



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

RUPAHI COLLEGE

- Name of the Head of the institution **Dr. BHUBANANANDA PATTANAİK**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03672257274**
- Mobile no **9435186531**
- Registered e-mail **rupahicollege81@gmail.com**
- Alternate e-mail **bnpattanaik2011@gmail.com**
- Address **Vill- Fakoli, PO-Rupahi, PS-Rupahihat**
- City/Town **Nagaon**
- State/UT **Assam**
- Pin Code **782125**

2. Institutional status

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

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Gauhati University**
- Name of the IQAC Coordinator **Dr. Azizul Hoque**
- Phone No. **03672265603**
- Alternate phone No. **9435665002**
- Mobile **7002586653**
- IQAC e-mail address **rupahicollege81@gmail.com**
- Alternate Email address **azizulrc@gmail.com**

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

<https://rupahicollege.ac.in/frontend/iqac/AQAR%2019-20%20Pdf.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

<https://rupahicollege.ac.in/frontend/iqac/Academic%20Calender%20UG-2019-20>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	60.25	2004	05/11/2004	04/11/2009
Cycle 2	B	2.63	2015	15/11/2015	14/11/2020

6. Date of Establishment of IQAC

05/08/2005

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
Rupahi College	Fee Waiver Scheme	State Government of Assam	2020-21	61,11,306/

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC No File Uploaded

9.No. of IQAC meetings held during the year 7

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

Regular IQAC Meeting

Design & Development of Online Class Portal

Conducting Webinar Series during COVID-19

Online Feedback of Stakeholders and Student Satisfaction Survey have been received

Coaching for Competitive Examinations like TET coaching has been done

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
Academic Calendar & Daily Class Routine	Academic Calendar for UG & PG courses have been prepared and uploaded in the college website
Internal Examinations and Evaluation	Internal examinations and evaluation, home assignment and viva-voce have been conducted as per schedule of academic calendar and guidelines
Conduct of Practical Examination	Practical examinations of home science, education, and science stream have been conducted
Feedback	Structured feedback from all stakeholders have been received in online mode and analyzed as well as corrective measure is suggested
Student satisfaction Survey	Students satisfaction survey in online mode have been received and analyzed and corrective measures are taken
Innovative Teaching Method	Innovative teaching method has been introduced using ICT tools and online class portal during COVID-19 Pandemic
SWOC Analysis	SWOC analysis of departments and institution have been done and remedial measures have been taken
Course outcome and Learning outcome	Course outcomes have been displayed in the college website and learning outcome has been analyzed and measures taken to improve it.
Promotion of Research Culture	Workshops, webinars, departmental webinars, student project, field trip have been organized. Proposal for Major Project, MRP, Seminars have been submitted to ICSSR, CSIR, NCPUL,

	<p>MAKAIS for Financial Assistance. Faculty participated in various level workshops and webinars. Four faculty completed Ph.D. and two faculty are pursuing Ph.D.</p>
Extension activities	<p>Extension activities such as Road Safety Advocacy Program, awareness program on women education and early marriage, HIV/AIDS cum TB, etc. have been organized</p>
Student Support services	<p>Coaching for B.Ed entrance exam., TET coaching, Workshop on Food Processing and Preservation, inauguration of APSC free coaching, remedial classes etc. have been organized, facilitated for various scholarships, financial assistance provided through memorial award and poor fund, logistic support has been provided for various scholarships. B. Voc course in Medical Laboratory Technician has been introduced.</p>
Mentoring	<p>Mentoring is provided to students in terms of mental, physical, financial, and academic.</p>
Gender Equity Program	<p>Lecture Program on Role of Civil Society to Empower Muslim Women, Status of Women in Sanskrit Literature, Awareness Program on Early Marriage, Workshop on Food Processing and Preservation etc. have been organized.</p>
Stress Management Program	<p>6th Stress Management Program on Depression and Anxiety among College students has been organized</p>
Environmental Consciousness	<p>Cleanliness drive and plantation</p>

	program, anti-tobacco awareness program have been organized
Monitoring the Activities of Various Cells	Activities of various cells under IQAC have been monitored and recorded
Skill Development Courses	B.Voc in Medical Laboratory Technician has been introduced
Sports culture	Friendly Kabaddi Match between Rupahi College and BKB college, Cricket Tournament between B. Com 1st sem and 3rd sem have been organized

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	Nil

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

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• if yes, whether it is uploaded in the Institutional website Web link:	https://rupahicollege.ac.in/frontend/iqac/Academic%20Calender%20UG-2019-20				
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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	Nil
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-2021	04/01/2022
15.Multidisciplinary / interdisciplinary	
16.Academic bank of credits (ABC):	
17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**20.Distance education/online education:****Extended Profile****1.Programme**

1.1	36
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1774
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	328
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	459
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	54
File Description	Documents
Data Template	No File Uploaded
3.2 Number of sanctioned posts during the year	26
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	37
4.2 Total expenditure excluding salary during the year (INR in lakhs)	35.76
4.3 Total number of computers on campus for academic purposes	20

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The College has a well-planned process for curriculum delivery through the years. Vice-Principal of the College is entrusted with the preparation of effective machinery for curriculum delivery. Academic Committee is formed with heads of all departments and Vice principal is convener of the committee. The committee formulates some policy for effective curriculum delivery in the beginning of the academic session. The committee prepares prospectus, academic calendar, daily class routine, dates of internal examinations and evaluations, field trips and project

preparation, practical examinations and other related activities thereto. Each department organizes departmental meetings and distributes courses among themselves in a rotation manner after a lock of three years. The departments maintain departmental proceeding book, log book, departmental library issue register, organizes departmental seminar, internal examinations, home assignment, viva-voce, mentors the honour students, organizes remedial classes identifying the area of weakness, adopts innovative teaching learning process like use of ICT tools, LCD projector, online class in various platforms, Analyzes learning outcome and takes step accordingly, records alumni progression etc. These are properly documented by every department. The department formulates total working days and teaching days and units and courses are allocated accordingly for effective completion of courses within stipulated period and revision thereof.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The college adheres to the Academic Calendar in tune with the Academic Calendar published by the affiliating university with necessary addition to the requirements of the college of its own as observance of College Foundation Day, Memorial Award Distribution Ceremony, Sankar-Azan Lecture Program etc. and implemented as well. However, the college may change minor work giving notification to the students. The students are evaluated through sessional examinations, class room attendance, seminars, group discussions and assignments. The students are notified about the schedule of such evaluation programmes through the notice board as per Academic Calendar. In the semester course, the University reserves the right to set questions of 80% marks in each paper in end semester examination and the rest 20% marks are internal marks done by the colleges. This 20% are accrued of 10% from sessional examination, 5% from students' attendance and 5% from seminar, assignments and Viva-voce. The college ensures the effective implementation of Continuous Internal Evaluation through Sessional Examinations, Seminar, Assignments, Viva-Voce, Field trips, Dissertation and Group Discussion. The Examination

Committee of the College prepares the Examination Routine for sessional examinations and conducts the examination centrally for Regular and Honours Courses.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rupahicollege.ac.in/frontend/igac/112%20Academic%20Calendar%202020-21.pdf

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

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

1.2 - Academic Flexibility

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

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

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

1

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Crosscutting issues are the first step to mainstreaming the students for sustainable development and enhancement of internal quality of the institution. The affiliating University has implemented the CBCS course and incorporated therein the course relating to the professional ethics, gender sensitization, human values, environment and sustainability for all round development

of the student community. Department of Education has professional ethics related to the courses regarding the role, liability and duties of teachers and students. Department of Home Science incorporated the course for women empowerment, family resource management, gender sensitization issues etc. Department of Political Science enshrines the courses for women education, measures for promotion and protection, constitutional safeguards for women etc. Departments related to the Arts and Humanities includes the course of human values and ethos including morals, women issues, feminism, element of communal harmony, universal brotherhood etc. One paper irrespective of stream has made compulsory for all students in UG Program. As a part of the integration of crosscutting issues, the college and its various cells and units organize various awareness programs and events relating to its nature to fulfill the mandate of the courses.

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

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

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

191

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://rupahicollege.ac.in/frontend/igac/141%20Feedback%202020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://rupahicollege.ac.in/frontend/igac/141%20Feedback%202020-21.pdf

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile**

2.1.1 - Enrolment Number Number of students admitted during the year**2.1.1.1 - Number of students admitted during the year**

818

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

99

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The College assesses the learning levels of students through mentoring of Honours Students individually and Regular students in collective manner to enhance the internal quality parameters. In the beginning of the academic year, every department divides the students among themselves and mentors them in terms of physical, mental and financial as well. The mentors deal with the ill-will, mental depression, curriculum burden, low confidence etc. and identify their area of weakness and resolves accordingly. Every department arranges remedial classes. Department of English and Arabic have introduced certificate course for advanced learners. During COVID-19 Pandemic, the mentors provided assistance to the mentee through online mode: telephonic discourse, WhatsApp, and thus aimed to fulfill their needs. Departmental seminars are organized and made presentation compulsory for advance learners. During the preparation of dissertation, projects and seminar papers, the mentor teachers always helps and instructs the students to accomplish it. Internal quality of students also tried

to strengthen through organizing workshops on youth personality development programs and policies taken during extension activities. Vocational skill also fed up through Diploma in Computer Application, Diploma in Fish and Fisheries, Diploma in Beauty and Wellness and Diploma in Food and Vegetable Technology

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

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

Number of Students	Number of Teachers
1774	54

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The College provides various facilities to the students to ensure the quality for innovative teaching learning process. The College organizes various events, cultural programs, Quiz Competition, Essay Competition, extempore speech, sports competition during the college week, college foundation day, freshmen social etc. thus they learn and acquire knowledge from their experiences and observations. Workshops, seminars, extension activities are frequently organized for experiential learning. Departmental seminars are organized and presentation is made compulsory in every department. Field visit and laboratory Projects are another also a source of experiential learning for the students. The college organizes educational excursions and field visits for on-site learning and preparation of assignment. Students visit various colleges, industrial establishments, places of historical importance, cultural and natural heritage sites. The teaching departments regularly organize group discussions on Assignment and seminars in which the students learn from one another. The College has student exchanges with neighboring institutions in which students can acquire knowledge from a new teacher. Peer learning

method is also applied in every department. Field visit, Project preparation and internship report are another source of experiential learning for students.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The young and energetic teachers of Rupahi College use ICT enabled tools to make the teaching learning process more effective and enjoyable. The teachers use portable LCD projector in the smart class room on rotational basis. All the Departments have computers with internet connection and printers. They use it as and when required for preparation of teaching materials and reading materials, internal examination routine and question paper preparation etc. Power point presentations are done by the teachers. The central library of Rupahi College is well equipped with ICT tools like scanners, computers, Printers. All books are equipped with the software Soul 2.0 and digitalized with D Space. Previous question papers are digitalized and served to students and teachers. The teachers use open source journals and E-Books under N-list. During the COVID -19 pandemic the teachers have completed 5408 classes through the web portal of online classes which is designed and developed by the college under the URL rupahicollege.co.in. Reading materials, notes and assignments are also served through this portal. Teachers are also used Google Meet, Zoom and Microsoft Team for online classes. Assignment, Sessional examinations also conducted through Google forms. The teachers use white board and podium for better interaction.

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

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

2.3.3.1 - Number of mentors

54

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

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

26

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

10

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

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

2.4.3.1 - Total experience of full-time teachers

12

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal examinations or Academic assessment is made to monitor and aid the students' progress after completion of the prescribed units of the syllabi which is compulsory under CBCS system. As per the internal examination guideline of the college, each department may conduct internal examination during class hour and evaluation of its students at a regular interval through a variety of methods such as, sessional examinations, home assignments, group discussions, project works, field works and seminar presentations, dissertation and laboratory practical examinations. The method of internal examination is transparent and robust as the answer scripts of sessional examination is returned back to the students as their feedback and result is declared in the notice board of the departments. The outcome of the course that a student undergoes can be assessed by considering these parameters as performance indicators.

Method of Academic Assessment is ensured by setting question patterns with varying weightage to assess the multiple levels of intelligence and skills. Model question papers of the university examinations are made available in the library to help them to prepare better for the examinations. The date and time of examination are communicated to the students through notice boards.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college deals with the grievances related to internal and external examination as per the mechanism prepared by the college to dispose the matters connected herewith within a specific period in order to make it transparent, timebound and fair play. Since the internal examination includes sessional, examination, seminar presentation, Home Assignment, Viva-Voce, dissertation, field work, project preparation, internship and practical examination, there may arise grievances of various nature related to internal examination. The examination committee of the college headed by principal receives all type of examination related grievances and resolves as per guideline. In case of absent in sessional examination due to illness, natural Calamity, Sudden bandh, or any other unavoidable cases, there is provision to Conduct a Special examination for the absentees with a revised question paper. In case of absentees could not provide valid cause of absent, he/she will have to pay an amount of fine Rs: 100 only as fine. Regarding the grievance related to over marking and below marking in the Answer Scripts, the same shall be re-evaluated by the HODs of the concerned departments under the Control of examination Committee.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers, students and other stakeholders of the college to receive structured feedback on it. Every department in each academic session, prepares course outcomes and submits IQAC for circulation. Since the mission of the college is to enlighten the society through a holistic

approach and quality education, the college strives to attain its goal through the courses relevant to local issues and needs for undertaking capacity building initiatives to foster newer horizons leading to specific outcomes. The college thus helps the students to contribute towards the creation of a tolerant equitable and enlighten society to translate the dreams and visions of the college into reality. The college organizes induction meet for freshers to communicate the program outcome to the students. Moreover, under the initiatives of IQAC of the college, parents meet and alumni meet also organized every year and discussed the program outcomes and course outcomes and its relevancy to the present competitive job markets. Structured feedback of the stakeholders is analyzed with due care and diligence and appropriate measure is taken.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Program outcome, program specific outcome and course outcomes are evaluated through various activities, competitions, internal examinations, projects preparation, preparation of Dissertation, field activities, departmental activities, quiz competitions, innovative teaching method, online examinations, cultural competitions, essay competitions, laboratory practices, indoor-outdoor sports competitions, extension activities, outreach programs, inter district and inter college competitions, observance of various days and events, NSS activities, Scouts and Guides activities, plantation programs, Awareness Programs, Cleanliness Drives, slogan competitions, moral depiction, extempore speech, add on courses, student exchange programs, visits of historical places, visits of industries, visits of wildlife sanctuary, educational tours, group discussions, debates, seminar presentation etc. The teaching faculty of the college always devoted themselves to achieve the ideals and goals of the aspirants contained in the vision documents of the college and the same is translated into reality through the above practices to enhance the internal quality of the students. The college always track and identify the potential area of the students and worked

on that particular area for a better evaluation of Program outcomes, program specific outcome and course outcomes. Remedial classes also taken for the advance learners and slow learners, student support service like mentoring, career counseling, coaching for competitive examinations etc.

File Description	Documents
Upload any additional information	View File
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

195

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	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://rupahicollege.ac.in/frontend/igac/271%20SSS%202020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

0

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

3.2 - Innovation Ecosystem

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

The single Arts stream Rupahi College is continuously striving to

create innovative eco system for its better existence. To fulfill the mandate of NAAC peer team visited the college in the year 2015, the college has introduced Science stream, Commerce stream, PG and vocational courses like Diploma in computer application, Diploma in Fish and fisheries, Diploma in Food Processing and Preservation, Diploma in Beauty and Wellness and B. Voc course like medical laboratory technician to create an empirical knowledge hub and to transfer it to the students for enhancement of their internal quality. Sports facilities are created to augment and identify new talent, as a result young and energetic Kabaddi team got able to win championship trophy in GU inter college Kabaddi tournament in both boys' and girls' team. Ornamental fish rearing center was set up for demonstration to the students of fish and fisheries. Activities under UBA 2.0 have been done in five adopted village on the local issues and needs. Demonstration on pure drinking water in the village has been done. The science stream has done some new projects and field survey to continue the eco system of innovation in stake.

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

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

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

10

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

3.3 - Research Publications and Awards

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

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

18

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Rupahi College is located in a rural and backward area dominating

minority community, scheduled caste and others backward classes of population. There is huge scope for extension activities on the issues relevant to the local needs. Faculties of various departments and students often organized extension activities and outreach programs at the catchment area of the college. Awareness program like child marriage, witched killing, child labour, birth control, women education, family recourse management, activities under UBA 2.0 in five adopted village, local awareness program for protection of rights and interest of women, family planning, agricultural development, nursery management, drinking water, sanitization and other extension activities for promotion of the masses of catchment area. During COVID-19 pandemic online awareness program also organized for taking precautionary measures from spreading COVID and adopting COVID vaccine as per government instructions. The college also organized awareness program on no smoking, cancer, AIDS, etc. NSS volunteers also organized various programs like disaster management, road safety measures etc. Road repairing and flood relief camp also undertaken during calamity for the greater interest of the locality.

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

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

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

0

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

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

community and NGOs) during the year

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

3

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

449

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

3.5 - Collaboration

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

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

4

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

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

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

7

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college located in rural area covering a large area of 367344 sq. ft. with well-equipped boundary and augmented with required infrastructure and facilities. The college has nationalized bank in its campus, modern canteen, playground, Basket Ball court, indoor sports complex, 37 class rooms, one seminar hall, Auditorium hall, women hostel, boys common room, girls common room, cycle stand, bike Stand, cool drinking water facility, Solar plant, Digi set, Reprographic facility, garden, medicinal plan, indigenous fruits plant, toilet complex, 29 numbers of computers, 8 printers, 4 scanners, BSNL fiber connection of 200 MBPS, internal block road for pedestrians compatibility. The central library of Rupahi College equipped with software Soul 2.0 and

digitalized with D space, reference books, text books, journals, magazines, E-books and journals under N-List, Scanners, Xerox machines, reading room for students and teachers, computers and scanners are well equipped. The administrative block of the college equipped with several sections viz. accounts section, examination section, admission section, scholarship section, computers section, general section, specious chamber of Principal design with highly sophisticated furniture and equipment, attached with conference room for Governing Body meeting, the entire campus is under CC TV Surveillance having master control room of its two sub units.

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

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

The college has adequate facilities for cultural activities, Sports, Gymnasium etc. for enhancement of quality of the students. A large auditorium hall seat capacity of 500 students with a stage and surrounded by balcony for healthy space air cover area of 9800 sq. ft. The auditorium is used for cultural events, meeting and other events of like nature organized therein. One smart Seminar Hall is equipped with sophisticated seat and equipped with LCD projector. This is used for holding academic session during national seminars, conference, symposium, workshops etc. The Hall contains 100 seat capacity and covered area measuring 1311 sq. ft. The college playground is equipped for organizing sports events of college week, inter college competition, inter district competition and regular practices. A Basket Ball Court aside the playground measuring 6160 Sq. ft. is augmented with equipment. The indoor games complex for Table tennis and other related games and its equipment is also available in a room measuring 780 Sq. ft. Gymnasium contains its well-furnished equipment for the fitness of students in a room measuring 990 sq. ft. All the facilities are well maintained as per the requirement of students of the College.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rupahicollege.ac.in/frontend/igac/Facilities%202019-20

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

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

16.04

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)	View File

4.2 - Library as a Learning Resource

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

Central Library of Rupahi College was established along with the

establishment of the college in 1981. The Library with its open access system and spacious reading area provides an atmosphere conducive to the excitement of mental discovery. The students are encouraged to become habitual reader of the library which is a place for intellectual pursuits. Moreover, the departmental libraries maintained by all the departments of the college provide additional help to students and teachers in their academic pursuits. Library has also initiated a process of building a dormitory library with its less used books and the process of weeding out the damaged and irreparable books. Now the library is fully automated with the Integrated Library Management System (ILMS) SOUL 2.0.0.12 on 2014. One number of server and three numbers of client's computers are working in the SOUL 2.0 environment. Two numbers of clients are dedicated for OPAC. In addition, the users can access the library's database from their own system i.e. Desktop/Laptop and Mobile phone through LAN and library's Wi-fi networking system. The library has also developed its Digital Library cum Institutional Repository with Open Source Software 'D Space'. The resources of the digital library cum IR can be accessed in the library through wi-fi connectivity.

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

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 A. Any 4 or more of the above

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

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

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

4.13

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

42

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

4.3 - IT Infrastructure

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

The College has always emphasized providing IT facilities to its students and faculty members. The college has a Computer Laboratory with 20 Nos. of Computers. The Computer Laboratory has come into the existence since 2014 with support from MP fund of Kaliabar HPC. Later on, this Laboratory was upgraded with UGC Scheme of Community College fund and RUSA Fund. The College has installed BSNL Broadband connection in the Computer Laboratory with speed of 200 mbps. There are separate computers in the central library, departments and office with internet connectivity. Students as well as teachers can use the Laboratory as and when required. Certificate course in computer application has made mandatory for the students of the entry level. Smart classrooms have been facilitated with projectors for the students. The central library is automated with software soul 2.0 and digitalized with D space. Online classroom portal has been designed and developed during COVID-19 to challenge the pandemic situation under the URL www.rupahicollege.co.in . It's a regular activity of the college to update the IT facilities as and when required.

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

4.3.2 - Number of Computers

20

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

16.04

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

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

Rupahi College is situated in the northern part of District headquarter witnessing since four decades with pride and transferring ideals and visions of the aspirants into realities. Activities of the College is running in systematic manner following the rules and policies made by Governing Body, Principal, Vice-Principal, IQAC, and various committees formed under IQAC for effective delivery of curricular aspect of the institution. Campus of the college covers 26 bighas of land with well fencing boundary wall and decorated with one fishery, gardens, medicinal plants and timber woods. The campus is regularly cleaned by employee assigned for this purpose. The college contains Arts block, Science block and Commerce block, Administrative building, Central Library, Girls Hostel, Canteen, campus banking facility provided by Indian Bank, Auditorium Hall, Seminar Hall, Quarter of night guard, security room, separate toilet facilities for boys and girls, boys common room, girls common room, students' union office, bike stand, cycle stand, well equipped laboratories, rams, Campus Wi-Fi facility, pure drinking water facility, playground, Basketball court, 24 hours CCTV surveillance, uninterrupted power supply through solar energy plant and alternative power storage by digi set, fire extinguisher, hatchery for ornamental fish rearing, internal road etc. are well maintained.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rupahicollege.ac.in/frontend/igac/Facilities%202019-20

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

2100

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)	View File

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

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

168

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

168

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

C. Any 2 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

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

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

5.2.2.1 - Number of outgoing student progression to higher education

05

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

1

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	View File

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

The College provides facilities for the students to participate ensuring their representation in various administrative bodies, academic committees, co-curricular and extension activities for their all-round development and to intake transparent management system as mentioned below:

Student's Union Body: Student' Union Body of Rupahi College is formed by election following the norms of Lyngdoh committee report in the beginning of every academic session. The union holds its executive meeting once in every month and adopts resolution for activities. The Body organizes various sports and events including college week, cultural programs, freshmen social, plantation, extension activities, awareness programs, sports etc. During the years under the leadership of President of the said Body. The Body consists of the following portfolios:

1. President
2. Vice-President
3. General Secretary
4. Assistant General Secretary
5. Magazine Secretary

6. Secretary, Social Service
7. Secretary, Debate & Culture
8. Assistant Cultural Secretary
9. Secretary, Music & Drama
10. Secretary, Boys' Common Room
11. Secretary, Boys' Common Room
12. Secretary, Poor Fund
13. Secretary, Major Games
14. Secretary Minor Games
15. Secretary, NSS

Student's Representation in IQAC: President of the Student's Union Body is ex-officio member of IQAC as per guideline of NAAC

Student's Representation in BOS: Two members of student are the member of Board of Studies of Diploma in Fish and Fisheries under the scheme of Community College, sanctioned by UGC

Student's Representation in NSS: NSS Cell of the College consists of 50 numbers of active volunteers who organize various extension activities, mock drills, youth personality development program etc. under the guidance of program officer

Student's Representation in Scouts & Guides: Scouts and Guides wing of the college represents the college in various national camps under the guidance of Ranger Leader

Student's Representation in Sports Board: Sports Boards of the College undertakes to facilitates sports culture, procuring equipment and schedules events during the year. The board consist of the following members:

1. Nurul Islam, Associate Professor (Director)
2. Mosaddaque Arif, Associate Professor (Member)
3. Nur Mohammad, Associate Professor (Member)
4. Dr. Sima Bhuyan, Assistant Professor (Member)
5. Secretary, Major Games (Ex-officio Member)
6. Secretary, Minor Games (Ex-officio Member)

Student's Representation in Anti Ragging Cell: The college ensures the students representation in the anti-ragging cell to combat the menace of ragging as per the guideline of UGC and thus President and General Secretary of the Students' Union Body is ex-officio member of the said cell.

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

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

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

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

5.4 - Alumni Engagement

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

Alumni association of the college is important stakeholder. Every year, the association holds a meet for reshuffle of the executive member and registers new alumni. The association schedules the plan of action to be done during the years and prescribes a minimum contribution for the interest of college and selects some star alumni who established in designated posts. Presently the association has 187 registered alumni and selective star alumni raised up 54 including college teachers, block extension and circle inspector. The association undertakes various activities as below:

Cultural Program: Quiz Competition and Debate Competition

Awareness Program: Early Marriage, Iron Deficiency and Anti-Drugs

Awareness Program

Plantation Program: Several plantation programs have been undertaken in the college campus and outside the campus also.

Career Guidance: D. El. Ed Coaching, Counseling etc.

Coaching for Competitive Examination: TET coaching

Academic Support: Remedial classes have been undertaken by the Alumni

Student Support Service: Academic, Awareness, Financial, Books supply etc.

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	No File Uploaded

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

The Vision and Mission of the College is well defined and widely communicated to all stakeholders and the general public as well. The stakeholders of the college always try to fulfill the goals and objectives of the institutions as set by the aspirants. Reaching the Vision and goals of the college is the paramount objective of Institutional governance. The College seeks to uphold the Institutional vision of contributing toward the creation of a tolerant, equitable, enlightened and humane society by providing a holistic educational environment for vertical mobility of womenfolk. The Governing Body of the College is the apex body for College governance and the Principal serves as its Secretary and

intermediary link. Institutional policies are designed in tune with the vision and mission of the college. Major decisions require the approval of the Governing Body thereby sets institutional priorities. The governance strategies have been formulated making it more transparent to achieve the priority of providing a holistic and empowering education for all. Planning Board of the college prepares future strategies and plans every year including all aspects of all-round development of the institution in tune with the priority of its vision.

File Description	Documents
Paste link for additional information	https://rupahicollege.ac.in/frontend/page/igacs
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.

Authority of the college involved all the stakeholders in the management system to make it more transparent ensuring decentralization and participative management system as below:

Open and Transparent Financial System: The college works as a team and adopts practices of open and transparent financial system. All the infrastructural grants under RUSA are operated through Public Finance Management System and joint signature. Vendors get registered and credited through RTGS/NEFT.

Involvement of Stakeholders in Curricular & Co-Curricular Activities: In order to ensure participation of all stakeholders in the college management system a balanced system of organogram is put in place. The Governing Body headed by the President serves as the apex policy making and approving organs to it.

Vice-Principal: Vice-Principal of the college is academic head who ensures effective deliver of curriculum daily basis.

IQAC: IQAC of the college is formed as per the guideline of NAAC with all types of stakeholders for internal quality assurance of the students. IQAC coordinates with the various cells and committees and keeps records of activities.

Planning Board: Planning Board of the college prepares action plan

in every year for all round development of the college.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Rupahi colleges is located in a rural area of Nagaon district covering a vast area of minority, SC, ST, and OBC population are inhabiting in the catchment area and forming an integral part of the college. The college always strives to fulfil its vision and ideals of the aspirants implementing some futuristic plans and programs based on the local issues and needs. The college, in view of the present scenario and keeping in mind the NEP- 2020, starts a humble begin with introducing Bachelor in vocational course (B.VOC) in the year 2020 in order to mitigate the present unemployment problem. The B.VOC course is sectioned by UGC and approved by the affiliating Gauhati University. In the beginning of the year one subject was introduced namely B.VOC in medical laboratory technician, three years degree course in which 27 students were admitted. A memorandum of understanding (MOU) is signed with the A J Hospital for laboratory practice and internship of the students. In the year 2021, 70 numbers of students admitted in MLT course and one more subject under B.VOC is introduced in the year 2021 namely Food Processing and Quality Management and 10 number of students were enrolled.

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

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

Functioning of the college is running under the established politics and procedures formed by the Governing Body and principal

of the college including the administrative setup, different kinds of bodies, committees and cells, rules for appointment of contractual teachers, permanent teachers, hand book of professional ethics etc. and these are reflected in the activities performed during the years by the various organs of the college. Organogram of the college is interconnected to each other for smooth functioning of the college during the years. Governing Body is the highest body of the college which is formed vide approval of Directorate of Higher Education, Assam. Principal of the college is the executing authority of the Decisions and resolutions adopted by Governing Body. All major resolutions are adopted in the G. B. meeting and the Principal of the college executes the same. Principal of the college enjoys financial power and administrative power while the Vice Principal looks after the academic section and departments for effective delivery of the curriculum, prepares class routine, prospectus, academic calendar etc. HODs look after the departmental activities of own department, updates logbook, lesson plan, proceeding book, merit register, departmental seminar, internal examinations, Viva Voice etc.

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

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The Staff Welfare fund was established by the initiative of some of the Teaching & Non-Teaching members of the college in a meeting held in 18.01.2016. It is seen that the government financial agency charges more and more interest with other processing fees to have loan. So, with a view to minimize the harassment to get easy loan, the fund has been established. It is purely cooperative; every member contributes Rs. 1000/ per month and gets loan as per rule. The fund has limited area for operation of its members only. It tries sincerely to meet the needs of the members only. It has a great relevancy to internal quality assurance as it helps the members from the harassment of taking loans from the government agencies. The fund is very potential for its members as it provides financial relief to the staff. Abdul Hye, a Library bearer of the college got financial relief Rs 30000/ from it during his treatment of vulnerable disease. Isahaque Ali, UDA of the College, got financial support of Rs 20000/ in his daughters Marriage. Abdul Malek, a fourth-grade employee of the college got relief Rs 20000/ for his treatment.

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

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

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

00

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

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

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

01

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

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

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

03

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

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

Teaching and Non-Teaching staff of the college submits performance appraisal reports to the principal after the completion of every academic session. The report submits in a defined format supplied by IQAC which contains the details address, designation, departments, working hour, teaching hour, research contributions, publications, Professional training, OC, RC, STC etc. covering the API scores for the years as per UGC guideline. The report also includes the contribution of corporate life, membership in different bodies, committees and societies are also considered for performance appraisal. IQAC of the College preserves the record and assesses the same before submitting to DPC for promotion. the Regarding performance appraisal system of Non-Teaching Staff, there is a three-member committee comprising of President, Governing Body, Principal and Vice- Principal, which monitors the performance and considers the promotional aspects of the non-teaching staff. The Departmental Promotion Committee after its due consideration recommends the employees for the time scale promotion to the higher authorities (DHE, Assam). The employees have to apply in the prescribed format supplied by the DHE. Performance Appraisal is mandatory for the promotion of both teaching and non-teaching staff.

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

The college conducts internal and external financial audits regularly at the ending of every financial year. The external audit is done by the government auditor appoint by the directorate of audits and accounts. The external auditor verifies all original bill and vouchers of expenditure as per heads and schemes and submits report if the auditor finds no any discrepancy. In case of any objection raised by the auditor during verification of expenditure statement and vouchers, the Accountant of the College gives explanation and clarification on the complaint raised by the auditor. Registered Charter Accountant also audits the expenditure of the college at the end of every financial year. The CA prepares Audit report of all expenditure done by the college scheme wise and date wise and submits the report. Moreover, the college regularly conduct internal audits by the auditors appointed by the Governing Body of the college for better scrutiny of the bills and vouchers of all expenditure statements head wise apart from the government and non-government schemes which includes, UGC Scheme, NAAC Scheme, State government schemes, MHRD Schemes, Admission, Examination, Self-finance course, Alumni contribution and internal income source of the college.

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)

00

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

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

The college mobilizes its fund and uses for optimal utilization of resources. The college has strategy for mobilization funds for the greater benefit of the college for the purpose of implementation large project the college invites tender for quotation from the intending contractors serving notice through the college website and newspapers. The quotations are opened in the fixed date as mentioned in the tender notice by the construction committee in presence of the bidders. The committee selects the tender considering the quality and amount. The construction committee consists of Principal, two GB members, two teachers, engineer, alumni member, student member and community member. The committee looks after the construction projects and monitors the quality of materials of the project. Each infrastructure grant whether Government or non-government has been judiciously implemented through the committee. Payment has been done through PFMS, online transaction and a rare payment is done through offline mode. Regarding implementation of smaller scheme, the college implements the same through the Construction committee and purchasing committee. Once the grant is received, the principal of the college starts the project as norms and guidelines to make feasible and usable.

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

IQAC of the college always committed to enhance the internal quality of the institution through various quality initiatives and best practices for institutionalization. Such two practices are:

1. Faculty enrichment through use of ICT tools and digital workshops: IQAC takes initiatives for the training of faculty to use ICT tools and online resources so that they can impart quality education. Teaching learning through ICT is the need of the hour. IQAC organized and collaborated several STC, Workshop and seminars like- STC on Soft Skill on Behavioral Remodeling and Classroom Delivery Enhancement Techniques of Teachers, A one Day Workshop on Research Methodology, National Workshop on Revised NAAC Process, One Day Workshop on Personality Development and Mind Power, National Webinar series including Preparation of MOOCs and Online Pedagogy.
2. Coaching for Competitive Examinations: The IQAC of the college provides student support services to ensure their placement has organized and collaborated coaching for competitive examinations, workshops and career counseling and guidance programs for the students and alumnus every year and the same is institutionalized like State Level Workshop On Food Processing and Preservation , Nursing Education, NET/SLET Coaching, Career Counseling, Job Oriented Skill Development Training, TET Coaching, B.ED Entrance, APSC Free Coaching etc.

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

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

The IQAC always committed to evaluate the internal quality of the student through various practices and activities. Feedback of stake holders are regularly taken, analyzed and outcome is presented in the GB for improvement of infrastructure and learning resources. Activities through various cell has been organized, Online classes during COVID-19 has been performed. The IQAC of the college has facilitated the teaching learning reforms through implementing the mentoring and remedial classes. every department starts mentoring the honours students maintains the register of mentoring activities and takes remedial classes identifying their areas of weaknesses. Another post accreditation initiative, the IQAC of the college has done reform in courses introducing skill

development center in the college for development of entrepreneurship and skill to infuse the student making them potential for job market. Furthering the initiatives, the college started certificate course in Spoken Arabic and Spoken English for development of soft skill, Diploma in Fish and Fishery, Diploma in Beauty and Wellness, Diploma in Fruits and Vegetable Technology and B.VOC in Medical Laboratory technician. Thus, the student has earned skill development certificate along with traditional BA Degree which is very essential in the present context of job market.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rupahicollege.ac.in/frontend/igac/AQAR%2019-20%20Pdf.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has taken initiatives to empower the women for social protection and promotion of their status through implementation of gender equity activities and programs. Though the college is co-educational institution, majority of faculties and students are women. So, the college in tune with its vision has given priority for vertical mobility of womenfolk in the society. To protect the rights and interests of women, there is women cell in the college to prepare yearly action plan and implementation thereof. The cell organizes co-curricular and extra-curricular activities tending to gender sensitize. Outreach and awareness programs also organized by the cell.

The college provides ample facilities for the safety and security of women in regard to 24-hour CCTV surveillance, separate toilets for women, separate girls common room, security guard, emergency health service, tricks counseling for self-defense etc. The women cell of the college has organized several gender sensitization programs. Moreover, Home Science Department has organized internship and field trips as per requirement of syllabus. Various department of the college has also organized outreach programs to provide adequate awareness on gender equality.

File Description	Documents
Annual gender sensitization action plan	https://rupahicollege.ac.in/frontend/igac/Women%20Cell,%20Report%202020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

The Source of waste generated daily in the College campus is Classrooms, Laboratories liquid Laboratories Paper, filter paper, plastic bottles, broken glass, pins, growth media Staffrooms Paper, plastic wrappers, plastic bottles, pens, aluminum foil, leftover food Office Paper, plastic wrappers, plastic bottles, pens, metal clips, pins, rubber band, old printer cartridges Computer Centre Paper, metal clips, pins, old printer cartridges, old CDs Canteen Disposable plates, cups, paper boxes, plastic wrappers, aluminum foil, vegetable peels, rotten vegetables, leftover food, plastic bottles Library Paper, plastic, Toilets Paper, plastic, sanitary napkins, dry leaves, living quarters, toilets and the kitchen, campus Construction debris, broken furniture, unserviceable equipment, batteries etc. The College has adopted proper methods of disposal and has also encouraged reduction, recycling and reuse of waste. The solid waste is burnt in a specific dig and others are removed outside the campus. Liquid waste is disposed through the drain into the Culvert. E-waste is hand over to the rag picker. Some solid waste like broken furniture is re-used.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage

C. Any 2 of the above

including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities

(Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information :

Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

Rupahi College is situated in a rural area inhabiting ST, SC, OBC and Minority population in its catchment area. The multi-cultural students and faculties are representing the college in various activities. Communal harmony, tolerance and socio-economic differences are well maintained through implementation of uniforms, equal opportunity in various academic and administrative activities, committees, cells, appointments of teaching and non-teaching staff, Union Body etc. Reservation policy is fairly maintained in appointment and admissions as well. Various programs on communal harmony is organized. Various days and events are organized such as Saraswati Puja, Sankar-Azan Memorial Cultural Program, Bhupendra Sangeet Competition, Jikir-Jari Competition, Borgeet Competition, Bihu-geet Competition, International Yoga Day, teacher's day, Fatehe Dowas Daham, Bator Nat, Awareness Programs, cultural rally etc. thus the college maintaining the balance of communal equality and harmony for a conductive atmosphere.

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

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

Mission of the college is to make the students a responsible citizen to fulfill the mandate of the Indian Constitution. The stakeholders of the college always committed towards creation of conducive educational environment incorporating values, duties and responsibilities to the society. To inculcate such values and responsibilities, the college organizes various activities and programs like observance of college foundation day with flag hosting and cultural programs, Observance of Independence Day, Observance of Republic Day, Observance of the birth day of Netaji Subash Ch. Bose, observance of Martyrs Day, Observance of Gandhi Jayanti with essay Competition, Azadi Ka Amrut Mohatsav, Activities under UBA 2.0, activities under NSS, Activities under Scout & Guides, Plantation Programs, Awareness Programs on cleanliness, Road Safety Measure, Blood Donation Camp, Relief Camp, Drugs and Alcoholic Substances, Superstitions and witch killing etc. These are the elements to sensitize the students to become a responsible citizen for nation Building.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	https://rupahicollege.ac.in/frontend/event/7

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 A. All of the above

the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

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

The college is always committed to transform the visions of aspirations into reality enhancing the internal quality of the stakeholders. The internal quality of the students also measured through celebrating various national/international commemorative days, events and festivals with various sports events, cultural program, Easy Competitions, Extempore Speech, Plantation, Debate Competition such as. Celebration of International Yoga Day, Celebration of World Environment Day, Celebration of Gandhi Jayanti, Celebration of Birth day of Netaji Subash Ch. Bose etc. These programs are celebrated inner sprit of the special days are discussed among the students in the form of lecture, debate competition, Quiz and easy Competition, moral and ethical conscious and ideals of the day are tried to impact upon us and work accordingly for the betterment of the nation in future.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Title of the Practice -I: Online Class Portal and Webinar Series

1. Objectives of the Practice:

Objective of the practice is to familiarize the teachers and students with the use of digital learning tools and online pedagogy. During COVID-19 Pandemic, the online learning became essential to run the teaching learning process intake.

2. The Context:

The COVID-19 pandemic become a serious threat to the mankind throughout the world. The threat spread as much as danger to extinguish the mankind for forever. To challenge the danger of COVID- 19 and to run the normal activity of the educational institution, the college adopted the modern technology of online tools for disseminating information and knowledge and continue the teaching learning process till the normal situation returns.

3. The Practice:

When the wave of COVID-19 pandemic reached in the state, the Govt. declared total close of educational institutions and declared some educational institution as COVID Care Centre and directed to continue teaching learning process through online mode. The faculty of the college communicated the students through WhatsApp groups. Every department open WhatsApp groups and aware the student how to use Google Meet, Zoom and other tools for online class. In the beginning of the practice, the faculties haphazardly used some tools for online class. Later on, an online class portal has designed and developed and activated to streamline the online classes. Database of teachers were prepared and inputted to the system to keep record of activities of teachers and students. The web portal contains four models like Online class, Assignment, Notes & Students requirements. Thus, the principal of the college could monitor the teaching learning activities through record of class schedule by the teachers, class taken or not, numbers of student participated, how many notes uploaded by the teachers, student requirements etc. As a part of the activity, webinar series also been conducted for teachers and students through Google Meet, Zoom, and other related Platforms like national

webinar on use of online resources, national workshop on preparation of MOOCs and online Pedagogy, Online Invited Talk on Plagiarism and publication ethics: Do's and Don'ts, National Webinar on Trends in English Language Teaching, Bi-lingual education and E-learning, online Lecture Program on Role of Civil Society to Empower Muslim Women. National Webinar on Entrepreneurship in COVID-19 disrupted economy: Challenges and Opportunities, panel discussion among teachers, students and parents on education in COVID-19 pandemic situation, Interactive Session on online examination for BA Sem-I, National Webinar on Eco Feminism: Emerging Trends in Literature etc. The Webinar Series provides ample opportunity to the organizing teachers regarding uses of online platform and its resources, anchoring technique, presentation technique, preparation of google form, feedback form, preparation of digital certificate etc. The activity is unique for the college and never happened earlier; it is suddenly happened due to challenge the COVID-19 pandemic spread throughout the world.

4. Evidence of Success:

While started to implement this practice among the faculties and students, some difficulties and hardships frequently been happened. To acquainted with the online class portal system, tutorial video and SMS has been prepared and communicated through organizing Zoom Meet. IQAC of the college had taken a major role to implement the practice, hence personal contact and group discussion, telephonic conversation and all type of assistance of like nature had been provided to implement the practice. More than 4100 classes have been taken through this portal namely www.rupahicollege.co.in and 11 Numbers of Webinars have been conducted through online mode. This is a remarkable contribution of the college in serving the students during the pandemic. Teachers as well as students have become well resource in using online platform for which the student could appear the online examination conducted by the affiliating Gauhati University without hinderance.

5. Problems Encountered and Resource Required:

During the implementation of this practice, the faculties as well as students felt anxiety with the system due to unaware of the use of some online tools. some teachers found difficulties in creating link in the online class portal, starting of class, finishing of class, downloading the attendance of students, uploading notes, likewise student also got confusion in joining classes,

downloading notes etc. while webinar series were conducted it is found difficulties to create link, google form, feedback, presentation and network problem. Later on, all types of difficulties were removed through telephonic conversation and applying peer learning method. Thus, all the problems were solved and successfully implemented the practice. The network issues were solved through extra data pack and google domain were purchased.

6. Notes (Optional):

Though the face to face contact system can never be replaced by online mode nevertheless, the advancement of digital technique reached to its apex in providing of facilities in cheap cost, time saving, immediate world wide connection, lesser work load; the practice of online class, examination, internal assessment, conducting international seminar etc. have been done as a part of the process. So, any educational institution who yet to embrace it may adopt the practice as best practice.

Title of the Practice-II: Introduction of Skill Development Course

1. Objectives of the Practice:

Objective of the practice is to develop entrepreneurship, to make the student self- dependent and to make them eligible to appear before competitive job market in this digital age. The underlying principle of this practice is to provide opportunity to have vocational degrees, diplomas, and certificate vis a vis traditional BA degree depending on the relevant issues of the locality. Since the college is located in a rural background, huge number of unemployment youths are degrading the economic condition of the state. So, encouragement and opportunities have been provided through vocational courses relevant to its nature.

2. The Context:

As a part of the post accreditation initiatives, the college started a series of vocational courses like certificate in Computer Application, Diploma in Fish & Fisheries, Diploma in Fruits & Vegetable Technology, Diploma in Beauty & Wellness, B.Voc in Medical Laboratory Technician and B.Voc in Food processing and quality management during the last five years. To cater to the needs and requirement of students, the courses have been designed

keeping in mind the opportunity to work on the relevant issues of the locality of the college. During implementation of this practice a considerable support has been obtained from the stakeholders and local people as well. The curriculum of the courses has been designed to work efficiently on the concerned job role. Syllabus of the courses has been designed by the board of studies and recommended by the board of management as well as governing body of the college. The courses have been run as self-finance. Instructors have been appointed on the basis of expertise in their own fields and existing relevant faculties also been deployed for the purpose too. Assessment has also been conducted through the examination committee of the college.

3. The Practice:

As a part of post accreditation initiatives and recommendation of NAAC peer team to establish a skill development center, the college in tune with NAAC and visions of aspirants of the college, a humble attempt has taken starting Diploma in Fish and Fisheries and Certificate in Computer Application under the UGC Scheme of Community College in the year 2016-17. In the same year, Certificate Course in Spoken English and Spoken Arabic also been started. During 2018-19, Diploma in Fruits and Vegetable Technology and Diploma in Beauty and Wellness have introduced. During 2020-21, three years degree course in Medical Laboratory Technician and Food Processing and Quality Management Courses have been introduced in the college. This is a unique attempt of introducing a series of skill development courses in the college for the greater benefit of the students of this rural area. Specially, the women section is targeted to make them financial independents and their emancipation from social customs. Since, the higher education is redefined as access, accountability and market value in the global competition; in view of the above parameter to assure the quality and skill development of entrepreneurship, the skill-based courses have become relevant to fulfill the needs of youths of this rural area. Many alumnus have got contractual appointments in various organization, some students have started their own businesses like fishery demonstration, fish cum paddy culture, small industry like pickle factory, gems and jelly factory, beauty parlors, massage therapy, nursery business etc. There are some instances that indicates our endeavor is successfully which implemented through the students. The three years degree courses in medical laboratory technician has got huge demand among the students, crossing the limit of intake capacity the student got admitted raised to 65. A functional MOU has been done with A. J. Hospital & Research

Center, Nagaon for internship of the students. During implementation of the practices the college found difficulties in getting efficient instructors. Later on, the same was solved and we got qualified instructors in required field.

4. Evidence of Success:

During the implementation of the practice, the evidence of success is found in their skills, activities, and examinations. They could develop their soft skills, communication skills and job role technique. As regards to the computer course the job role is type writer whose evidence of success is found in their contractual jobs and entrepreneurship in DTP Centre. As regards to the diploma in fish and fishery, some students have appointed as fishery demonstrators, some of them have taken leased of fisheries and Bills and producing fish and some of them started paddy cum Fish culture at their own capacity. The diploma holders of fruits and vegetables technology have started small industry like pickle factory, jam factory etc. Now the students of medical laboratory technician have been doing the courses with almost zeal and celebration in bringing a bright future in front of them.

5. Problems Encountered and Resource Required:

During the implementation of the course, there found some difficulties in terms of infrastructure, finance and subject expert instructors. Governing body of the college and principal in association with the faculties have quickly solve the problem and thus tremendously started the courses and completed successfully.

6. Notes (Optional):

Every higher educational institution who have yet to starts such practice should at its fast attempt start such type of vocational and skill courses relevant to local needs and issues of the students of that particular area.

File Description	Documents
Best practices in the Institutional website	http://www.rupahicollege.co.in/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Emancipation of Rural Women and Empowerment

Rupahi College in its four-decade old journey focused its mission of transforming the lives through spread of modern progressive general education among the rural backward populace mostly comprising of minorities and Tribal. Catering to the growing aspirations of these marginal sections, the college strives to offer quality and meaningful transforming tools to lift lives from the grip of social taboos, evil practices, superstitious beliefs in general and subjugating women folk further behind burqa with a longer purpose to bear and rear children without the slightest access to modern civilizing forces like health, hygiene and education. Thrust has since then been encouraging participation of great students on the vision of enlisting and empowering these doubly marginalizing class. It is in this field the college plays a quite significant roles as today the girls students stand shoulder to shoulder with their male counterparts not only numbers but also in both curricular and co-curricular excellence.

Women of Rupahi Region are mostly marginals belonged to the poor peasants. Among this, tribal and minorities women are twice marginalized. Since the inception of this college, priority has been given to promote the destitute women section of the area as a part of its mission and continuously transforming their livelihood through easy access to higher education, co-curricular and extra-curricular activities, awareness programs, seminars and workshops, internships, field works, vocational education etc. A revolutionary change and social promotion have been reflected on the corporate life of the women of this area which contributed to family management, population control, national economy, cultural development and legal awareness. Though the college is a co-educational institution in a rural setup, the number of girls' student has increased more than boys. Result of the girls are far better than boys, performance in sports and cultural events also

better than boys. It is noteworthy to mention that women faculty in the permanent post is more than male faculty. Women related national seminar, MRPs, Ph.Ds., extension activities, outreach programs, internships, field works etc. have been done.

We can measure the empowerment of rural women of this area through the table below:

Year

Student Enrolled

Male

Female

2016-17

1723

831

892

2017-18

1991

907

1084

2018-19

2060

980

1080

2019-20

1938

841

1097

2020-21

2061

981

1080

The above table proves the vertical mobility of women of this locality to walk shoulder to shoulder with their male counterparts. Women in extra-curricular activities also shown better than male which reflected during the college week through their participation in various sports and cultural programs. The girls Kabaddi team of Rupahi college has participated in GU inter-college Kabaddi Tournament held at Salbari college and Goalpara college. The continuous and concerted effort has been fulfilled when the girls Kabaddi team own championship trophy in GU Inter-College Kabaddi Tournament held at Rupahi College for the year 2018-19. These has been achieved in spite of initial registration of many by their parents of years practice under a professional coach and one exposure participation in tournament of similar kind has earned such success surely because of their great and determination. It was their past a breaking of the glass ceiling, showing their parents and they would outside their given freedom and a little assistant those girls can achieve anything and everything.

Activities for women empowerment have been undertaken through NSS Cell, Scouts & Guides, Women Cell and Home Science Department of the College. Some of them may be mentioned here like National Seminar on Women Empowerment and Changing Scenario of NE India, National Seminar on Rights of women in Islam, workshop on Food Processing and Preservation, Workshop on Nursing Education, Seminar on Family Resource Management, Scouts & Guides participation in Podducherry Training camp, Scouts & Guides participation in Jaipur training camp, Field visit to Gonabari on Socio-Economic Management and Practices of Women, ACTA Women Cell Conference, Awareness Program on Population Control through Mass Education, Awareness Program on Iron Deficiency Anaemia amongst Reproductive Women of Puthikhaity Village, Awareness Program of

Early Marriage, Celebration of International Women's Day, Lecture Program on Role of Civil Society for Empowerment of Muslim women etc. These have been done for protection of the rights and interests of women for their social promotion. Apart of their academic progression, many girls have got admitted to MA, B.Ed., LLB, etc. As regards to their corporate life, it is evident that many girls have qualified TET examination and appointed in Government Posts. Some of them have appointed in health sector, agriculture, social welfare, panchayat and rural development and private sector schools also. A huge number of alumnae has been representing in local politics through Panchayati Raj System and NGOs for which speedy empowerment of women has taken place.

Easy excess to higher education for women has been facilitated through opening regular MA in Arabic and study center of KKHSOU and IDOL. Tradition of early marriage has been stopped. Orthodoxy feelings dominating the women folk has been relaxed forever. To empower the girls students in all aspects, the college facilitated vocational courses for their economic independent. Department of Home Science has providing adequate training, internship, field trips, and family management technique through series of activities.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The College has a well-planned process for curriculum delivery through the years. Vice-Principal of the College is entrusted with the preparation of effective machinery for curriculum delivery. Academic Committee is formed with heads of all departments and Vice principal is convener of the committee. The committee formulates some policy for effective curriculum delivery in the beginning of the academic session. The committee prepares prospectus, academic calendar, daily class routine, dates of internal examinations and evaluations, field trips and project preparation, practical examinations and other related activities thereto. Each department organizes departmental meetings and distributes courses among themselves in a rotation manner after a lock of three years. The departments maintain departmental proceeding book, log book, departmental library issue register, organizes departmental seminar, internal examinations, home assignment, viva-voce, mentors the honour students, organizes remedial classes identifying the area of weakness, adopts innovative teaching learning process like use of ICT tools, LCD projector, online class in various platforms, Analyzes learning outcome and takes step accordingly, records alumni progression etc. These are properly documented by every department. The department formulates total working days and teaching days and units and courses are allocated accordingly for effective completion of courses within stipulated period and revision thereof.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The college adheres to the Academic Calendar in tune with the Academic Calendar published by the affiliating university with

necessary addition to the requirements of the college of its own as observance of College Foundation Day, Memorial Award Distribution Ceremony, Sankar-Azan Lecture Program etc. and implemented as well. However, the college may change minor work giving notification to the students. The students are evaluated through sessional examinations, class room attendance, seminars, group discussions and assignments. The students are notified about the schedule of such evaluation programmes through the notice board as per Academic Calendar. In the semester course, the University reserves the right to set questions of 80% marks in each paper in end semester examination and the rest 20% marks are internal marks done by the colleges. This 20% are accrued of 10% from sessional examination, 5% from students' attendance and 5% from seminar, assignments and Viva-voce. The college ensures the effective implementation of Continuous Internal Evaluation through Sessional Examinations, Seminar, Assignments, Viva-Voce, Field trips, Dissertation and Group Discussion. The Examination Committee of the College prepares the Examination Routine for sessional examinations and conducts the examination centrally for Regular and Honours Courses.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rupahicollege.ac.in/frontend/igac/112%20Academic%20Calendar%202020-21.pdf

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

36

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

1

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Crosscutting issues are the first step to mainstreaming the students for sustainable development and enhancement of internal quality of the institution. The affiliating University has implemented the CBCS course and incorporated therein the course relating to the professional ethics, gender sensitization, human values, environment and sustainability for all round development of the student community. Department of Education has professional ethics related to the courses regarding the role, liability and duties of teachers and students. Department of Home Science incorporated the course for women empowerment, family resource management, gender sensitization issues etc. Department of Political Science enshrines the courses for women education, measures for promotion and protection, constitutional safeguards for women etc. Departments related to the Arts and Humanities includes the course of human values and ethos including morals, women issues, feminism, element of communal harmony, universal brotherhood etc. One paper irrespective of stream has made compulsory for all students in UG Program. As a part of the integration of crosscutting issues, the college and its various cells and units organize various awareness programs and events relating to its nature to fulfill the mandate of the courses.

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

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

191

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://rupahicollege.ac.in/frontend/igac/141%20Feedback%202020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://rupahicollege.ac.in/frontend/igac/141%20Feedback%202020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

818

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

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

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

99

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The College assesses the learning levels of students through mentoring of Honours Students individually and Regular students in collective manner to enhance the internal quality parameters. In the beginning of the academic year, every department divides the students among themselves and mentors them in terms of physical, mental and financial as well. The mentors deal with the ill-will, mental depression, curriculum burden, low confidence etc. and identify their area of weakness and resolves accordingly. Every department arranges remedial classes. Department of English and Arabic have introduced certificate course for advanced learners. During COVID-19 Pandemic, the mentors provided assistance to the mentee through online mode: telephonic discourse, WhatsApp, and thus aimed to fulfill their needs. Departmental seminars are organized and made presentation compulsory for advance learners. During the preparation of dissertation, projects and seminar papers, the mentor teachers always helps and instructs the students to accomplish it. Internal quality of students also tried to strengthen through organizing workshops on youth personality development programs and policies taken during extension activities. Vocational skill also fed up through Diploma in Computer Application, Diploma in Fish and Fisheries, Diploma in Beauty and Wellness and Diploma in Food and Vegetable Technology

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

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

Number of Students	Number of Teachers
1774	54

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The College provides various facilities to the students to ensure the quality for innovative teaching learning process. The College organizes various events, cultural programs, Quiz Competition, Essay Competition, extempore speech, sports competition during the college week, college foundation day, freshmen social etc. thus they learn and acquire knowledge from their experiences and observations. Workshops, seminars, extension activities are frequently organized for experiential learning. Departmental seminars are organized and presentation is made compulsory in every department. Field visit and laboratory Projects are another also a source of experiential learning for the students. The college organizes educational excursions and field visits for on-site learning and preparation of assignment. Students visit various colleges, industrial establishments, places of historical importance, cultural and natural heritage sites. The teaching departments regularly organize group discussions on Assignment and seminars in which the students learn from one another. The College has student exchanges with neighboring institutions in which Students can acquire knowledge from a new teacher. Peer learning method is also applied in every department. Field visit, Project preparation and internship report are another source of experiential learning for students.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The young and energetic teachers of Rupahi College use ICT enabled tools to make the teaching learning process more effective and enjoyable. The teachers use portable LCD projector in the smart class room on rotational basis. All the Departments have computers with internet connection and printers. They use it as and when required for preparation of teaching materials and reading materials, internal examination routine and question paper preparation etc. Power point presentations are done by the teachers. The central library of Rupahi College is well equipped with ICT tools like scanners, computers, Printers. All books are equipped with the software Soul 2.0 and digitalized with D Space. Previous question papers are digitalized and served to students and teachers. The teachers use open source journals and E-Books under N-list. During the COVID -19 pandemic the teachers have completed 5408 classes through the web portal of online classes which is designed and developed by the college under the URL rupahicollege.co.in. Reading materials, notes and assignments are also served through this portal. Teachers are also used Google Meet, Zoom and Microsoft Team for online classes. Assignment, Sessional examinations also conducted through Google forms. The teachers use white board and podium for better interaction.

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

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

2.3.3.1 - Number of mentors

54

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

2.4 - Teacher Profile and Quality

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

26

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

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

12	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>Internal examinations or Academic assessment is made to monitor and aid the students' progress after completion of the prescribed units of the syllabi which is compulsory under CBCS system. As per the internal examination guideline of the college, each department may conduct internal examination during class hour and evaluation of its students at a regular interval through a variety of methods such as, sessional examinations, home assignments, group discussions, project works, field works and seminar presentations, dissertation and laboratory practical examinations. The method of internal examination is transparent and robust as the answer scripts of sessional examination is returned back to the students as their feedback and result is declared in the notice board of the departments. The outcome of the course that a student undergoes can be assessed by considering these parameters as performance indicators.</p> <p>Method of Academic Assessment is ensured by setting question patterns with varying weightage to assess the multiple levels of intelligence and skills. Model question papers of the university examinations are made available in the library to help them to prepare better for the examinations. The date and time of examination are communicated to the students through notice boards.</p>	
File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college deals with the grievances related to internal and external examination as per the mechanism prepared by the college to dispose the matters connected herewith within a specific period in order to make it transparent, timebound and fair play. Since the internal examination includes sessional, examination, seminar presentation, Home Assignment, Viva-Voce, dissertation, field work, project preparation, internship and practical examination, there may arise grievances of various nature related to internal examination. The examination committee of the college headed by principal receives all type of examination related grievances and resolves as per guideline. In case of absent in sessional examination due to illness, natural Calamity, Sudden bandh, or any other unavoidable cases, there is provision to Conduct a Special examination for the absentees with a revised question paper. In case of absentees could not provide valid cause of absent, he/she will have to pay an amount of fine Rs: 100 only as fine. Regarding the grievance related to over marking and below marking in the Answer Scripts, the same shall be re-evaluated by the HODs of the concerned departments under the Control of examination Committee.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers, students and other stakeholders of the college to receive structured feedback on it. Every department in each academic session, prepares course outcomes and submits IQAC for circulation. Since the mission of the college is to enlighten the society through a holistic approach and quality education, the college strives to attain its goal through the courses relevant to local issues and needs for undertaking capacity building initiatives to foster newer horizons leading to specific

outcomes. The college thus helps the students to contribute towards the creation of a tolerant equitable and enlighten society to translate the dreams and visions of the college into reality. The college organizes induction meet for freshers to communicate the program outcome to the students. Moreover, under the initiatives of IQAC of the college, parents meet and alumni meet also organized every year and discussed the program outcomes and course outcomes and its relevancy to the present competitive job markets. Structured feedback of the stakeholders is analyzed with due care and diligence and appropriate measure is taken.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Program outcome, program specific outcome and course outcomes are evaluated through various activities, competitions, internal examinations, projects preparation, preparation of Dissertation, field activities, departmental activities, quiz competitions, innovative teaching method, online examinations, cultural competitions, essay competitions, laboratory practices, indoor-outdoor sports competitions, extension activities, outreach programs, inter district and inter college competitions, observance of various days and events, NSS activities, Scouts and Guides activities, plantation programs, Awareness Programs, Cleanliness Drives, slogan competitions, moral depiction, extempore speech, add on courses, student exchange programs, visits of historical places, visits of industries, visits of wildlife sanctuary, educational tours, group discussions, debates, seminar presentation etc. The teaching faculty of the college always devoted themselves to achieve the ideals and goals of the aspirants contained in the vision documents of the college and the same is translated into reality through the above practices to enhance the internal quality of the students. The college always track and identify the potential area of the students and worked on that

particular area for a better evaluation of Program outcomes, program specific outcome and course outcomes. Remedial classes also taken for the advance learners and slow learners, student support service like mentoring, career counseling, coaching for competitive examinations etc.

File Description	Documents
Upload any additional information	View File
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

195

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	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://rupahicollege.ac.in/frontend/igac/271%20SSS%202020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

0

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

3.2 - Innovation Ecosystem

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

The single Arts stream Rupahi College is continuously striving to create innovative eco system for its better existence. To fulfill the mandate of NAAC peer team visited the college in the year 2015, the college has introduced Science stream, Commerce stream, PG and vocational courses like Diploma in computer application, Diploma in Fish and fisheries, Diploma in Food Processing and Preservation, Diploma in Beauty and Wellness and B. Voc course like medical laboratory technician to create an empirical knowledge hub and to transfer it to the students for enhancement of their internal quality. Sports facilities are created to augment and identify new talent, as a result young and energetic Kabaddi team got able to win championship trophy in GU inter college Kabaddi tournament in both boys' and girls' team. Ornamental fish rearing center was set up for demonstration to the students of fish and fisheries. Activities under UBA 2.0 have been done in five adopted village on the local issues and needs. Demonstration on pure drinking water in the village has been done. The science stream has done some new projects and field survey to continue the eco system of innovation in stake.

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

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

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

10

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

3.3 - Research Publications and Awards	
3.3.1 - Number of Ph.Ds registered per eligible teacher during the year	
3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
1	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
2	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
18	
File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Rupahi College is located in a rural and backward area dominating minority community, scheduled caste and others backward classes of population. There is huge scope for extension activities on the issues relevant to the local needs. Faculties of various departments and students often organized extension activities and outreach programs at the catchment area of the college. Awareness program like child marriage, witched killing, child labour, birth control, women education, family recourse management, activities under UBA 2.0 in five adopted village, local awareness program for protection of rights and interest of women, family planning, agricultural development, nursery management, drinking water, sanitization and other extension activities for promotion of the masses of catchment area. During COVID-19 pandemic online awareness program also organized for taking precautionary measures from spreading COVID and adopting COVID vaccine as per government instructions. The college also organized awareness program on no smoking, cancer, AIDS, etc. NSS volunteers also organized various programs like disaster management, road safety measures etc. Road repairing and flood relief camp also undertaken during calamity for the greater interest of the locality.

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

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

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

0

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

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

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

3

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

449

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

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

4

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

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

7

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The college located in rural area covering a large area of 367344 sq. ft. with well-equipped boundary and augmented with required infrastructure and facilities. The college has

nationalized bank in its campus, modern canteen, playground, Basket Ball court, indoor sports complex, 37 class rooms, one seminar hall, Auditorium hall, women hostel, boys common room, girls common room, cycle stand, bike Stand, cool drinking water facility, Solar plant, Digi set, Reprographic facility, garden, medicinal plan, indigenous fruits plant, toilet complex, 29 numbers of computers, 8 printers, 4 scanners, BSNL fiber connection of 200 MBPS, internal block road for pedestrians compatibility. The central library of Rupahi College equipped with software Soul 2.0 and digitalized with D space, reference books, text books, journals, magazines, E-books and journals under N-List, Scanners, Xerox machines, reading room for students and teachers, computers and scanners are well equipped. The administrative block of the college equipped with several sections viz. accounts section, examination section, admission section, scholarship section, computers section, general section, specious chamber of Principal design with highly sophisticated furniture and equipment, attached with conference room for Governing Body meeting, the entire campus is under CC TV Surveillance having master control room of its two sub units.

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

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

The college has adequate facilities for cultural activities, Sports, Gymnasium etc. for enhancement of quality of the students. A large auditorium hall seat capacity of 500 students with a stage and surrounded by balcony for healthy space air cover area of 9800 sq. ft. The auditorium is used for cultural events, meeting and other events of like nature organized therein. One smart Seminar Hall is equipped with sophisticated seat and equipped with LCD projector. This is used for holding academic session during national seminars, conference, symposium, workshops etc. The Hall contains 100 seat capacity and covered area measuring 1311 sq. ft. The college playground is equipped for organizing sports events of college week, inter college competition, inter district competition and regular practices. A Basket Ball Court aside the playground measuring

6160 Sq. ft. is augmented with equipment. The indoor games complex for Table tennis and other related games and its equipment is also available in a room measuring 780 Sq. ft. Gymnasium contains its well-furnished equipment for the fitness of students in a room measuring 990 sq. ft. All the facilities are well maintained as per the requirement of students of the College.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rupahicollege.ac.in/frontend/igac/Facilities%202019-20

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

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

16.04

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	View File

4.2 - Library as a Learning Resource

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

Central Library of Rupahi College was established along with the establishment of the college in 1981. The Library with its open access system and spacious reading area provides an atmosphere conducive to the excitement of mental discovery. The students are encouraged to become habitual reader of the library which is a place for intellectual pursuits. Moreover, the departmental libraries maintained by all the departments of the college provide additional help to students and teachers in their academic pursuits. Library has also initiated a process of building a dormitory library with its less used books and the process of weeding out the damaged and irreparable books. Now the library is fully automated with the Integrated Library Management System (ILMS) SOUL 2.0.0.12 on 2014. One number of server and three numbers of client's computers are working in the SOUL 2.0 environment. Two numbers of clients are dedicated for OPAC. In addition, the users can access the library's database from their own system i.e. Desktop/Laptop and Mobile phone through LAN and library's Wi-fi networking system. The library has also developed its Digital Library cum Institutional Repository with Open Source Software 'D Space'. The resources of the digital library cum IR can be accessed in the library through wi-fi connectivity.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-

A. Any 4 or more of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)
4.13

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)
4.2.4.1 - Number of teachers and students using library per day over last one year
42

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

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

The College has always emphasized providing IT facilities to

its students and faculty members. The college has a Computer Laboratory with 20 Nos. of Computers. The Computer Laboratory has come into the existence since 2014 with support from MP fund of Kaliabar HPC. Later on, this Laboratory was upgraded with UGC Scheme of Community College fund and RUSA Fund. The College has installed BSNL Broadband connection in the Computer Laboratory with speed of 200 mbps. There are separate computers in the central library, departments and office with internet connectivity. Students as well as teachers can use the Laboratory as and when required. Certificate course in computer application has made mandatory for the students of the entry level. Smart classrooms have been facilitated with projectors for the students. The central library is automated with software soul 2.0 and digitalized with D space. Online classroom portal has been designed and developed during COVID-19 to challenge the pandemic situation under the URL www.rupahicollege.co.in. It's a regular activity of the college to update the IT facilities as and when required.

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

4.3.2 - Number of Computers

20

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

16.04

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

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

Rupahi College is situated in the northern part of District headquarter witnessing since four decades with pride and transferring ideals and visions of the aspirants into realities. Activities of the College is running in systematic manner following the rules and policies made by Governing Body, Principal, Vice-Principal, IQAC, and various committees formed under IQAC for effective delivery of curricular aspect of the institution. Campus of the college covers 26 bighas of land with well fencing boundary wall and decorated with one fishery, gardens, medicinal plants and timber woods. The campus is regularly cleaned by employee assigned for this purpose. The college contains Arts block, Science block and Commerce block, Administrative building, Central Library, Girls Hostel, Canteen, campus banking facility provided by Indian Bank, Auditorium Hall, Seminar Hall, Quarter of night guard, security room, separate toilet facilities for boys and girls, boys common room, girls common room, students' union office, bike stand, cycle stand, well equipped laboratories, rams, Campus Wi-Fi facility, pure drinking water facility, playground, Basketball court, 24 hours CCTV surveillance, uninterrupted power supply through solar energy plant and alternative power storage by digi set, fire extinguisher, hatchery for ornamental fish rearing, internal road etc. are well maintained.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rupahicollege.ac.in/frontend/igac/Facilities%202019-20

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

2100

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)	View File

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

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

168

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

168

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

C. Any 2 of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

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

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

5.2.2.1 - Number of outgoing student progression to higher education

05

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

1

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	View File

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

The College provides facilities for the students to participate ensuring their representation in various administrative bodies, academic committees, co-curricular and extension activities for their all-round development and to intake transparent management system as mentioned below:

Student's Union Body: Student' Union Body of Rupahi College is formed by election following the norms of Lyngdoh committee report in the beginning of every academic session. The union holds its executive meeting once in every month and adopts resolution for activities. The Body organizes various sports and events including college week, cultural programs, freshmen social, plantation, extension activities, awareness programs, sports etc. During the years under the leadership of President of the said Body. The Body consists of the following portfolios:

1. President
2. Vice-President
3. General Secretary
4. Assistant General Secretary
5. Magazine Secretary
6. Secretary, Social Service
7. Secretary, Debate & Culture
8. Assistant Cultural Secretary
9. Secretary, Music & Drama
10. Secretary, Boys' Common Room
11. Secretary, Boys' Common Room
12. Secretary, Poor Fund
13. Secretary, Major Games

14. Secretary Minor Games
15. Secretary, NSS

Student's Representation in IQAC: President of the Student's Union Body is ex-officio member of IQAC as per guideline of NAAC

Student's Representation in BOS: Two members of student are the member of Board of Studies of Diploma in Fish and Fisheries under the scheme of Community College, sanctioned by UGC

Student's Representation in NSS: NSS Cell of the College consists of 50 numbers of active volunteers who organize various extension activities, mock drills, youth personality development program etc. under the guidance of program officer

Student's Representation in Scouts & Guides: Scouts and Guides wing of the college represents the college in various national camps under the guidance of Ranger Leader

Student's Representation in Sports Board: Sports Boards of the College undertakes to facilitates sports culture, procuring equipment and schedules events during the year. The board consist of the following members:

1. Nurul Islam, Associate Professor (Director)
2. Mosaddaque Arif, Associate Professor (Member)
3. Nur Mohammad, Associate Professor (Member)
4. Dr. Sima Bhuyan, Assistant Professor (Member)
5. Secretary, Major Games (Ex-officio Member)
6. Secretary, Minor Games (Ex-officio Member)

Student's Representation in Anti Ragging Cell: The college ensures the students representation in the anti-ragging cell to combat the menace of ragging as per the guideline of UGC and thus President and General Secretary of the Students' Union Body is ex-officio member of the said cell.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

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

5.4 - Alumni Engagement

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

Alumni association of the college is important stakeholder. Every year, the association holds a meet for reshuffle of the executive member and registers new alumni. The association schedules the plan of action to be done during the years and prescribes a minimum contribution for the interest of college and selects some star alumni who established in designated posts. Presently the association has 187 registered alumni and selective star alumni raised up 54 including college teachers, block extension and circle inspector. The association undertakes various activities as below:

Cultural Program: Quiz Competition and Debate Competition

Awareness Program: Early Marriage, Iron Deficiency and Anti-Drugs Awareness Program

Plantation Program: Several plantation programs have been undertaken in the college campus and outside the campus also.

Career Guidance: D. El. Ed Coaching, Counseling etc.

Coaching for Competitive Examination: TET coaching

Academic Support: Remedial classes have been undertaken by the Alumni

Student Support Service: Academic, Awareness, Financial, Books supply etc.

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	No File Uploaded

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

The Vision and Mission of the College is well defined and widely communicated to all stakeholders and the general public as well. The stakeholders of the college always try to fulfill the goals and objectives of the institutions as set by the aspirants. Reaching the Vision and goals of the college is the paramount objective of Institutional governance. The College seeks to uphold the Institutional vision of contributing toward the creation of a tolerant, equitable, enlightened and humane society by providing a holistic educational environment for vertical mobility of womenfolk. The Governing Body of the College is the apex body for College governance and the Principal serves as its Secretary and intermediary link. Institutional policies are designed in tune with the vision and mission of the college. Major decisions require the approval of the Governing Body thereby sets institutional priorities. The governance strategies have been formulated making it more transparent to achieve the priority of providing a holistic and empowering education for all. Planning Board of the college prepares future strategies and plans every year including all aspects of all-round development of the institution in tune

with the priority of its vision.

File Description	Documents
Paste link for additional information	https://rupahicollege.ac.in/frontend/page/igacs
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.

Authority of the college involved all the stakeholders in the management system to make it more transparent ensuring decentralization and participative management system as below:

Open and Transparent Financial System: The college works as a team and adopts practices of open and transparent financial system. All the infrastructural grants under RUSA are operated through Public Finance Management System and joint signature. Vendors get registered and credited through RTGS/NEFT.

Involvement of Stakeholders in Curricular & Co-Curricular Activities: In order to ensure participation of all stakeholders in the college management system a balanced system of organogram is put in place. The Governing Body headed by the President serves as the apex policy making and approving organs to it.

Vice-Principal: Vice-Principal of the college is academic head who ensures effective deliver of curriculum daily basis.

IQAC: IQAC of the college is formed as per the guideline of NAAC with all types of stakeholders for internal quality assurance of the students. IQAC coordinates with the various cells and committees and keeps records of activities.

Planning Board: Planning Board of the college prepares action plan in every year for all round development of the college.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Rupahi colleges is located in a rural area of Nagaon district covering a vast area of minority, SC, ST, and OBC population are inhabiting in the catchment area and forming an integral part of the college. The college always strives to fulfil its vision and ideals of the aspirants implementing some futuristic plans and programs based on the local issues and needs. The college, in view of the present scenario and keeping in mind the NEP- 2020, starts a humble begin with introducing Bachelor in vocational course (B.VOC) in the year 2020 in order to mitigate the present unemployment problem. The B.VOC course is sectioned by UGC and approved by the affiliating Gauhati University. In the beginning of the year one subject was introduced namely B.VOC in medical laboratory technician, three years degree course in which 27 students were admitted. A memorandum of understanding (MOU) is signed with the A J Hospital for laboratory practice and internship of the students. In the year 2021, 70 numbers of students admitted in MLT course and one more subject under B.VOC is introduced in the year 2021 namely Food Processing and Quality Management and 10 number of students were enrolled.

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

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

Functioning of the college is running under the established politics and procedures formed by the Governing Body and

principal of the college including the administrative setup, different kinds of bodies, committees and cells, rules for appointment of contractual teachers, permanent teachers, hand book of professional ethics etc. and these are reflected in the activities performed during the years by the various organs of the college. Organogram of the college is interconnected to each other for smooth functioning of the college during the years. Governing Body is the highest body of the college which is formed vide approval of Directorate of Higher Education, Assam. Principal of the college is the executing authority of the Decisions and resolutions adopted by Governing Body. All major resolutions are adopted in the G. B. meeting and the Principal of the college executes the same. Principal of the college enjoys financial power and administrative power while the Vice Principal looks after the academic section and departments for effective delivery of the curriculum, prepares class routine, prospectus, academic calendar etc. HODs look after the departmental activities of own department, updates logbook, lesson plan, proceeding book, merit register, departmental seminar, internal examinations, Viva Voice etc.

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

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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The Staff Welfare fund was established by the initiative of some of the Teaching & Non-Teaching members of the college in a meeting held in 18.01.2016. It is seen that the government financial agency charges more and more interest with other processing fees to have loan. So, with a view to minimize the harassment to get easy loan, the fund has been established. It is purely cooperative; every member contributes Rs. 1000/ per month and gets loan as per rule. The fund has limited area for operation of its members only. It tries sincerely to meet the needs of the members only. It has a great relevancy to internal quality assurance as it helps the members from the harassment of taking loans from the government agencies. The fund is very potential for its members as it provides financial relief to the staff. Abdul Hye, a Library bearer of the college got financial relief Rs 30000/ from it during his treatment of vulnerable disease. Isahaque Ali, UDA of the College, got financial support of Rs 20000/ in his daughters Marriage. Abdul Malek, a fourth-grade employee of the college got relief Rs 20000/ for his treatment.

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

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

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

00

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

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

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

01

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

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

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

03

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

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

Teaching and Non-Teaching staff of the college submits performance appraisal reports to the principal after the completion of every academic session. The report submits in a defined format supplied by IQAC which contains the details address, designation, departments, working hour, teaching hour, research contributions, publications, Professional training, OC, RC, STC etc. covering the API scores for the years as per UGC guideline. The report also includes the contribution of corporate life, membership in different bodies, committees and societies are also considered for performance appraisal. IQAC of the College preserves the record and assesses the same before submitting to DPC for promotion. the Regarding performance appraisal system of Non-Teaching Staff, there is a three-member committee comprising of President, Governing Body, Principal and Vice- Principal, which monitors the performance and considers the promotional aspects of the non-teaching staff. The Departmental Promotion Committee after its due consideration recommends the employees for the time scale promotion to the higher authorities (DHE, Assam). The employees have to apply in the prescribed format supplied by the DHE. Performance Appraisal is mandatory for the promotion of both teaching and non-teaching staff.

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

The college conducts internal and external financial audits regularly at the ending of every financial year. The external audit is done by the government auditor appoint by the directorate of audits and accounts. The external auditor verifies all original bill and vouchers of expenditure as per heads and schemes and submits report if the auditor finds no any discrepancy. In case of any objection raised by the auditor during verification of expenditure statement and vouchers, the Accountant of the College gives explanation and clarification on the complaint raised by the auditor. Registered Charter Accountant also audits the expenditure of the college at the end of every financial year. The CA prepares Audit report of all expenditure done by the college scheme wise and date wise and submits the report. Moreover, the college regularly conduct internal audits by the auditors appointed by the Governing Body of the college for better scrutiny of the bills and vouchers of all expenditure statements head wise apart from the government and non-government schemes which includes, UGC Scheme, NAAC Scheme, State government schemes, MHRD Schemes, Admission, Examination, Self-finance course, Alumni contribution and internal income source of the college.

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)**

00

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

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

The college mobilizes its fund and uses for optimal utilization of resources. The college has strategy for mobilization funds for the greater benefit of the college for the purpose of implementation large project the college invites tender for quotation from the intending contractors serving notice through the college website and newspapers. The quotations are opened in the fixed date as mentioned in the tender notice by the construction committee in presence of the bidders. The committee selects the tender considering the quality and amount. The construction committee consists of Principal, two GB members, two teachers, engineer, alumni member, student member and community member. The committee looks after the construction projects and monitors the quality of materials of the project. Each infrastructure grant whether Government or non-government has been judiciously implemented through the committee. Payment has been done through PFMS, online transaction and a rare payment is done through offline mode. Regarding implementation of smaller scheme, the college implements the same through the Construction committee and purchasing committee. Once the grant is received, the principal of the college starts the project as norms and guidelines to make feasible and usable.

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

IQAC of the college always committed to enhance the internal quality of the institution through various quality initiatives and best practices for institutionalization. Such two practices are: 1. Faculty enrichment through use of ICT tools and digital workshops: IQAC takes initiatives for the training of faculty to use ICT tools and online resources so that they can impart quality education. Teaching learning through ICT is the need of the hour. IQAC organized and collaborated several STC, Workshop and seminars like- STC on Soft Skill on Behavioral Remodeling and Classroom Delivery Enhancement Techniques of Teachers, A one Day Workshop on Research Methodology, National Workshop on Revised NAAC Process, One Day Workshop on Personality Development and Mind Power, National Webinar series including Preparation of MOOCs and Online Pedagogy. 2. Coaching for Competitive Examinations: The IQAC of the college provides student support services to ensure their placement has organized and collaborated coaching for competitive examinations, workshops and career counseling and guidance programs for the students and alumnus every year and the same is institutionalized like State Level Workshop On Food Processing and Preservation , Nursing Education, NET/SLET Coaching, Career Counseling, Job Oriented Skill Development Training, TET Coaching, B.ED Entrance, APSC Free Coaching etc.

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

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

The IQAC always committed to evaluate the internal quality of the student through various practices and activities. Feedback of stake holders are regularly taken, analyzed and outcome is presented in the GB for improvement of infrastructure and learning resources. Activities through various cell has been organized, Online classes during COVID-19 has been performed. The IQAC of the college has facilitated the teaching learning reforms through implementing the mentoring and remedial classes. every department starts mentoring the honours students maintains the register of mentoring activities and takes

remedial classes identifying their areas of weaknesses. Another post accreditation initiative, the IQAC of the college has done reform in courses introducing skill development center in the college for development of entrepreneurship and skill to infuse the student making them potential for job market. Furthering the initiatives, the college started certificate course in Spoken Arabic and Spoken English for development of soft skill, Diploma in Fish and Fishery, Diploma in Beauty and Wellness, Diploma in Fruits and Vegetable Technology and B.VOC in Medical Laboratory technician. Thus, the student has earned skill development certificate along with traditional BA Degree which is very essential in the present context of job market.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rupahicollege.ac.in/frontend/iqac/AQAR%2019-20%20Pdf.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities****7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The college has taken initiatives to empower the women for social protection and promotion of their status through implementation of gender equity activities and programs. Though the college is co-educational institution, majority of faculties and students are women. So, the college in tune with its vision has given priority for vertical mobility of womenfolk in the society. To protect the rights and interests of women, there is women cell in the college to prepare yearly action plan and implementation thereof. The cell organizes co-curricular and extra-curricular activities tending to gender sensitize. Outreach and awareness programs also organized by the cell.

The college provides ample facilities for the safety and security of women in regard to 24-hour CCTV surveillance, separate toilets for women, separate girls common room, security guard, emergency health service, tricks counseling for self-defense etc. The women cell of the college has organized several gender sensitization programs. Moreover, Home Science Department has organized internship and field trips as per requirement of syllabus. Various department of the college has also organized outreach programs to provide adequate awareness on gender equality.

File Description	Documents
Annual gender sensitization action plan	https://rupahicollege.ac.in/frontend/igac/Women%20Cell,%20Report%202020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

Use of LED bulbs/ power efficient equipment	
File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded
<p>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</p> <p>The Source of waste generated daily in the College campus is Classrooms, Laboratories liquid Laboratories Paper, filter paper, plastic bottles, broken glass, pins, growth media Staffrooms Paper, plastic wrappers, plastic bottles, pens, aluminum foil, leftover food Office Paper, plastic wrappers, plastic bottles, pens, metal clips, pins, rubber band, old printer cartridges Computer Centre Paper, metal clips, pins, old printer cartridges, old CDs Canteen Disposable plates, cups, paper boxes, plastic wrappers, aluminum foil, vegetable peels, rotten vegetables, leftover food, plastic bottles Library Paper, plastic, Toilets Paper, plastic, sanitary napkins, dry leaves, living quarters, toilets and the kitchen, campus Construction debris, broken furniture, unserviceable equipment, batteries etc. The College has adopted proper methods of disposal and has also encouraged reduction, recycling and reuse of waste. The solid waste is burnt in a specific dig and others are removed outside the campus. Liquid waste is disposed through the drain into the Culvert. E-waste is hand over to the rag picker. Some solid waste like broken furniture is re-used.</p>	
File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File
<p>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste</p>	<p>B. Any 3 of the above</p>

water recycling Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following <ol style="list-style-type: none"> 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

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

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

Rupahi College is situated in a rural area inhabiting ST, SC, OBC and Minority population in its catchment area. The multi-cultural students and faculties are representing the college in various activities. Communal harmony, tolerance and socio-

economic differences are well maintained through implementation of uniforms, equal opportunity in various academic and administrative activities, committees, cells, appointments of teaching and non-teaching staff, Union Body etc. Reservation policy is fairly maintained in appointment and admissions as well. Various programs on communal harmony is organized. Various days and events are organized such as Saraswati Puja, Sankar-Azan Memorial Cultural Program, Bhupendra Sangeet Competition, Jikir-Jari Competition, Borgeet Competition, Bihugeet Competition, International Yoga Day, teacher's day, Fatehe Dowas Daham, Bator Nat, Awareness Programs, cultural rally etc. thus the college maintaining the balance of communal equality and harmony for a conductive atmosphere.

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

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

Mission of the college is to make the students a responsible citizen to fulfill the mandate of the Indian Constitution. The stakeholders of the college always committed towards creation of conductive educational environment incorporating values, duties and responsibilities to the society. To inculcate such values and responsibilities, the college organizes various activities and programs like observance of college foundation day with flag hosting and cultural programs, Observance of Independence Day, Observance of Republic Day, Observance of the birth day of Netaji Subash Ch. Bose, observance of Martyrs Day, Observance of Gandhi Jayanti with essay Competition, Azadi Ka Amrut Mohatsav, Activities under UBA 2.0, activities under NSS, Activities under Scout & Guides, Plantation Programs, Awareness Programs on cleanliness, Road Safety Measure, Blood Donation Camp, Relief Camp, Drugs and Alcoholic Substances, Superstitions and witch killing etc. These are the elements to sensitize the students to become a responsible citizen for nation Building.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	https://rupahicollege.ac.in/frontend/event/7

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

A. All of the above

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

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

The college is always committed to transform the visions of aspirations into reality enhancing the internal quality of the stakeholders. The internal quality of the students also measured through celebrating various national/international commemorative days, events and festivals with various sports events, cultural program, Easy Competitions, Extempore Speech, Plantation, Debate Competition such as. Celebration of

International Yoga Day, Celebration of World Environment Day, Celebration of Gandhi Jayanti, Celebration of Birth day of Netaji Subash Ch. Bose etc. These programs are celebrated inner sprit of the special days are discussed among the students in the form of lecture, debate competition, Quiz and easy Competition, moral and ethical conscious and ideals of the day are tried to impact upon us and work accordingly for the betterment of the nation in future.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Title of the Practice -I: Online Class Portal and Webinar Series

1. Objectives of the Practice:

Objective of the practice is to familiarize the teachers and students with the use of digital learning tools and online pedagogy. During COVID-19 Pandemic, the online learning became essential to run the teaching learning process intake.

2. The Context:

The COVID-19 pandemic become a serious threat to the mankind throughout the world. The threat spread as much as danger to extinguish the mankind for forever. To challenge the danger of COVID- 19 and to run the normal activity of the educational institution, the college adopted the modern technology of online tools for disseminating information and knowledge and continue the teaching learning process till the normal situation returns.

3. The Practice:

When the wave of COVID-19 pandemic reached in the state, the Govt. declared total close of educational institutions and declared some educational institution as COVID Care Centre and directed to continue teaching learning process through online mode. The faculty of the college communicated the students through WhatsApp groups. Every department open WhatsApp groups and aware the student how to use Google Meet, Zoom and other tools for online class. In the beginning of the practice, the faculties haphazardly used some tools for online class. Later on, an online class portal has designed and developed and activated to streamline the online classes. Database of teachers were prepared and inputted to the system to keep record of activities of teachers and students. The web portal contains four models like Online class, Assignment, Notes & Students requirements. Thus, the principal of the college could monitor the teaching learning activities through record of class schedule by the teachers, class taken or not, numbers of student participated, how many notes uploaded by the teachers, student requirements etc. As a part of the activity, webinar series also been conducted for teachers and students through Google Meet, Zoom, and other related Platforms like national webinar on use of online resources, national workshop on preparation of MOOCs and online Pedagogy, Online Invited Talk on Plagiarism and publication ethics: Do's and Don'ts, National Webinar on Trends in English Language Teaching, Bilingual education and E-learning, online Lecture Program on Role of Civil Society to Empower Muslim Women. National Webinar on Entrepreneurship in COVID-19 disrupted economy: Challenges and Opportunities, panel discussion among teachers, students and parents on education in COVID-19 pandemic situation, Interactive Session on online examination for BA Sem-I, National Webinar on Eco Feminism: Emerging Trends in Literature etc. The Webinar Series provides ample opportunity to the organizing teachers regarding uses of online platform and its resources, anchoring technique, presentation technique, preparation of google form, feedback form, preparation of digital certificate etc. The activity is unique for the college and never happened earlier; it is suddenly happened due to challenge the COVID-19 pandemic spread throughout the world.

4. Evidence of Success:

While started to implement this practice among the faculties and students, some difficulties and hardships frequently been happened. To acquainted with the online class portal system, tutorial video and SMS has been prepared and communicated

through organizing Zoom Meet. IQAC of the college had taken a major role to implement the practice, hence personal contact and group discussion, telephonic conversation and all type of assistance of like nature had been provided to implement the practice. More than 4100 classes have been taken through this portal namely www.rupahicollege.co.in and 11 Numbers of Webinars have been conducted through online mode. This is a remarkable contribution of the college in serving the students during the pandemic. Teachers as well as students have become well resource in using online platform for which the student could appear the online examination conducted by the affiliating Gauhati University without hinderance.

5. Problems Encountered and Resource Required:

During the implementation of this practice, the faculties as well as students felt anxiety with the system due to unaware of the use of some online tools. some teachers found difficulties in creating link in the online class portal, starting of class, finishing of class, downloading the attendance of students, uploading notes, likewise student also got confusion in joining classes, downloading notes etc. while webinar series were conducted it is found difficulties to create link, google form, feedback, presentation and network problem. Later on, all types of difficulties were removed through telephonic conversation and applying peer learning method. Thus, all the problems were solved and successfully implemented the practice. The network issues were solved through extra data pack and google domain were purchased.

6. Notes (Optional):

Though the face to face contact system can never be replaced by online mode nevertheless, the advancement of digital technique reached to its apex in providing of facilities in cheap cost, time saving, immediate world wide connection, lesser work load; the practice of online class, examination, internal assessment, conducting international seminar etc. have been done as a part of the process. So, any educational institution who yet to embrace it may adopt the practice as best practice.

Title of the Practice-II: Introduction of Skill Development Course

1. Objectives of the Practice:

Objective of the practice is to develop entrepreneurship, to make the student self-dependent and to make them eligible to appear before competitive job market in this digital age. The underlying principle of this practice is to provide opportunity to have vocational degrees, diplomas, and certificate vis a vis traditional BA degree depending on the relevant issues of the locality. Since the college is located in a rural background, huge number of unemployment youths are degrading the economic condition of the state. So, encouragement and opportunities have been provided through vocational courses relevant to its nature.

2. The Context:

As a part of the post accreditation initiatives, the college started a series of vocational courses like certificate in Computer Application, Diploma in Fish & Fisheries, Diploma in Fruits & Vegetable Technology, Diploma in Beauty & Wellness, B.Voc in Medical Laboratory Technician and B.Voc in Food processing and quality management during the last five years. To cater to the needs and requirement of students, the courses have been designed keeping in mind the opportunity to work on the relevant issues of the locality of the college. During implementation of this practice a considerable support has been obtained from the stakeholders and local people as well. The curriculum of the courses has been designed to work efficiently on the concerned job role. Syllabus of the courses has been designed by the board of studies and recommended by the board of management as well as governing body of the college. The courses have been run as self-finance. Instructors have been appointed on the basis of expertise in their own fields and existing relevant faculties also been deployed for the purpose too. Assessment has also been conducted through the examination committee of the college.

3. The Practice:

As a part of post accreditation initiatives and recommendation of NAAC peer team to establish a skill development center, the college in tune with NAAC and visions of aspirants of the college, a humble attempt has taken starting Diploma in Fish and Fisheries and Certificate in Computer Application under the UGC Scheme of Community College in the year 2016-17. In the same year, Certificate Course in Spoken English and Spoken

Arabic also been started. During 2018-19, Diploma in Fruits and Vegetable Technology and Diploma in Beauty and Wellness have introduced. During 2020-21, three years degree course in Medical Laboratory Technician and Food Processing and Quality Management Courses have been introduced in the college. This is a unique attempt of introducing a series of skill development courses in the college for the greater benefit of the students of this rural area. Specially, the women section is targeted to make them financial independents and their emancipation from social customs. Since, the higher education is redefined as access, accountability and market value in the global competition; in view of the above parameter to assure the quality and skill development of entrepreneurship, the skill-based courses have become relevant to fulfill the needs of youths of this rural area. Many alumnus have got contractual appointments in various organization, some students have started their own businesses like fishery demonstration, fish cum paddy culture, small industry like pickle factory, gems and jelly factory, beauty parlors, massage therapy, nursery business etc. There are some instances that indicates our endeavor is successfully which implemented through the students. The three years degree courses in medical laboratory technician has got huge demand among the students, crossing the limit of intake capacity the student got admitted raised to 65. A functional MOU has been done with A. J. Hospital & Research Center, Nagaon for internship of the students. During implementation of the practices the college found difficulties in getting efficient instructors. Letter on, the same was solved and we got qualified instructors in required field.

4. Evidence of Success:

During the implementation of the practice, the evidence of success is found in their skills, activities, and examinations. They could develop their soft skills, communication skills and job role technique. As regards to the computer course the job role is type writer whose evidence of success is found in their contractual jobs and entrepreneurship in DTP Centre. As regards to the diploma in fish and fishery, some students have appointed as fishery demonstrators, some of them have taken leased of fisheries and Bills and producing fish and some of them started paddy cum Fish culture at their own capacity. The diploma holders of fruits and vegetables technology have started small industry like pickle factory, jam factory etc. Now the students of medical laboratory technician have been doing the courses with almost zeal and celebration in bringing

a bright future in front of them.

5. Problems Encountered and Resource Required:

During the implementation of the course, there found some difficulties in terms of infrastructure, finance and subject expert instructors. Governing body of the college and principal in association with the faculties have quickly solve the problem and thus tremendously started the courses and completed successfully.

6. Notes (Optional):

Every higher educational institution who have yet to starts such practice should at its fast attempt start such type of vocational and skill courses relevant to local needs and issues of the students of that particular area.

File Description	Documents
Best practices in the Institutional website	http://www.rupahicollege.co.in/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Emancipation of Rural Women and Empowerment

Rupahi College in its four-decade old journey focused its mission of transforming the lives through spread of modern progressive general education among the rural backward populace mostly comprising of minorities and Tribal. Catering to the growing aspirations of these marginal sections, the college strives to offer quality and meaningful transforming tools to lift lives from the grip of social taboos, evil practices, superstitious beliefs in general and subjugating women folk further behind burqa with a longer purpose to bear and rear children without the slightest access to modern civilizing

forces like health, hygiene and education. Thrust has since then been encouraging participation of great students on the vision of enlisting and empowering these doubly marginalizing class. It is in this field the college plays a quite significant roles as today the girls students stand shoulder to shoulder with their male counterparts not only numbers but also in both curricular and co-curricular excellence.

Women of Rupahi Region are mostly marginals belonged to the poor peasants. Among this, tribal and minorities women are twice marginalized. Since the inception of this college, priority has been given to promote the destitute women section of the area as a part of its mission and continuously transforming their livelihood through easy access to higher education, co-curricular and extra-curricular activities, awareness programs, seminars and workshops, internships, field works, vocational education etc. A revolutionary change and social promotion have been reflected on the corporate life of the women of this area which contributed to family management, population control, national economy, cultural development and legal awareness. Though the college is a co-educational institution in a rural setup, the number of girls' student has increased more than boys. Result of the girls are far better than boys, performance in sports and cultural events also better than boys. It is noteworthy to mention that women faculty in the permanent post is more than male faculty. Women related national seminar, MRPs, Ph.Ds., extension activities, outreach programs, internships, field works etc. have been done.

We can measure the empowerment of rural women of this area through the table below:

Year

Student Enrolled

Male

Female

2016-17

1723

831

892

2017-18

1991

907

1084

2018-19

2060

980

1080

2019-20

1938

841

1097

2020-21

2061

981

1080

The above table proves the vertical mobility of women of this locality to walk shoulder to shoulder with their male counterparts. Women in extra-curricular activities also shown better than male which reflected during the college week through their participation in various sports and cultural programs. The girls Kabaddi team of Rupahi college has participated in GU inter-college Kabaddi Tournament held at Salbari college and Goalpara college. The continuous and concerted effort has been fulfilled when the girls Kabaddi team own championship trophy in GU Inter-College Kabaddi Tournament

held at Rupahi College for the year 2018-19. These has been achieved in spite of initial registration of many by their parents of years practice under a professional coach and one exposure participation in tournament of similar kind has earned such success surely because of their great and determination. It was their past a breaking of the glass ceiling, showing their parents and they would outside their given freedom and a little assistant those girls can achieve anything and everything.

Activities for women empowerment have been undertaken through NSS Cell, Scouts & Guides, Women Cell and Home Science Department of the College. Some of them may be mentioned here like National Seminar on Women Empowerment and Changing Scenario of NE India, National Seminar on Rights of women in Islam, workshop on Food Processing and Preservation, Workshop on Nursing Education, Seminar on Family Resource Management, Scouts & Guides participation in Podducherry Training camp, Scouts & Guides participation in Jaipur training camp, Field visit to Gonabari on Socio-Economic Management and Practices of Women, ACTA Women Cell Conference, Awareness Program on Population Control through Mass Education, Awareness Program on Iron Deficiency Anaemia amongst Reproductive Women of Puthikhaity Village, Awareness Program of Early Marriage, Celebration of International Women's Day, Lecture Program on Role of Civil Society for Empowerment of Muslim women etc. These have been done for protection of the rights and interests of women for their social promotion. Apart of their academic progression, many girls have got admitted to MA, B.Ed., LLB, etc. As regards to their corporate life, it is evident that many girls have qualified TET examination and appointed in Government Posts. Some of them have appointed in health sector, agriculture, social welfare, panchayat and rural development and private sector schools also. A huge number of alumnae has been representing in local politics through Panchayati Raj System and NGOs for which speedy empowerment of women has taken place.

Easy excess to higher education for women has been facilitated through opening regular MA in Arabic and study center of KKHSOU and IDOL. Tradition of early marriage has been stopped. Orthodoxy feelings dominating the women folk has been relaxed forever. To empower the girls students in all aspects, the college facilitated vocational courses for their economic

independent. Department of Home Science has providing adequate training, internship, field trips, and family management technique through series of activities.

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

7.3.2 - Plan of action for the next academic year

Future plan of action for the next academic session 2021-22 contains two types of plan namely short-term plan and long-term plan. Permanent coaching center for competitive examinations will be set up, faculty and students exchange program will be conducted among the cluster of rural colleges, research fund will be generated, job fair will be organized, disaster management workshop will be organized, various sports competitions will be organized, Earth filling in the campus, construction of front boundary wall, upgradation of laboratories shall be undertaken. To open PG course in some departments, to invite NAAC peer team for third cycle, to Upgrade Solar project into on-grid system, to open Girls Hostel, to build Principal's Quarter in the college campus, to organize awareness programs in the feeder institutions to enhance enrolment in Science and commerce stream, to beautify the college campus and development of Playground, to organize outreach programs in the catchment areas on local problems, to take initiative of Preparation of MOOCs and online pedagogy, Program on startups, entrepreneurship and innovation on local issues shall be undertaken, Plantation of indigenous fruits, development of botanical garden and medicinal plant, Construction of RCC Arts building, Upgradation of indoor sports complex etc. shall be undertaken.