



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**F..A. AHMED COLLEGE, GAROIMARI, KAMRUP
(ASSAM)**

F.A. AHMED COLLEGE, GAROIMARI P.O.- TUKRAPARA P.S.- GOROIMARI
DIST.- KAMRUP

781137

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The year 1984 was an eventful and epoch making in the history of Garoimari and its surrounding areas because of establishing F.A. Ahmed College, Garoimari. Goroimair is located in rural areas under Kamrup District, Assam. Although, the College was established in 1984, its regular classes were started in 1992. Physiography of Goroimari constitutes both mainland and Charland (River Island of Brahmaputra) where majority of the people are directly or indirectly dependent on agriculture who are religious Minority Muslims, and backward socially, economically and educationally. The College stands on the south bank and just 1.5 KM away from the river Brahmaputra.

The people in the area felt for the need of a higher educational institution for providing opportunity of higher education to the student community. The then, some dedicated person led by late Omor Ali Sarkar, a prominent person of Goroimari founded the College and named in memory of Fakhruddin Ali Ahmed, the former president of India. F.A. Ahmed College, Garoimari is Degree College (Arts) having 08 programmes, accorded affiliation by the University of Gauhati in 1996 & Govt. Concurrence in 1999. The employees of the College were to sacrifice for a long period of time and finally got provincialized on 01-01-2013. It was a great achievement for the College getting 2(f) & 12(B) recognition of UGC Act 1956 in 2014.

There is Krishna Kanta Handique State Open University (KKHSOU) Study Centre initiated in 2007, imparting education among various section of the society. Especially, the working groups in different institutions are getting benefit from the KKHSOU. Besides offering undergraduate Degree, the centre is also disseminating Post Graduation in Four distinct Departments viz., Assamese, Economics, Education, and Political Science.

Before establishment of the College, number of graduates almost disappeared in the area. The College has created number of graduates especially females among the religious Minority people in the area that has been the uniqueness of the College.

Vision

The aim of the College is to generate manpower from the rural poor especially from the marginalised and vulnerable section of the society.

Mission

1. To impart quality higher education as to prepare the students to overcome the challenges they face in their real life situation.
2. To impart secular education for creating moral and spiritual values, self-realisation and belongingness in the mind-set of the students for creating a communal harmony among the diverse segments of the people.
3. To make people aware of social evils of all types.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Promising Governing Body
- Strength of Teaching Staff
- Support from the local Community
- Alumni Association
- Quest for academic excellence
- Transparent Admission System on equity, inclusive and 'first come first basis'
- Passionate Students' Union Body
- Congenial Students-Teachers' relationship
- The College has different active Cells like NSS, Scout & Guide, Women Cell, UBA Cell etc.
- Safe and secured environment for female students is maintained
- The College campus is under the surveillance of CC TV
- The College has a good and hygienic Canteen within the campus

Institutional Weakness

- Bifurcation of teaching staff as provincialized and underqualified (non-provincialized) teachers.
- Post of Librarian as well as Assistant Librarian is not provincialized that becomes a hurdle for the development of the College Library.
- Insufficient professionally qualified faculties (NET/SLET/Ph. D)
- The College is having only the single stream (Arts)
- Poor infrastructural facilities including Digital Library, ICT enabled Classroom etc.
- Poor research activities among the faculties of the College
- Communication problems arising due to majority of the students are coming from interior region.
- Dearth of fund has resulted as hindrance in the all-round development of the College

Institutional Opportunity

- The institution has immense prospect to offer education among the backward students especially females.
- Distance education opportunity under KKHSOU for people of all ages
- Other streams like Science and Commerce can be operated
- More, Add-on courses/certificate courses can be introduced
- The institution has wider scope for expansion of its infrastructural facilities
- The College is well poised to pursue various schemes on offer from the UGC

Institutional Challenge

- To get accreditation of NAAC inspection
- To motivate outgoing students towards further higher education
- Encouraging students towards competitive exams and job market
- Providing adequate infrastructural facilities among the teachers as well as students

- Sustaining quality along with access
- Keeping pace with rapid change in higher education
- Promoting value-based education
- Maintaining core values of the institution

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

F.A. Ahmed College, Garoimari is affiliated to Gauhati University and follows the course-curriculum implemented by the parent University. Much of the courses offered in the college are designed and implemented by the affiliating University. The College accomplishes internal evaluation through Attendance, Assignment, Educational Tour, Departmental Seminar, Field Visit, Project work etc. However, the College has introduced some Add-on courses with self-designed curriculum. At present, the College has been implementing the NEP-2020 (CBCS- Course Based Credit System) semester-wise both honours and regular courses.

The IQAC prepares an Academic Calendar each session for the College accommodating university academic calendar which is uploaded in the College website and also disseminated among the students. At the beginning of the new session, an Orientation Programme is organized ensuring presence of all students where detail code and conduct of the College including Anti-ragging (Zero tolerance), essence of semester system, attendance, exam system etc. are familiarized among the students. The teachers maintain Syllabus Register & Teaching Plan in teaching-learning process. College “Routine” is prepared and disseminated among the teaching faculties and students and classes go on as per the routine. Taking feedback in Google form is initiated.

The College Week, activities and outreach programme of various Cells & Committees ensure continuous development of the students.

However, College offers Undergraduate and Post Graduate courses among the learners under KKHSOU in a distance mode.

Teaching-learning and Evaluation

Teaching-learning process is the most important aspect of any educational institution. Teaching and learning involves simultaneous transaction of knowledge where students are the main beneficiary. At F.A. Ahmed College, Garoimari, teaching-learning is consummated through experiential learning, participative learning and problem solving methods. ICT use in the College is not so thriving. Some of the Departments apply PPT, PDF, Whatsapp methods in communicating the students.

The teacher-enrolment ratio for the current session is 26:1, where majority of the students are of general categories. Number of students coming from other categories are meagre. About 31 per cent of the Teaching faculties are professionally qualified.

Students are internally as well as externally evaluated. Sessional examination is conducted by each of the Departments while University level exam is conducted as per the direction of University. For any grievances, students are fully co-operated and their problems are mitigated.

At the beginning of the session, an Orientation Programme is conducted where students are familiarized about the POs (Programme Outcomes, PSOs (Programme Specific Outcomes) & COs (Course Outcomes) and also uploaded in the College website. However, POs and COs are evaluated through result analysis.

Research, Innovations and Extension

The Teachers are encouraged to undergo research projects, to participate and conduct national/international seminar/Webinar, writing books and publishing in edited books, Journals etc. Some of the Department accomplishes projects for students on the basis of field survey. In order to develop research culture among the teachers as well as students, the institution organizes inter-departmental seminars, workshops etc.

The College signs some MoUs with some organizations for organizing FDP, Tour etc. Some institutional MoUs are done with some Colleges for Faculty and students exchange programmes.

The College is active enough in undergoing extension activities in the society under the aegis of different Cells like NSS, Scout & Guide, UBA, Eco Club, Red Ribbon Club etc. The students and teachers of the College are sincere and sensitive enough in offering community service and participating in activities that help society. Some of the extension and outreach programmes accomplished by F.A. Ahmed College, Garoimari are cleanliness, plantation and other public awareness programmes, drives on child marriage, health, population control, creating scientific temper and national integrity, electoral literacy campaign etc.

Infrastructure and Learning Resources

Sufficient infrastructure and learning resources are of paramount importance in effective functioning of an institution. The College is underprivileged having modern infrastructures like well-equipped classrooms, Indoor stadium, Gymnasium, ICT facilities etc. The College has adequate number of classrooms for all the Departments. There are separate Offices for each Department. Separate common rooms for both Boys and Girls are provided. All the rooms of the College are under the surveillance of CC Camera in order to ensure a secure environment. The College owns Central Library, Departmental Libraries, Playground, Fishery, Boundary Wall, Auditorium, CSC Building, Conference Hall cum Seminar Hall, Toilets, Drinking Water, Canteen, etc. However, SOUL 3.0 is installed newly and planned to digitize the Central Library. The library is enriched with books, journal, newspapers, internet facilities etc.

However, Auditing is accomplished by CA where expenses on different heads are separated. The CA Audit is presented and discussed in G.B. for final consent.

Student Support and Progression

Majority of the students at F.A. Ahmed College, Garoimari belong to BPL family. Cent per cent of the students got freeship/Scholarship during 2022-23. Fee waiver is provided by the state Government of Assam while Scholarship is obtained from UGC and Minority Development Board.

Some programmes on Counselling, Soft Skills, Language and Communication Skills, Yoga, Physical fitness, Health and Hygiene, ICT Skills, Orientation Programme are organized at F.A. Ahmed College, Garoimari by different Cells & Committees like Career Guidance and Placement Cell, ICC (Anti-Sexual),

Scout & Guide Cell, Ant-Ragging Cell etc. There is a Grievances and Redressal Cell at the College to mitigate the problems of the students related to redresses.

The College Week is conducted each year in the College to give a platform to the students to participate in various games and sports, cultural, literal programmes etc. F.A. Ahmed College, Garoimari has Departmental Alumni Association in each Department. There has been a Central Alumni Association named 'F.A. Ahmed College Alumni Association' at the College.

Governance, Leadership and Management

The College is governed and managed by the Governing Body for all matters relating to finance, management of facilities and expansion of infrastructure. The Governing Body is headed by the president nominated by the DHE and the Principal acts as the secretary and executes and implements the rules and regulation set by the G.B. The administrative set-up of the College is also revealed through the activities of different organs like IQAC, Teacher Unit, Employees Association, different Cells and Committees etc. The Teachers Unit and Employees Association basically works for the welfare of the employees of the College. Teaching faculties and Non-teaching staff of the College are encouraged for the Career Advancement Schemes/promotional matter in due time. The IQAC (Internal Quality Assurance Cell) plays an important role as administrative unit to assist and execute administrative and academic aspect to ensure quality matter in the College. In the administration, E-governance has been implemented in the field of Examination, Admission etc. However, Financial Auditing is accomplished by CA/Social Audit. The CA Audit is presented and discussed in G.B. for final consent.

Staff of the College is always encouraging to undergo FDP for their Excellency in academic matter. A MoU is signed with ICT, Academy paying subscription for organizing such faculty development programme.

Institutional Values and Best Practices

The College is very sincere in augmenting values among the students. Besides academic matter, the College tries to instil gender equity, moral, ethical and social values among students through organizing some social outreach programmes. It is the sincere effort of the faculties to make the students morally responsible to the nation. The students are motivated to be and imparted them to cope up with the challenges in real life situation. However, the students are motivated to be sympathetic towards the environment. Promoting Environmental consciousness among the faculties and students is the humble effort of the College. Campus Cleaning Programme, Swacch Bharat Abhiyan, Green Campus Initiative, Use of Dustbin are practiced and it has been the regular practice of the College. Gender Audit, Green Audit and Energy Audits are accomplished to maintain quality issues in the College. For proper power use, cent percent LED Bulbs and some Solar Lights are used in the College.

F.A. Ahmed College, Garoimari performs best practices like **“Work for marginalized children in externalizing their uniqueness”** and **Institutional Responsibility towards Society**. The College signs a MoU with *Luit Paria Maina Parijat*, Goroimari (an NGO working for vulnerable children and giving them opportunity to exhibit their expertise in different fields). Some of the children could win the state level award too in different competitions. F.A. Ahmed College, Garoimari undertakes some social outreach programme to aware them in various social issues related with cleanliness, child marriage, population control etc.

Encouragement of Female education is one of the prioritized mandates of F.A. Ahmed College, Garoimari since

inception. For female education, MoUs are signed with some neighbouring Schools like Tukrapara Anchalik Girls H.S., KGBV, Goroimari, Goroimari Anchalik Girls H.S., Majortop HSS etc. Faculties and Cells of F.A. Ahmed College, Garoimari accomplish some gender related programmes with such Schools. Since last several years, number of female students in the College are more compared to number of male students.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	F..A. AHMED COLLEGE, GAROIMARI, KAMRUP (ASSAM)
Address	F.A. Ahmed College, Garoimari P.O.- Tukrapara P.S.- Goroimari Dist.- Kamrup
City	Guwahati
State	Assam
Pin	781137
Website	www.facollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Abdul Awal Sahab	091-9859125838	8638499758	-	faacollege1984@gmail.com
IQAC / CIQA coordinator	M. Seik Mozibar Rahman	-	9435221308	-	faaciqac2014@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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State	University name	Document
Assam	Gauhati University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	17-01-2014	View Document
12B of UGC	17-01-2014	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	F.A. Ahmed College, Garoimari P.O.- Tukrapara P.S.- Goroimari Dist.- Kamrup	Rural	8.71	3610.4

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arabic,Honours	36	H.S.	Assamese	40	30
UG	BA,Assamese,Honours	36	H.S.	Assamese	80	79
UG	BA,Education,Honours	36	H.S.	Assamese	60	60
UG	BA,Economics,Honours	36	H.S.	English,Assamese	30	23
UG	BA,Hindi,Honours	36	H.S.	Hindi	30	3
UG	BA,History,Honours	36	H.S.	Assamese	30	30
UG	BA,Political Science,Honours	36	H.S.	Assamese	80	78
UG	BA,General,	36	H.S.	Assamese	130	63

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				25			
Recruited	0	0	0	0	0	0	0	0	21	3	0	24
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				5			
Recruited	0	0	0	0	0	0	0	0	1	4	0	5
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				12
Recruited	11	1	0	12
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	6	0	0	6
M.Phil.	0	0	0	0	0	0	3	0	0	3
PG	0	0	0	0	0	0	25	4	0	29
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	312	0	0	0	312
	Female	454	0	0	0	454
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	13	5	6	4
	Female	8	7	4	6
	Others	0	0	0	0
ST	Male	0	0	1	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	1
	Female	2	3	3	7
	Others	0	0	0	0
General	Male	259	299	262	235
	Female	339	353	352	390
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		621	667	628	643

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>"A 3 Member NEP Task Force Committee" is formed at F.A. Ahmed College, Garoimari on 20/05/2022 for proper implementation of NEP, 2020. The College follows the policies and curricula prepared by Gauhati University. There is provision of MDC (Multidisciplinary), VAC (Value Added Course), AEC (Ability Enhancement Course) and SEC (Skill Enhancement Courses) at the College prescribed by the affiliating University. In order to give proper guidance to the Staff as well as Students about the NEP-2020, there is organized seminar, workshop in the College. However, POs, PSOs and COs of NEP Syllabus (of 1st Semester) is displayed in the College website. The College has planning (IDP prepared) of</p>
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	<p>proper implementation of NEP policies in future days. In coming days students will be encouraged to attend various workshop, seminar, conference, lecture etc. in different level. The exchange program among the teachers and students will be held in order to provide students opportunities to better communication, interaction and so on.</p>
2. Academic bank of credits (ABC):	<p>ABC is a new concept for us. F.A. Ahmed College, Garoimari has not yet registered with the ABC. The planning is on to introduce ABC system as soon as possible. The Members of NEP Task Force Committee are instructed to attend different seminar, workshop, talks in this respect to be comfortable with ABC. However, awareness has already been raised among the faculty members through activities like workshop, training program etc. The College has set up program to inform students about ABC, including how to register for an ABC Account and how to take advantage of multiple entry and exit of the College. These programs all assisted them in learning about the importance of selecting interdisciplinary, skill-based, and adaptable curricula to support equity, flexibility and high standards in undergraduate program.</p>
3. Skill development:	<p>Skilling students should be the priority of educational Institution. F.A. Ahmed College, Garoimari takes humble initiatives in this regard. The College has Career Guidance and Placement Cell, NSS Unit, Scout & Guide Cell to engage the students in different skilling activities. There has provision of undergoing some Skill Enhancement Courses (SEC) under CBCS (Choice Based Credit System) in the College in which any student can take part. In undergoing the SEC, there is to go for field visit/ survey. However, Add-on courses have been introduced by various Departments which are basically related with skill development. Through numerous career counselling sessions, the College has also taken steps to help students to build professional abilities.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>F.A. Ahmed College conducts workshops, seminar, Add-on course on Indian Language. There is a course in Assamese honors on Indian Ancient Traditional Knowledge. We take our students to historically significant sites for inculcating ancient historical values. Students take part in cultural rallies</p>

	<p>showcasing ancient Indian tradition and culture. Units like Scout and Guide, Women Cell ensure active participation of students and teachers in activities like Yoga. In Political Science Department, one paper named 'Indian Political Thought' imparts knowledge of ancient Indian political tradition and ideologies to the students. In Philosophy under FYUGP/NEP, Ancient Indian Thought is a paper which gives the knowledge of Ancient Indian System of Veda, Epics, Manuscript and Puranas. Through the festivals, the students learn the Indian heritage and history i.e., Saraswati Puja is celebrated to worship Matha Saraswati, the Goddess of Learning.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>At the very beginning of the session, OP (Orientation Programme) is organized among the Staff and Students of the College. The Principal i/c addresses the students about various code and conducts, Anti-Ragging, Anti-Sexual issues etc. In general, the students are much ignorant about their goals and outcomes and so students are also familiarised about the POS, PSOs and COs which are also displayed in the College Website. The system essentially sets the educational objectives, which the recipient must meet in order to finish the Degree program. However, initiative is also taken by the Department separately to cognize them about the Outcomes. The goal of a student's progress should ultimately be placement and upward mobility. Hence, some counselling programmes are also conducted among the students of the College. Opportunities that are appropriate are given to the students and this helps students in achieving the specified outcomes.</p>
<p>6. Distance education/online education:</p>	<p>F.A. Ahmed College, Garoimari has been offering online courses at both Undergraduate (UG) and Post Graduate (PG) levels through Krishna Kanta Handique State Open University (KKHSOU) since 2007. In the current session, there are about 400 learners receiving education in distance mode under the Study Centre. Learners are counselled each Sunday. They are given Home Assignment, Projects etc. In some subjects, learners have to prepare Dissertation and submit it as per the guidelines of Affiliated University. The College facilitates study materials to the reader. The students have been guided to use various MOOCs and attend SWAYAM courses for updating their knowledge in their subjects.</p>

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, an “Electoral Literacy Club” is constituted at F.A. Ahmed College, Garoimari in 2021 with the objective of making awareness about registration of new Voters, how to vote for a success Democracy in India.
2. Whether students’ co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The ELC of the College is constituted taking a teacher as Election Nodal Officer, some teaching faculties and students as Members. One student is appointed as Co-ordinator who co-ordinates with Nodal Officer and student members of the Club. The ELC is functional and performing different election related programmes. The club is very active in the community surroundings their residential area as well as the College. They deliver the right message to those who are still unaware of the importance of voting and election in such locations. Yes, the ELC is representative.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	ELC of F.A. Ahmed College, Garoimari performs several election related activities for especially the future voters who potentially shape the future of the country. Students are made aware of their democratic rights. The ELC of the College in collaboration with ECI performs several programmes as observing National Voters’ Day, organized the campaign on XOJAAG VOTER COMPETITION. A special camp on New Voters’ Registration organized by Election Commission of India in collaboration with ELC of the College and after that many students got enrolled in the voter list. New Voter’s Registration Camp etc.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	During the election session, the institution has been running awareness campaigns and the students have been inspired to create posters that address pertinent topics. Awareness drives like setting up a model polling booth and conducting a mock-polling to facilitating rural people about the process of the election. The operational procedure of the EVM are being explained and demonstrated to the elder of the villages around the institutions.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by	Recently on dated 26/12/2023, a New Voters Registration Camp, was held at F.A. Ahmed College,

ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.

Garaimari and it was found that approximately 15 to 20 per cent of the students above 18 years are yet to register their name in Voters List. They were supported in registering their names with valid documents of their parents. With the greatest care and sincerity, the institution carries its obligation.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
621	667	756	643	836

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 29

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
29	29	30	30	30

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
14.95	14.18	40.95	19.62	12.94

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

F.A. Ahmed College, Garoimari is affiliated to Gauhati University and follows the course-curriculum developed by the University. The College ensures effective curriculum delivery among the students with utmost sincerity as per the guidelines of the University. The mechanism is as follows;

Curricular Delivery Planning:

1. The IQAC prepares an Academic Calendar for the College accommodating university **Academic Calendar** which is uploaded in the College website to connect the students in curricula matter.
2. At the beginning of the new session, an Orientation Programme is organized ensuring presence of all students where detail code and conduct of the College including Anti-ragging, essence of semester system, attendance, exam system etc. are familiarized among the students.
3. The Syllabus of each Courses is uploaded in the College Website and disseminated among the students.
4. POs (Programme Outcomes, PSOs (Programme Specific Outcomes) & COs (Course Outcomes) are uploaded in the College website
5. Syllabus Register/Distribution is prepared by each Department and circulated among the students.
6. College **“Routine”** is prepared and classes go on as per the routine. The routine is uploaded in the College Website.
7. Internal Exam time table is notified in well advance.
8. Add-On Courses are taught among the students to complement existing courses.

Curriculum Delivery Process:

1. Remedial Classes are taken.
2. Curriculum transaction is done through offline mode.
3. Students’ participation in Seminar, Workshop, Educational Tour, Field Visit, Alumni meet etc.

Ensuring CIE:

1. Regular Class Work/Homework/Assignment/Project etc. are practiced.
2. Sessional Examination is conducted and timely evaluated.

College Week, activities of various Cells & Committees, Department and other outreach programme ensures continuous development of the students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 11

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 5.22

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
184	00	00	00	00

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The College follows the curriculum of Gauhati University. The University circulates syllabi that includes separate course contents for each Department which is tried to be properly implemented by the College. There are some cross-cutting issues incorporated in the syllabi related with Professional Ethics, Gender Sensitization, Human Values and environment & Sustainability.

The students are tried to give input on the cross-cutting issues inside and outside the classrooms. There are some Cells/Committees that work in sensitizing the cross-cutting issues among the students as follows;

Professional Ethics;

1. Career Guidance and Placement Cells
2. National Service Schemes (NSS)
3. Bharat Scout & Guide Cell

Gender Issues;

1. Women Cell
2. Internal Compliant Cell (ICC)
3. Grievances & Redressal Cell

Human Values;

1. Red Ribbon Club
2. National Service Schemes (NSS)
3. Bharat Scout & Guide Cell
4. Electoral Literacy Club (ELC)
5. Unnata Bharat Abhijan (UBA)
6. Anti-Ragging Committee
7. Standards Clubs
8. Disaster Management Cell

Environment and Sustainability;

1. Eco-Club
2. Students Union etc.

The above mentioned Cells/Committees work independently for humanizing the cross-cutting issues among the students as well as society.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 44.61

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 277

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
Action taken report on the feedback analysis	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 100

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
209	291	366	230	289

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
209	291	366	230	289

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 6.92

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
08	05	06	08	08

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
77	107	134	82	106

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 21.41

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

F.A. Ahmed College, Garoimari always gives priority to meet the need of students. Unless and until education is not student centric, there will be loopholes in entire education system. Therefore, it is imperative to adopt student centric methods of learning to ensure the student involvement in the way of learning. Students are encouraged to exhibit their leadership. The array of methodologies adopted is conducive to students' learning.

Experiential Learning:

- Educational tour/Field based study is arranged among the students of the College
- Career & Counselling Programme, Health Awareness Programme are organized to make the students benefited.
- The College has Alumni Association. Each of the Department has Departmental Alumni. Alumni meet is arranged that make the students experienced.
- Add-on courses are introduced in various Departments that also give an experiential learning to the students.

Participative Learning:

- 1.Questioning and Answering: Questioning and answering skill is used to make students more participative.
- 2.Co-curricular activities: College Week is held where students participate in various co-curricular activities.
- 3.Departmental Seminar: Departmental seminar is organized where it is mandatory to participate the students.
- 4.Community Enrichment Programmes: The NSS Unit, Scout & Guide Unit, Women Cell perform various extension activities learnt by interacting with the community.
- 5.College Magazine, Wall Magazine, Essay Writing etc. are practiced among the students of the College.

Problem Solving:

- Quiz Programmes, Group Discussion are organized among the students of the College.
- Home Assignment: Assignments are given to students to develop their problem solving skills.
- Surveys/Projects Writing: Students are given surveys/project writing work as a part of their learning.

Teacher uses both conventional as well as non-conventional methods of teaching in the classroom. However, use of ICT tools is realized as important part of teaching module in the classroom in modern age. The ICT facility in the College is not up to the mark of modern tools. Some of the classrooms are enabled with ICT facilities where classes are accomplished using LCD projector.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 95.48

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
31	31	31	31	31

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 29.05

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
8	8	9	9	9

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Students are assessed both internally and externally. In assessing students, both formative and summative methods are applied. As per the guidelines of University, there are 20 marks for internal assessment and 80 marks for external assessment. Mechanism of Assessment is stated as follows;

Internal Mechanism:

1. Attendance (4 marks)
2. Assignment/Seminar/Departmental Tour etc. constitutes 6 marks (Writing & Presentation Skills) &
3. Sessional Exam constitutes 10 marks (Knowledge level)

Mode of Assessment:

- As per the academic calendar, each of the Department fixes a date for the commencement of sessional exam, assignment/departmental seminar etc. and notified in advanced in the Departmental notice board and also uploaded in the respective whatsapp group.
- One of the faculties in each Department is given responsibility for conducting the sessional exam.
- Question paper is set by the concerned subject teacher and submitted to the person concerned.
- Once exam is over, marks along with answer script is submitted to the departmental Head who finally submits to clerk in charge for exam and uploaded in University portal. The print copy is supplied to the respective HoDs.

Grievances redressal System:

When one is failing in undergoing the normal procedure of internal assessment, he/she is to inform the person concerned in written form within stipulated time period. The applications are collected till the last applicant, then re-arranged the same for such student. The internal mark is familiarized to the students and if anyone reveals his/her grievances in this regard, the concerned student is communicated and amicably settled the issue.

External Mechanism: Semester Examination (University level) is the part of external mechanism of evaluation. The process goes on each semester basis.

1. Once examination routine is disseminated by the university, it is immediately circulated among the student in the same way.
2. There is an Examination Centre Committee headed by the President of G.B. and Principal and some members from the Staff. The committee looks after management, auditing etc.
3. For conducting the examination, an in-charge is appointed who takes care of alpha and omega of that particular exam.
4. Once result is announced, it is made available to the students.

Grievances redressal System:

Seat plan is arranged and segregated to different Halls. The seat plan is hanged in the door of each Examination Hall. Students who feels difficulty in searching his seat is helped by the clerical staff. In case of any student suffering from health issue, sick bed is arranged for them. In case of any emergency, doctor is made available. Students who are in problem of any grievances like name correction, result withheld, securing less marks than expectation etc. are asked to submit application in written form, step is taken with immediate effect and the application is forwarded to the University if situation arises.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The Program Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) are integral part of teaching-learning process. The IQAC gives direction to all the Departments to prepare and submit the PSOs & COs for each new Syllabi enforced by the Gauhati University. The Outcomes are collected and confirmed for disseminating among the students. Once it is finalized, it is distributed among the students. POs, PSOs and (COs) are displayed on the institutional website and also in the

respective Department for ease availability of students. Introduction of CBCS had increased importance of Outcome based education manifolds. On the other hand, introduction of NEP 2020 makes the topic part and parcel.

After the fresh admission, a general Orientation Programme is arranged to aware the students about entire code and conduct of the College including Outcomes and evaluation process. The students are also familiarized about the Ant-ragging with Zero Tolerance principle, Anti-Sexual Harassment etc. Both internal and External evaluation are accomplished as 20 marks through indirect or internally and 80 marks through University level (semester) final exam. Internal evaluation is accomplished through Attendance, Assignment, Educational Tour, Departmental Seminar, Sessional Exam and University level exam (Semester) etc. The assessments and results of students are disclosed and redressal in this respect is shorted out on time bound.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Attainment of POs and COs are the ultimate mandate of any educational institution. POs and COs are evaluated in the form of Written, Performance Based Assessment & Outcome Based Assessment. However, all the above mentioned evaluation done on the basis of following ways;

1. Sessional Examination is conducted before each end Semester Examination
2. Before conducting Sessional Examination, Assignment is given to all the students.
3. End semester Examination is conducted as per the direction of Gauhati University.
4. Once result of the End Semester Examination is declared, Result Analysis is initiated in the meeting conducted among the HoDs of the College and necessary suggestion is given as corrective measures.
5. Subjects like Education and Assamese, there is Project Paper which is done by the Students.
6. On SEC, field survey/field visit is done by the students.
7. Departmental Seminar is organized by the Departments
8. Departmental Tour is accomplished by the Staff and Students of the College.
9. Online Feedback is initiated among the students of the College,
10. Some Job Training Programmes are conducted by the Career Guidance and Placement Cell

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 65.71

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
135	119	142	131	184

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
174	170	209	271	258

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 3

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	01	01	00	01

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

F.A. Ahmed College, Garoimari has been endeavoring to create an innovative ecosystem for recruiting & developing desirable human resource, creation & dissemination of knowledge. Workshops and seminars have been organized by the institution. There have been workshops and seminars on teaching learning, Gender issues, health and hygiene, yoga and meditation and so many other issues relevant to contemporary lives and society.

The College has established an Entrepreneurship Development Cell (EDC) and it is endeavoring to devise a system to guide and motivate student and faculty to become Entrepreneur and Start- up. The EDC has been trying to aware the students of the College by conducting various awareness program related to Entrepreneurship Development.

The College has a Research Cell to motivate the faculty members to write research projects,

papers and submit it to various supporting agencies. Research Cell also helps to create research culture among faculty members and students. Two of our faculty members have already completed their Minor Research Project under UGC. The research cell of the College endeavoring to disseminate the knowledge on the writing skills of a research paper, seminar articles etc by conducting workshops and lecture programmes. The institute has taken an initiative to encourage the faculty members to pursue their Ph. D work and also encouraged to participate in various training programmes under UGC HRDC.

The College has several collaborative MOUs with other agencies in the locality to promote various collaborative works. Under these MoU's the College is rendering services to the local community by organizing several sensitization Programmes to sensitize the front Line Workers of Health & Family Welfare such as health workers of local areas, Asha Karmi's, Anganwadi workers, Anganwadi supervisors, BLO's, Gaon Pradhan's and others. Moreover, the awareness programmes on "prohibition of Child marriage", reducing maternal and infant mortality, teenage pregnancy are some other important initiatives taken by the College.

The "Electoral Literacy Club" (ELC) has been established by the College, which is continuously endeavoring to render services to the Students and sensitizing them on their electoral rights. Also the ELC provides a platform to the students of the College for becoming familiar with the electoral process of registration in online mode.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 17

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
04	04	03	03	03

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.38

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
03	03	00	02	03

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.38

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in

national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
13	22	02	02	01

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities**3.4.1**

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

F.A. Ahmed College, Garoimari organizes number of extension activities to promote neighborhood community and to sensitize the students towards community needs. The students of the College were actively participated in Social service activities leading to their overall development. The NSS unit, Scout & Guide Unit (Ranger and Rover Crew), Women Cell, Electoral Literacy Club and some other supporting services of the College is actively involved in need based social welfare related works in the neighboring community and endeavoring to sensitize them towards various social issues like Cleanliness, Plantation, Prohibition of Child Marriage, Gender Equity, Farmers Problem, Promotion of Education, Women Empowerment, Health related issues, social integrity etc. The NSS unit organizes weeklong camp each year in nearby villages and several activities were carried out by NSS volunteers addressing various social issues.

The Red Ribbon Club, IQAC, Unnat Bharat Abhiyan (UBA) Cell of the College contribute a lot to the neighboring community and the students by organizing various awareness programmes such as Blood donation camp, Health, Child marriage, maternal death and infant mortality, Climate Change, Violence against women, awareness against Novel Corona Virus etc.

The Electoral Literacy Club” (ELC) of the College renders a platform to the Students and sensitizes them on their electoral rights and familiarize them with the electoral process of registration in

online mode, demonstration on voting process by EVM & VVPAT with the help of local BLO'S, Gaon Pradhan' and others under the supervision of local Circle officer.

The Yuva Tourism Club as well as various Departments of the College organize educational tours and field visits which also help students to interact with the neighbourhood community and make the students aware of neighbouring history, life and culture, its economic prospects and challenges and cultural assimilation. Moreover, college and departments also organize various speeches on different topics related to various issues and problems of the society.

All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Awards and recognition are formal credibility of an institution for undergoing a good job. It may be either from government or government recognized bodies. F.A. Ahmed College, Garoimari undergoes various supporting services like NSS Unit, Red Ribbon Club, IQAC, ECO Club, Ranger & Rover Team, Electoral Literacy Club etc. are contributing a lot in various social outreach programs like Education, Social awareness in relevant issues, Community development, health, environmental awareness, electoral literacy and so on. The Institution has received some Recognition for such involvement in extension work from some Government/Government recognized bodies such as *Gram Panchayat*, Guwahati Medical College, Circle officer of Goroimari Revenue Circle, Aryabhata Science Centre, Rampur etc.

The NSS Unit of the College had received recognition and appreciation from the PRI of No. 2 *Hatishola Bhulukabari Gaon* of the locality for conducting a week long special camp during 10th to 16th November, 2019 at the village. Throughout the camp, the villagers were endeavored to motivate and aware towards cleanliness, education, health and other social issues.

The RED RIBBON CLUB, F.A. Ahmed College, Garoimari has organized a Blood Donation Camp on 21st November, 2022 in association with Guwahati Medical College (GMC) where about 12 units of blood could be donated to the Hospital and the authority of the GMCH appreciated the institute for organizing such camp.

The Institute has also rendered services to the local community through its supporting services by

organizing several sensitization Programmes to make aware the front Line Workers of Health & Family Welfare in collaboration with Local Circle Officer during the Period of 2021-22 and 2022-23. The front line workers like health workers of local areas, *Asha Karmi's*, *Anganwadi Workers*, *Anganwadi supervisors*, *BLO's*, *Gaon Pradhan's* and others were well benefitted from these sensitization programs, Moreover, the awareness programmes on “Prohibition of Child Marriage”, reducing MMR & IMR, teenage pregnancy has also been organized by the institute and has been appreciated by the Circle officer, Goroimari Revenue Circle.

The ECO CLUB of the College has also been received recognition and appreciation from the *Aryabhata Science Centre, Rampur* Block, supported by Ministry of Environment and Forest & Climate Change, Govt. of Assam for its well initiatives in organizing successful programmes on Vermicomposting and Solid Waste Management.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 25

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
08	05	01	02	09

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 18

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

F.A. Ahmed College, Garoimari has been offering a single stream course in B.A. (Arts). The Semester System was introduced in the College in 2011-12 while CBCS is being implemented since 2019-20 under Gauhati University. The College is having adequate number of classrooms equipped with teaching-learning materials to meet the need of the students, availing sufficient sitting arrangements for both teachers and the students. The classrooms are under the surveillances of CC Camera for well monitoring and management. However, the classrooms are also used for conducting remedial classes, examinations, Departmental Seminar, literary competitions etc. There is ICT enabled Classrooms in the Department of Economics. However, there is a common ICT enabled Classroom (Smart Classroom) used by rest of the Departments when needed. Department of Education has a small Psychological Laboratory which is used for psychological practical purposes of the students. There is a Computer Lab facilitated for the students having 20 number of computers.

All the classrooms are facilitated with proper lighting, fan and ventilation arrangement for the sake of student's health and hygiene. Each Department has separate rooms facilitated with table, chair and other facilities. The College has separate rooms for IQAC, Boys & Girls common room and Alumni etc. The College supplies Safe Drinking Water facilities to the Students and Staff. There is a Canteen for the College for refreshment. The College has proper electricity facility provided by APDCL.

The College encourages students to engage in co-curricular activities for their physical, mental and cultural development. The College organizes 'College Week' annually that gives platform to the students to exhibit their talent and celebrity in different areas including games & sports, literary competitions, cultural activities etc. The Students' Union guided by in-charges (Teachers) of the College takes pioneering role in conducting College Week.

The College has an Auditorium where Cultural & Literary activities are arranged. However, it is also used as the indoor stadium when necessitated. The College has also an open cultural complex also used for Yoga purpose as well as open concerto. The College has a playgrounds used for Cricket, Football, Volleyball, Kabbadi, Badminton and other outdoor co-curricular activities. Equipment are available for various indoor and outdoor games like Carom, Chess, Ludu etc. so that students can develop their potentialities in sports activities after the class hours. A MoU is signed with "Kamrup District Sports Association" to undergo different Games & Sports jointly. "A State Level Inter District Kabaddi Competition" is conducted at F.A. Ahmed College, Garoimari in Collaboration with Kamrup

District Sports Association. The College has a Museum where some cultural objects of Assamese people are collected and preserved.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 80.64

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
7.92	12.43	37.88	14.80	9.74

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The College is having a Central Library equipped with books, journals, newspapers etc. The Central Library is assisted by a Librarian with an Assistant Librarian, Library Assistant and a Library bearer. But, the post of both Librarian as well as Library Assistant remains non-sanctioned that creates a holistic inconveniences in upgrading the Library up to the mark. Functioning of the Library is going on manually. Automation of Library is under process where SOUL 3.0 is purchased and installed. Inclusion of N-List is under process.

There are about 79,00 books in the Library. The library has general section, the reference book section etc. The library has a reading room which can provide seating accommodation to about 20 students at a time. There is a separate reading room for teachers. Library visiting register is maintained for both teachers and students. CCTV camera is installed for the surveillance in the library. The issue and return of books has been managed by Library Staffs.

However, there are small libraries for each Department which is managed and maintained by the respective Department. The books and other equipment are generally donated/contributed by the faculty members, existing students as well as Alumni of the College.

The Teachers as well as Students regularly visit to the library and use the library resources. Records for library uses is manually kept.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The IT facilities at F.A. Ahmed College, Garoimari is not so comfortable. The College has been trying to upgrade the IT facilities as soon as possible. There is Wi-Fi facility in the College. TP Link Wi-Fi Router providing services to IQAC and Library. There are two Classrooms enabled with ICT facilities. The College is having the punching machine for ensuring the presence of the employees.

However, the Library automation in the College is under process. SOUL 3.0 is installed. Its functioning will be initiated shortly. The offices as well as Classrooms of the College is under the surveillances of CCTV. For guarding and identifying unexpected works within the College premises, 24

hours CCTV vigilance goes on. However, the College expenses cost for maintenance of website each year where the required data of the College are preserved.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 21.41

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 29

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 19.38

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

2022-23	2021-22	2020-21	2019-20	2018-19
7.04	1.75	3.07	4.83	3.20

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 92.88

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
621	667	756	417	811

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 23.56

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
177	184	149	80	240

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 12.52

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
32	16	19	08	14

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
135	119	142	131	184

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 4.34

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
10	06	08	01	02

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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 last five years

Response: 0

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description**Document**

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 27.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
28	45	00	38	26

File Description**Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

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

Response:

F.A. Ahmed College, Garoimari has two tier Alumni Associations viz.,

- Departmental Alumni Associations
- The Central Alumni Association

The Departmental Alumni Associations are formed Departmentally. Formation of Departmental Alumni Association was initiated from the year 2022-23. All the Departments have conducted Alumni Meet and the respective Committees are formed. While, the Central Alumni of the College named “F.A. Ahmed College Alumni Association” is formed in an open meeting in presence of ex-students. The Central Alumni Association consisting of President, Working Presidents, Vice-Presidents, General Secretaries, Secretaries, Executive Members, Advisors etc. All the Presidents and Secretaries of Departmental Alumni are the executive members of the Central Alumni. The Central Alumni Association is registered bearing **No. RS/KAM(R)264/RFSRS/202400412 of 23-24 as "F.A. Ahmed College Alumni Association"**.

The College has produced number of graduates since its inception. Among them, some are engaged in jobs, and some are in business and others. The Alumni has their contribution in the College. The contribution includes Books, Almirah, LCD Projector, Laptop, Book Shelve etc. The association plays a significant role in bridging relationship among the alumni and the College.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The main aim of the College is to impart higher education among the students of rural poor and vulnerable families to create leadership among them to sustain their privileges. It is also tried to concoct them manpower and make them self-sustenance. The teachers of the College are always helpful and cooperative to the students to make them sincere to the academic matter and how best they can adjust to the society.

NEP has been the prime issue to be implemented the best level. **A 3 Membered NEP Task Force Committee** is formed at F.A. Ahmed College, Garoimari for proper implementation of NEP, 2020. There is provision of MDC (Multidisciplinary), VAC (Value Added Course), AEC (Ability Enhancement Course) and SEC (Skill Enhancement Courses) at the College prescribed by the affiliating University. In order to give proper guidance to the Staff as well as Students about the NEP-2020, there is organized workshop as well as Orientation Programme among the teachers and students. However, POs, PSOs and COs of NEP Syllabus (of 1st Semester) is displayed in the College website. The College has prepared 15 years Institutional Development Plan (IDP) of proper implementation of NEP policies in future days. The exchange program among the teachers and students with neighbouring institutions has been started to provide opportunities to student for better communication, interaction and so on.

The College is governed by G.B. with the secretarial responsibility on Principal who supervises functioning and administration of the College. All the decisions regarding policy making and planning is formulated by the G.B. The G.B. is constituted with teacher representatives, representative from non-teaching staff to raise the problems faced by them in both academic and non-academic matters, guardian member to raise the problems of the students and university nominee to drive the G.B. in a right way. The Principal is the academic head supported by the IQAC in preparing and executing the strategic and perspective plans.

The Principal in consultation with IQAC forms various Cells/Committees keeping teacher in-charge with members from staff and students for overall management of the various operations of the College viz., Admission Committee, examinations committee, different Cells etc.

The major stakeholders of F.A. Ahmed College include the Governing Body, the Principal, Staff (including Teaching and Non-Teaching employees), Parents, Students and Alumni work in a transparent way of governance following the tacit rules of accountability in execution of their duties and responsibilities.

Decentralisation of power is exhibited through formation of various Cells & committees which are

allowed to work as per their work schedule etc. Cells are provided financial support to accomplish their work

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

President of the Governing Body is the administrative head while the Principal is the academic head of the College. The Affiliated University prepares academic calendar and circulated among all the affiliated Colleges. F.A. Ahmed College, Garoimari prepares Academic Calendar for systematic running of the College. For the all-round development of the College, different Committees, Cells and Clubs are constituted that try to meet the challenges and different needs of the employees, students and community. The teachers are to complete course curriculum, project based work, field trip within stipulated time line as to prepare the students for their examination which are displayed in the academic calendar.

A brief account of the organizational structure of the College is given as follows;

- Governing Body:** The Governing Body consists of President, Principal i/c as Secretary, teacher's representatives (TR), non-teaching member, University nominees, guardian member, librarian etc. The Chairman is appointed by the State Government of Assam, TR & Non-teaching members are selected/elected by the teaching & nonteaching staff, while rest of the members are nominated by the secretary in consultation with Chairman. All the financial matters are handled by the G.B. of the College.
- Administrative Body:** The Principal is the head of the institution and is assisted by the IQAC, teaching and non-Teaching staff, Cells & Committees, Students Union etc. All the HoDs co-ordinate the department with the principal and the Non-teaching staff assists and looks after the matter relating to financial expenses and other developmental areas.
- Students' Union Body:** The College has a well-functioning Students' Union Body, headed by President and assisted by the General Secretary and other secretaries elected among the students for a tenure of one academic year. All the members of the Student's Union are elected under the supervision of College election commission. A democratic platform is offered to the students as to rehearse leadership. The elected portfolios are headed by teacher in-charge to each of the folio for proper guidance.

4. Service Rules: The ‘Service Rules’ acts as the manual for proper functioning of the College related to Salary, Leave, Pension Schemes etc. as per the ‘The Assam Venture Educational Institutions (Provincialization of Services) Act, 2011.

5. Recruitment: All the employees of the College were appointed during the pre-provincialized period. On 01/01/2013, the posts of majority of the incumbents of the College were provincialized together as per “The Assam Venture Educational Institutions (Provincialization of Services) Act, 2011”. After provincialization, no employee is recruited.

6. Promotional Policies: Teachers are encouraged and assisted in all ways for promotion (CAS) through the procedure of the UGC when situation arises.

7. Development Plan is prepared for the well management and all-round development of the College. Present Strategic plan was prepared for the period of 2017-18 2022-23. An academic planning also prepared. For NEP-2020 implementation, an Institutional Development Plan (IDP) is prepared for the period of 2022-23 to 2037-38.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: C. 2 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The F.A. Ahmed College family always works together for the well-being of all the employees of the College. The effective welfare measures undertaken for the employees of the College are mentioned as follows;

Infrastructural Support

- The Employees of the College gets benefits of Leave for their necessity like Medical Leave, Casual Leave, Pilgrimage etc.
- Separate Departments are provided to the teaching staff to pursue their academic works
- The College has a Canteen to support staff as well as students for refreshment. There is a canteen committee to look after the quality and hygiene of the canteen.
- The College is partially availing Wi-Fi facilities

Academic Support to Staff:

- There is a research committee to encourage research works by faculties.
- The College authority grants permission to faculty for participating in refresher course, orientation programs, workshops, seminars and such other programs to enhance their academic efficiency.

Economic benefits:

- Employees joining after 2004 are covered under New Pension Scheme after retirement.
- The College has an Employee Association basically works for the Welfare of all the employees of the College.
- Employees who are interested to go for government loan (Housing, Apon Ghar, Car loan etc.) are allowed by the College authority without hesitation.

Health Benefits:

- Yoga training programs for the teaching, non-teaching staff and students are periodically organized

Other Support Facilities:

- Parking facilities for both teaching and non-teaching staff.
- There is a Teachers' Unit to face the problems of teachers to the G.B. through Teacher Representative Member.

- There are some Cells like, Grievance Redressal Cell, Internal Complaints Committee etc. to look after the problems of the employees.
- Clean drinking water facilities.
- Defecation facility for Staff as well as Students.

Teacher's Self-Appraisal

Teachers are appraised as per the UGC regulations 2010 and the subsequent amendments pertaining to Career Advancement Scheme (CAS) promotion of teachers. Teacher's performance in academic, co-curricular activities, extension and research contributions are measured through a self-appraisal report specified in the Performance Based Appraisal System proforma for promotion under CAS. The Principal, HoD, Vice-Chancellor nominated departmental expert member prepares a report on performance of the teachers and send it to the Directorate of Higher Education. Promotion of non-teaching Staff is under process

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 16.22

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

2022-23	2021-22	2020-21	2019-20	2018-19
24	00	00	00	00

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 55.13

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
35	20	28	1	2

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
8	00	00	00	00

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The financial condition of the College is not so sound. For the all-round development of the College, it is to depend on the fund of State Government as well as UGC. Such fund is barely found. However, the self-financing source of the College is poor. The only source of fund for the College are fees received from Govt. in the form of Fee Waiver for BPL students and there is a Fishery of the College comprising about 4 bighas (2.476 acre) of area. The College Fishery is situated within the campus which is leased out @ 70,000/- to 80,000/- thousands per year. However, recently, a policy is made to undergo Organic Agriculture including cultivation of seasonal crops, Nursery and Duckery within the College land.

Whatever revenue is collected/received are expensed in different heads like library, academic, building, sports, cultural development, Students' Union, infrastructure etc. The institution is yet little bit far from the cashlessness. Now a days, major payments are made through cheques or NEFT/RTGS/IMPS by the Principal i/c of the College, subject to the approval of G.B. Cash payments are made in case of small payment for repairing, purchase casual things etc.

For the utilisation of any Government funding, Construction Committee is constituted by the Governing Body to look after the construction.

Auditing is an essential matter of the College. General audit is done by a certified C.A. (Chartered Accountant) as per the decision of the G.B. of the College. Various heads of the College funds are as General Fund, Library Fund, Building Fund, Welfare, Students Union, Examination etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC works for quality enhancement of the College. It has been contributing in institutionalising the quality assurance processes in the different aspects of the College. The IQAC, F.A. Ahmed College, Garoimari makes policy for the academic matter, activities of different Cells and Committee etc. Following are some important accomplished by the IQAC of F.A. Ahmed College, Garoimari.

- IQAC performs various activities for quality enhancement of the College like Seminar (both ICSSR funding National Seminar and College level Seminar), Workshop, Training Programmes in academic as well as NAAC related issues etc.
- The IQAC has been guiding various Departments of the College in accomplishing and documenting Departmental activities in a systematic way.
- An academic planning is prepared for putting the academics in a right track.
- Academic Calendar is prepared each year for conducting all the programmes (Curricular as well as Co-curricular activities) of the College in hassle-free way.
- POs, PSOs & COs is prepared by the IQAC of the College in co-operation with Departments for a new Syllabi disseminated by the Affiliated University.
- Audits like Green Audit, Energy Audit & Gender Audits are accomplished.
- Alumni Meet and formation of Alumni Association is done under the effort of the IQAC.
- Appraisal done for CAS Promotion for the Employees of the College.
- Institutional Development Plan is prepared as the part of NEP-2020 in co-operation with NEP Task Force.
- Some MoUs have been signed with neighbouring College for Faculty exchange as well as students exchange, with OZOSOFT for software support, with ANUDIP, AMTRON, ICT Academy for the support of Faculties as well as Students etc.
- Feedback initiated
- Result Analysis Initiated

IQAC of the College has been pertinently working for accomplishing the First Cycle of NAAC visit. The IQAC has taken it as the Challenge to overcome and drive the College in right direction.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2**Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

F.A. Ahmed College, Garoimari acts as the nodal institution for imparting higher education in the area. Since inception, the College has been the sole source of higher education for women. The College has been creating female graduates in a considerable number. Garoimari is located in core part of rural Assam basically depends on agriculture for means of living. The area is backward economically as well as educationally mostly dominated by religious Minority people. Education is not a priority sector in the area. Therefore, women and children are, by and large, vulnerable segment in the area.

As a leading Arts College, the paramount importance of the College family is creating a safe space for the students and providing a gender sensitive and empowering education.

Gender Audit is initiated in the College. From last several years, number of female enrolments had been more compared to the number of male enrolments. For sensitizing women, there are some Cells and Committees that have pertinently working for women empowerment.

1. 'Women Cell',
2. 'Anti-Sexual Harassment Cell/Internal Complaint Committee plays a pioneering role.
3. Bharat Scout & Guide Cell
4. NSS Unit etc.
5. Anti-Ragging Committee
6. Grievance & Redressal Cell is constituted to resolve the grievances of the students

All such Cells and Committees sincerely work for the women. The sincere and pertinent effort of the 'Women Cell' is to persuade girls not to go for marriage before completing their constitutional age and higher education. The College also arranges some awareness camp on early marriage, female trafficking, population control etc.

In gender issue, the institution has always shown commitment to the gender equality and upliftment of women. The College for the purpose of ensuring security and empowerment issue take the following initiatives.

1. The College is barricaded with 'Boundary Wall' around the campus to restrict unauthorized entry inside the premises.
2. There is a College Canteen. Girls are not to go out for fooding during College hour
3. There is provision of surveillance of CCTV cameras in the College.

4. At the beginning of every academic year the principal addresses the new comers regarding safety, security, anti-ragging and other facilities in the College.
5. There is a complain box managed and maintained by ICC
6. The College has Girls Common room equipped with water purifier, toilet & dustbin.
7. Certain awareness camp on gender related issues and women empowerment are organized.
8. The College celebrates 'International Mother's Day' in the honour of Mother.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

F.A. Ahmed College, Garoimari performs several social related programmes to create an ambiance of inter-cultural, inter-religious harmony by imparting knowledge and accountability. The College undertakes various initiatives in providing all-encompassing environment for tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities among students and vicinity areas.

Being higher educational institution, democratisation of all the students is one of the prime mandates of the College. The College is liable in up-keeping national integrity. The students are reinforced and suggested to sensitive to constitutional obligation. Therefore, inclusiveness, oneness and belongingness are the important exercise of the institution.

The Constitutional provision like sovereignty, socialism, secularism, democracy, justice, equality, fraternity, human dignity, and unity and integrity are the directives of the students as well as teachers. It has always been the effort of the College family to create a brotherhood environment in the College.

The Annual College Week is conducted to take students together. Some of the programmes/days are organized/celebrated by the College for sensitization of students and employees in implementing above mentioned issues as follows;

1. Celebration of Republic Day & Independence Day.
2. Observation of *Rastriya Bhasa Divas*

3. Celebration of Gandhi Jayanti.
4. Observation of National Voters Day and New Voters Registration awareness Camp.
5. Observation of National Unity Day.
6. Observation of World Environment Day
5. Observation of World Yoga Day
6. Observation of National Voters Day
7. Observation of World Thinking Day.
8. NSS Special Camps are held in different villages to sensitize students towards social responsibility.
9. Different Cells and Committees like Bharat Scout & Guide, Women Cell, UBA and other accomplish different outreach activities like plantation programme, cleaning of public places, putting hoardings in College and nearby areas to avoid use of plastic etc.
10. MoUs signed with some neighbouring schools like Majortop Higher Secondary School, Tukrapara Anchalik Girls High School, Kasturba Gandhi Balika Bidyalaya, Goroimari Anchalik Girls High School etc. to minimize gap between higher education and lower education and to motivate them into the higher education and avoiding practice of early marriage.

File Description	Document
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7.2 Best Practices

7.2.1

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

Response:

F.A. Ahmed College, Garoimari is cultivated mostly by poor students. The people in the neighbouring area are basically of agro-dependent. Majority of them are socially less aware. Therefore, the College family has identified the following two practices to undergo as best practices to germinate manpower among such people and also to bridge a cordial relationship with them.

1. Best Practice 1: “Work for marginalized children in externalizing their uniqueness”.

2. Best Practice 2: “Institutional Responsibility towards Society”

Descriptions:

Best Practice 1

1. Title of the Practice: “Work for marginalized children in externalizing their uniqueness”.

ii) Objectives of the Practices:

1. To aware and motivate the children (especially economically weaker) to the external world to make them inclusive.
2. To develop awareness among children about health & hygiene and good habits.
3. To develop social responsibilities and leadership qualities among the children.

iii) The Context

F.A. Ahmed College, Garoimari is the only institution imparting higher education among the people in the area. Considering local issues, the College family wants to endeavour its effort to work in the grass root level. Unless and until, foundation of anything is not created and feeling is not coming from within, it would be very difficult to overcome from the vicious circle of problems rooted around them. Therefore, the College has selected to work for the kids as best practice to create leadership foundation among the children of the locality.

iv) The Practices

F.A. Ahmed College, Garoimari has signed a MoU with *Luit Poria Maina Parijat, Goroimari* (an NGO basically working for the mental and social development of children) and is jointly working among the children of the area. Each Sunday, children are gathered in the Office of *Luit Poria Maina Parijat* and taught/trained them drawing, recitation, speaking, social behaviour etc. However, the various programmes are organised among them. The children are carried to participate various state level, district level competitions in different corners of the state.

v) Evidence of Success

F.A. Ahmed College, Garoimari under the supervision of Bharat Scout & Guide has been pertinently investing effort with *Luit Poria Maina Parijat* for the children of Goroimari locality for their mental and social development. Children are encouraged and facilitated to participate in various competitive programmes. Few children have been enabled to win prizes in state level competitions. Among them, Sheikh Umraojan could achieve 1st position in State Level Drawing competition at Sarusajai, Guwahati held on 14/11/2021, Khadija Khatun won 2nd Position in State Level Extempore Speech & Sheikh Umraojan won 4th Position in corresponding Drawing on 22/07/2022 at Guwahati etc. Due to the sincere effort of the College family, it can be apprehended that some of the vulnerable children could be persuaded and acquainted with external milieu.

vi) Problems Encountered and Resource Required

Parent of the majority of the children are less aware and pessimist. It is very difficult to persuade their children to come out home. However, Bengali is the home language of the 95% of Goroimari people, children in early stage are not too fluent in state language Assamese, efforts is needed to prepare in acquainting them with outer situation.

Financial resource is another major constraint in undergoing the mission. In undergoing gathering each Sunday, celebrating/observing different days, in participating various programmes out station need funds which become a hurdles and arises disappointment.

2. Best Practice 2

1. Title of the Best Practice: "Institutional Responsibility towards Society"

2. Objectives:

- i) To channelize the intellectual resources of the College fraternity to reach the marginalized section of the society.
- ii) To craft cohesion with the local people to minimize the gap between the College and society.
- iii) To sensitize students towards social responsibilities.

3. The Context:

F.A. Ahmed College, Garoimari has been trying to offer voluntary service to the marginalized people to vicinity area. Some of the Cells of the College like NSS, Scout & Guide, UBA etc. undertake various outreach programs within the locality. Especially, the **NSS Unit** undertakes a 7 days long special camp each year in a selected village. Teachers, non-teaching employees and students take part in the practice.

4. The Practice

The College family has been undertaking some outreach programme to make a bridge with the people in the area to minimize gap between the College and neighbouring people. Students along with some guide teachers visit to villages and undergo some societal related issues. The team visits to the people and interact with households on issues like, faster growth of population, existence of early marriage, defecation facility, brushing or not, schooling etc.

5. Evidence of Success:

Of course, it is a difficult task to prove to be succeeded in this respect. Nevertheless, some of the points are mentioned herewith in support of the phenomena.

- i) The mutualism of the College and the people of vicinity area is an indicator of success in practice of social responsibilities. Sometimes, the institution has been appraised by some stakeholders through letters of appreciation.
- ii) Once the camp is over, the local administration is met and informed about problem of the village. Sometimes the authority appreciates the practice that can be understood as evidence of success.

iii) Increasing number of volunteers in different social activities of NSS can also be considered as evidence of success.

iv) Seeing the past outreach activities of the College, the Health and Family Welfare Department, Govt. of Assam come ahead and sign a MoU with the College to utilise the College intellectual resources for more social activities like MMR & IMR etc.

6. Problems encountered

1. Paucity of funding can be mentioned as the first problem faced in undergoing the practice. Due to shortage of funding, only a few volunteer students can be deployed in the activity.

2. The staff and students of the college are ever eager to participate in such activities. But the scheduled academic activities cause paucity of time despite the will. Thus, manpower and time constraints are other major limitations in this regard.

File Description	Document
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7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Persuasion of Female towards Higher Education

1. Introduction:

F.A. Ahmed College, Garoimari is located in the core part of rural Assam. As per the socio-economic survey 2011-12, Directorate of Economics and Statistics, as much as 99 per cent of the total geographical area of the state belongs to rural areas. Goroimari stands on the south bank of river Brahmaputra of Kamrup District, Assam just about 2 K.M. away from the river. The area is basically dependent on agriculture and mostly dwelt by religious Minority Muslim people where majority of them belong to BPL family. The College is the only institution imparting higher education among such backward people since its inception. During the decade of 80s of the last century, number of the higher educated people almost disappeared in the area. The College, by and large, initiated the cultivation of higher education especially, has been playing a distinct role in spreading female education in the area.

2. Vision and Mission of the College:

Vision:

The aims of the College is to generate manpower from rural poor especially from the marginalised and vulnerable section of the society.

Mission:

- 1.To impart quality higher education as to prepare the students to overcome the challenges they face in their real life situation.
- 2.To impart secular education for creating moral and spiritual values, self-realisation and belongingness in the mind-set of the students for having a communal harmony among the diverse segments of the people.
- 3.To make people aware of social evils of all types.

1. Core Values

1. Quest for Excellence
2. Oneness and Belongingness
3. Social Responsibilities

1. Description of the performance of the Institution in Distinct Area:

Creating graduates is the prime objective of any Degree College. F.A. Ahmed College, Garoimari is also imparting higher education among the people in the area. It was the humble effort of the College in strengthening higher education among the people in Goroimari. At the time of establishment of the College, there were handful number of female graduates in the area. At present, the area is enriched with ample number of females accomplishing higher education. At that time, people were insincere and uninterested towards female education. As is mentioned that Goroimari is dominated by Muslim people and majority of the people were/are poor who are inclined to deploy their children as the source of earning on the one hand and demotivated behaviour of educating girls is another biggest drawback of the people in the area. Normally, Muslim people are little bit of conservative in educating female and hurries to marry their daughters in early ages in fear of defaming the family in different social issues. Consequence to it, practice of early marriage among the religious Minority people especially in the rural areas are more extensive. Therefore, it was the biggest challenge for the College to overcome all such suspicious and superstitious behaviour of the people.

The College always efforts to keep a close touch with the neighbouring Schools and locality to encourage girls to higher education. Some awareness camps are organized in different schools to encourage students not to leave the schools and not to go for marriage in early stage.

However, F.A. Ahmed College, Garoimari also invests resources for gender related issues in the vicinity area. Malpractice of early marriage, faster growth of population etc. are some social evils existing in the area. Different Cells like NSS, Women Cell, UBA, the Bharat Scout & Guide Unit do some outreach programme in this respect. The Cells organize some awareness camp among the students of the College and in the neighbouring area.

Outcome of the Performance:

The honest effort of the College has been able to persuade female enrolment. The enrolment data of the College reveals that number of female enrolments is more compared to number of male enrolment since last several years. Bringing out the girls to higher education from the locality of Goroimari is, of course a difficult task. Therefore, it can be stated as institutional distinctiveness of F.A. Ahmed College, Garoimari. The gender-wise enrolment data of the College during 2019-20 to 2023-24 is as follows;

Students	2023-24	2022-23	2021-22	2020-21	2019-20
Male	312	288	319	354	264
Female	454	359	385	388	410

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5. CONCLUSION

Additional Information :

F.A. Ahmed College, Garoimari is cultivated by the poorer section of people and the area is by and large backward economically and educationally. Of course, introduction of RTE-2009 has created an ambience of seeding education in the area. Now a days, education has got importance among the people in the area. Therefore, number people accomplishing higher education in the area also have been increasing.

The College is backward in terms of infrastructural facilities. It needs more Classroom, seminar hall, Indoor Stadium etc.

Concluding Remarks :

F.A. Ahmed College, Garoimari is the only higher educational institute imparting higher education among the students in the area. At the time of establishing the College, number of higher educated people were scanty in the area. With the formal introduction of the College, it has produced large number of higher educated people. The achievement of the College in female education is important noteworthy point. The area is mostly dominated by religious Minority Muslim people. They are poor in economic condition in the one hand and, by and large, gives less importance on women education. F.A. Ahmed College, Garoimari has created a good scope for them to educate their Girls child from home.

Besides, the Cells and Committees undertake certain social outreach programmes on Child Marriage, Swachh Bharat Abhiyan, Population control etc. that directly help the students in providing social service and also the people in the area gets benefit of it. Therefore, it can be concluded that F.A. Ahmed College, Garoimari has been the hub of higher education for the area.