



## YEARLY STATUS REPORT - 2021-2022

### 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. **03774246079**
- Mobile No: **9435024357**
- Registered e-mail **mccbarpeta@rediffmail.com**
- Alternate e-mail **prakashsarmah69mc@gmail.com**
- Address **Barpeta, P.O- Barpeta, DISTBarpeta**
- City/Town **Barpeta**
- State/UT **Assam**
- Pin Code **781301**

##### 2. Institutional status

- 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. Abani Kumar Das**
- Phone No. **03774246079**
- Alternate phone No. **03774246079**
- Mobile **9435328335**
- IQAC e-mail address **iqacmccollege@gmail.com**
- Alternate e-mail address **dasabanikumar193@gmail.com**

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

<http://www.mccollege.edu.in/upload/aqar/AQAR%202020-21.pdf>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

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

<http://www.mccollege.edu.in/upload/acalender/ACADEMIC%20CALENDER%20FOR%20THE%20SESSION%202021-22.pdf>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>72</b>	<b>2004</b>	<b>08/01/2004</b>	<b>07/01/2009</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.51</b>	<b>2015</b>	<b>11/05/2015</b>	<b>10/05/2020</b>

**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
<b>INSTITUTIONAL</b>	<b>COLLEGE ECO CLUB</b>	<b>ASTEC</b>	<b>2021, 1 YEAR</b>	<b>5000</b>

**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 4**

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

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

- If yes, mention the amount

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

Regular collection and analysis of students' and teachers' feedback and providing suggestions to the college authority on the basis of these feedbacks. Provided proper career counseling and placement programmes for the students. Emphasis on maintaining healthy academic environment in the college resulting in students securing positions in BA/B.Sc. results of Gauhati University. Environment and Green Audit for the session conducted. Organized popular talks, competitions, workshops, counseling, seminar etc. among the students Provided Merit Scholarship to the meritorious students

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

Plan of Action	Achievements/Outcomes
To help the academic departments in the preparation of profiles and other relevant academic records	All the academic department were assisted for the preparation of departmental profile and the college website was also updated
Environmental Consciousness	Cleanliness drive and plantation program, road-safety awareness program have been organized
Celebration of important days and events	Different programmes and workshops had been organized by respective department to commemoratate days of importance
Scholarship to Merituous students	Meritious students were awarded under the scheme

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body of the College	17/07/2022

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

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	MADHAB CHOUDHURY COLLEGE, BARPETA
• Name of the Head of the institution	Dr. Prakash Sarma
• Designation	Principal
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• City/Town	Barpeta
• State/UT	Assam
• Pin Code	781301
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• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)
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• Name of the IQAC Coordinator	Dr. Abani Kumar Das
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• Alternate phone No.	03774246079				
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• IQAC e-mail address	iqacmccollege@gmail.com				
• Alternate e-mail address	dasabanikumar193@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.mccollege.edu.in/upload/aqar/AQAR%202020-21.pdf">http://www.mccollege.edu.in/upload/aqar/AQAR%202020-21.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.mccollege.edu.in/upload/acalender/ACADEMIC%20CALENDER%20FOR%20THE%20SESSION%202021-22.pdf">http://www.mccollege.edu.in/upload/acalender/ACADEMIC%20CALENDER%20FOR%20THE%20SESSION%202021-22.pdf</a>				
<b>5.Accreditation Details</b>					
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Cycle 2	B	2.51	2015	11/05/2015	10/05/2020
<b>6.Date of Establishment of IQAC</b>			18/05/2001		
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
INSTITUTIONAL	COLLEGE ECO CLUB	ASTEC	2021, 1 YEAR	5000	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			4		

<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>Regular collection and analysis of students' and teachers' feedback and providing suggestions to the college authority on the basis of these feedbacks. Provided proper career counseling and placement programmes for the students. Emphasis on maintaining healthy academic environment in the college resulting in students securing positions in BA/B.Sc. results of Gauhati University. Environment and Green Audit for the session conducted. Organized popular talks, competitions, workshops, counseling, seminar etc. among the students Provided Merit Scholarship to the meritorious students</p>		
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**Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body of the College	17/07/2022

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

Year	Date of Submission
Nil	Nil

**15. Multidisciplinary / interdisciplinary**

1. The College is already offering UG courses in science, humanities and Computer Application. Plans to open up B.Ed. Course in future as per NEP 2020 guidelines. 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 handicapped, 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 far 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.

#### **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.

#### **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.

#### **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.

#### **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 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**

1.1 454

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

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

**2.Student**2.1 1681

Number of students during the year

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

2.2 433Number of seats earmarked for reserved category as per GOI/  
State Govt. rule during the year

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

2.3 433

Number of outgoing/ final year students during the year

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

**3.Academic**3.1 64

Number of full time teachers during the year

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

3.2 68

Number of Sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>454</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>1681</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>433</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>433</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>64</b>
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	68
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	14
Total number of Classrooms and Seminar halls	
4.2	16.5
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	84
Total number of computers on campus for academic purposes	

## 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

M.C. 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	<a href="#">View File</a>
Link for Additional information	<a href="http://www.mccollege.edu.in/igac_sub.php?id=10">http://www.mccollege.edu.in/igac_sub.php?id=10</a>

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) have 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	<a href="#">View File</a>
Link for Additional information	<a href="http://www.mccollege.edu.in/upload/academic/ACADEMIC%20CALENDER%20FOR%20THE%20SESSION%202021-22.pdf">http://www.mccollege.edu.in/upload/academic/ACADEMIC%20CALENDER%20FOR%20THE%20SESSION%202021-22.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are**

**A. All of the above**

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

19

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

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

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

3

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

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

36

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

36

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

### 1.3 - Curriculum Enrichment

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

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.



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	<a href="#">View File</a>

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

37

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

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

620

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

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

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

**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**

614

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

123

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Periodic and systematic assessment of the students is considered as an important aspect of the teaching, learning and evaluation process of M.C. College, Barpeta. The assessment process is started at the beginning of each academic session once the admission process has been over. Every academic department design their own methods for continuous assessment of students depending upon the number, nature, creativity, sincerity of the students of their departments. After taking classes in the first few days of the semester, the teachers are creative and experienced enough to identify the advanced learner and slow learners of each class through assessment of home assignments, class test, attentiveness and their overall classroom behaviours. The advanced learners are encouraged to participate in the national/international level examinations and they are provided with specific materials for that. Peer teaching, special classes, quizzes, poster competition etc were organised among the advanced learners to make them able to compete at the national and international level. It was noticed that the slow learners lack basic concepts of the topics already they have studied in their previous classes, therefore teachers conduct remedial classes and provide them with materials which are beneficial for concept clarity of previous classes.

File Description	Documents
Link for additional Information	<a href="http://mccollege.edu.in/upload/igac_file/1664860058.pdf">http://mccollege.edu.in/upload/igac_file/1664860058.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1681	64

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

## 2.3 - Teaching- Learning Process

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

The institution adopts numerous strategies to ensure quality for innovative teaching learning process with a problem solving approach. Students were made aware of the experimental outcome of the topics available in the theory paper through laboratory sessions. Within the classroom, students are encouraged to participate in seminar, board presentation, poster presentation, power point presentation, scientific model presentation etc to enhance the participative learning among the students. The students of each academic department are encouraged to contribute, edit, decorate and handwrite the departmental wall magazine to enhance the experience of participatory learning. Numerical problems are assigned to students in all the courses wherever applicable for clear understanding of theoretical concepts. Both BSc and MSc final semester students are encouraged to take up the "project" paper under CBCS guidelines which is very effective in experimental learning. Many departments organize educational tours, research institution visit, and educational excursions to provide exposure to the students which eventually help them to develop competitive mindset to compete with the outside world.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://mccollege.edu.in/upload/iqac_file/1664865946.pdf">http://mccollege.edu.in/upload/iqac_file/1664865946.pdf</a>

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

The institution is very serious about of implementation of ICT in the effective teaching, learning and evaluation process. The

process for keeping attendance of students is made completely paperless (online) through the mcollege application which is available to download in Google play store and it can be tracked by both students and teachers after initial registration process is completed. The college website has a provision for uploading class notes, syllabus, and previous year question papers to students which is used efficiently by both teachers and students (mcollegeonline.co.in). Most of the classrooms are equipped with LCD projectors which are actively used by teachers. Other modern-day devices such as digital interactive board, educational websites, MOOC courses, YouTube videos, e-books, e-journals, google classroom, google meet, google forms are used by many teachers which are beneficial for students. All the academic departments have computers with functional internet connection and printers and it is used when required for preparation of teaching, learning materials, internal examination routine and question paper preparation etc. The college library is equipped with computers and softwares, and on the way to a fully automated version which is contributing greatly to the benefit of the student community.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://mcollege.edu.in/upload/igac_file/1664866247.pdf">http://mcollege.edu.in/upload/igac_file/1664866247.pdf</a>

### 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

64

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

## 2.4 - Teacher Profile and Quality

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

64

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

33

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

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

15

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

## 2.5 - Evaluation Process and Reforms

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

The parent university has prescribed the guidelines for continuous internal evaluation for various courses and programmes and therefore it is not possible to undertake massive reforms in the CIE system in the institutional level. For internal assessment, 20 Marks is earmarked for a particular course/paper out of the full marks 100 allotted to the course. Students are evaluated on the basis of their performances in these three components- (i) Sesimal Examination: 10 Marks, (ii) Home assignment, Internal practical, laboratory note book: 6 marks and (iii) Class attendance: 4 marks

Although the parent university has left no scope of awarding marks from students' performance in seminar, board presentation etc., teachers keep in mind the performance of students in those activities while evaluating them. The sessional examination of one hour duration is conducted for 30 marks for the convenience of setting questions and covering the syllabus and the marks secured by the students are proportionately converted to 'out of 10'. Transparency is maintained at all stages of internal evaluation process. Schedule, syllabus and venue of Sesimal examination are notified keeping in mind the convenience of the students. Marks of internal assessment are uploaded in the departmental pages of the college website.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://mccollege.edu.in/upload/igac_file/1664866847.pdf">http://mccollege.edu.in/upload/igac_file/1664866847.pdf</a>

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

All issues raised by students related to internal assessment are resolved timely and efficiently. The internal examination related issues can come from any direction since it is comprised of many fractions such as sessional examination, home assignment submission, seminar presentation, field study, dissertation work etc. If the issues raised by students are found to be genuine, date and time of sessional examination is sometimes altered according to the convenience of the students. Syllabus of

sessional examination is sometimes curtailed according to the demands of students without hampering the attainment of Course Outcome. While doing so, issues raised by the students are examined thoroughly. Issues such as error in question paper, out of syllabus questions, etc. reported by students are resolved immediately at the examination hall after due consultation with the faculty concerned. All the students are shown their answer scripts of sessional examination. If a student is not satisfied with the evaluation, his/her answer script of is rechecked by the concerned faculty. If any discrepancy is detected in the script, necessary corrections are made. Since the internal examinations are conducted by the respective academic departments, all the grievances are disposed by the departmental advisory committee headed by the HoD.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://mccollege.edu.in/upload/iqac_file/1664867127.pdf">http://mccollege.edu.in/upload/iqac_file/1664867127.pdf</a>

## 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.

As an affiliated institute, our college has to implement the programme wise curriculum designed by the parent university. The programme specific outcomes (PSO) are not clearly stated in syllabi and curriculum framed by Gauhati University. However, the UGC document on "Learning Outcomes-based Curriculum Framework for Undergraduate Education" dated 16 January, 2020 has guided us to visualize the learning outcomes of the entire programme. We have written the PSO statements inspired by the UGC LOCF document and these are stated and displayed on the institutional website for teachers, students and other stakeholders in order to collect structured feedback on it. During their first lecture of each semester, teachers are encouraged to discuss about the course outcomes of the course offered by the departments so that the students become well aware of these parameters and keep a track on their learning outcomes over the course of the semester. Whenever the IQAC organizes parent teacher meet or alumni meet, these outcomes are made open for discussion to get a clear picture about their relevancy to the current scenario of the society.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://mccollege.edu.in/upload/igac_file/1652198222.pdf">http://mccollege.edu.in/upload/igac_file/1652198222.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Program outcome, program specific outcome and course outcomes are evaluated through various activities within and outside the college campus whenever required. The faculty members of each department are well aware of the shortcomings of these outcomes as well. Sometimes, when the faculty members feel that the outcome of their respective course is far from reality or they are getting some problems in fulfilling this activity, they raise the issues in the common platforms such as academic committee meeting or syllabus committee meeting organised by parent university and it is often being rectified to some extent. To attain the goals prescribed through the outcomes, the academic departments must go through some academic processes such as project preparation, field study, group discussion, power point presentation, cultural competitions, laboratory visit, outreach programmes, celebration of various days of national importance, awareness drives, plantation drives, NSS/NCC/Scouts and Guides activities etc. The IQAC of the college feels that the goals of program outcome, program specific outcome and course outcomes can be attained more efficiently if the weakness of the students is identified. Remedial classes, peer teaching, student mentoring, career counselling, coaching for competitive examinations were conducted to mitigate all the shortcomings of these parameters.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.mccollege.edu.in/upload/igac_file/1665911315.pdf">http://www.mccollege.edu.in/upload/igac_file/1665911315.pdf</a>

**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**

253

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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

[http://mccollege.edu.in/upload/igac\\_file/1664867637.pdf](http://mccollege.edu.in/upload/igac_file/1664867637.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)	<a href="#">View File</a>

**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**

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
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**

31

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

**3.2 - Research Publications and Awards****3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

15

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

13

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

M.C. College continuously strives to make aware students of social issues and for that various extension activities and outreach programmes are carried out from time to time. Various programmes like employment exchange registration drive, cleanliness drive, plantation drive, as well as a book collection drive have been conducted by the college so far. Various departments have conducted science fairs for the dissemination of science at Tapa H.S. School, Palhazi H.S. School and 834 No. Salekura L.P. School, Jania. NSS (National Service Scheme) have also conducted flood relief camps and also undertaken awareness program for flood relief and recorded data on the actual socio-economic and health conditions of the population of the adopted village of Patbaushi Nasatra. Even N.C.C, M.C. College Unit has conducted various outreach programs like Puneet Sagar Abhiyan which included the cleaning up of the Saulkhuwa river and also awareness regarding river pollution and it's proper cleanliness.

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

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

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

7

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

### 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

19

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

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

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

1110

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

### 3.4 - Collaboration

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

14

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

#### 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

6

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

M. C. College with a land area of 47 bigha 3 katha 6 lessa has adequate infrastructure and physical facilities. The college campus is well protected by boundary wall. M. C. College has adequate number of classrooms, well-equipped laboratories, computer laboratories for the students. Moreover, the college has smart classrooms, seminar hall, digital classroom, conference hall with proper ICT facilities. Almost all the departments have moveable LCD projectors which they utilize for teaching learning as well as other academic activities. The college has two hostels for boys and girls. Common rooms are available for both the girls and boys in the college. M. C. college has one canteen which provides delicious and hygienic food for both students and teachers. Pure drinking water facilities, hygienic toilet facilities (including toilet facility for differently abled students) are there in the college premises. The college has a big auditorium. M. C. College has a well-equipped, modern library containing text books, reference books, encyclopedias, dictionaries, rare books, periodicals and research journals. The college campus has internet facility which can be availed by the teachers and students.

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

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

The college has adequate facilities for various co-curricular activities. It provides well-furnished facilities for sports viz. Volleyball court, Badminton court, Basketball court. The college playground is biggest one with sufficient playing area of holding district as well as state level sport events. It is utilized for various sports events in annual college week, inter college competitions and other day-to-day practices. There is a pavilion near the college playground. A modern Gymnasium with several standard equipment is there in the college pavilion which can be used by the students. A storeroom is available in the college premises to store variety of sport items. Indoor game facilities like Chess, Carrom, Ludo etc. are available for the students. One sport instructor is appointed by the college authority to look after the sport section. The college has a large auditorium where various cultural activities, meetings etc. are held. One community Radio centre is there in the college. One open stage is there in the college premises where various scholastic and cultural programmes are organized and students can participate. M. C. College has one Yoga centre where Yoga practice is done.

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

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

14

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

14



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

16.5

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

## 4.2 - Library as a Learning Resource

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

The Central Library of M. C. College, named as Kameswar Das Library, is a well-equipped, modern library with a carpet area of 6000 sq. ft. It has more than sixty thousand books including text books and reference books along with encyclopedias, dictionaries, rare books, periodicals and research journals. Currently, the network version of SOUL-2.0 is installed in the library. Kameswar Das library is partially automated. OPAC (Online Public Access Catalogue) service is there in the library. Readers can access books through this service. Two computers are installed in the entrance of the library for this purpose. The Library has a Digital Library section. Internet Service is available in the library by LAN as well as Wi-Fi facility which can be availed by both the students and teachers

of the college. For the convenience of the students, the library regularly organizes Orientation Programme in the beginning of each academic session.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://www.mccollege.edu.in/library.php">http://www.mccollege.edu.in/library.php</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** C. Any 2 of the above

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

**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)**

1.78

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

**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**

45

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

M. C. college has good IT facilities with Wi-Fi and LAN connection. In the Departments of Science, Physics and Botany, computer laboratories are there. The college has one Language laboratory. Department of Mathematics, English and Economics jointly utilize this laboratory for their academic purpose. Department of Geography has one GIS laboratory for their use. Proper internet facilities are there in the college including LAN and Wi-Fi connectivity. Both students and teachers can avail these facilities. Besides, the Library has one digital section where students can utilize the internet facilities to enlighten their academic minds. The college has online portal available in the college website which is utilized for daily academic practices. This portal is also available in the form of app for mobiles. All the activities like admission, daily registrar of the students, leave application of the teachers etc. are done through this college app. the college has introduced Live platform during the Covid-19 pandemic through M. C. College online portal which is utilized by the teachers for teaching-learning purpose. Online Grievance redressal system is introduced for the students currently. The college authority updates these services as and when required.

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

#### 4.3.2 - Number of Computers

71

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

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

13.65

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

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

M. C. college has proper systems and procedures for maintaining and utilizing academic and support facilities. Different committees are formed in order to maintain these facilities. Committees like Academic committee, Library committee, Campus Development committee, Disciplinary committee, Grievance Redressal Cell etc. are formed for the overall maintenance of

academic discipline as well as infrastructural development of the college. For the infrastructure related works, demands come from various departments to the Principal of the college. The Principal places these demands to the Governing Body of the college. After getting approval from the Governing Body, the plan is executed through the Construction committee. The overall expenditure is done as per the financial rule of the college. For the requirement of the laboratories, the concerned Head of the departments provides the requirements to the Principal and the Principal fulfills it by proper mechanism. Different Sports facilities are provided to the students which are executed under Sports instructor. The cleanliness of the campus is confirmed by the concerned authority. The college is safe and secured with Security personals and CC camera installation. A night Chowkidar is kept in the college premise for the overall monitoring of the college at night.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students 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

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

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

6

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

### 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

D. 1 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

233

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

233

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**B. Any 3 of the above**

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

## 5.2 - Student Progression

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

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

38

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

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

35

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

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

06

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

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

4



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

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

M.C. College Students' Union was formed since the foundation of the college,. The college has its own Constitution which is duly followed in every step of the student election. By an active participation of the students of the college it is formed through a fair and democratic process. The Student union is mainly composed of a President, a Vice-President, General Secretary, Assistant General Secretary, Literary Secretary, Cultural Secretary, Debate Secretary, Social Service Secretary, Sports Secretary, Football Secretary, Volleyball Secretary, Cricket Secretary, Gymnasium Secretary, Girls' Common Room Secretary and Boys' Common Room Secretary. Every year the Students' Union members are felicitated and a swearing in ceremony is held where all the respective representatives and Faculty Conveners are present.. The Students' Union members are also seen helping the newly admitted students and the Admission Committee members in smoothly running the admission process. The college has an active Career Counselling and Competitive Exam cell where yearly various career related programmes are organized. The Students' Union Representatives help in contacting the interested candidates in attending such programmes through various modes, be it through offline or online through the social media.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollege.edu.in/student_union.php">http://www.mccollege.edu.in/student_union.php</a>
Upload any additional information	No File Uploaded

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

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

30

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

Alumni Association, M.C.College, Barpeta is a newly formed association. The date of the formation of this association is 19.12.2021. Till now the association hasn't received any contribution from any institution either in cash or in kind. This newly formed association has organized three programs in association with three departments of the College.

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

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

To foster an open and interactive environment, the head of the institution strives to inculcate the vision and mission of the college not only among the learners and stakeholders, but also among the society in general. The governing body is the central authority and gives overall decisions to the college within the purview of statuses and guidelines followed by the University Grants Commission (UGC) and Gauhati University to which the college is affiliated. The principal serves as the chairperson of the college and runs several internal committees through detailed interactive sessions with the faculty members. The academic committee successfully conducts the process of teaching and learning through running exam boards for each semester, ensuring the implementation of the latest avenues of teaching and learning and inculcating a research culture among the teachers as well as the students. The administrative committee manages the admission, extracurricular, financial and infrastructural processes. The grievance redressal committee looks into the complaints lodged by any students and resolves the issues without biasness. The advisory management committee helps with the smooth planning and execution of various policies pertaining to the overall development of the college in accordance to the institutional vision and policies.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollege.edu.in/mission.php">http://www.mccollege.edu.in/mission.php</a>
Upload any additional information	<a href="#">View File</a>

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

The authority and leadership of the institution operates through a decentralized system by carrying out several highly regulated and transparent practices under different internal committees managed by the IQAC of the college according to the guidelines set by NAAC. Each committee comprises of faculty members as coordinator, convener, co-convener and members and students as representatives. They are responsible for running both academic

and non-academic activities in the college like admissions, exams, organizations of various cultural programs, talks from delegated persons, curriculum planning, purchases, campus development, welfare of the students, etc. The principal places proposals to the governing body for approval, after thoroughly assessing the plans. After approval from the governing body, the planning committee and construction committee executes the plan through proper financial rules and regulations of the college. The college receives aids from different governmental and nongovernmental grants like RUSA funds and from philanthropists in the form of donations. The curriculum of the college is set according to the one formulated by Gauhati University, as the college is government aided and is affiliated to Gauhati University.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollege.edu.in/committee.php">http://www.mccollege.edu.in/committee.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

M.C. College being the fourth oldest college in undivided Assam is located in a culturally rich, but economically backward region at the Headquarters of the district of Barpeta, Assam.

- Admissions of students into the college are completely transparent and based on merit. A total of 840 (600- Arts, 240- Science) of HS level, a total of 2400 at the undergraduate level (Arts and Science) and 30 postgraduate students are admitted in the college.
- The college is well facilitated with ...computer labs and has introduced ...new science labs for enabling hands on experience for the students.
- We have 14 ICT enabled classrooms and two digital boards with a multifunctional hall in the PG wing.
- There has been an establishment of NCC office and campus boundary wall.
- As per the current curriculum shaped by the NEP 2020 under the CBCS (Choice Based Credit System, the college has successful integrated diploma and certificate based courses in Apiculture (Certificate Course), Aquarium Technician (Certificate Course), Fish Breeding (Advanced

Diploma), Organic Farming (Certificate Course). The total number of students enrolled in these courses are:

- A vocational course on Beauty and wellness has also been started since.
- A full-fledged canteen has been running to provide home cooked meals for the students and the teachers.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://www.mccollege.edu.in/index.php">http://www.mccollege.edu.in/index.php</a>
Upload any additional information	No File Uploaded

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

The college's principal and the governing board are in charge of overseeing the institution's smooth operation in accordance with a set of rules and guidelines. Assigning the IQAC coordinator, who oversees various internal committees for students and faculty members and governs the integral developmental part of the college, ensuring the smooth operation of all departments, and creating the student union body in accordance with the college's own constitution are all tasks that fall under their purview. The connections between the sections are strong. The Directorate of Higher Education, Assam approved the establishment of the governing body, which is in charge of overseeing all college operations. All of the decisions and resolutions decided by the governing body are implemented by the college's principal. The Principal carries out all decisions made at the G.B. meeting. The administration and finance systems are under the Principal's control as well. The heads of each department oversee the proper implementation of the curriculum, the daily schedule of classes, the course allocation for each faculty, the department's activities, meeting minutes, academic logbook, records of the alumni association, the department's seminar, internal exams, and other necessities.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollege.edu.in/employee_rules.php">http://www.mccollege.edu.in/employee_rules.php</a>
Link to Organogram of the Institution webpage	<a href="http://www.mccollege.edu.in/upload/igac_file/1659014780.pdf">http://www.mccollege.edu.in/upload/igac_file/1659014780.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

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

## 6.3 - Faculty Empowerment Strategies

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

To meet the financial needs of all the staff members working at the college, the institution has been managing two staff benefit funds since 1980. The college has made the decision to run its own bank in order to offer significant financial assistance at a low interest rate because the rates of interest provided by government loans and loans from other public sector banks and private banks have become unsuitable and heavy mostly on the salary of the non-teaching staff. Additionally, it reduces the amount of unnecessary documentation needed to get the loan. Every member of the teaching staff makes a minimum monthly contribution of Rs. 2000 and is eligible for loans in accordance with the guidelines. The non-teaching personnel makes a contribution based on their financial capabilities. These funds have achieved great performance in financial relief to all the

members .

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

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

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

0

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

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

31

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

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

28

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

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

The college's teaching and non-teaching personnel submits the principal with performance appraisal reports following the successful conclusion of each academic session in a



predetermined manner. Each report includes the designation, complete address, department names, working and teaching hours, publications, workshops, seminars, and webinars attended, professional training, professional visits as a resource person, and other information as required by the UGC to obtain API scores. The information in this appraisal report also includes details about the involvement of the teaching and non-teaching staff in a variety of on-campus and off-campus activities, extracurricular activities, departmental activities, volunteering at social events, various talks and events held at the college, memberships in clubs and societies, contributions made in the workplace, and more. After every academic session, these details are carefully documented and published in the college bulletin. The IQAC extensively evaluates the findings, which are then forwarded to higher authorities (DHE, Assam), before being submitted to DPC during promotions. All promotional activities for the college's teaching and non-teaching employees must include the performance evaluation report.

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

#### 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

**6.4.1 - Periodic internal and external financial audits are performed by the Institution.**

The institution frequently conducts internal and external audits at the conclusion of each fiscal year. Every three years, the government auditor conducts an external audit. The directorate of audits and accounting appoints the government auditor. The external auditor carefully examines and confirms all of the original receipts and invoices before processing them if there are no discrepancies. The accountant is required to fully explain any statement if the auditor objects to it in any spending report. The college conducts internal audits on a regular basis. The principal submits construction committee proposals, and the purchase committee carefully reviews all bills and vouchers of the expenditure statements, which include

all departmental expenditures and programmes like RUSA grants, DHE funds, MHRD programmes, UGC programmes, NAAC programmes, scholarships, self-financing courses, alumni contributions, admissions, and examinations, as well as all internal revenue sources of the institution. At the conclusion of each fiscal year, a licensed chartered accountant is also given the responsibility of auditing the college's expenditures. The CA promptly provides the principal with an audit report detailing the costs associated with various certificate programmes, etc.

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

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

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

0.1

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

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

The college uses appropriate and traditional ways to mobilize finances effectively while making the best use of its resources. The construction committee submits a proposal for construction projects to G.B. for infrastructure development, and after receiving approval, accepts tenders for quote from the responsive contractors by properly serving notice in publications and on the college website. The construction committee evaluates the bids in front of the bidders before opening these quotations at a specific date. The committee

ultimately chooses and approves the bid while taking the minimal price into consideration. The principal serves as the chairman of the building committee, which also includes a coordinator, a junior engineer, four teachers, and a senior assistant from the college. The committee carefully administers infrastructure grants from both government and non-government sources while keeping an eye on the caliber of the building supplies utilized for any development initiatives. Payment for these projects is made through PFMS, typically through online transactions, after receiving buying committee clearance.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollege.edu.in/upload/igac_file/1659014780.pdf">http://www.mccollege.edu.in/upload/igac_file/1659014780.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

The college's IQAC is very effective and constantly committed to implementing best practices and other quality assurance procedures for the institution's internal development. For example, enabling the development of a learner-centered environment to impart quality in the process of teaching and learning; facilitating faculty enrichment through the use of ICT tools and digital workshops on soft skills, research methodology, and personal development; maintaining and developing institutional databases through MIS for the purpose of enhancing institutional quality; and preparing Annual Quality Assurance Reports (AQAR) in accordance with established standards. Additionally, IQAC hosts a number of internal workshops and seminars on quality-related topics, career counseling and guidance for extremely difficult exams like NET, SLET, and GATE, student support services to help students get better placements, free coaching for BANK and APSC exam preparation, among other things.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollge.edu.in/igac.php">http://www.mccollge.edu.in/igac.php</a>
Upload any additional information	No File Uploaded

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

The college's IQAC is committed to improving students' internal quality through evaluation and ongoing assessment of all of their activities and academic achievement. The feedback committee is in charge of gathering all stakeholder feedback from the students. This information is then reviewed by the principal and presented to the G.B. for action so that a well-balanced academic environment and up-to-date infrastructure are guaranteed. The IQAC's several internal committees actively take part in the planning of numerous speeches and activities, even assuring the right curriculum of online classes held during COVID-19. Every department takes care of implementing mentoring and remedial classes for the weak students. An additional post-accreditation project undertaken by the IQAC is the introduction of suitable skill development courses for the necessary development of skills and knowledge on entrepreneurship, which is crucial for a job-oriented attitude. Additionally, the IQAC has established a number of certificate and diploma programmes in the colleges, including those in organic farming, fish breeding, aquarium technicianships, apiculture, and beauty and wellness. These programmes are all highly essential in the employment market.

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

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)**

**C. Any 2 of the above**

**Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

**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**

On the occasion of International Women,s Day, the Women,s Cell of M.C. College Barpeta in collaboration with IQAC of the college has organized a Health Awareness Campaign on 8th March, 2022 for the female inmates of Barpeta jail.

The institution has the provision of including women faculties in different professional bodies of the college such as admission committee, career counselling cell, examination board, code of conduct monitoring committee, campus monitoring committee etc.

As per UGC guidelines, the college has also an internal complain committee to provide a healthy and congenial atmosphere for the staff and students.

A well-equipped and spacious girls' common room is present in the M.C. College, Barpeta. It has attached bathroom facilities along with a sanitary napkin disposable machine which is maintained with hygienic condition.

The M. C. College campus has a day-care centre for taking care of young children during the daytime so as to make it convenient

for the working stakeholders of the college to work smoothly. The centre is equipped with a good number of playing kits.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.mccollege.edu.in/upload/igac_file/1659024789.pdf">http://www.mccollege.edu.in/upload/igac_file/1659024789.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://www.mccollege.edu.in/upload/igac_file/1659024789.pdf">http://www.mccollege.edu.in/upload/igac_file/1659024789.pdf</a>

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

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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**

For the proper management of wastes, separate dustbins for biodegradable and non-degradable waste are placed at different points inside the campus. The plastic waste generated inside the college campus are incinerated properly.

A good numbers of banners displaying different slogans related to environment are placed at different points in the college campus aiming to increase environmental consciousness among the students as well as other stakeholders.

The Girls, Common Room is equipped with the incinerator machine for the disposal of used sanitary napkin.

**Liquid waste management**

The liquid waste generated from different drains connected to laboratory, toilets, canteen etc. are collected in a common drain, outlet of which is connected with the specified drainage area for proper dispersal.

**E- waste management**

For the management of E-waste, a MoU has been signed with the Department of Computer Science, M. C. College, Barpeta. All the unused or damaged electronic devices are handed over to the department for proper recycling whenever possible and auctioning as per college guidelines.

**Waste recycling system**

All the biodegradable waste are recycled to vermicompost with the help of the vermicompost unit developed in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="http://www.mccollege.edu.in/upload/iqac_file/1659025838.pdf">http://www.mccollege.edu.in/upload/iqac_file/1659025838.pdf</a>
Any other relevant information	<a href="#">View File</a>

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

**B. Any 3 of the above**

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

**7.1.5 - Green campus initiatives include**

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

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

- 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**

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

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

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

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

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

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive**

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



**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	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
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 M.C. College, Barpeta make prominent efforts for providing inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Some of such efforts are mentioned below:

The college authority pays special attention on the admission process as per Government reservation policy.

A special scholarship is provided to the meritorious students based on a test from the college authority. The top students were selected in various categories- unreserved, EWS, OBC/MOBC, SC, ST and single girl child every year.

The college also organises different events to provide inclusive environment such as-

1. Saraswati puja on the 5th February, 2021.
2. The 74th Independence Day on 15th August, 2021.
3. The 72nd Republic Day on 26th January, 2022.
4. National science Day on 28th February, 2022
5. International Women,s Day on 8th March,2022.
6. International Mathematics Day on 14th March,2022

7. College Week Celebration
8. Celebration of Technology Day on 11th May, 2022
9. International Family Day on 15th May, 2022
10. Celebration of world environment Day
11. Tithi of Shri Shri Sankardev

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

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

**Response:** In 2021-22 session M.C. College, Barpeta organized the following events to sensitize the students and employees towards the constitutional obligations -

1. The Department of Political Science, M.C. College, Barpeta organized a talk on "Parliamentary Practices in India" on 24th February 2022 to make familiar the students about present scenario of Parliamentary system in India. The 3rd Issue of JAGARAN, a journal of this department was also inaugurated on this day.
2. The Department of History, M. C. College, Barpeta organized a seminar and march to commemorate the historic "Dandi March" on 12th March, 2022. Professor Shah Alom Hussain of Bhwanipur Anchalik College spoke on the importance of the Dandi March on this occasion.
3. The Women Cell, ACTA of M.C. College, Barpeta in collaboration with IQAC celebrated International Women's Day on the theme "Gender Equality today for a sustainable Tomorrow" on 8th March, 2022. On this occasion, a Health Awareness Campaign was organized for the female inmates of Barpeta Jail.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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. Annual awareness programmes on Code of Conduct are organized.**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**M.C. College, Barpeta has been regularly celebrating various national and international commemorative days and also organizes different events and festivals to enhance the internal quality of the stakeholders. During the session of 2021-2022, the college organizes the following events.**

1. International Women's Day on the theme "Gender Equality today for a sustainable Tomorrow" on 8th March, 2022.
2. International Family Day was celebrated by the Dept. of Philosophy, M.C. College, Barpeta on 14th May, 2022.
3. Department of Geography, M. C College, Barpeta celebrated World Water Day.
4. UN International English Language Day on the topic: "Challenges of teaching English to vernacular medium students".
5. National Science Day-2022 was Celebrated by Botany, Zoology and Physics Department of M.C. College, Barpeta.

6. "Technology Day" was celebrated by the Department of Physics, M.C. College, Barpeta
7. World Environment Day on the theme "Only one earth".
8. Celebration of World Wildlife Day
9. Celebration of World Wetland Day-2022
10. Celebration of 76th Independence Day

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

## 7.2 - Best Practices

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

### Best Practice-1

**Title of the Practice:**

Celebration of national and international commemorative days, events and festivals

**Objective of the Practice:**

1. To organize events and programmes to aware all the stakeholders.

**The context:**

The college has been regularly celebrating various national and international commemorative days and also organizes different events and festivals to enhance the internal quality of the stakeholders

**The Practice:**

The college authority encourages all the academic departments and respective committees with financial assistance.

**Evidence of success:**

The college organizes 10 different events in the session related to days of national and international importance.

**Problems encountered and resource required:**

1. A sizeable section of students does not show enthusiasm to the events.

**Best Practice-2**

**Title of the Practice:** Clean, Green and healthy ecosystem within the college campus

**Objective of the Practice:**

Creating clean and green campus and promoting green practices.

**The context:**

Located in the urban area, the college is surrounded by buildings and constructions, maintaining a green college campus are of prime importance.

**The Practice:**

Awareness and plantation programmes are frequently organized among the students. Rain water harvesting units are being installed. Separate dustbins for waste collection and proper disposal of waste are being done.

**Evidence of success:**

The college has a lush green campus which harbours many economically important plants. Students take initiatives in keeping the college campus clean and green.

**Problems encountered and resource required:**

Seasonal flood and intervention from the district authority by using college campus for election purpose.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

M. C. College, Barpeta always intends to highlight the cultural prominence of the locality. People of this locality enthusiastically practice and imbibe the culture of Bhaktidharma preached by Mahapurush Srimanta Sankardeva and Madhabdeva, the two cultural icons of Assam. Located in such a place of Vaishnavite learning and practice, our college make its best effort to display several aspects of glamorous culture. During the period 2021-22, the institution has taken various initiatives for providing a platform to the students in the cultural field by organizing various cultural events with the aim and objective of popularizing several cultural peculiarities of Barpeta in particular and Assam in general.

Department of Anthropology organized a seminar on 18th November, 2021 on the theme "Folk Culture of Barpeta in Anthropological Prospectives". It was an illuminating event. Moreover, on 12th April, 2022, the Department of Anthropology organized an event to highlight special features of Bihu, jubilantly celebrated all over Assam. The department of Assamese also successfully organized a commemorative event on 27th August, 2022 on the occasion of the death anniversary of Shri Shri Sankardev.

## 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

M.C. 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	<a href="#">View File</a>
Link for Additional information	<a href="http://www.mccollege.edu.in/igac_sub.php?id=10">http://www.mccollege.edu.in/igac_sub.php?id=10</a>

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) have 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	<a href="#">View File</a>
Link for Additional information	<a href="http://www.mccollege.edu.in/upload/academic/ACADEMIC%20CALENDER%20FOR%20THE%20SESSION%202021-22.pdf">http://www.mccollege.edu.in/upload/academic/ACADEMIC%20CALENDER%20FOR%20THE%20SESSION%202021-22.pdf</a>

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

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>



<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
19	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
3	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
36	
<b>1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year</b>	
36	

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

### 1.3 - Curriculum Enrichment

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

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.

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	<a href="#">View File</a>

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

37

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

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

620

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

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

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

### 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

614

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

123

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Periodic and systematic assessment of the students is considered as an important aspect of the teaching, learning and evaluation process of M.C. College, Barpeta. The assessment process is started at the beginning of each academic session once the admission process has been over. Every academic department design their own methods for continuous assessment of students depending upon the number, nature, creativity, sincerity of the students of their departments. After taking classes in the first few days of the semester, the teachers are creative and experienced enough to identify the advanced learner and slow learners of each class through assessment of home assignments, class test, attentiveness and their overall classroom behaviours. The advanced learners are encouraged to participate in the national/international level examinations and they are provided with specific materials for that. Peer teaching, special classes, quizzes, poster competition etc were organised among the advanced learners to make them able to compete at the national and international level. It was noticed that the slow learners lack basic concepts of the topics already they have studied in their previous classes, therefore teachers conduct remedial classes and provide them with materials which are beneficial for concept clarity of previous classes.

File Description	Documents
Link for additional Information	<a href="http://mccollege.edu.in/upload/igac_file/1664860058.pdf">http://mccollege.edu.in/upload/igac_file/1664860058.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1681	64

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

### 2.3 - Teaching- Learning Process

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

The institution adopts numerous strategies to ensure quality for innovative teaching learning process with a problem solving approach. Students were made aware of the experimental outcome of the topics available in the theory paper through laboratory sessions. Within the classroom, students are encouraged to participate in seminar, board presentation, poster presentation, power point presentation, scientific model presentation etc to enhance the participative learning among the students. The students of each academic department are encouraged to contribute, edit, decorate and handwrite the departmental wall magazine to enhance the experience of participatory learning. Numerical problems are assigned to students in all the courses wherever applicable for clear understanding of theoretical concepts. Both BSc and MSc final semester students are encouraged to take up the "project" paper under CBCS guidelines which is very effective in experimental learning. Many departments organize educational tours, research institution visit, and educational excursions to provide exposure to the students which eventually help them to develop competitive mindset to compete with the outside world.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://mccollege.edu.in/upload/igac_file/1664865946.pdf">http://mccollege.edu.in/upload/igac_file/1664865946.pdf</a>

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

The institution is very serious about of implementation of

ICT in the effective teaching, learning and evaluation process. The process for keeping attendance of students is made completely paperless (online) through the mcollege application which is available to download in Google play store and it can be tracked by both students and teachers after initial registration process is completed. The college website has a provision for uploading class notes, syllabus, and previous year question papers to students which is used efficiently by both teachers and students (mcollegeonline.co.in). Most of the classrooms are equipped with LCD projectors which are actively used by teachers. Other modern-day devices such as digital interactive board, educational websites, MOOC courses, YouTube videos, e-books, e-journals, google classroom, google meet, google forms are used by many teachers which are beneficial for students. All the academic departments have computers with functional internet connection and printers and it is used when required for preparation of teaching, learning materials, internal examination routine and question paper preparation etc. The college library is equipped with computers and softwares, and on the way to a fully automated version which is contributing greatly to the benefit of the student community.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://mcollege.edu.in/upload/igac_file/1664866247.pdf">http://mcollege.edu.in/upload/igac_file/1664866247.pdf</a>

### 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

64

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

## 2.4 - Teacher Profile and Quality

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

64

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

33

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

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



15	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>
<b>2.5 - Evaluation Process and Reforms</b>	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>The parent university has prescribed the guidelines for continuous internal evaluation for various courses and programmes and therefore it is not possible to undertake massive reforms in the CIE system in the institutional level. For internal assessment, 20 Marks is earmarked for a particular course/paper out of the full marks 100 allotted to the course. Students are evaluated on the basis of their performances in these three components- (i) Sesimal Examination: 10 Marks, (ii) Home assignment, Internal practical, laboratory note book: 6 marks and (iii) Class attendance: 4 marks</p> <p>Although the parent university has left no scope of awarding marks from students' performance in seminar, board presentation etc., teachers keep in mind the performance of students in those activities while evaluating them. The sessional examination of one hour duration is conducted for 30 marks for the convenience of setting questions and covering the syllabus and the marks secured by the students are proportionately converted to 'out of 10'. Transparency is maintained at all stages of internal evaluation process. Schedule, syllabus and venue of Sesimal examination are notified keeping in mind the convenience of the students. Marks of internal assessment are uploaded in the departmental pages of the college website.</p>	

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://mccollege.edu.in/upload/igac_file/1664866847.pdf">http://mccollege.edu.in/upload/igac_file/1664866847.pdf</a>

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

All issues raised by students related to internal assessment are resolved timely and efficiently. The internal examination related issues can come from any direction since it is comprised of many fractions such as sessional examination, home assignment submission, seminar presentation, field study, dissertation work etc. If the issues raised by students are found to be genuine, date and time of sessional examination is sometimes altered according to the convenience of the students. Syllabus of sessional examination is sometimes curtailed according to the demands of students without hampering the attainment of Course Outcome. While doing so, issues raised by the students are examined thoroughly. Issues such as error in question paper, out of syllabus questions, etc. reported by students are resolved immediately at the examination hall after due consultation with the faculty concerned. All the students are shown their answer scripts of sessional examination. If a student is not satisfied with the evaluation, his/her answer script of is rechecked by the concerned faculty. If any discrepancy is detected in the script, necessary corrections are made. Since the internal examinations are conducted by the respective academic departments, all the grievances are disposed by the departmental advisory committee headed by the HoD.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://mccollege.edu.in/upload/igac_file/1664867127.pdf">http://mccollege.edu.in/upload/igac_file/1664867127.pdf</a>

## 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.

As an affiliated institute, our college has to implement the programme wise curriculum designed by the parent university. The programme specific outcomes (PSO) are not clearly stated in syllabi and curriculum framed by Gauhati University. However, the UGC document on "Learning Outcomes-based Curriculum Framework for Undergraduate Education" dated 16 January, 2020 has guided us to visualize the learning outcomes of the entire programme. We have written the PSO statements inspired by the UGC LOCF document and these are stated and displayed on the institutional website for teachers, students and other stakeholders in order to collect structured feedback on it. During their first lecture of each semester, teachers are encouraged to discuss about the course outcomes of the course offered by the departments so that the students become well aware of these parameters and keep a track on their learning outcomes over the course of the semester. Whenever the IQAC organizes parent teacher meet or alumni meet, these outcomes are made open for discussion to get a clear picture about their relevancy to the current scenario of the society.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://mccollege.edu.in/upload/iqac_file/1652198222.pdf">http://mccollege.edu.in/upload/iqac_file/1652198222.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Program outcome, program specific outcome and course outcomes are evaluated through various activities within and outside the college campus whenever required. The faculty members of each department are well aware of the shortcomings of these outcomes as well. Sometimes, when the faculty members feel that the outcome of their respective course is far from reality or they are getting some problems in fulfilling this activity, they raise the issues in the common platforms such as academic committee meeting or syllabus committee meeting organised by parent university and it is often being rectified to some extent. To attain the goals prescribed through the outcomes, the academic departments must go

through some academic processes such as project preparation, field study, group discussion, power point presentation, cultural competitions, laboratory visit, outreach programmes, celebration of various days of national importance, awareness drives, plantation drives, NSS/NCC/Scouts and Guides activities etc. The IQAC of the college feels that the goals of program outcome, program specific outcome and course outcomes can be attained more efficiently if the weakness of the students is identified. Remedial classes, peer teaching, student mentoring, career counselling, coaching for competitive examinations were conducted to mitigate all the shortcomings of these parameters.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.mccollege.edu.in/upload/iqac_file/1665911315.pdf">http://www.mccollege.edu.in/upload/iqac_file/1665911315.pdf</a>

### 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

253

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

[http://mccollege.edu.in/upload/iqac\\_file/1664867637.pdf](http://mccollege.edu.in/upload/iqac_file/1664867637.pdf)

RESEARCH, INNOVATIONS AND EXTENSION	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>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)</b>	
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)	<a href="#">View File</a>
<b>3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year</b>	
<b>3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year</b>	
0	
File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil
<b>3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year</b>	
<b>3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year</b>	

31

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

### 3.2 - Research Publications and Awards

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

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

15

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

13

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

M.C. College continuously strives to make aware students of social issues and for that various extension activities and outreach programmes are carried out from time to time. Various programmes like employment exchange registration drive, cleanliness drive, plantation drive, as well as a book collection drive have been conducted by the college so far. Various departments have conducted science fairs for the dissemination of science at Tapa H.S. School, Palhazi H.S. School and 834 No. Salekura L.P. School, Jania. NSS (National Service Scheme) have also conducted flood relief camps and also undertaken awareness program for flood relief and recorded data on the actual socio-economic and health conditions of the population of the adopted village of Patbaushi Nasatra. Even N.C.C, M.C. College Unit has conducted various outreach programs like Puneet Sagar Abhiyan which included the cleaning up of the Saulkhuwa river and also awareness regarding river pollution and it's proper cleanliness.

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

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

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

7

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

### 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

19

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

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

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

1110

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

### 3.4 - Collaboration

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

14



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

### 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

6

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

M. C. College with a land area of 47 bigha 3 katha 6 lessa has adequate infrastructure and physical facilities. The college campus is well protected by boundary wall. M. C. College has adequate number of classrooms, well-equipped laboratories, computer laboratories for the students. Moreover, the college has smart classrooms, seminar hall, digital classroom, conference hall with proper ICT facilities. Almost all the departments have moveable LCD projectors which they utilize for teaching learning as well as other academic activities. The college has two hostels for boys and girls. Common rooms are available for both the girls

and boys in the college. M. C. college has one canteen which provides delicious and hygienic food for both students and teachers. Pure drinking water facilities, hygienic toilet facilities (including toilet facility for differently abled students) are there in the college premises. The college has a big auditorium. M. C. College has a well-equipped, modern library containing text books, reference books, encyclopedias, dictionaries, rare books, periodicals and research journals. The college campus has internet facility which can be availed by the teachers and students.

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

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

The college has adequate facilities for various co-curricular activities. It provides well-furnished facilities for sports viz. Volleyball court, Badminton court, Basketball court. The college playground is biggest one with sufficient playing area of holding district as well as state level sport events. It is utilized for various sports events in annual college week, inter college competitions and other day-to-day practices. There is a pavilion near the college playground. A modern Gymnasium with several standard equipment is there in the college pavilion which can be used by the students. A storeroom is available in the college premises to store variety of sport items. Indoor game facilities like Chess, Carrom, Ludo etc. are available for the students. One sport instructor is appointed by the college authority to look after the sport section. The college has a large auditorium where various cultural activities, meetings etc. are held. One community Radio centre is there in the college. One open stage is there in the college premises where various scholastic and cultural programmes are organized and students can participate. M. C. College has one Yoga centre where Yoga practice is done.

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

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

14

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

14

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

16.5

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

#### 4.2 - Library as a Learning Resource

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

The Central Library of M. C. College, named as Kameswar Das Library, is a well-equipped, modern library with a carpet area of 6000 sq. ft. It has more than sixty thousand books including text books and reference books along with encyclopedias, dictionaries, rare books, periodicals and research journals. Currently, the network version of SOUL-2.0 is installed in the library. Kameswar Das library is partially automated. OPAC (Online Public Access Catalogue) service is there in the library. Readers can access books through this service. Two computers are installed in the entrance of the library for this purpose. The Library has a Digital Library section. Internet Service is available in the library by LAN as well as Wi-Fi facility which can be availed by both the students and teachers of the college. For the convenience of the students, the library regularly organizes Orientation Programme in the beginning of each academic session.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://www.mccollege.edu.in/library.php">http://www.mccollege.edu.in/library.php</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**C. Any 2 of the above**

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

**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)**

<b>1.78</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
45	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>
<b>4.3 - IT Infrastructure</b>	
<b>4.3.1 - Institution frequently updates its IT facilities including Wi-Fi</b>	
<p>M. C. college has good IT facilities with Wi-Fi and LAN connection. In the Departments of Science, Physics and Botany, computer laboratories are there. The college has one Language laboratory. Department of Mathematics, English and Economics jointly utilize this laboratory for their academic purpose. Department of Geography has one GIS laboratory for their use. Proper internet facilities are there in the college including LAN and Wi-Fi connectivity. Both students and teachers can avail these facilities. Besides, the Library has one digital section where students can utilize the internet facilities to enlighten their academic minds. The college has online portal available in the college website which is utilized for daily academic practices. This portal is also available in the form of app for mobiles. All the activities like admission, daily registrar of the students, leave application of the teachers etc. are done through this college app. the college has introduced Live platform during</p>	

the Covid-19 pandemic through M. C. College online portal which is utilized by the teachers for teaching-learning purpose. Online Grievance redressal system is introduced for the students currently. The college authority updates these services as and when required.

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

#### 4.3.2 - Number of Computers

71

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

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

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

13.65

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

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

M. C. college has proper systems and procedures for maintaining and utilizing academic and support facilities. Different committees are formed in order to maintain these facilities. Committees like Academic committee, Library committee, Campus Development committee, Disciplinary committee, Grievance Redressal Cell etc. are formed for the overall maintenance of academic discipline as well as infrastructural development of the college. For the infrastructure related works, demands come from various departments to the Principal of the college. The Principal places these demands to the Governing Body of the college. After getting approval from the Governing Body, the plan is executed through the Construction committee. The overall expenditure is done as per the financial rule of the college. For the requirement of the laboratories, the concerned Head of the departments provides the requirements to the Principal and the Principal fulfills it by proper mechanism. Different Sports facilities are provided to the students which are executed under Sports instructor. The cleanliness of the campus is confirmed by the concerned authority. The college is safe and secured with Security personals and CC camera installation. A night Chowkidar is kept in the college premise for the overall monitoring of the college at night.

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

STUDENT SUPPORT AND PROGRESSION	
<b>5.1 - Student Support</b>	
<b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
<b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>	
0	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>
<b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>	
<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
6	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health</b>	<b>D. 1 of the above</b>



and hygiene) ICT/computing skills	
File Description	Documents
Link to institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
233	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
233	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>B. Any 3 of the above</b>

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

## 5.2 - Student Progression

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

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

38

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

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

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

35

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

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

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

**Services/ State government examinations) during the year**

06

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

**5.3 - Student Participation and Activities**

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

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

4

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

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

M.C. College Students' Union was formed since the foundation of the college,. The college has its own Constitution which is duly followed in every step of the student election. By an active participation of the students of the college it is formed through a fair and democratic process. The Student union is mainly composed of a President, a Vice-President, General Secretary, Assistant General Secretary, Literary Secretary, Cultural Secretary, Debate Secretary, Social Service Secretary, Sports Secretary, Football Secretary, Volleyball Secretary, Cricket Secretary, Gymnasium Secretary,

Girls' Common Room Secretary and Boys' Common Room Secretary. Every year the Students' Union members are felicitated and a swearing in ceremony is held where all the respective representatives and Faculty Conveners are present.. The Students' Union members are also seen helping the newly admitted students and the Admission Committee members in smoothly running the admission process. The college has an active Career Counselling and Competitive Exam cell where yearly various career related programmes are organized. The Students' Union Representatives help in contacting the interested candidates in attending such programmes through various modes, be it through offline or online through the social media.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollege.edu.in/student_union.php">http://www.mccollege.edu.in/student_union.php</a>
Upload any additional information	No File Uploaded

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

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

30

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

Alumni Association, M.C.College, Barpeta is a newly formed association. The date of the formation of this association is 19.12.2021. Till now the association hasn't received any contribution from any institution either in cash or in kind. This newly formed association has organized three programs in association with three departments of the College.

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

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

E. <1Lakhs

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

To foster an open and interactive environment, the head of the institution strives to inculcate the vision and mission of the college not only among the learners and stakeholders, but also among the society in general. The governing body is the central authority and gives overall decisions to the college within the purview of statuses and guidelines followed by the University Grants Commission (UGC) and Gauhati University to which the college is affiliated. The principal serves as the chairperson of the college and runs several internal committees through detailed interactive sessions with the faculty members. The academic committee successfully conducts the process of teaching and learning through running exam boards for each semester, ensuring the implementation of the latest avenues of teaching and learning and inculcating a research culture among the teachers as well as the students. The administrative committee manages the admission, extracurricular, financial and infrastructural processes. The grievance redressal committee looks into the

complaints lodged by any students and resolves the issues without biasness. The advisory management committee helps with the smooth planning and execution of various policies pertaining to the overall development of the college in accordance to the institutional vision and policies.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollege.edu.in/mission.php">http://www.mccollege.edu.in/mission.php</a>
Upload any additional information	<a href="#">View File</a>

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

The authority and leadership of the institution operates through a decentralized system by carrying out several highly regulated and transparent practices under different internal committees managed by the IQAC of the college according to the guidelines set by NAAC. Each committee comprises of faculty members as coordinator, convener, co-convener and members and students as representatives. They are responsible for running both academic and non-academic activities in the college like admissions, exams, organizations of various cultural programs, talks from delegated persons, curriculum planning, purchases, campus development, welfare of the students, etc. The principal places proposals to the governing body for approval, after thoroughly assessing the plans. After approval from the governing body, the planning committee and construction committee executes the plan through proper financial rules and regulations of the college. The college receives aids from different governmental and nongovernmental grants like RUSA funds and from philanthropists in the form of donations. The curriculum of the college is set according to the one formulated by Gauhati University, as the college is government aided and is affiliated to Gauhati University.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollege.edu.in/committee.php">http://www.mccollege.edu.in/committee.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

M.C. College being the fourth oldest college in undivided Assam is located in a culturally rich, but economically backward region at the Headquarters of the district of Barpeta, Assam.

- Admissions of students into the college are completely transparent and based on merit. A total of 840 (600- Arts, 240- Science) of HS level, a total of 2400 at the undergraduate level (Arts and Science) and 30 postgraduate students are admitted in the college.
- The college is well facilitated with ...computer labs and has introduced ...new science labs for enabling hands on experience for the students.
- We have 14 ICT enabled classrooms and two digital boards with a multifunctional hall in the PG wing.
- There has been an establishment of NCC office and campus boundary wall.
- As per the current curriculum shaped by the NEP 2020 under the CBCS (Choice Based Credit System, the college has successful integrated diploma and certificate based courses in Apiculture (Certificate Course), Aquarium Technician (Certificate Course), Fish Breeding (Advanced Diploma), Organic Farming (Certificate Course). The total number of students enrolled in these courses are:
  - A vocational course on Beauty and wellness has also been started since.
  - A full-fledged canteen has been running to provide home cooked meals for the students and the teachers.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://www.mccollege.edu.in/index.php">http://www.mccollege.edu.in/index.php</a>
Upload any additional information	No File Uploaded

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

The college's principal and the governing board are in charge of overseeing the institution's smooth operation in accordance with a set of rules and guidelines. Assigning the IQAC coordinator, who oversees various internal committees for students and faculty members and governs the integral developmental part of the college, ensuring the smooth operation of all departments, and creating the student union body in accordance with the college's own constitution are all tasks that fall under their purview. The connections between the sections are strong. The Directorate of Higher Education, Assam approved the establishment of the governing body, which is in charge of overseeing all college operations. All of the decisions and resolutions decided by the governing body are implemented by the college's principal. The Principal carries out all decisions made at the G.B. meeting. The administration and finance systems are under the Principal's control as well. The heads of each department oversee the proper implementation of the curriculum, the daily schedule of classes, the course allocation for each faculty, the department's activities, meeting minutes, academic logbook, records of the alumni association, the department's seminar, internal exams, and other necessities.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollege.edu.in/employee_rules.php">http://www.mccollege.edu.in/employee_rules.php</a>
Link to Organogram of the Institution webpage	<a href="http://www.mccollege.edu.in/upload/igac_file/1659014780.pdf">http://www.mccollege.edu.in/upload/igac_file/1659014780.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above



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

### 6.3 - Faculty Empowerment Strategies

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

To meet the financial needs of all the staff members working at the college, the institution has been managing two staff benefit funds since 1980. The college has made the decision to run its own bank in order to offer significant financial assistance at a low interest rate because the rates of interest provided by government loans and loans from other public sector banks and private banks have become unsuitable and heavy mostly on the salary of the non-teaching staff. Additionally, it reduces the amount of unnecessary documentation needed to get the loan. Every member of the teaching staff makes a minimum monthly contribution of Rs. 2000 and is eligible for loans in accordance with the guidelines. The non-teaching personnel makes a contribution based on their financial capabilities. These funds have achieved great performance in financial relief to all the members.

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

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

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

0	
File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded
<b>6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year</b>	
<b>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</b>	
31	
File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>
<b>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.)</b>	
<b>6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year</b>	
28	

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

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

The college's teaching and non-teaching personnel submits the principal with performance appraisal reports following the successful conclusion of each academic session in a predetermined manner. Each report includes the designation, complete address, department names, working and teaching hours, publications, workshops, seminars, and webinars attended, professional training, professional visits as a resource person, and other information as required by the UGC to obtain API scores. The information in this appraisal report also includes details about the involvement of the teaching and non-teaching staff in a variety of on-campus and off-campus activities, extracurricular activities, departmental activities, volunteering at social events, various talks and events held at the college, memberships in clubs and societies, contributions made in the workplace, and more. After every academic session, these details are carefully documented and published in the college bulletin. The IQAC extensively evaluates the findings, which are then forwarded to higher authorities (DHE, Assam), before being submitted to DPC during promotions. All promotional activities for the college's teaching and non-teaching employees must include the performance evaluation report.

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

**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

**6.4.1 - Periodic internal and external financial audits are performed by the Institution.**

The institution frequently conducts internal and external audits at the conclusion of each fiscal year. Every three years, the government auditor conducts an external audit. The directorate of audits and accounting appoints the government auditor. The external auditor carefully examines and confirms all of the original receipts and invoices before processing them if there are no discrepancies. The accountant is required to fully explain any statement if the auditor objects to it in any spending report. The college conducts internal audits on a regular basis. The principal submits construction committee proposals, and the purchase committee carefully reviews all bills and vouchers of the expenditure statements, which include all departmental expenditures and programmes like RUSA grants, DHE funds, MHRD programmes, UGC programmes, NAAC programmes, scholarships, self-financing courses, alumni contributions, admissions, and examinations, as well as all internal revenue sources of the institution. At the conclusion of each fiscal year, a licensed chartered accountant is also given the responsibility of auditing the college's expenditures. The CA promptly provides the principal with an audit report detailing the costs associated with various certificate programmes, etc.

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

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

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

0.1

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

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

The college uses appropriate and traditional ways to mobilize finances effectively while making the best use of its resources. The construction committee submits a proposal for construction projects to G.B. for infrastructure development, and after receiving approval, accepts tenders for quote from the responsive contractors by properly serving notice in publications and on the college website. The construction committee evaluates the bids in front of the bidders before opening these quotations at a specific date. The committee ultimately chooses and approves the bid while taking the minimal price into consideration. The principal serves as the chairman of the building committee, which also includes a coordinator, a junior engineer, four teachers, and a senior assistant from the college. The committee carefully administers infrastructure grants from both government and non-government sources while keeping an eye on the caliber of the building supplies utilized for any development initiatives. Payment for these projects is made through PFMS, typically through online transactions, after receiving buying committee clearance.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollege.edu.in/upload/igac_file /1659014780.pdf">http://www.mccollege.edu.in/upload/igac_file /1659014780.pdf</a>
Upload any additional information	<a href="#">View File</a>

#### 6.5 - Internal Quality Assurance System

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

The college's IQAC is very effective and constantly committed to implementing best practices and other quality assurance procedures for the institution's internal development. For example, enabling the development of a learner-centered environment to impart quality in the process of teaching and learning; facilitating faculty enrichment through the use of ICT tools and digital workshops on soft skills, research methodology, and personal development; maintaining and developing institutional databases through MIS for the purpose of enhancing institutional quality; and preparing Annual Quality Assurance Reports (AQAR) in accordance with established standards. Additionally, IQAC hosts a number of internal workshops and seminars on quality-related topics, career counseling and guidance for extremely difficult exams like NET, SLET, and GATE, student support services to help students get better placements, free coaching for BANK and APSC exam preparation, among other things.

File Description	Documents
Paste link for additional information	<a href="http://www.mccollge.edu.in/igac.php">http://www.mccollge.edu.in/igac.php</a>
Upload any additional information	No File Uploaded

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

The college's IQAC is committed to improving students' internal quality through evaluation and ongoing assessment of all of their activities and academic achievement. The feedback committee is in charge of gathering all stakeholder feedback from the students. This information is then reviewed by the principal and presented to the G.B. for action so that a well-balanced academic environment and up-to-date infrastructure are guaranteed. The IQAC's several internal committees actively take part in the planning of numerous speeches and activities, even assuring the right curriculum of online classes held during COVID-19. Every department takes care of implementing mentoring and remedial classes for the weak students. An additional post-accreditation project undertaken by the IQAC is the introduction of suitable skill

development courses for the necessary development of skills and knowledge on entrepreneurship, which is crucial for a job-oriented attitude. Additionally, the IQAC has established a number of certificate and diploma programmes in the colleges, including those in organic farming, fish breeding, aquarium technicianships, apiculture, and beauty and wellness. These programmes are all highly essential in the employment market.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## **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

On the occasion of International Women,s Day, the Women,s Cell of M.C. College Barpeta in collaboration with IQAC of the college has organized a Health Awareness Campaign on 8th March, 2022 for the female inmates of Barpeta jail.

The institution has the provision of including women faculties in different professional bodies of the college such as admission committee, career counselling cell, examination board, code of conduct monitoring committee, campus monitoring committee etc.

As per UGC guidelines, the college has also an internal complain committee to provide a healthy and congenial atmosphere for the staff and students.

A well-equipped and spacious girls' common room is present in the M.C. College, Barpeta. It has attached bathroom facilities along with a sanitary napkin disposable machine which is maintained with hygienic condition.

The M. C. College campus has a day-care centre for taking care of young children during the daytime so as to make it convenient for the working stakeholders of the college to work smoothly. The centre is equipped with a good number of playing kits.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.mccollege.edu.in/upload/iqac_file/1659024789.pdf">http://www.mccollege.edu.in/upload/iqac_file/1659024789.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://www.mccollege.edu.in/upload/iqac_file/1659024789.pdf">http://www.mccollege.edu.in/upload/iqac_file/1659024789.pdf</a>

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

**A. 4 or All of the above**



File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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

For the proper management of wastes, separate dustbins for biodegradable and non-degradable waste are placed at different points inside the campus. The plastic waste generated inside the college campus are incinerated properly.

A good numbers of banners displaying different slogans related to environment are placed at different points in the college campus aiming to increase environmental consciousness among the students as well as other stakeholders.

The Girls, Common Room is equipped with the incinerator machine for the disposal of used sanitary napkin.

#### Liquid waste management

The liquid waste generated from different drains connected to laboratory, toilets, canteen etc. are collected in a common drain, outlet of which is connected with the specified drainage area for proper dispersal.

#### E- waste management

For the management of E-waste, a MoU has been signed with the Department of Computer Science, M. C. College, Barpeta. All the unused or damaged electronic devices are handed over to the department for proper recycling whenever possible and auctioning as per college guidelines.

#### Waste recycling system

All the biodegradable waste are recycled to vermicompost with the help of the vermicompost unit developed in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="http://www.mccollege.edu.in/upload/igac_file/1659025838.pdf">http://www.mccollege.edu.in/upload/igac_file/1659025838.pdf</a>
Any other relevant information	<a href="#">View File</a>

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

**B. Any 3 of the above**

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

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

<b>institution</b>	
<b>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</b>	<b>A. Any 4 or all of the above</b>
<b>File Description</b>	<b>Documents</b>
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b>	<b>A. Any 4 or all of the above</b>

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
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 M.C. College, Barpeta make prominent efforts for providing inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Some of such efforts are mentioned below:

The college authority pays special attention on the admission process as per Government reservation policy.

A special scholarship is provided to the meritorious students based on a test from the college authority. The top students were selected in various categories- unreserved, EWS, OBC/MOBC, SC, ST and single girl child every year.

The college also organises different events to provide inclusive environment such as-

1. Saraswati puja on the 5th February, 2021.
2. The 74th Independence Day on 15th August, 2021.
3. The 72nd Republic Day on 26th January, 2022.
4. National science Day on 28th February, 2022
5. International Women,s Day on 8th March,2022.
6. International Mathematics Day on 14th March,2022
7. College Week Celebration
8. Celebration of Technology Day on 11th May, 2022
9. International Family Day on 15th May, 2022
10. Celebration of world environment Day
11. Tithi of Shri Shri Sankardev

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

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

**Response:** In 2021-22 session M.C. College, Barpeta organized the following events to sensitize the students and employees towards the constitutional obligations -

1. The Department of Political Science, M.C. College, Barpeta organized a talk on "Parliamentary Practices in India" on 24th February 2022 to make familiar the students about present scenario of Parliamentary system in India. The 3rd Issue of JAGARAN, a journal of this department was also inaugurated on this day.
2. The Department of History, M. C. College, Barpeta organized a seminar and march to commemorate the historic "Dandi March" on 12th March, 2022. Professor Shah Alom Hussain of Bhanipur Anchalik College spoke on the importance of the Dandi March on this occasion.
3. The Women Cell, ACTA of M.C. College, Barpeta in collaboration with IQAC celebrated International Women's Day on the theme "Gender Equality today for a sustainable Tomorrow" on 8th March, 2022. On this occasion, a Health Awareness Campaign was organized for the female inmates of Barpeta Jail.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers,**

**B. Any 3 of the above**

**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**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**M.C. College, Barpeta has been regularly celebrating various national and international commemorative days and also organizes different events and festivals to enhance the internal quality of the stakeholders. During the session of 2021-2022, the college organizes the following events.**

- 1. International Women's Day on the theme "Gender Equality today for a sustainable Tomorrow" on 8th March, 2022.**
- 2. International Family Day was celebrated by the Dept. of Philosophy, M.C. College, Barpeta on 14th May, 2022.**
- 3. Department of Geography, M. C College, Barpeta celebrated World Water Day.**
- 4. UN International English Language Day on the topic: "Challenges of teaching English to vernacular medium students".**
- 5. National Science Day-2022 was Celebrated by Botany, Zoology and Physics Department of M.C. College, Barpeta.**

6. "Technology Day" was celebrated by the Department of Physics, M.C. College, Barpeta
7. World Environment Day on the theme "Only one earth".
8. Celebration of World Wildlife Day
9. Celebration of World Wetland Day-2022
10. Celebration of 76th Independence Day

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

## 7.2 - Best Practices

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

### Best Practice-1

#### Title of the Practice:

Celebration of national and international commemorative days, events and festivals

#### Objective of the Practice:

1. To organize events and programmes to aware all the stakeholders.

#### The context:

The college has been regularly celebrating various national and international commemorative days and also organizes different events and festivals to enhance the internal quality of the stakeholders

#### The Practice:

The college authority encourages all the academic departments and respective committees with financial assistance.

**Evidence of success:**

The college organizes 10 different events in the session related to days of national and international importance.

**Problems encountered and resource required:**

1. A sizeable section of students does not show enthusiasm to the events.

**Best Practice-2**

**Title of the Practice:** Clean, Green and healthy ecosystem within the college campus

**Objective of the Practice:**

Creating clean and green campus and promoting green practices.

**The context:**

Located in the urban area, the college is surrounded by buildings and constructions, maintaining a green college campus are of prime importance.

**The Practice:**

Awareness and plantation programmes are frequently organized among the students. Rain water harvesting units are being installed. Separate dustbins for waste collection and proper disposal of waste are being done.

**Evidence of success:**

The college has a lush green campus which harbours many economically important plants. Students take initiatives in keeping the college campus clean and green.

**Problems encountered and resource required:**

Seasonal flood and intervention from the district authority by using college campus for election purpose.



File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

M. C. College, Barpeta always intends to highlight the cultural prominence of the locality. People of this locality enthusiastically practice and imbibe the culture of Bhaktidharma preached by Mahapurush Srimanta Sankardeva and Madhabdeva, the two cultural icons of Assam. Located in such a place of Vaishnavite learning and practice, our college make its best effort to display several aspects of glamorous culture. During the period 2021-22, the institution has taken various initiatives for providing a platform to the students in the cultural field by organizing various cultural events with the aim and objective of popularizing several cultural peculiarities of Barpeta in particular and Assam in general.

Department of Anthropology organized a seminar on 18th November, 2021 on the theme "Folk Culture of Barpeta in Anthropological Perspectives". It was an illuminating event. Moreover, on 12th April, 2022, the Department of Anthropology organized an event to highlight special features of Bihu, jubilantly celebrated all over Assam. The department of Assamese also successfully organized a commemorative event on 27th August, 2022 on the occasion of the death anniversary of Shri Shri Sankardev.

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

7.3.2 - Plan of action for the next academic year

1. Initiatives for including more Add On and value added courses for skill enhancement.
2. Introduction of more PG programmes.

3. To increase the number of placements through the Career Counseling and Placement Cell.
4. To encourage the faculty members for research publications in reputed journals
5. To apply for NAAC assessment for the 3rd cycle.

NAAC