



# YEARLY STATUS REPORT - 2022-2023

## Part A

### Data of the Institution

#### 1. Name of the Institution

TINSUKIA COLLEGE

- Name of the Head of the institution **Dr. Surjya Chutia**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03742338340**
- Mobile No: **9101216063**
- Registered e-mail **tinsukiacollege1956@gmail.com**
- Alternate e-mail **principaltinsukiacollege@rediffmail.com**
- Address **Near Tinsukia District Sports Association Ground (Kachujan Stadium)**
- City/Town **Tinsukia**
- State/UT **Assam**
- Pin Code **786125**

#### 2. Institutional status

- Affiliated / Constitution Colleges **Affiliated College**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Dibrugarh University**
- Name of the IQAC Coordinator **Dr. Bulbul Gogoi**
- Phone No. **9954670842**
- Alternate phone No. **7002806305**
- Mobile **9954670842**
- IQAC e-mail address **tinsukiacollegeiqac@gmail.com**
- Alternate e-mail address **bulgog@gmail.com**

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

<https://tinsukiacollege.in/data/page/aqar-list/>

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

**Yes**

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

<https://tinsukiacollege.in/data/page/academic-calender/>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>73.75</b>	<b>2004</b>	<b>16/02/2004</b>	<b>15/02/2009</b>
<b>Cycle 2</b>	<b>B+</b>	<b>2.55</b>	<b>2016</b>	<b>16/09/2009</b>	<b>15/09/2016</b>
<b>Cycle 3</b>	<b>B+</b>	<b>2.73</b>	<b>2023</b>	<b>16/09/2016</b>	<b>15/09/2021</b>

**6. Date of Establishment of IQAC**

**21/04/2005**

**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 1</b>	<b>Fee Waive</b>	<b>State Govt</b>	<b>2022-23</b>	<b>63,33657</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**      **3**

- 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)**

\* Invited NAAC team for assessment for accreditation and accredited B+ Grade \* Enhanced the IT facility for better teaching - learning method \* A Banana Orchard is set up \* Numbers of Awareness Career counseling and Competitive Exam guidance programs are conducted in various fields \* Started new certificate courses \* Signed MoU with new Organization

**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 Increase the number of MoU with the Institutions of repute for student and teacher exchange including research & development and internship	Signing MoU with various Institutions/organizatins had had been increased
To Conduct career counselling and awareness programmes for the students for Higher studies and employment	A number of awareness/ career counselling and employability programs had been conducted
Conducting various programmes for the stakeholders such as Parent -Teacher meet, Alumni meet etc.	Programs on Alumni meet and parent teacher meeting had been conducted
Conducting training/workshop/FDP for both teaching and non teaching staff	A training program for non-teaching staff had conducted
Communicating to University for introducing PG courses in some departments	Permission for introducing PG Courses in Progress
Organized community development programmes	A number of Programs on Community development are conducted in association with NSS/NCC unit of the College

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	03/01/2024

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

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	<b>TINSUKIA COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Surjya Chutia</b>
• Designation	<b>Principal</b>
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• Name of the IQAC Coordinator	Dr. Bulbul Gogoi				
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• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://tinsukiacollege.in/data/page/academic-calender/">https://tinsukiacollege.in/data/page/academic-calender/</a>				
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Cycle 3	B+	2.73	2023	16/09/2016	15/09/2021
<b>6.Date of Establishment of IQAC</b>			21/04/2005		
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
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<b>13.Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body	03/01/2024
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021-2022	15/02/2023
<b>15.Multidisciplinary / interdisciplinary</b>	



Tinsukia College, being an institution of higher education with multidisciplinary faculties (Arts, Science, Commerce, BBA and BCA) has already been offering a widerange of courses across disciplines enabling the faculty members already oriented to the structure and workings of multidisciplinary courses. Therefore, the institution is fully geared up for the implementation of the New Education Policy 2020. Since the introduction of Choice Based Credit System, the college has been offering multidisciplinary/interdisciplinary courses which would enable holistic education across the sciences, social sciences, arts, humanities.

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

Since Tinsukia College is a provincialised college affiliated to Dibrugarh University, it has not met the eligibility requirements to register with Academic Bank of Credits (ABC) under the New Education Policy 2020. However, the college aspires to become an autonomous college in the near future and once this aspiration is met it will work wholeheartedly to fulfill the eligibility requirements to register itself with the Academic Bank of Credits in accordance with the NEP, 2020.

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

The college offers skill enhancement courses which are designed for skill development in order to generate employability skills of the students. Some of the skill development courses that are offered in the college includes- Beautician and Wellness, e-Commerce, Entrepreneurship Development, Vermicomposting, Wildlife photography, Tourism and Travel Management, Cutting and Tailoring etc.

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

In order to appreciate linguistic differences of the nation, the College has four Language departments viz. Assamese, Bengali, English and Hindi offering honours courses. The course curriculum under the Choice Based Credit System incorporates a wide range of themes regarding the rich socio-cultural heritage, and Indian Knowledge System. Conventional classroom lectures are delivered in both English and vernacular languages for the convenience of the students. Besides, the students have the liberty to write their answers in either English or Assamese (Except literature subjects). A Yoga Study Centre, Hindi translation course, Nonformal Sanskrit Education Centre, are also available in the college.

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

Since the institution is affiliated to Dibrugarh University, the affiliating university is the sole authority to design the course curriculum. However the college uses different criteria to evaluate the effectiveness of programmes and course outcomes through internal sessional examination, external university examination, field works, projects, individual and group presentations etc. To maximize the outcome of the learning process the college.

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

The college has a study centre of K.K. Handique State Open University which offers various undergraduate and post-graduate programmes. Also, the deliver online classes in all the subjects in addition to normal classes.

**Extended Profile****1.Programme**

1.1	518
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	2770
Number of students during the year	

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

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

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

2.3	719
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	70
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	72
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	51
Total number of Classrooms and Seminar halls	
4.2	63.34
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	130
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<ul style="list-style-type: none"> <li>Tinsukia College being an affiliated college under Dibrugarh</li> </ul>	

University has to follow a predetermined syllabus prescribed by the parent university.

- The Institution has its own strategy to implement the university planned curriculum. Implementation of the curriculum is carried out through both traditional methods (chalk and talk) and with the aid of ICT tool.
- At the commencement of each academic year, every department chalks out the teaching plan for the semester and allots different units of the syllabi among the faculty members through a DMC meeting.
- A Central Routine for classes is prepared in every semester.
- For recording and monitoring of progression of courses, a Teachers' Diary has been implemented. The Principal verifies the Diaries of the Teachers. The co-curricular activities are also designed to contribute towards the enhancement and enrichment of the curricular topics. Activities like observation of important days, guest lectures, conduction of departmental level seminars and workshops, field trips, educational trips etc. facilitate experiential learning.
- A students' feedback mechanism is at place which is maintained by the Grievance Redressal and Feedback Cell.
- An effective way of assessing the students during a semester period is the procedure of Internal Assessment.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

An academic calendar (AC) is prepared for each academic year in consultation with the 'AC for UG colleges' and the holiday list published by Dibrugarh University. The college AC is attached with the Prospectus which is released one-month ahead of a new Academic Session. A full-fledged class routine is prepared satisfying all the norms of UG programmes and courses offered by Dibrugarh University. Regular classes of odd-semesters start after the completion of admission of TDC 1st Semester.

- An examination committee is formed by the Principal for an entire academic year. The committee conducts both in-

semester and end-semester examinations. The question papers setting and evaluations of answer scripts are done in concerned departments.

- The college being an affiliated college of the Dibrugarh University (D.U.) follows the academic calendar prescribed by D.U.
- At the beginning of each academic session a joint-meeting of Faculties, HoD's and Principal are conducted to chalk out strategies for thorough implementation of the academic and other activities.
- An effective way of assessing the students during the period of an academic session is the procedure of Internal Assessment.
- In mid-semester breaks field trips and academic visits are arranged as well.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://tinsukiacollege.in/data/page/academic-calender/">https://tinsukiacollege.in/data/page/academic-calender/</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**

**B. Any 3 of the above**

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

## 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**

**16**

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
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**

**76**

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

**76**

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

#### Gender Sensitization:

The courses offered by different departments related to gender issues includes: Philosophy of Feminism, Feminism: Theory and Practice, Human Rights in Comparative Perspectives, Women's Writings, and Contemporary India: Women and Empowerment, Entrepreneurship.

#### Environment & Sustainability:

For the integration of cross cutting issues which are relevant to environment and sustainability, various teaching departments offer courses which includes Green Chemistry, Industrial Chemical and Environment, Disaster Management, Climatology, Climate Change Vulnerability and Adaptation, Environmental Geography, Industrial Geography, Disaster Management and field work, Biodiversity, Sustainable Development, Basics of Vermicompost, Vermicompost Technology, Industrial and Environmental Microbiology, Natural Resource Management, Principles of Ecology, Animal Diversity, Fundamentals of Biochemistry, Physiology: Life Sustaining System etc.

#### Moral Values, Human Values & Professional Ethics

The institute is highly committed to disseminate knowledge of ethics, morality and values by introducing various courses such as Human Rights in Comparative Perspectives, Applied Ethics, Indian Ethics, Western Ethics, Social Philosophy and Meta Ethics, Labour and Industrial Law in order to enable the students to inculcate and practice the spirit of human values in the true sense of the term.

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**

09

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
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**

213

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

**1.4 - Feedback System**

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

C. Any 2 of the above



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

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://tinsukiacollege.in/data/page/feedback-report-of-the-institution/">https://tinsukiacollege.in/data/page/feedback-report-of-the-institution/</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

870

File Description	Documents
Any additional information	No File Uploaded
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**

398

File Description	Documents
Any additional information	No File Uploaded
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

The assessment of learning level of the students is made by the teachers during the classrooms teaching and conducting class through sessional examinations, short-seminars, assignments, group discussion etc; on the basis of which slow and advanced learners are identified. Specific teaching-learning and interaction methodologies are adopted separately for both the categories of students after threadbare discussion among the teachers of respective departments. The faculty members of our college precede an integrated approach to these classes of students.

### Slow Learners

Remedial classes are normally arranged for slow learners to bridge the gap with the other learners. The vernacular language including Hindi is being used for them so that they can easily understand the subject and engaged them with the same topic until their improvements.

### Advanced Learners

The advanced learners are identified by the respective departments and are encouraged to learn beyond the stipulated course module. Tutorials and extra classes are arranged to provide them with references books, journals, periodicals, E-resources available in OER, audio-visuals, etc. Moreover the teachers constantly encourage and motivate these students.

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

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

Number of Students	Number of Teachers
2770	70

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

Tinsukia College provides a good platform for students to develop indigenous skills, knowledge, attitudes and values to shape their proper behaviours. For enhancing learning experiences our teachers adopt lecture method, interactive method, project and field work method, computer-assisted method, experimental method etc.

#### Experimental Learning:

Each department conducts student-centric programmes to support students in their experiential learning as follow Science stream take up laboratory sessions. Working Model/Project prepared by students. Counselling with the help of NPTEL, OER etc

#### Participatory Learning:

Seminar Presentation helps the students to develop technical skills. They also encourage writing and publishing articles in College Magazines.

#### Problem Solving Methods:

College organizes expert lectures on various topics and motivate students for participating in competitions. Some of the initiatives in this regards are as follows: Field trips and educational excursions are organised to various historical sites, bio diversity hot spots, scientific institutions, NGO's Gram-Panchayats and museums. Teaching departments encourage students to acquire and develop problem solving skills. For this college organises expert lectures on various topics. Environment & Climate Cell and Eco Club helps students to understand the significance of environmental protection for sustainable development.

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

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

The College is a Wi-fi enabled campus with 50 Mbps. Departments takes opportunities to upgrade the knowledge from it. Virtual labs are also conducted for a few laboratories. Few of the ICT enabled pedagogy tools uses in our college are:

- Extensively uses of ICT enabled tools by the teachers for interactive teaching to employ student-centric methods.
- Online classes by various platforms are adopted by teachers in addition to the traditional classroom set-up.
- Invited lectures, seminars/webinars, talks, workshops, trainings are organized with ICT.
- Teachers use PPT's with LCD projectors for making the lectures more interesting and interactive.
- The college has a number of computer labs with Wi-Fi facility for using educational softwares.
- The college has a state-of-the-art Language Lab.
- The college has established an IT cell. It conducts training programmes for in-house faculty members, students and office staff.
- Teachers encourage students to use E-books and E-resources available on different platforms..
- The college also has a good sound system for conducting departmental seminars, presentations, group presentations, special lectures, etc.
- Students are also shown educational video on different topics from time to time.

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

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )****2.3.3.1 - Number of mentors**

70

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

70

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**

39

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

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

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

1123

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.

Evaluation process of UG programme has twin components of In-Semester and End-semester evaluation. In-semester examination constitutes Internal Assessment and carries a weightage of 20%. Such Internal Assessment is done in a transparent manner as per the regulations of Dibrugarh University.

- Internal Assessment marks are awarded by the college as per the Dibrugarh University regulation for UG courses which states that there should be a compulsory element of Internal Assessment for 20% marks in each course and shall be based on the following criterion:

1. Sessional examination 1: 25% of the marks allotted for internal assessment.
2. Sessional examination 2: 25% of the marks allotted for internal assessment.
3. Seminars/Group discussions: 25% of the marks allotted for internal assessment.

4. Attendance: 25% of the marks allotted for internal assessment.

- At the beginning of the session a student-orientation programme is conducted in every teaching departments to appraise the procedure of Internal Assessment and progression of students.
- Tentative schedule of such Sessional Examination and other components of Internal Assessment is given in advance through academic calendar.
- After evaluation of the answer scripts of Sessional Examination, it is shown to the students. Later it is collected back from the students.

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

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

- There are provisions for redressal of grievances within the college for in-semester examination and other components of Internal Assessment like Home-Assignment, Projects, Group Discussion etc.
- Sessional examinations for the purpose of internal assessment is conducted by the college examination board which is independent from the teaching departments. Such examination board is constituted every year. Teachers are drawn from different departments and are headed by Vice-Principal.
- The college examination board conducts the sessional examinations as per the tentative schedule mentioned in the academic calendar. Hence the chance of any personal bias against any student is minimum as teaching departments have no direct role to play in conduction of such examinations.
- If any of the students has any grievance they can approach the Vice-Principal or concerned HoD. After receiving such complaints it is immediately brought to the notice of the concerned teacher and anomalies are immediately rectified.
- Since answer scripts of sessional examination are shown to the students after its evaluation it minimizes the chance of grievances thereby making the whole process transparent and student-friendly.

- If any student is not satisfied with the marks he/she can approach the Grievance Redressal Cell which includes student representatives along with faculty members and Principal.

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

## 2.6 - Student Performance and Learning Outcomes

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

- At the beginning of every academic session the head of the institution convenes a meeting of all HoD's which is also attended by the Vice Principal and Librarian. Necessary strategies are formulated for smooth running of the programmes of other academic events.
- The Principal of the college also convenes a meeting of all the faculty members where threadbare discussions are held regarding various academic matters including the holding of sessional examinations and other activities to be conducted by the various teaching departments.
- The HoDs of various teaching departments conducts orientations for students to appraise them about different elements of course curriculum for the forthcoming semester and tentative schedule for internal evaluation and other academic activities to be performed.
- Faculty members of the college also participate in different workshops and seminars relating to revision of syllabus, curriculum and other related issues. Some of the faculty members of the college are also the member of the expert committee constituted by the affiliating university for revision of courses and programmes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://tinsukiacollege.in/data/page/course-outcome/">https://tinsukiacollege.in/data/page/course-outcome/</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.

The college uses different criteria to evaluate the effectiveness of programme and course outcomes through internal sessional examination, external university examination, field works, projects, individual and group presentations etc.

- For tracking the performance of the students, the college evaluate through internal sessional examinations, home assignment, projects, individual and group presentation etc.
- External End-semester examination is conducted by the parent university consisting of 80% marks for each course. Evaluation through such external university examination directly measures the attainment of each course of study.
- In case of science stream compulsory practical examinations are conducted in the presence of external evaluator for each student to assess their attainment.
- To maximize the outcome of the learning process the college organizes seminars and workshops from time to time. Moreover to facilitate learning educative tools like computer laboratories, smart boards and power-point presentations have also been introduced.
- Course curriculum of some of the UG programmes like B.Com., BCA, Mathematics and Statistics have compulsory element of practical training in different courses like Accounting, Income Tax, E-Commerce and Computer Application in Business. The performance of students are evaluated through on-site practical examination in computer lab using necessary software.

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

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

483

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)**

<https://tinsukiacollege.in/data/page/student-satisfaction-survey/>

## 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)	No File Uploaded

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

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

0

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

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

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

04

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

07

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**

27

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

The college organizes different extension and social activities to sensitize students towards various social issues afflicting society. Following activities are normally conducted by the college every year under the umbrella of extension activities.

- The CWSD organize various programmes and activities pertaining to gender awareness and development programmes.
- The Red Ribbon club in association of NSS of the college organizes various programmes related to health awareness such as health check-up camps, blood donation camps and anti-drug campaign programmes.
- Eco Club and Environment & Climate Cell of the college organizes various programmes both inside and outside the campus on different issues pertaining to the environmental hazards and pollution, over-exploitation of natural resources, carbon neutrality, ecological concern and dangers to biodiversity, climate change etc.
- The college has a very strong, vibrant and active NCC wing both for boys and girls. Such NCC wings function under the supervision of Indian Arm Forces, Dibrugarh. The cadets participate in Republic Day and Independence Day parade celebrated by District authority.

File Description	Documents
Paste link for additional information	<a href="https://tinsukiacollege.in/data/page/extension-activities-of-nss/">https://tinsukiacollege.in/data/page/extension-activities-of-nss/</a>
Upload any additional information	<a href="#">View File</a>

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

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

01

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

14

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

631

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

3

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
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

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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.

Being the oldest college in Tinsukia District it tries best to provide an excellent physical infrastructure to its students, majority of whom are first generation learners. The college has an infrastructure built on sprawling campus covering an area of about 18 bighas. The facilities include a big central library well stocked with books and journals, photocopies, computer labs, well-equipped laboratories, girls' hostel, audio-visual rooms, auditorium, seminar halls, canteen, canopy etc.

- The college has forty two classrooms used for Academic purposes. The college is also constructing an additional thirteen class rooms under RUSA 2.0 scheme. Such upgradation of infrastructure will help college to start new programmes.
- The college has two audio-visual rooms/halls which are used from time to time to deliver lecture in ICT mode.
- The college has a well stocked central library having 50,000 titles. The library also has SOUL 2.0 and Inflibnet system which help online access of E-books and journals.
- The college has twelve well equipped laboratories which are used for conducting various types of scientific experiments and projects..
- The college has hostel facilities for girls on campus of the college. It has a capacity of one hundred and twenty four boarders.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://tinsukiacollege.in/data/page/girls-hostel-facility/">https://tinsukiacollege.in/data/page/girls-hostel-facility/</a>

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

Games and Sports plays a pivotal role in shaping the all round development of personality of students recognizing the fact that the college has taken several steps to augment facilities for sports, games and cultural events. Some of these facilities include:

- Cultural activities of the college are undertaken by the college authorities with the help of Tinsukia College Students' Union. Teachers-in-Charge are also appointed to look after the cultural event of the college.
- The college has a full-fledged auditorium having a sitting capacity of 500 persons which is used for holding various cultural events and programmes.
- The college also has a multipurpose hall with a sitting capacity of nearly 300 persons equipped with a LCD projector and sound system.
- The college also has a Volleyball, Basketball and Badminton court attached to the main campus.
- A fifteen stationed state- of-the-art multi-gym facility is available in the college for both faculties and students of the college. It is equipped with an Olympic set, stands for bench-press and squat mounted on a strong wooden plate form.
- Yoga-cum-Meditation Centre is available for practicing yoga and meditation regularly with a sitting capacity of 50 persons.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://tinsukiacollege.in/data/page/fitness-centre/">https://tinsukiacollege.in/data/page/fitness-centre/</a>

#### 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)****33.97**

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 Tinsukia College Central Library has more than 52,000 collections of books covering textbooks, reference books, book bank which is stacked in different sections of the library. There are separate reading rooms for both teachers and students. Moreover, the library is now connected with Internet facility through Wi-Fi. A well equipped Computer section of the library is supporting the students and teachers by opening up the world of online educational resources. The library subscribes more than 10 journals of National and International repute in various subject areas. The Library provides online Old Question Papers access facility to its users by using QR code.

**ILMS in the Library:** The library is partially automated and uses the SOUL 3.0 software. The entire library collection is computer-catalogued and searchable through OPAC. Users can search a book via author, title, keyword, accession number, subject, class number, ISBN, publisher, year of publication, etc.

**Barcode Attendance:** Barcode based attendance system for both students and staff from 14-07-2023.

**Membership of E-Contents:** The library has a collection of 6,000+ e journals and 1, 95,811+ e-books (accessible through INFLIBNET-NLIST) for research and teaching purpose and also club member of NDLI that can access 6,00,000 E-books through NDLI.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://tinsukiacollege.in/data/page/central-library-facility/">https://tinsukiacollege.in/data/page/central-library-facility/</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**

**B. Any 3 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)**

**59677**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<a href="#">View File</a>
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**

**24.075**

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

The IT facilities of the college are adequate for teaching, non-teaching staff as well as students. The College has an IT Cell to keep it up-to-date for smooth functioning. In addition to internet networking system of capacity 50 Mbps the college has Wi-Fi router connection. The college also provides computer facility to the students to learn experimentally and to gain access to cutting-edge technologies in the IT Sector. It is also used for preparing projects, seminar/webinars and participation in various competitions including developing technical skills. The IT components are also upgraded from time to time according to our requirements.

Following IT facilities are available for academic and other activities:

- Desktop computers in all Departments/Offices/ Centres/Cells/ Central Library
- 130 computers/desktops are available in the college.
- DeskJet/Laser Printers provided in all departments.
- Desktop computers & LCD projectors available in all smart classrooms.
- Curriculum based software are regularly updated as per needs.

Latest software & tools are also available to enable the students to work on data analysis, computing technologies, web technologies and software designing.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://tinsukiacollege.in/data/page/central-it-laboratory/">https://tinsukiacollege.in/data/page/central-it-laboratory/</a>

**4.3.2 - Number of Computers****130**

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

**4.3.3 - Bandwidth of internet connection in the Institution****B. 30 - 50MBPS**

File Description	Documents
Upload any additional Information	<b>No File Uploaded</b>
Details of available bandwidth of internet connection in the Institution	<b>No File Uploaded</b>

**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)****49.53**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Audited statements of accounts.	<b>No File Uploaded</b>
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.

**The maintenance of physical infrastructure including academic support facilities are sufficiently ensured through multiple channels.**

- **Academic Blocks:** Academic buildings of the college are looked after by the specific teacher-in-charge including conference room and auditorium.
- **Electrical Installation:** Electrical installation including running water facility is looked after by a contractual electrician and a plumber. These installations are supervised by a teacher-in-charge.
- **Computers:** A full-fledged IT cell exists in the college which is responsible for acquisition and maintenance of computers and IT facilities. The college has appointed an IT consultant for this purpose.
- **Library:** The College has a Library committee which is responsible for all affairs of the library. It is headed by the Principal of the college and by other members.
- **Girls' Hostel:** Girls' Hostel of the college is also looked after by a separate Hostel committee constituting of Principal, Warden, Teachers and full-time members.
- **Laboratory:** Science laboratories of the college are under the direct supervision of the concerned HoD or Teacher-in-Charge.
- **Canteen:** The college authority has constituted an independent Canteen Committee headed by the Vice-Principal of the college.
- **ATM (SBI) facility available in the College**

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

186

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

**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**

C. 2 of the above

File Description	Documents
Link to institutional website	<a href="https://tinsukiacollege.in/data/page/capacity-building-skill-enhancement-programme/">https://tinsukiacollege.in/data/page/capacity-building-skill-enhancement-programme/</a>
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>	
135	
<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>	
135	
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>A. All of the above</b>
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<b>No File Uploaded</b>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>
<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of placement of outgoing students during the year</b>	
<b>5.2.1.1 - Number of outgoing students placed during the year</b>	

18

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**

11

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.**



08

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 )

- Tinsukia College Students' Union is the apex body representing students of the college. The Body is constituted as per the provisions of the Constitution of the Tisukia College Students' union who undertakes various co-curricular activities as per their Constitution. Some of the activities of the Students' Union are:
  1. Functions within the modalities set by the constitution,
  2. Organizes Cultural Programs and Competitions,
  3. Organizes different games and sports,
  4. Setting up 'Help Desk' during the time of admission,
- Besides academic activities other activities such as cultural, extra-curricular, sports etc. are organized by the students' union under the direct supervision of different faculty members.
- The students' council also brings out the annual college magazine "Monisha" under the supervision of an editorial board constituted by the Principal of the college.
- The college also has a class representative system in place. The class representatives of the respective classes help his fellow students/friends to sort out their grievances with the help of faculty members and college authorities.
- They also facilitate students to participate on an off-campus cultural and sports events where respective council members accompany participants under the supervision of teacher-in-charge.

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

### 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

32

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

Tinsukia College is an old premier institution in the district of Tinsukia established way back in 1956. Since then the institution have been producing many distinguished alumnae and they are showing their expertise in various fields of Medical & Engineering, Art & Culture, Business Entrepreneurship etc. and have been contributing in their personal level for the betterment of the institution as well. However they have come together, for this common cause, to a single platform as Tinsukia College Alumni Association only in 1981, the year of silver jubilee celebration. Thereafter the association has been extending their help and support from time to time in respect of academic and infrastructural development of their beloved institution. Their venture reached the peak at the years of celebration of both Golden and Diamond Jubilee through an overwhelming participation

and contribution. The association is registered under society act and the present committee is taking necessary steps for organizing various programmes.

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

**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

#### VISION

To create an institution of higher learning with a view to developing human resources by inducing human values, healthy culture, a passion for learning and inculcating a true spirit of nationalism.

#### MISSION

1. To provide value based education with special emphasis to need based and professional education.
2. To develop skill to encourage intellectual pursuit and passion for knowledge.
3. To study and preserve the cultural, ethnic and natural heritage of the region.
4. To promote research culture and positive outlook.
5. To promote extension activities.

6. To create awareness amongst the students against all social injustices.

These are all reflected in the programs of the College

File Description	Documents
Paste link for additional information	<a href="https://tinsukiacollege.in/data/page/mission-vision/">https://tinsukiacollege.in/data/page/mission-vision/</a>
Upload any additional information	No File Uploaded

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

The college promotes participative management by constituting different committees for the effective management of different institutional activities - be it academic, administrative or co-curricular and extra-curricular.

There are different committees at present working in the college for effective and timely implementations of the plans as well as frames policies to achieve the overall goals of the institutions.

Faculty members are also involved in preparing projects monitoring, implementation and exercising managerial controls.

Faculty members are also nominated to college Governing Body.

The Principal delegates his authority to different committees to achieve decentralized governance system.

The headship of the different teaching departments is rotated after every three years which also helps to groom leadership and decentralization of authority.

Students' leadership is groomed through the Tinsukia College Students' Union, NCC, NSS, Eco Club, Red Ribbon Club etc.

File Description	Documents
Paste link for additional information	Nil
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

Tinsukia College aspires to uphold a centre-of-excellence by creating an environment of competitive academic activities, research and personality development. The principal along with the other stake holders encourage the teachers, students and noteaching staff to continue the quest for excellence. To achieve these objectives the college has adopted some effective procedures and formulated bodies for monitoring and evaluating its policies and plans.

The teaching departments take care of the implementation of the academic policies as per the academic calendar of the college.

The construction and development committee looks after the infrastructural development of the college which includes academic, recreational, co-curricular and others.

The academic committee is authorized to plan, implement and monitor academic activities of the institution.

The IQAC of the college is entrusted with the responsibility of designing and formulation of the quality policies and plans.

The NSS unit looks after the extension activities to be carried out during the year.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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 academic part of policies are framed by the affiliating University i.e. Dibrugarh University. The administrative policies are set by Directorate of Higher Education, Govt. of Assam.

The Governing Body (GB) of Tinsukia College is constituted as per

the Assam Government Rule and it is the supreme decision making authority under the Assam College Employee Provincialisation Act 2005.

Principal is the overall head of the institution. Vice-Principal looks after all the academic matters. Head of the Teaching Departments take necessary measures for smooth functioning of the department in compliance with the Principal office.

Tinsukia College has an Internal Quality Assurance Cell works towards quality sustenance and enhancement following the guidelines of UGC/NAAC.

For smooth functioning of the college the principal constitutes Academic Committee, Construction Committee, Purchase Committee, Disciplinary Action Committee, Admission Committee, Examination Board, Information & Technology Cell, College Students' Union, etc.

The staffs of the office of the Principal are supervised by the S.A.s. The Central Library is maintained by a Librarian, assisted by an Assistant Librarian, library staffs and library attendant.

For the appointment of faculty as Assistant Professor proper guidelines are to be followed as framed by the Director of Higher Education, Govt. of Assam.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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

- Welfare measures for teaching and non-teaching staff:
- Teaching staff avails all kinds of leave facilities and retirement benefits as per Government norms.
- Canteen facility
- Staff Common Room
- Crèche facility
- ATM facility
- Potable drinking water facility
- ICT facility
- Reprographic facility
- Reservation facility for employees' wards

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

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

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

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

1

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

11



File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
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

- Performance Appraisal Report and duly verified by concerned HoD, such report is submitted in the IQAC office. The IQAC of the college is entrusted with the responsibility of collecting such report. The IQAC of the college assures the report and forward the report to the Principal of the college.
- Tinsukia College follows PBAS (Performance Based Appraisal System) as per UGC regulation.
- At the time of promotion of the faculty members the principal submits the Annul Confidential Report (ACR) based on self appraisal report submitted by the faculties. Any adverse remark in ACR is taken seriously by the Director of Higher Education, Assam.
- Every faculty member of the college is also required to maintain a 'Teachers' Diary'.
- Performance Appraisal System of non-teaching staff is done as per the service rule of the government of Assam.
- Confidential reports of the non-teaching staff are done by the office superintendent. These reports are then submitted to the Office of The Principal for final approval and necessary action.

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

Financial audits of the college are conducted regularly in accordance with the financial rules of the Govt. of Assam. Following are the various types of financial audits conducted by the college

1. **Internal Audit:** The Internal audit of the college is conducted annually by a qualified Chartered Accountant every year. Such internal audit is made compulsory by the Governing Body (GB) of the college. The internal auditor is appointed by the college GB every year.

2. **Government Audit:** The Government audit of the college is compulsory as per the financial rules of the Govt. of Assam. Such audit is conducted by the staffs of the Government of Assam drawn from Audit and Accounts Wing of the Government of Assam.

3. **Special Audit:** The Special audits in respect of utilization of grants are received from various funding agencies like UGC, DST, Govt. of Assam, RUSA, ICSSR, DBT etc. in accordance with time.

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)**

1

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	<a href="#">View File</a>
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

##### Mobilization of Fund:

1. As a provincialised college, Assam, the salaries of the permanent faculty members and non-teaching staffs is borne by Govt. of Assam.
2. Funds are mobilized also from the admission fees and other incidental charges collected from the students at the time of admission.
3. The college also tries to generate fund from self financing programmes (BBA & BCA) in order to strengthen the financial position of the college.
4. The college also runs programmes under Krishna Kanta Handique Open University. Such funds are also generated from these programmes.
5. Financial grants are also received from UGC, RUSA, ICSSR etc.

##### Utilization of Resources:

1. All financial plans are put before the GB for necessary approval along with financial estimates. The GB scrutinize those plans and then accords necessary sanction.
2. The college strictly follows the financial rules of the Govt. of Assam as well as the financial rules of the Govt. of India.
3. All the money collected from students are deposited in different bank accounts as per the heads of expenditure.
4. The college has different committee constituted by the Principal to execute the decision of the GB. The construction

committee and purchase committee decide the procedures to be followed for any construction and purchases.

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

## 6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies by constantly reviewing the teaching-learning process, structures & methodologies of operations and learning outcomes at periodic intervals. The IQAC always made efforts to promote the stake holders, along with infrastructural and technology-enabled support mechanisms of the institution. Especially on:

1. Curriculum delivery and implementation as framed by the affiliating University and College itself.

2. Monitor on the shifting from the Teacher-centric methods to Student-centric methods.

3. Motivating and facilitating the Teaching/Non-Teaching and Students for Quality Enrichment

Programmes and training for overall developments.

5. An attempt is made as two best practices of the Institution in every year: This academic year it was "Electrical energy Saving" and

Setting up a "Model Banana Orchard"

6. Participation in NIRF, AISHE and NAAC accreditation of the Institution.

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

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

The institutional policy is to provide quality education at an affordable cost to the people in its catchment area. The IQAC acts as a bridge between the management and other stakeholder of the college. The IQAC is committed to improve the delivery mechanism, structure and processes to enhance the level of effectiveness in all spheres. To achieve this goal, the IQAC of the college inter alia has adopted following two strategies listed below:

- IQAC took the initiative to motivate faculty members to maximize the use of ICT in classroom delivery mechanism. For this purpose, workshops, trainings are organized to familiarize the faculty members regarding various technical aspects of ICT.
- Use of ICT in teaching learning process is taken as a thrust area after the second cycle of accreditation. Three numbers of interactive boards has been acquired to make the teaching learning process more students centric, effective and impressive.
- College WI-FI facility is available for both the students and the faculty members. Such facility helps students and faculties to download study materials, PPTs, educational videos etc.

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**

**B. Any 3 of the above**

**initiatives with other institution(s)  
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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

Tinsukia College has been taking various measures for the promotion of gender equality with nearby communities, schools, workplaces to build a culture of respect and fairness.

#### **1.Safety and Security:**

The institution installed Close Circuit Cameras at key places in the campus and also in all the classrooms for a round-the-clock vigilance. The institution has different committees such as Anti-Ragging Committee, Grievance Redressal Cell and Disciplinary Action Committee which are on heels to create a congenial environment within the campus. Further, the Cell for Women Studies and Development of the college organises numerous seminars, workshops and talks on gender equity.

#### **2. Counselling:**

The institution provides counselling for boarders of Girls hostel from time to time in order to facilitate the student at the time of the admission to the college. Awareness programmes are also organised for gender sensitivity.

#### **3. Common Room:**

A Girls Common Room with adequate facilities viz. attached washroom, Newspapers and periodical, vending machine etc. are available in the campus for the convenience of girl students and female staffs.

#### 4. Day care centre for young children:

The institution has a well furnished day care centre for young children of the employees of the college.

File Description	Documents
Annual gender sensitization action plan	<a href="https://tinsukiacollege.in/data/page/internal-gender-audit-report/">https://tinsukiacollege.in/data/page/internal-gender-audit-report/</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://tinsukiacollege.in/data/page/facilities-for-women/">https://tinsukiacollege.in/data/page/facilities-for-women/</a>

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

**C. Any 2 of the above**

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

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

#### **Solid Waste Management:**

College adopt various measures for minimization of waste, segregation and disposition of wastes. Pairs of bins (green and blue) are installed at various places in the college premises to deposit degradable and non-degradable waste thus segregating wastes at source. In compliance with the Agreement between the

college authority and Tinsukia Municipal Board (TMB), Garbage carrying Vans from TMB visit Tinsukia College every alternate day to collect wastes from all around the campus.

#### E-Waste management:

The E-waste and defective item from computer laboratory is being stored properly. E-waste is stored and given to authorized scrap dealers for further processing. The electrical and electronic equipments, e-waste which include broken items are disposed of in the garbage.

#### Biomedical Waste Management:

The biomedical waste products are disposed through the drain and put it inside the soil.

#### Waste recycling system:

The college stored the waste materials in bins so that it can be given to the scrap agent for further process.

#### Hazardous chemicals and radioactive waste management:

The college produces hazardous waste which is aptly managed through means like fume hood chimney in the Chemistry Laboratory and collection of garbage by the municipal authorities.

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

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

D. Any 1 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 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

C. Any 2 of the above

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

#### 7.1.7 - The Institution has disabled-friendly,

C. Any 2 of the above

**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**

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

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

Tinsukia College lauds and celebrates the rich cultural heritage and diversity of the country and aims to promote cross-cultural identity and diversity by implementing various measures which are reflected in the college admission policy and various other co-curricular and extracurricular activities. To achieve this goal, the college is committed to promote a sense of inclusive environment where students coming from various backgrounds, with respect to caste, community and religion, work together to achieve what have been cherished in the mission statement. Such policy also contributes towards strengthening and promoting the national values of social and communal harmony and national integration. The college follows a transparent admission policy in accordance with the reservation policy laid out in the Constitution of India. The college also strictly follows the reservation policies enshrined in the Constitution of India in the process of appointment of teaching and non-teaching staffs thus ensuring an inclusive environment with a diverse workforce.

For upholding the linguistic diversity of the nation, the institution has four language departments offering honours courses viz. Assamese, Bengali, English and Hindi. Lectures are delivered both in English and vernacular languages.

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

Tinsukia College is committed to contribute towards fostering national development by inculcating the sense of values among students, employees and faculty members. The National Cadet Corp (NCC) of the college participate in the district level programme of Independence and Republic Day respectively every year where a number of other institutions also participate.

- National Voters Day is observed on the 25th January every to promote the sense of our constitutional obligation by casting our valuable votes to make our democratic system highly inclusive and vibrant.
- Through National Service Scheme (NSS) and Red Ribbon Club, the college tries to promote the sense of service among students by organizing blood donation camp, cleanliness drive, village adoption etc. By arranging residential camps at the adopted villages the student volunteers under the supervision of programme officer and other faculty members create awareness on community health and hygiene, environmental degradation, AIDS awareness, Swacha Bharat Abhiyan, etc.
- The department of political science organizes mock parliament on the issues of regional and national importance.
- Different teaching departments organizes special talks on various themes from time to time to create awareness among students on diverge topics like witch hunting, global warming, gender discrimination, superstitions, etc.

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

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

D. Any 1 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	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

- World Environment Day was celebrated on 5th June, 2022.
- International Yoga Day was celebrated on 21st June, 2022 by Eco Club, NCC and NSS unit.
- Republic Day was celebrated on 15th August, 2022 organized by NCC unit.
- Eco Club, Tinsukia College organized World Ozone Day on 16th September, 2022.
- Eco Club, Tinsukia College organized World Food Day on 17th October, 2022.
- World Mathematics Day was celebrated on 23rd December, 2022

organized by Department of Mathematics, Tinsukia College.

- National Voters' Day was celebrated on 25th January, 2023 organized by Dept. of Political Science, Tinsukia College.
- Republic Day was celebrated on 26th January, 2022.
- International Mother Language Day was celebrated on 21st February, 2023 organized by CWSD, Tinsukia College.
- International Women's Day was celebrated on 8th March, 2023 organized by CWSD, Tinsukia College.
- International Poetry Day was celebrated on 22nd March, 2023 organized by Department of Bengali, Tinsukia College.
- Foundation Day of Tea Board India was celebrated on 1st April, 2023 organized by IQAC, Tinsukia College.
- World Intellectual Property Right Day was celebrated on 26th April, 2023 organized by IPR cell, Tinsukia College.
- World Earth Day was celebrated on 28th April, 2023 organized by IQAC and Department of Botany, Tinsukia College.

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

## 7.2 - Best Practices

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

Following are the titles of two Best Practices of the College that successfully implemented for the session 2022-23.

**Best Practice - I**

**Title of the Practice: Approaching Towards College Banana Orchard**

**Best Practice - II**

**Title of the Practice: Safety & Savings of Electrical Energy at the College**

It has been uploaded in the website and AQAR as per NAAC format because of word limitations.

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

### 7.3 - Institutional Distinctiveness

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

The area of distinctiveness of our college for the year 2022-23 is thrust to extension activities.

#### Extension Activities:

All the extension activities are made by the college mainly in association of National Service Scheme (NSS), NCC, Eco Club, Environment & Climate Cell of Tinsukia College. Under the banner of these people our college is actively involved in a good number of extension activities besides doing its regular programs. In recognition, our College has awarded "Best College Eco Club" of the state for the appreciable achievement in the field of environmental education and awareness for the year 2022 by Assam Science Technology & Environment Council under Science Technology and Climate change Department, Govt. of Assam. Further, the NSS unit in association with the teaching departments of the college organizes special camps and some other need-based programmes from time to time. The Programmes organized during 2022-23 are uploaded.

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

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

Followings are the Plan of action for the next academic year:

- \* Preparation of New Education Policy - 2020 which will be introduced from 2023-24 in the College.
- \* PG courses will be introduced from the next academic year.
- \* Programs on cross cutting issues will be organized.
- \* Linkage with more numbers of Institutions/Industries.
- \* Awareness Programs on various fields will be organized.
- \* Psychometric test for students will be conducted.
- \* Faculty/Staff empowerment program will be conducted.
- \* District level competition on various events will be conducted.