



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

RUPAHI COLLEGE

- Name of the Head of the institution **DR MONOJ KUMAR NATH**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03672257274**
- Mobile no **9435162422 8638030437**
- Registered e-mail **rupahicollege81@gmail.com**
- Alternate e-mail **mknathdu@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 **IFTIKHAR ISLAM**
- Phone No. **03672265603**
- Alternate phone No. **7399121825**
- Mobile **7399121825**
- IQAC e-mail address **rupahicollege81@gmail.com**
- Alternate Email address **rupahicollegeiqac22@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)) <http://rupahicollege.ac.in/aqar.php>

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

- if yes, whether it is uploaded in the Institutional website Web link: <http://rupahicollege.ac.in/academic.php>

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
Cycle 3	B+	2.52	2022	21/09/2022	20/09/2027

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 RUPAHI NAGAON	Schame for waiver of admission fees	Government of Assam	2021-22	4,203,452/-

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

NAAC guidelines

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

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? **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

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

- If yes, mention the amount

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

Regular IQAC Meeting

Preparation for NAAC Peer Team Visit For 3rd Cycle

Regular Coaching for Competitive Examinations like TET, NET, SLET etc

Staff Training Program in every Academic Year

Continuity of best Practices

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 have been conducted as per schedule of academic calendar guidelines
Feedback	Structured feedback from all stakeholders have been received and analyzed as well as corrective measure is suggested
Student Satisfaction Survey	Students satisfaction survey in online mode have been received, analyzed and corrective measures are taken
SWOC Analysis	SWOC analysis of departments and institution have been done

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

- 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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• Pin Code	782125
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• if yes, whether it is uploaded in the Institutional website Web link:	http://rupahicollege.ac.in/acalendar.php				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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Cycle 2	B	2.63	2015	15/11/2015	14/11/2020
Cycle 3	B+	2.52	2022	21/09/2022	20/09/2027
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	
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8.Whether composition of IQAC as per latest NAAC guidelines	Yes				
• Upload latest notification of formation of IQAC	View File				

9.No. of IQAC meetings held during the year	7	
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Staff Training Program in every Academic Year		
Continuity of best Practices		
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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
2020-21	04/01/2022

15. Multidisciplinary / interdisciplinary
<p>NAAC (cycle-II, 2015) in its recommendation for quality enhancement of the institution suggested that the college should introduce PG and Additional streams so as to make it multidisciplinary. The college identified the department of Arabic as its strength and introduced PG in Arabic in the year</p>

2016. In the meantime, the college developed necessary infrastructure including laboratories from various funds like UGC, RUSA, savings from running courses in distance mode and public donation. In 2017 the college introduced B.Sc with Honors in five subjects. The following year B. Com was introduced with due affiliation from Gauhati University they are run as self-financed. A good infrastructure, personal care by a committed team of faculties, overall fledged ambiance of the college and the good will and trust of the people have now made it a full-fledged multi stream college with a total of 19 honours subjects on offer. In view of NEP 2020, the college now finds itself in an advantageous position as its students under CBCS (Choice Based Credit System) can afford to choose subjects across disciplines.

16.Academic bank of credits (ABC):

The biggest concern in a rural college like ours is students drop outs. Multiple entries and exits under NEP 2020 hold the sure solution to this problem. An academic bank of credits will address the drop out as students shall be able to earn credit points in their academic bank as and when they find them convenient in a long term in place of presently five-year registration period. It being a rural college it caters to the aspirations of higher education of economically and socially disadvantaged section of the society. Students are mostly first-generation aspirants and so lack family support and motivation. For many higher educations is a luxury which they can hardly afford. The introduction of academic bank of credit (ABC) as envisaged in NEP 2020 will go a long way in addressing these maladies. NEP 2020 is set to provide multiple entry and exits. In case of Medical Laboratory Technician Course, the college in collaboration with an NGO has last year started by providing its students with an option completing one-year diploma or pursuing three-year degree in BMLT. In a slow but sure way the college is prepared to embrace Academic Bank of Credit under NEP 2020.

17.Skill development:

NEP 2020 has rightly put a great deal of emphasis on imparting skill education in order to make graduates job providers in place of job seekers. The college under UGC sponsored Community College Schemes has introduced two diploma skill courses viz. computer application and Fish and Fishery. Following another recommendation of NAAC Cycle-2 setting up of a skill center, the college applied its affiliating university for two vocational courses and was granted to run in 2020: B. Voc in Medical Laboratory Technician and Food Processing and Quality Management.

Due to COVID-19, the college decided to start only Medical Laboratory Technician Course from 2020 with 20 odd students. In 2021, Food Processing and Quality Management was introduced and both are running with full capacity. Its introduction of vocational course will help our students tremendously in addressing the problem of employability. Spurred by a good response from the student, the college is set to start more locality specific vocational subjects in near future.

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

Assam is a mini-India- a land of legion cultures and languages. The college runs 5 language departments viz: Assamese, Hindi, Sanskrit, Arabic and English. All these subjects teaching language at pass courses and honors levels enjoy a healthy enrolment every year. The department of English, Arabic and Sanskrit conduct short spoken courses to popularize talking. As the college runs programs under affiliating Gauhati University it has little say on framing of the syllabus. But the college makes sincere effort to integrate Indian knowledge system by involving students in observing various cultural programs like Saraswati Puja, Bihu, Biswakarma Puja, Fateha-EDowas Daham etc. As students are mostly from socially and economically disadvantaged sections and situating of the college being rural and relatively inaccessible by internet introducing online classes still remains a non-starter. But our success in conducting online classes during 2nd phase of the pandemic COVID-19 last year more than 4500 classes were conducted has raised hope and IQAC has taken some initiatives to launce MOOCs.

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

Under NEP 2020, the general education system has been made really accountable. So far, its outcome is concerned OBE brings in the various life and livelihood skills into play. The college organizes programs and starts certificate courses on Yoga & computer application. This year, the college has decided to apply Gauhati University for introduction of PGDCA. Choice based credit system introduced by our affiliating Gauhati University and adopting by our college has brought a focus on outcome-based education. Spread overs six semesters the syllabus is very well taken care of. Its paper is divided into some credit points based on credit hours. Issues relating to environment, gender, professional ethics are incorporated in the new syllabus. The outcome of which is strongly getting reflected in social life. In this regard the NEP puts much emphasis for which the college

seems quite prepared.

20.Distance education/online education:

The college strives hard to cater to the needs of higher education in a vast rural area of 12 km radius offering regular courses in 21 subjects in Science, Arts Commerce and vocational studies. But in order to fulfil the aspiration of the dropped-out candidates, employed or married in general and women in particular the college has been running courses under distance mode since 2013. It has opened study center under Gauhati university Institute of Distance and Open Learning through which MA in four subjects, MSc in Mathematics, and M. Com and another Study Center under KKHSOU, the college offers BA honours and regular Diploma in Library and Information Science and MA in several courses. Besides these, the college has extended services to the untrained serving teachers by offering D.El.Ed under NIOS. Providing online education to the students during first lock down was very disappointing and disheartening experience as it was shocking to discover that most of students do not possess smart phone and there is serious net problem in their respective villages. Thus, the college now stands get prepared to face any eventuality in future to shift from offline to online mode at any point to time.

Extended Profile

1.Programme

1.1	670
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2082
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	440
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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 Number of outgoing/ final year students during the year		299
File Description		Documents
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		62
File Description		Documents
Data Template	View File	
3.2 Number of sanctioned posts during the year		27
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)		70,82,541
4.3 Total number of computers on campus for academic purposes		23

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 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. 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. 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. Environmental Studies is a mandatory curriculum component in the syllabi approved by the University. The Examination Committee plans and conducts the Sessional and end semester examinations of the Gauhati University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://rupahicollege.ac.in/ssr_sub.php?type=CRITERION%201

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 etc. The students are evaluated through

sessional examinations, class room attendance, seminars and assignments. 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 Course and the Internal Examinations of Honours Course are conducted by the individual department as per exam program. Answer Scripts are evaluated accordingly within fifteen days. The internal marks are sent to the affiliating University before final examination in the mark foils supplied by the University. Assignments are evaluated.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://rupahicollege.ac.in/upload/acalender/1672289382.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

40

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)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

66

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

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human

Values, Environment and Sustainability into the Curriculum

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, 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 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. Department of Botany undertakes major responsibilities to protect and preserve the environmental degradation by plantation. Details of crosscutting issues are uploaded.

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

7

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

57

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	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1075

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

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

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

167

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 indentify their area of weakness and resolves accordingly. Every department arranges remedial classes before internal examination and final examination as a part of the mentoring system . 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 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
2082	62

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. Classroom teaching is sought to be more interactive between faculty members and students. 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 in which student can learn from each other. Field visit, Project preparation and internship report are another source of experiential learning for students based on the syllabi approved by the affiliating University.

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

62

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

27

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

703

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

2.5 - Evaluation Process and Reforms

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

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, project works, field works and seminar presentations. 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.

Method of Academic Assessment is ensured by setting question

patterns with varying weightage to assess the multiple levels of intelligence and skills. The portions to be covered for the tests are announced in advance and questions are prepared only on those portions that are covered in the class.

The college conducts the examinations as per the academic calendar of the college which is prepared in tune with the affiliating Gauhati University. The departments submit the marks of internal examination for online uploading the same to GU portal.

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 examination as per the mechanism prepared by the college to dispose the matters 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, field work, project preparation, 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. Grievance related to internal examination the Committee is empowered to redress it quickly as par the guideline prepared by the college for this purpose.

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. Structured feedback of the stakeholders is analyzed with due care and diligence and outcome is placed before Governing Body of the college for necessary steps to be taken to add or modify some unit of the syllabi to fulfill the requirement of present need and to communicate proposal to affiliating Gauhati University as suggestive measure.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://rupahicollege.ac.in/ssr.php
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, field activities, departmental activities, innovative teaching method, , cultural competitions, essay competitions, 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, student exchange programs, visits of historical places, visits of industries, visits of wildlife sanctuary, educational tours, group discussions, 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. student support service like mentoring, career counseling, coaching for competitive examinations etc. have been undertaken on regular basis. Combination of all these forms a basis for evaluation of program outcomes, program specific outcome and course outcomes which reflect in the corporate life of students.

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

400

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)

<http://rupahicollege.ac.in/igac.php>

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

0

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 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 courses like Diploma in computer application, Diploma in Food Processing .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 setup 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. The design and development of web portal for online class d is another steps towards the innovation for transformation of knowledge to the students.

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

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

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

08

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

3.3 - 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

06

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

11

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

03

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

03

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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**

02

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the 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**

62

File Description	Documents
Report of the event	View File
Any additional information	View File
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

04

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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 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. 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, book shelf, reading room for students and teachers, computers and scanners are well equipped. Separate departments for running their programs smoothly along with the facilities of required classrooms, computers, internet connections for students and teachers. The administrative block of the college equipped with several sections. spacious chamber of Principal attached with conference room for Governing Body meeting, the entire campus is under CC TV Surveillance. Science laboratories and home science laboratories are well equipped with chemical and instruments as per requirements of students.

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	Nil

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

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

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

70,82,541/

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Central Library of Rupahi College was established 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 readers 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	View File
Paste link for Additional Information	http://rupahicollege.ac.in/library.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e- A. Any 4 or more of the above

books Databases Remote access toe-resources

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

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

2.77712

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

55

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

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

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	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

33

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)

70,82,541/-

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Rupahi College is situated in the northern part of District headquarter. Governing Body of the College is the final authority in making internal policies and procedures in all respects. 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. 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, security room, separate toilet facilities for boys and girls, boys common room, girls common room, students' union office, bike stand, playground, Basketball court, 24 hours CCTV surveillance. The college has 19 departments of arts, science and commerce. Eight numbers of laboratories are utilized by respective departments. One librarian and other two assistants properly maintain the library. The library is fully automated with open source software soul 2.0 and D space. The college has sports board formed with three faculties. The board promulgates sports culture in the college by the Students' Union Body of the College. The College has well equipped computer laboratory of 21 computers.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

3068

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

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

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

3068

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

50

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

50

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

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

06

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

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

5.2.2.1 - Number of outgoing student progression to higher education

30

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

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.

2

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

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' Union Body of the College is formed by election following the norms of Lyngdoh committee report in the beginning of every academic session. The Body organizes various sports and events including college week, cultural programs, freshmen social, plantation etc. During the years under the leadership of President of the said Body.

President of the Student's Union Body is ex-officio member of IQAC.

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

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

Scouts and Guides wing of the college represents the college in various national camps under the guidance of Ranger Leader

Sports Boards of the College undertakes to facilitates sports culture, procuring equipment and schedules events during the year.

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

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

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

140

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

5.4 - Alumni Engagement

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

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	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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. 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. 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. The teachers play a major role through participation in various committees including Governing Body and cells in order to reaching the goals and objectives of the institutions. The Principal of the college who is also the Secretary of the Governing Body convenes meetings of the Governing Body.

File Description	Documents
Paste link for additional information	http://rupahicollege.ac.in/upload/ssr/1672297715.pdf
Upload any additional information	View File

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

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

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. 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. The Principal & Secretary of Governing Body becomes the implementing head of all policies

The Vice-Principal heads the academic committee comprising of all heads of Departments and Coordinator of IQAC.

The heads of departments execute departmental activities .

The coordinator of IQAC with the help of various committees and cells formed on research activities.

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

The committees involves in management system may be mentioned here like Examination Committee, , Admission Committee etc.

File Description	Documents
Paste link for additional information	http://rupahicollege.ac.in/upload/ssr/1672297715.pdf
Upload any additional information	View File

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 traditional education system creating a huge number of unemployment issues and leading towards an uncertain future. The college 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 sanctioned by UGC and approved by the affiliating Gauhati University in terms of syllabus, Question Setting, conducting examinations and issuing marksheets. In the beginning of the year one subject was introduced namely B.VOC in medical laboratory technician. and another coursenamey Food Processing and Quality Management is introduced in 2021. The college aims to introduce more courses relevant to the local needs and demands.the college encouraging entrepreneurship and self-dependent strategy as a part of perspective plan in tune with the vision of the aspirants.

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

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

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 GB. Principal of the college enjoys financial power and administrative power while the Vice Principal looks after the academic section and departments. HODs look after the departmental activities of own department. Non-teaching staff of the college deals with admission, form fill-up, accounts, UGC, DHE, and GU related activities as assigned by the principal, central library facilitates the students reading materials, borrowing books etc. IQAC of the college maintains coordination with various cells, committees and departments, Students' Union Body .

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://rupahicollege.ac.in/upload/ssr/1672297715.pdf
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The 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. Most of the members urged to establish a financial forum from which the members can borrow loan easily with a minimum interest. 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 as per his share and will avail 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. So, the fund is playing a vital role in this respect. As the fund area is within the college family, it does not allow loan to the outsiders .In case of incurable diseases of the members of the college family, the fund donates a large amount to the respective members.

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

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

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

0

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

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

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

0

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

2

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

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

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. These are communicated to the concerned authority for the preparation of ACR of the faculty members. 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. This process implies to the Grade-IV employees depending on the number of years they have served the institute (Assam Govt. Regulations are followed). The Departmental Promotion Committee after its due consideration recommends the employees for the time scale promotion to the higher authorities (DHE, Assam).

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The 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. Then Principal of the college submits Utilization certificate along with audit report to the sanctioned authority of the particular scheme. Moreover, the college regularly conduct internal audits by the auditors appointed by the Governing Body of the college The auditor verifies all the statement of expenditure along with bills and vouchers and submits the report putting their signature on it at the end of every financial year

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

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

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

5,00,000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

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. UGC schemes of Diploma courses, there is Board of Studies (BOS), Board of Management (BOM) and Purchasing committee. The BOM takes the decisions and the same is implements by the BOS

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 tools and digital workshops: IQAC takes initiatives for the training of ICT tools and online resources so that they can impart quality education. ICT learning through ICT is the need of the hour. IQAC organized and collaborate STC, Workshop and seminars like- STC on Soft Skill on Behavioral Remodeling Classroom Delivery Enhancement Techniques of Teachers.
2. Coaching for Competitive Examinations: The college provides student support services to ensure their placement has and collaborated coaching for competitive examinations, workshops and care counseling and guidance programs for the students and alumnus every year.

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. 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	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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 sensitizations 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	http://rupahicollege.ac.in/upload/ssr/1672298421.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	http://rupahicollege.ac.in/upload/ssr/1672298435.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

In the College, the sources of solid waste are classrooms, laboratories, staff rooms, office, library, canteen, toilets, grounds and the hostel. The types of solid waste generated have been characterized and the quantity assessed as follows: Source Type of waste generated Quantity of waste generated/ day in the College Classrooms Paper, plastic wrappers, plastic bottles, etc. leftover food that is biodegradable. Egregation of the waste into wet and dry waste and disposal in separate, different colored, bins. 2. Non-biodegradable waste, which is dry waste, is disposed of in notified panchayat collection centers. 3. Used solid microbial growth media is sealed in autoclavable bags and disposed after decontamination by autoclaving. 4. Construction debris generated in the College is disposed by contractors in authorized landfill sites.

Liquid Waste a major source of liquid waste is laboratories in the departments of Chemistry, Home Science, Botany Zoology. Along-side this is the wastewater from toilets and bathrooms. Characterizing and quantifying the liquid waste generated in the College is a challenging task. The methods used in handling liquid waste include Disposal: 1. Liquid waste generated in the laboratories is checked for corrosiveness and disposed of after neutralization. 2. Waste water from toilets and bathrooms is disposed in the drainage system.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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	View File

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

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

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

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 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)	No File Uploaded
Any other relevant information	View File

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

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, Superstations 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	http://rupahicollege.ac.in/upload/ssr/1672298520.pdf
Any other relevant information	http://rupahicollege.ac.in/upload/ssr/1672298336.pdf

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

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	View File
Any other relevant information	View File

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	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Online Class Portal and Webinar Series

Objective of the practice is to familiarize the teachers and students with the use of digital learning tools and online pedagogy.

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. As a part of the activity, webinar series also been conducted for teachers and students through Google Meet, Zoom, and other related Platforms. The portal namely www.rupahicollege.co.in.

Introduction of Skill Development Course

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 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.

File Description	Documents
Best practices in the Institutional website	http://rupahicollege.ac.in/upload/ssr/1672298469.pdf
Any other relevant information	http://rupahicollege.ac.in/upload/ssr/1672297679.pdf

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

Rupahi College in its four-decades 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. 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 living in Rupahi region are mostly marginals belonged to the poor peasants. Among them, tribal and minority women are 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. As a result, revolutionary change in social promotion has been seen on the corporate life of the women of this area.

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.

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 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. 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. 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. Environmental Studies is a mandatory curriculum component in the syllabi approved by the University. The Examination Committee plans and conducts the Sessional and end semester examinations of the Gauhati University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://rupahicollege.ac.in/ssr_sub.php?type=CRITERION%201

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 etc. The students are evaluated through sessional examinations, class room attendance, seminars and assignments. 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 Course and the Internal Examinations of Honours Course are conducted by the individual department as per exam program. Answer Scripts are evaluated accordingly within fifteen days. The internal marks are sent to the affiliating University before final examination in the mark foils supplied by the University. Assignments are evaluated.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://rupahicollege.ac.in/upload/acalendar/1672289382.pdf

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

40

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)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

66

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

1.3 - Curriculum Enrichment

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

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, 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 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. Department of Botany undertakes major responsibilities to protect and preserve the environmental degradation by plantation. Details of crosscutting issues are uploaded.

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

7

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

57

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	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1075

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

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

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

167

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 indentify their area of weakness and resolves accordingly. Every department arranges remedial classes before internal examination and final examination as a part of the mentoring system . 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 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
2082	62

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. Classroom teaching is sought to be more interactive between faculty members and students. 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 in which student can learn from each other. Field visit, Project preparation and internship report are another source of experiential learning for students based on the syllabi approved by the affiliating University.

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

62

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

27

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

703

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

2.5 - Evaluation Process and Reforms

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

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, project works, field works and seminar presentations. 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.

Method of Academic Assessment is ensured by setting question patterns with varying weightage to assess the multiple levels of intelligence and skills. The portions to be covered for the tests are announced in advance and questions are prepared only on those portions that are covered in the class.

The college conducts the examinations as per the academic calendar of the college which is prepared in tune with the affiliating Gauhati University. The departments submit the marks of internal examination for online uploading the same to GU portal.

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 examination as per the mechanism prepared by the college to dispose the matters 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, field work, project preparation, 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. Grievance related to internal examination the Committee is empowered to redress it quickly as par the guideline prepared by the college for this purpose.

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. Structured feedback of the stakeholders is analyzed with due care and diligence and outcome is placed before Governing Body of the college for necessary steps to be taken to add or modify some unit of the syllabi to fulfill the requirement of present need and to communicate proposal to affiliating Gauhati University

as suggestive measure.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://rupahicollege.ac.in/ssr.php
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, field activities, departmental activities, innovative teaching method, , cultural competitions, essay competitions, 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, student exchange programs, visits of historical places, visits of industries, visits of wildlife sanctuary, educational tours, group discussions, 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. student support service like mentoring, career counseling, coaching for competitive examinations etc. have been undertaken on regular basis. Combination of all these forms a basis for evaluation of program outcomes, program specific outcome and course outcomes which reflect in the corporate life of students.

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

400

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)

<http://rupahicollege.ac.in/igac.php>

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

0

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 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 courses like Diploma in computer application, Diploma in Food Processing .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 setup 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. The design and development of web portal for online class d is another steps towards the innovation for transformation of knowledge to the students.

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

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

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

08

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

3.3 - 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	
06	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
11	
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	
03	
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

03

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

02

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

62

File Description	Documents
Report of the event	View File
Any additional information	View File
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**

04

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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**

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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

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

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 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. 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, book shelf, reading room for students and teachers, computers and scanners are well equipped. Separate departments for running their programs smoothly along with the facilities of required classrooms, computers, internet connections for students and teachers. The administrative block of the college equipped with several sections. spacious chamber of Principal attached with conference room for Governing Body meeting, the entire campus is under CC TV Surveillance. Science laboratories and home science laboratories are well equipped with chemical and instruments as per requirements of students.

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	Nil

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

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

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

70,82,541/

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Central Library of Rupahi College was established 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 readers 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	View File
Paste link for Additional Information	http://rupahicollege.ac.in/library.php

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)

2.77712

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

55

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

4.3 - IT Infrastructure

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

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	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

33

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)

70,82,541/-

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Rupahi College is situated in the northern part of District headquarter. Governing Body of the College is the final authority in making internal policies and procedures in all respects. 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. 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, security room, separate toilet facilities for boys and girls, boys common room, girls common room, students' union office, bike stand, playground, Basketball court, 24 hours CCTV surveillance. The college has 19 departments of arts, science and commerce. Eight numbers of laboratories are utilized by respective departments. One librarian and other two assistants properly maintain the library. The library is fully automated with open source software soul 2.0 and D space. The college has sports board formed with three faculties. The board promulgates sports culture in the college by the Students' Union Body of the College. The College has well equipped computer laboratory of 21 computers.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
3068	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
3068	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

50

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

50

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

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

06

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

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

5.2.2.1 - Number of outgoing student progression to higher education

30

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

government examinations)

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

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.

2

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

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' Union Body of the College is formed by election following the norms of Lyngdoh committee report in the beginning of every academic session. The Body organizes various sports and events including college week, cultural programs, freshmen social, plantation etc. During the years under the leadership of President of the said Body.

President of the Student's Union Body is ex-officio member of IQAC.

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

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

Scouts and Guides wing of the college represents the college in various national camps under the guidance of Ranger Leader

Sports Boards of the College undertakes to facilitates sports culture, procuring equipment and schedules events during the year.

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

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

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

140

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

5.4 - Alumni Engagement

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

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	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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. 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. 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. The teachers play a major role through participation in various committees including Governing Body and cells in order to reaching the goals and objectives of the institutions. The Principal of the college who is also the Secretary of the Governing Body convenes meetings of the Governing Body.

File Description	Documents
Paste link for additional information	http://rupahicollege.ac.in/upload/ssr/1672297715.pdf
Upload any additional information	View File

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

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

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. 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. The Principal & Secretary of Governing Body becomes the implementing head of all policies

The Vice-Principal heads the academic committee comprising of all heads of Departments and Coordinator of IQAC.

The heads of departments execute departmental activities .

The coordinator of IQAC with the help of various committees and cells formed on research activities.

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

The committees involves in management system may be mentioned here like Examination Committee, , Admission Committee etc.

File Description	Documents
Paste link for additional information	http://rupahicollege.ac.in/upload/ssr/1672297715.pdf
Upload any additional information	View File

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 traditional education system creating a huge number of unemployment issues and leading towards an uncertain future. The college 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 sanctioned by UGC and approved by the affiliating Gauhati University in terms of syllabus, Question Setting, conducting examinations and issuing marksheets. In the beginning of the year one subject was introduced namely B.VOC in medical laboratory technician. and another coursenamely Food Processing and Quality Management is introduced in 2021. The college aims to introduce more courses relevant to the local needs and demands.the college encouraging entrepreneurship and self-dependent strategy as a part of perspective plan in tune with the vision of the aspirants.

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

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

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 GB. Principal of the college enjoys financial power and administrative power while the Vice Principal looks after the academic section and departments. HODs look after the departmental activities of own department. Non-teaching staff of the college deals with admission, form fill-up, accounts, UGC, DHE, and GU related activities as assigned by the principal, central library facilitates the students reading materials, borrowing books etc. IQAC of the college maintains coordination with various cells, committees and departments, Students' Union Body .

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://rupahicollege.ac.in/upload/ssr/1672297715.pdf
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The 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. Most of the members urged to establish a financial forum from which the members can borrow loan easily with a minimum interest. 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 as per his share and will avail 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. So, the fund is playing a vital role in this respect. As the fund area is within the college family, it does not allow loan to the outsiders .In case of incurable diseases of the members of the college family, the fund donates a large amount to the respective members.

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

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

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

0

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

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

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

0

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	
2	
File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File
6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff	
<p>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. These are communicated to the concerned authority for the preparation of ACR of the faculty members. 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. This process implies to the Grade-IV employees depending on the number of years they have served the institute (Assam Govt. Regulations are followed). The Departmental Promotion Committee after its due consideration recommends the employees for the time scale promotion to the higher authorities (DHE, Assam).</p>	

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The 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. Then Principal of the college submits Utilization certificate along with audit report to the sanctioned authority of the particular scheme. Moreover, the college regularly conduct internal audits by the auditors appointed by the Governing Body of the college The auditor verifies all the statement of expenditure along with bills and vouchers and submits the report putting their signature on it at the end of every financial year

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

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

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

5,00,000	
File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File
6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources	
<p>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. UGC schemes of Diploma courses, there is Board of Studies (BOS), Board of Management (BOM) and Purchasing committee. The BOM takes the decisions and the same is implements by the BOS</p>	
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 tools and digital workshops: IQAC takes initiatives for the training of ICT tools and online resources so that they can impart quality education. ICT learning through ICT is the need of the hour. IQAC organized and collaborate STC, Workshop and seminars like- STC on Soft Skill on Behavioral Remodeling Classroom Delivery Enhancement Techniques of Teachers. 2. Coaching for Competitive Examinations: The college provides student support services to ensure their placement has and collaborated coaching for competitive examinations, workshops and care counseling and guidance programs for the students and alumnus every year.

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. 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	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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 sensitizations 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	http://rupahicollege.ac.in/upload/ssr/1672298421.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	http://rupahicollege.ac.in/upload/ssr/1672298435.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

In the College, the sources of solid waste are classrooms, laboratories, staff rooms, office, library, canteen, toilets, grounds and the hostel. The types of solid waste generated have been characterized and the quantity assessed as follows: Source Type of waste generated Quantity of waste generated/ day in the College Classrooms Paper, plastic wrappers, plastic bottles, etc. leftover food that is biodegradable. Egregation of the waste into wet and dry waste and disposal in separate, different colored, bins. 2. Non-biodegradable waste, which is dry waste, is disposed of in notified panchayat collection centers. 3. Used solid microbial growth media is sealed in autoclavable bags and disposed after decontamination by autoclaving. 4. Construction debris generated in the College is disposed by contractors in authorized landfill sites.

Liquid Waste a major source of liquid waste is laboratories in the departments of Chemistry, Home Science, Botany Zoology. Along-side this is the wastewater from toilets and bathrooms. Characterizing and quantifying the liquid waste generated in the College is a challenging task. The methods used in handling liquid waste include Disposal: 1. Liquid waste generated in the laboratories is checked for corrosiveness and disposed of after neutralization. 2. Waste water from toilets and bathrooms is disposed in the drainage system.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water

A. Any 4 or all of the above

harvesting Bore well /Open well recharge
Construction of tanks and bunds Waste
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	View File

7.1.5 - Green campus initiatives include

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

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

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	View File

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

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

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

B. Any 3 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)	No File Uploaded
Any other relevant information	View File

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

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, Superstations 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	http://rupahicollege.ac.in/upload/ssr/1672298520.pdf
Any other relevant information	http://rupahicollege.ac.in/upload/ssr/1672298336.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

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

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	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Online Class Portal and Webinar Series

Objective of the practice is to familiarize the teachers and students with the use of digital learning tools and online pedagogy.

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. As a part of the activity, webinar series also been conducted for teachers and students through Google Meet, Zoom, and other related Platforms. The portal namely www.rupahicollege.co.in.

Introduction of Skill Development Course

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 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.

File Description	Documents
Best practices in the Institutional website	http://rupahicollege.ac.in/upload/ssr/1672298469.pdf
Any other relevant information	http://rupahicollege.ac.in/upload/ssr/1672297679.pdf

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

Rupahi College in its four-decades 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. 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 living in Rupahi region are mostly marginals belonged to the poor peasants. Among them, tribal and minority women are 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. As a result, revolutionary change in social promotion has been seen on the corporate life of the women of this area.

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.

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 2022-23 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.