, financial management is handled through various committees, including the Purchase Committee, which ensures transparency and inclusivity in procurement.

The Purchase Committee follows a systematic process:

1. **Demand Collection: Teaching staff, non-teaching staff, students, and hostels submit their requirements for classroom upgrades, teaching aids, and furnishing tools to the Principal.**
2. **Budget Approval: The Budget Committee reviews and finalizes the financial plan, which is then approved by the Governing Body.**
3. **Procurement & Stock Maintenance: The Purchase Committee prepares a comparative statement, selects vendors, and procures the required items, ensuring proper documentation and stock maintenance.**

This participative approach fosters transparency, accountability, and efficiency, ensuring financial decisions align with

institutional needs. By involving multiple stakeholders, the college promotes an inclusive governance model, reinforcing the principles on decentralization and participative management.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1739014031.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Based on the feedbacks received from various stakeholders in the last round, for the session 2023-24, the college set out to fulfil its objective of increasing the exposure of the students and teachers to the application of ICT in the teaching-learning process. To materialize this, six additional digital classrooms were developed in the college campus, four of which are equipped with digital smart boards and two with permanent LCD overhead projectors. Apart from mere installation of the materials, the teaching and non-teaching staff of the college were trained for their proper usage and maintenance. Currently, the departments of Chemistry, Computer Science, Zoology, Botany, Physics, Mathematics, Economics and Assamese have the privilege to use ICT in their day-to-day teaching-learning activities. Continuous feedback from the students and teachers are being taken so as to respond according to the changing needs.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1715767430.pdf
Upload any additional information	**No File Uploaded**

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

The institutional bodies function effectively, ensuring the seamless operation of the college through structured policies, administrative frameworks, and adherence to established regulations. Governed by Gauhati University and the Directorate of Higher Education, Assam, the college upholds UGC standards, demonstrating its commitment to academic excellence and regulatory compliance.

Leading the decision-making process is the Governing Body (GB), chaired by President Dr. Haladhar Dev Goswami. Comprising 13 members, including representatives from both teaching and non-teaching staff, the GB plays a crucial role in shaping the institution's growth and development.

Within the administrative structure, the Principal, serving as Secretary, manages financial affairs and implements decisions made by the GB. The Internal Quality Assurance Cell (IQAC), led by a coordinator, works collaboratively to enhance institutional standards and overall quality.

Various committees, such as the Purchase Committee and Construction Committee, support transparent and accountable decision-making processes. Additionally, the recruitment of faculty and non-teaching staff strictly follows UGC norms and state government regulations, ensuring a fair and merit-based selection process.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738907266.pdf
Link to Organogram of the Institution webpage	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/iqac_file/1679377366.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	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 college has well-structured welfare programs designed to support both teaching and non-teaching staff, ensuring their well-being and professional growth.

1. **A financial welfare fund provides low-interest loans through small monthly contributions, bridging the financial aid gap between individuals and government assistance.**
2. **A guest house is available to accommodate teaching staff, support staff, and visiting professionals.**
3. **A health check-up center offers essential medical resources, including weight measurement and blood pressure monitoring, for staff and students.**
4. **A gymnasium promotes physical fitness for all members of the institution.**
5. **A yoga and meditation room provides a space for relaxation and spiritual well-being.**
6. **A daycare center operates within the campus for staff convenience.**
7. **A spacious canteen caters to the needs of both staff and students.**
8. **The institution regularly recognizes and rewards faculty achievements and academic excellence.**
9. **Departments are equipped with computers, printers, and internet access to enhance work efficiency.**
10. **Safe drinking water is readily available for all staff members.**
11. **The college hosts seminars, webinars, FDPs, workshops, and training programs, encouraging faculty participation in research and professional development.**

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738907809.pdf
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

14

File Description	Documents
Upload any additional information	View File
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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
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

46

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
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

The college follows the Assam Government's Employee Appraisal System, ensuring a structured evaluation of both teaching and non-teaching staff. The Principal prepares and submits the Annual Confidential Report (ACR) to the Directorate of Higher Education (DHE), Assam, on behalf of all employees. The Internal Quality Assurance Cell (IQAC) plays a key role in this process by monitoring

staff performance on a daily basis. Key aspects such as punctuality, professional conduct, interactions with colleagues, and adherence to institutional norms are tracked and documented for performance evaluations.

An important component of the appraisal system is student feedback, which assesses faculty based on eight key parameters, including clarity of concepts, subject knowledge, communication skills, punctuality, and proficiency in ICT tools. The feedback is rated on a four-point scale: Not Acceptable, Satisfactory, Good, and Excellent.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738907704.pdf
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 conducts regular internal and external financial audits at the close of each fiscal year to ensure transparency and accountability. An external audit is carried out every three years by government auditors appointed by the Directorate of Audits and Accounting. These auditors thoroughly examine receipts and invoices for accuracy before approval. If discrepancies arise, the accountant must provide a detailed explanation of the expenditure.Internal audits are conducted periodically to monitor financial transactions. The Principal provides recommendations to the Construction Committee, while the Purchase Committee meticulously reviews all bills and vouchers related to expenses. This includes departmental expenditures, RUSA grants, DHE funds, MHRD programs, UGC initiatives, NAAC projects, scholarships, self-financed courses, alumni contributions, admissions, and examination fees, as well as the institution’s internal revenue.At the end of the fiscal year, a professional Chartered Accountant (CA) audits the college’s finances and submits a comprehensive audit report to the Principal, detailing the financial status and expenditures across various academic and administrative programs.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738989796.pdf
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)

1

File Description	Documents
Annual statements of accounts	View File
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

Madhab Choudhury College employs a range of strategies to maximize resource utilization and secure funding from multiple sources. The college obtains financial support from UGC, RUSA, and the State Government to finance infrastructural projects through both governmental and non-governmental organizations. Additional revenue is generated through alumni contributions, faculty awards, external examination rents, and self-financing courses such as Computer Science. Initiatives like vermicomposting also serve as alternative income sources. The institution actively seeks MPLAD grants and collaborates with local organizations for further support.

The Construction Committee oversees infrastructure-related projects, ensuring proper expenditure and financial auditing. The Principal, authorized by the Governing Body, secures funding from relevant agencies while incorporating recommendations from developmental committees. To maintain financial transparency and accountability, internal audits are conducted regularly, and purchases are managed

by a dedicated committee consisting of faculty and non-teaching staff. External audits, carried out by the Directorate of Audit, Assam, comply with statutory regulations, while registered Chartered Accountants conduct internal audits. Utilization Certificates are submitted as required, with no major discrepancies reported—any minor issues are promptly resolved.

Through meticulous financial planning and management, the college ensures that its academic mission and infrastructural growth are well-supported, maintaining efficiency and accountability in all financial operations.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1739011249.pdf
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

1. Merit Scholarship Test:The IQAC has introduced a scheme “Merit Scholarship Test” in an attempt to provide financial assistance for the meritorious students. An annual test is administered to T.D.C. first semester students in order to determine eligible applicants. The introduction of the MST has heightened the level of competition among students. The scholarship is awarded based on merit in the following eight categories: Unreserved, General (EWS), OBC/MOBC, ST, SC, Minority, Single Girl Child, and Person with Disability (PWD), as per the reservation policy of theGovt. of Assam.
2. Earn while you learn:
3. Under the IQAC, the ‘Earn While You Learn’ scheme has been successfully implemented for the past three years.

3. Celebration of National Science Day:

Madhab Choudhury College celebrates National Science Day annually to honor Sir C.V. Raman’s discovery of the Raman Effect. The event features science exhibition, guest lectures, poster presentations,

scientific magic show, fostering scientific curiosity among students. Workshops and model exhibitions provide hands-on learning experiences, while interactive sessions encourage discussions on real-world scientific challenges. Organized by the IQAC, the celebration aims to promote research, innovation, and scientific awareness among students, inspiring them to pursue careers in science and technology.

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1739015161.pdf
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

The IQAC of the college has implemented several teaching-learning reforms, two of which are particularly important for enhancing the academic experience:

1. **In response to the evolving demands of the modern world, the college actively encourages faculty to incorporate ICT into the teaching-learning process. Smart boards and projectors are frequently utilized to create an interactive learning environment, enriching students' understanding of their study material. Additionally, online classes are conducted regularly, helping students become more comfortable with remote learning and working.**
2. **To foster the holistic development of students, the college organizes regular field visits to local sites of social, economic, or scientific significance. These visits allow students to connect their academic knowledge with the real world, offering them practical insights into how their studies relate to and impact society.**

File Description	Documents
Paste link for additional information	chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.mccollege.edu.in/upload/criteria/1738912973.pdf
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://www.mccollege.edu.in/upload/iqac_file/1739026277.pdf
Upload e-copies of the accreditations and certifications	View File
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

To promote gender equity and empowerment of women, Madhab Choudhury College, Barpeta has implemented various initiatives to foster a safe, secure, and healthy atmosphere in the college campus. As part of these efforts, the admission committee, career counseling cell, examination board, and environment cell all include female faculty members. In line with UGC guidelines, the college has also established an internal complaint committee. On 13th June, 2023, the internal complaint committee of Madhab Choudhury College, Barpeta,

organized an awareness program entitled “Sensitization program for prevention of sexual harassment at the workplace”. Furthermore, the college offers a well-equipped girls' common room with an attached bathroom and a sanitary napkin disposal machine to ensure proper hygiene for students.

File Description	Documents
Annual gender sensitization action plan	https://www.mccollege.edu.in/upload/criteria/1739018113.pdf
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://www.mccollege.edu.in/upload/criteria/1739018085.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

Solid waste management

The college has installed separate dustbins for biodegradable and non-biodegradable waste. Biodegradable waste is processed into bio-fertilizer through the vermi-composting plant, while non-biodegradable waste is collected by Barpeta Municipality Board for disposal at designated sites as per the MoU. This initiative ensures effective waste management, promotes sustainability, and fosters environmental responsibility within the college community.

To raise environmental awareness, the college has placed boards with

impactful slogans throughout the campus. The Girls' Common Room and Hostel are equipped with incinerator machines for safe disposal of used sanitary napkins, promoting hygiene, sustainability, and environmental responsibility among students and stakeholders.

Liquid waste management

A proper drainage system has been developed to collect liquid waste from areas like the canteen and laboratories. It is linked to a common drain, which is connected to a designated drainage area for proper disposal.

E- waste management

As per the MoU signed with the Department of Computer Science, all unused or damaged electronic devices are handed over to the department for proper recycling, repair, or repurposing, promoting sustainability and resource optimization.

Waste recycling system

A vermicompost unit has been developed in the college to recycle degradable waste material into nutrient-rich compost for sustainability.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	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	B. Any 3 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 vehicles** **3. Pedestrian Friendly pathways** **4. Ban on use of Plastic** **5. landscaping with trees and plants**	A. Any 4 or All of the above

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment	A. Any 4 or all of the above

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

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

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

The College ensures adherence to the Government reservation policy during admissions. Additionally, meritorious students receive special scholarships, awarded based on a test conducted by the college authority to recognize academic excellence.

The college has organised following events:

1. **Workshop on “The Urban Learning Internship Programme (TULIP) on 23rd May, 2023.**

1. **Special lecture on “Exploring Diverse options in Basic Sciences on 8th June, 2023.**

1. **Celebration of World Wildlife Week, 2023 on 3rd October, 2023 by the Department of Botany, Madhab Choudhury College, Barpeta.**

1. The college organizes events and festivals to celebrate diverse cultures, traditions, and languages, fostering mutual respect and understanding.

1. Scholarships and support services such as ‘Merit Scholarship Test’ (MST) and ‘Earn While You Learn’ are provided to students from different socioeconomic backgrounds to ensure equal opportunities for all.

1. The institution offers counseling and mentorship programs to address the needs of students from diverse backgrounds, ensuring their emotional and academic well-being.

1. International English Language Day 2024 was celebrated by Department of English, Madhab Choudhury College, Barpeta on 23th April, 2024.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

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

During this session, the college organized the following events to sensitize the students and employees towards the constitutional obligations –

1. The NSS unit of the college in collaboration with Department of Anthropology of the college organized a “Panch Pran Pledge” as a part of ‘Meri Mati, Meri Desh’ campaign on 11th of August, 2023.

2. The NSS unit of the college organized “Har Ghar Tiranga” programme as a part of ‘Azadi Ka Amrit Mahotsav’ campaign on 14th of August, 2023.

3. The NSS unit of the college in collaboration with Department of Anthropology of the college organized “1 Hour of Shramadaan for

Swachhata" on 1st of October, 2023.

4. To commemorate "Amrit Brikshya Andolan" campaign, a plantation drive was organized on 17th of September, 2023 by the NSS unit of the college in collaboration with Department of Anthropology of the college.

5. To honour India's Constitution, promote patriotism, and instil values of unity and democracy, Republic Day was celebrated with great enthusiasm at our college on 26th January, 2023.

6. On 13th June, 2023, the internal complaint committee of Madhab Choudhury College, Barpeta, organized an awareness program entitled "Sensitization program for prevention of sexual harassment at the workplace".

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code 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	B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
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

Madhab Choudhury College, Barpeta, consistently celebrates various national and international commemorative days and hosts diverse events and festivals to enrich the overall quality of its stakeholders. During the 2023-2024 academic session, the college organized the following events.

1. **National Science Day was celebrated on 28th Feb.,2024**
2. **Celebration of World Tourism Day by the Department of Botany, Madhab Choudhury College, Barpeta on 27th September, 2023.**
3. **Talk on the occasion of World Wildlife Week, 2023 on 3rd October, 2023 by the Department of Botany, Madhab Choudhury College, Barpeta.**
4. **Department of Botany Organized World Wildlife Day on 4th of March, 2024.**
5. **Department of Botany Organized International Day of Forests, 2024.**
6. **Department of Botany Organized World Water Day on 22nd of March, 2024.**
7. **International English Language Day 2024 was celebrated by Department of English, Madhab Choudhury College, Barpeta on 23th April, 2024.**
8. **Republic Day was celebrated with great enthusiasm at our college on 26th of January, 2024.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	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

Title of the Practice: Encouraging Student Participation in Sports Beyond the Classroom

Objective:

- **Provide professional coaching and guidance.**
- **Showcase achievements in District, State, and National sports.**
- **Foster healthy living and personal growth through sports.**

Practice:

- **In-house coaching for various sports.**
- **Motivational programs by renowned sportspersons.**
- **Regular sports workshops.**
- **Daily practice sessions.**
- **Recognition of student achievements.**
- **Annual sports competitions in athletics and team sports.**
- **Extension activities with friendly matches.**

Evidence of Success: Numerous students have excelled, Madhusmita Bayan winning 3 Gold Medals in National TONG-IL-MO-DO Championship and Dimpal Saikia winning Gold Medal in the All Assam Kickboxing Championship.

Challenges: Encouraging introverted students and improving sports facilities were challenges, successfully addressed through faculty and student resourcefulness.

Best Practice-2

Title of the Practice:

Pollution free campus

Objective of the Practice:

1. **To provide a healthy and sustainable environment for stakeholders.**

The context:

In order to make campus pollution free, various plans and programmes were organized by the college during the session 2023-24.

Evidence of success:

1. **Different departments organized various events.**
2. **Implementation of proper waste disposable system.**

Problems encountered and resource required:

1. **Liquid waste management system not up to mark.**
2. **The students are not aware about environmental pollution.**

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

Madhab Choudhury College stands as a beacon of inclusivity and diversity within the educational landscape of Barpeta district of Assam. One of its most remarkable aspects lies in its institutional distinctiveness, particularly in its enrollment demographics. Majority of the students enrolled into the college belong to the minority community. Among the total students enrolled in the 2023-24 session 49.27% belong to the minority community. Notably, the college boasts a significant representation of girl students from minority communities, a testament to its commitment to equitable education. In 2023-24 session 25.63% of the total students are girl students from the minority community. In Science stream 32.39% of the students are Girls from Minority community.

The high enrollment of girl students from minority communities not only underscores the college's dedication to fostering diversity but also speaks volumes about its role in empowering marginalized groups. By providing a welcoming and supportive environment, Madhab Choudhury College serves as a catalyst for social change, breaking

down barriers and offering opportunities for all.

This distinctive characteristic not only enriches the educational experience within the college but also contributes to the broader societal fabric by promoting inclusivity and challenging stereotypes. It exemplifies the college's mission to create an atmosphere where every individual, regardless of background or identity, can thrive and realize their full potential.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The action plan for the next academic year focuses on fostering well-rounded development in students, ensuring they grow intellectually, ethically, and socially responsible.

First, we aim to increase the intellectual and ethical wealth of learners by integrating value-based education and encouraging critical thinking.

Next, we will promote a democratic and positive attitude among students by organizing debates, group discussions, and activities that encourage respect for diverse opinions, fostering inclusivity and social awareness.