YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Manohari Devi Kanoi Girls' College
• Name of the Head of the institution	Dr.Nibedita Phukan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03732322602
• Mobile No:	9435033424
• Registered e-mail	iqacmdkg@gmail.com
• Alternate e-mail	mdkgcollege@gmail.com
• Address	K..C. Gogoi Path, Kadomoni
• City/Town	Dibrugarh
• State/UT	Assam
• Pin Code	786001
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Women
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**Dibrugarh University**
• Name of the IQAC Coordinator	**Dr.Utpal Sut**
• Phone No.	**03732322602**
• Alternate phone No.	**03732322602**
• Mobile	**9435034142**
• IQAC e-mail address	**iqacmdkg@gmail.com**
• Alternate e-mail address	**mdkgcollege@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.mdkgc.online/wp-content/uploads/2022/03/AQAR-2020-21.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://static.mycc.in/uploads/1694/website_builder_files/1642575048_cademic-calender.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**82.00**	**2004**	**04/11/2004**	**03/11/2009**
Cycle 2	**B**	**2.90**	**2011**	**30/11/2011**	**29/11/2016**
Cycle 3	**B**	**2.39**	**2018**	**02/11/2018**	**01/11/2023**

6.Date of Establishment of IQAC	**16/07/2005**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

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

NAAC guidelines		
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	16	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1. IQAC conducted online workshop on Intellectual property Rights (IPRs) on 16th July,2021 and offline IPRs on24th May,2022. 2. IQAC conducted Students Satisfaction Survey on the month of December,2021. 3. IQAC conducted Academic and Administrative Audit on 30th December,2021 4. IQAC conducted talk programme on Aim in life and perfection of personality on 3rd January,2022. 5. IQAC conducted talk programme on Academic and administrative Audit on 12th March, 2022

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

Plan of Action	Achievements/Outcomes
1. Prepare the mentor-mentee list for the session 2021-22	1.The Mentor-Mentee list for the session 2021-22 has been prepared by IQAC and circulated among the faculty members of the college after duly notified by the Principal of the college.
2. Organize workshop on Intellectual Property Rights (IPRs)	2. IQAC of the college organized one day webinar on Intellectual Property Rights(IPRs) on 16TH July,2021 and workshop on 24th May,2022.
3. Conduct the academic and administrative audit.	3. Academic and Administrative audit has been done by IQAC of the college on 30th December,2021.
4. Organize workshop and professional development programme for teaching and non-teaching staff of the college	4. Education department in collaboration with IQAC organized one day workshop on Lesson plan preparation for faculty members of the college. IQAC of the college organized an online national webinar on financial education on 21st May,2022 for both teaching and non-teaching staff of the college.
5.. Organize national seminar/webinar on NAAC related techniques and documentation	5. The College organized different webinars, workshops and talk programmes on NAAC related techniques and documentation. Among those 3 day national workshop on computer literacy program conducted by computer science department in collaboration with IQAC of the college from 26th to 28th May,2022 and talk programme on academic and administrative audit organized by IQAC of the college on 12th March,2022 are highly mentionworthy.

6. Organize student development programme (offline/online)	6. The college organized different student development programmes. Among those employability skill program offered by the Mahindra Pride Classroom,Nandi foundation from 2nd May,2022 to 10th May,2022 to the six semester students of the college and the programme on Science of Sur Sanjeevan on 10th May,2022 are highly notable.
7.Organize career development programmes	7. The college organized different Career orientation program for the students. Among those programmes, the orientation programme conducted by Sankardev IAS academy on 8th April,2022 is prominent one.
8. Conduct community development programmes	8.NSS wing of the college organised different community development programmes. Some of them are follows. a. cleanliness drive on 21st September,2021on occasion of NSS foundation day. 2. Training imparted on pottery making to the adopted village of the college on 23rd January,2022. 3. Conducted programme on importance of right to information and the ill effects of internet and social media on 20th May,2022.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body of the College	16/12/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	28/02/2022

15.Multidisciplinary / interdisciplinary

NEP (2020) states that "Education will be aimed at developing all capacities of human beings-intellectual, aesthetic, social, physical, emotional and moral in an integrated manner". For such an integrated approach the institution visions to implement both formal and open and distance education modes for higher education. NEP 2020 states multidisciplinary and a holistic education across the sciences, social sciences, arts, humanities and sports for a multidisciplinary world in order to ensure the unity and integrity of all knowledge. A multidisciplinary approach leading to development of critical thinking, application of knowledge, good communication and flexibility is what the institution will strive to achieve.

Presently MDKG College has implemented several skill enhancement courses under CBCS keeping in view multidisciplinary/interdisciplinary approach. Students are exposed to community engagement through courses like Vermicomposting etc.

Dibrugarh University has approved the following subjects as add-on courses to be offered by the MDKG College vide letter no. DU/DR-A/6-1/22/484 dated 6th May,2022.

1. Introduction to Goods and Services tax

2. Certificate course on Recitation (Bengali and Assamese)

3. Vermicompost technology

4. Basic software application in Chemistry

5. Computer Application

6. Photoshop and Animations

7. Pedagogy in teaching and learning

8. Certificate course in functional English

9. Fundamentals of rural development

10. Basics of Tourism Management

11. Health and Wellness(T)

12. Health and Wellness(P)

13. Digital and Information literacy

14. Applied yoga for Holistic Health

15. LATEX for beginners

16. Human Rights and Duties

17. Gender and Culture

16.Academic bank of credits (ABC):

MDKG College is affiliated to Dibrugarh University and offers Choice Based Credit System (CBCS) Undergraduate course in Arts and Science stream. Students are brought to the notice of Academic bank of credit and Digi Locker.

MDKG College has signed Memorandum of understanding (MOU) with Gargaon College of Sibsagar district and Tinsukia college of Tinsukia district and Kaushik Education Foundation of Dibrugarh for collaboration in student exchange, faculty exchange, campus interview and organizing conferences and seminars.

17.Skill development:

For soft skill development, MDKG College is doing different activities such as creative writing competition, on the spot poster making competition among students with an aim of enhancing students' creative capabilities especially in the field of literature.

Skill Enhancement Course [SEC I & II (Each 2 Credit)] is compulsory for each student. Student must select any one course from the skill enhancement courses as mentioned below-

   1. Basics of teaching in elementary level.
   2. Photoshop 3.Library Science

4. Social Justice (Human Rights).

5. Entrepreneurship development

6. National Service Scheme (NSS)

7. Vermicopst

8. Travel and Tourism

MDKG College is conducting various activities for inculcating value education and positivity amongst the learners. The institution organizes different activities and competition among the students such as quiz competition, wall magazine competition, science exhibition, cultural rally, singing, dancing, recitation for motivating the students and developing curiosity, enhancing creativity, mutual love, respect and understanding.

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

Our institution has a positive approach towards integration of Indian knowledge and rejuvenation of Indian languages, arts and culture. Our institution has offered honours and non- honours courses in Indian languages i.e. Hindi, Assamese and Bangla as per the curriculum of Dibrugarh University. Our institution has encouraged English medium in Honours and non honours course can be written in both English and vernacular languages. The department of Assamese has been continuously organizing webinars and talk programme since 2020 and students of the department regularly publish handwritten magazine every year.The Department of Sanskrit of our institution publishes "Pracya ". This journal is considered by the UGC as UGC-CARE LIST journal.

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

As an initiative to transform the curriculum towards outcome based education (OBE), steps have been taken to introduce a few add-on courses like Introduction to Goods and Services tax, Certificate course on Recitation(Bengali and Assamese),Vermicopst technology, Basic software application in Chemistry, Computer Application, Photoshop and Animations, Pedagogy in teaching and learning, Certificate course in functional English, Fundamentals of rural development, Basics of Tourism Management, Health and Wellness(T), Health and Wellness(P), Digital and Information literacy, Applied yoga for Holistic Health, LATEX for beginners, Human Rights and Duties, Gender and Culture in the institution and some of them are different SEC courses of 2 Credits are taught in the 3rd and 4th semesters which Basics of teaching in elementary level, Photoshop,

Library Science, Social Justice (Human Rights),Entrepreneurship development, National Service Scheme (NSS),Vermicopst and Travel and Tourism.

Some of the good practices of the institution pertaining to outcome-based education (OBE) in view of NEP, 2020 are as follows:

1. IQAC of the college conducted two programs on Intellectual Property Rights (IPRs).One was conducted on 16th July, 2021 and other was organized on 24th May, 2022.
2. Students counseling programme was conducted by cell for innovation and best practices on 7th October, 2021.
3. The department of Physics conducted online webinar on Journey to Black holes on 1st July, 2021.
4. Slogan competition on energy conservation was organized by Eco-Club to commemorate world energy day on 14th December, 2021 in the college premises.
5. College organised an orientation programme on preparation for Indian Administrative Service (IAS) on 8th April,2022. Mr.Swapnanil Baruah, Retired IAS Officer delivered speech on Right guidance on right time as resource person.
6. Mahindra Pride group conducted employability skill workshop for six semester students of the college from 2nd,2022 to 13th May,2022 under aegis of authority of Mdkg College.
7. Computer science department conducted one day hands training on how to prepare MS-WORD and Power point presentation to commemorate National technology day on 11th May, 2022.
8. Computer Science department in collaboration with IQAC of the college conducted three day workshop computer literacy program from 26th to 28th May, 2022 in the college for the students.

20.Distance education/online education:

Several efforts have been made for the development and use of technological tools for teaching, learning activities. Some of them are as follows:

1. For the classroom delivery of teachers, several departments use projectors for power point presentation, along with education tools like charts, models etc.
2. The Central Library offers the facility of online e-resources through N-LIST to the students
3. Online classes are taken by the faculty members via Zoom App, Google Meet and Teach mint App.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**38**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**1405**

File Description	Documents
Data Template	View File

| 2.2

 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **978** |

File Description	Documents
Data Template	View File

| 2.3

 Number of outgoing/ final year students during the year | **399** |

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**43**

File Description	Documents
Data Template	View File

3.2	**45**

Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**34**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**8779912.61**
4.3 Total number of computers on campus for academic purposes	**68**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

(i) At the very onset of the academic session, the college goes through the academic calendar received from the affiliating university and framed its own academic calender. The academic activities including curriculum delivery and implementation throughout the session are carried out in accordance to the framed academic calendar.

(ii) Induction programme is conducted by the Principal of the college every year to make newly admitted students aware of the mechanism of curriculum transaction/delivery and implementation.

(iii) Routine committee of the college prepares the master routine for all the honours and generic courses and distributes it to the different departments of the college. Routine is prepared by taking into account the credit points given in the syllabus prescribed by the affiliating university.

(iv) Departments conduct meeting for the allotment of the classes based on the master routine and also for distribution of the syllabus among the teachers. Students are provided with details of

allotted teaching topic and contents of each teacher.

(v) Based on the allotted teaching topic and contents in the syllabus distribution, teachers prepare their "teaching plan" in accordance to the number of classes allotted for each topic in the prescribed syllabus by the affiliating university.

(vi) Teaching methods like traditional chalk and talk method, power-point presentation, group discussion, field work, projects, online classes etc. are used for the effective delivery of the curriculum.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.mdkgc.online/wp-content/uploads/2023/05/ACADEMIC-CALENDAR-NEW.pdf

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

1. The college follows the evaluation norms of the affiliating university.
2. The college has adopted a method of assessing the academic performance of the students on a continuous basis.
3. At the beginning of the session, faculty members provide the students the details about the assessment process during the session.
4. The internal assessment tests are scheduled by the departments as per the academic calendar of the College andcommunicated to the students well in advance.
5. The corrected answer scripts of the students are given to them for verification and any grievance is corrected immediately.
6. Internal assessment retest for those students who were absent for internal assessment examination with valid reason is scheduled again by the departments.
7. The marks obtained by the students in internal assessment test are displayed on the departmental notice board.
8. Student seminars, home assignment, group discussion etc. are also conducted from time to time for periodic and continuous assessment of the achievement of the students.
9. For continuous assessment of practical classes, keen observation of practical done by each student in the

laboratory, regular attendance of the students and pretest of practicals are conducted.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.mdkgc.online/wp-content/uploads/2023/05/ICT-BASED-MERGED-About-College.pdf

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

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

1.2 - Academic Flexibility

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

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

38

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

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

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

3

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

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

52

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

52

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

1.3 - Curriculum Enrichment

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

1. Professional Ethics

- BA Generic Elective in Philosophy includes Applied Ethics which addresses Professional Ethics
- BA Generic Elective in Bengali includes Writing Skill of Practical Language which addresses Professional Ethics.
- B.A. Honours in Sociology includes Sociological research methods which addresses objectivity in social sciences.

1. Gender

- BA Generic Elective in Education includes Gender and Education
- B.A. Honours in Sociology includes Sociology of Gender which addresses gender as social construct, gender inequalities and gender power and resistance.
- BA Generic Elective in Sociology includes Gender and Violence
- BA Generic Elective in Political Science includes Feminism:Theory and Practice which addresses Sex/Gender distinction, Gender Socialisation, Sexual Division of Labour, Feminism
- BA Honours in English includes Women's Writing which addresses Gender issues through women's writing

1. Human Values

- BA Honours in Sanskrit includes Art of Balanced Living which addresses Self Presentation, Concentration and Refinement of behaviour on the basis of Upanisadic teachings, Yogasutra of Patanjali and Srimadbhagavadgita and therby aims at imparting value education.
- BA Generic Elective in Bengali includes Bengali Culture and Translation which addresses Human Values
- BA Honours in Sociology includesSociology of India which addresses Ideas of India: Gandhi and Ambedkar, Indological Approach.

1. Environment and Sustainability

- BA Honours in Sociology includes Agrarian Sociology which addresses Themes in Agrarian Sociology of India: Markets, land reforms and Green Revolution
- BA Generic Elective in Political Science includes Governance: Issues and Challenges which addresses Environmnetal Governance- Human-Environment Interaction, Green Governance: Sustainable Human Developmen

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

21

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

532

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution | **D. Any 1 of the above**

from the following stakeholders Students Teachers Employers Alumni	

File Description	Documents
URL for stakeholder feedback report	[View File](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View File](#)
Any additional information(Upload)	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://www.mdkgc.online/wp-content/uploads/2023/01/STUDENTS-FEEDBACKREPORT.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

800

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

375

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

2.2 - Catering to Student Diversity

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

Every student is introduced to their educators and mentor along with knowledge of discipline, programs, academics and development schemes and student-teachers support. We are using some techniques to identify the advanced learners and slow learners. These techniques are:

- **Taking quizzes to test the previous knowledge of the students**
- **Formative evaluation during the class, based on questions asked, class performance, internal assessment etc.**
- **Surprise test**
- **Testing student's comprehension skill by interaction.**

After identifying the slow learners the following measures are taken:

- **Providing simplified materials**
- **Remedial classes and test for formative evaluation.**
- **Need based individual focus**
- **Sessions of solving problems and tutorials conducted for different mathematical topics like mathematical physics, etc.**
- **Lectures on building of confidence are taken; and faculty members guide weak students to come forward for discussions of problems.**
- **Time for reading and problem solving are extra provided for slow learners for improvement.**

After identifying the advanced learners, the following measures are adopted:

- **Seminar presentation by them for clear understanding of topic.**
- **They are encouraged to refer higher reference textbooks**
- **Assigning home assignments and projects.**

- **They are also encouraged to attend webinars and workshops conducted by ISRO, NPTEL etc.**
- **They are motivated to participate in seminar presentation, Poster presentation, quiz competition, debates etc.**

File Description	Documents
Link for additional Information	https://www.mdkgc.online/wp-content/uploads/2023/05/ICT-BASED-MERGED-About-College.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1441	61

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Experiential Learning

- **Project work with laboratory-based studies in Departments of Botany, Chemistry, Physics , Zoology, Education, Geography and Home Science.**
- **Field Projects in local area including survey by the Department of Botany, Education, Geography, Home Science, Zoology**
- **Study tours such as field visits to wildlife sanctuary, national park, reserve forests etc. by the Department of Botany, Geography and Zoology.**
- **Different skill based courses such as photoshop, vermicompost, enterpreneurship etc are introduced to students to develop skills for future self employment.**
- **Guest lectures by noted academicians from nearby universities**

Participative Learning

- **Participation in seminars, conferences, webinar etc.**

- Participation in activities such as debate, model making, group discussion.
- Power Point Presentations in classroom.

Problem solving methodologies

- Departments conduct quizzes to enhance problem solving.
- Questions based on analysis and reasoning is provided.
- Research work under guidance of faculty is conducted by the departments to inculcate research aptitude in students.
- Computational approach to problem solving
- Mock Parliament
- Brain Storming

Peer Teaching

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

ICT enabled tools in addition to chalk and duster method of teaching with most classrooms being ICT enabled and even smart classrooms were also introduced. Computer laboratory with internet connection is also provided in the institution.

ICT Tools:

1. 4 Projectors are available in different classrooms

2. 20 desktops are installed in computer lab

3. 2 seminar hall is equipped with all digital facilities

4. Photo copier machine: 2 photo copier machines are installed in computer lab

5. Online classes through google meet, zoom, google classroom, teachmint.

6. MOOC platform: NPTEL

7. Digital library resources

Use of ICT tools by faculty members:

1. **Power point presentation:** Faculty members use power point presentations with the help of projectors in the classroom for better visuals and imagination of specific topics.
2. **Video lectures:** Lectures are recorded in MOODLE and Techmint, you tube (uploaded in google classroom, college website) applications for students for future reference.
3. **Online quiz:** Online quiz are held frequently through google forms.

Use of ICT tools by students:

Power point presentation: Students use power point presentations with the help of projectors in the classroom for seminar paper and project report presentation by most of the departments.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.mdkgc.online/wp-content/uploads/2023/05/ICT-BASED-MERGED-About-College.pdf

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

2.3.3.1 - Number of mentors

61

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

2.4 - Teacher Profile and Quality

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

61

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

23

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

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

2.4.3.1 - Total experience of full-time teachers

757

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

2.5 - Evaluation Process and Reforms

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

The departments have transparent and robust evaluation process in terms of frequency and mode. To assure transparency in internal assessment, the methodology of internal assessment is well informed to the students in the beginning of the academic session. Continuous evaluation is made through In-semester examinations, Assignments Submission and Seminar Presentations, group discussions, viva for practicals. All In-semester examinations are conducted according to university academic calendar. The college has initiated continuous internal evaluation in accordance with norms and guidelines of Dibrugarh University, Dibrugarh, Assam. Personal guidance is given to the poor performing students after their assessment. Students of all semesters have to present paper on seminars in their concerned subjects. Two sessional examinations are held in each semester of B.A/B.Sc program as Internal examination and marks are sent to the University. The answer sheets of the Internal sessional examination are assessed by the concerned subject teachers and are shown to the students for further clarification of mistakes.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mdkgc.online/wp-content/uploads/2023/05/ICT-BASED-MERGED-About-College.pdf

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

Internal assessments are conducted by all the departments and the students are informed in advance regarding the same through departmental notice boards and also the teachers announces the dates in the classroom. The students those who cannot appear for the

examination on the aforementioned dates, for them fresh examinations dates are fixed so that they can appear in the examination. Transparency of internal examination is maintained by declaring their results on the notice board and by showing them their answer scripts of the examination.

The departments follow a transparent, time-bound and efficient method in dealing with internal examination related grievances. While conducting in-semester examination the department strictly follows the guidelines and rules issued by the Dibrugarh university.

- Two In-semester examinations are conducted on time for each semester.
- Time table for each exam is well prepared and communicated to students at least one week earlier.
- Evaluated answer scripts are shown to the students and if they come across any doubt, clarification is given by faculty members.
- Final internal marks are calculated on the basis of attendance (5%), In-Semester examinations (10%), Assignments/Group discussions/Seminar presentations (5%)

File Description	Documents
Any additional information	View File
Link for additional information	N/A

2.6 - Student Performance and Learning Outcomes

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

Assamese: Students will interpret Indian theories on literature , metre, prosody and rhetoric

Bengali: Students will be aware about the process of development of Bengali prose through the writings of different Bengali renowned literary activists.

Economics: Students will develop the ability to explain major economics terms, concepts and theories

Education: Students will develop a positive attitude towards life and teaching profession

English: Students will develop their ability as critical readers and writers Geography: Students will develop understanding about climate, soil and topography in different continents of the world. The course also familiarize learner with industrialization and population distribution in developed, developing and underdeveloped nations of the world.

History: Students will be able to demonstrate broad knowledge of historical events and periods and their significance.

Hindi : Students will equip themselves with a philosophical outlook to engage creatively and conscientiously with social issues specific to the Indian context

Home Science: Students will gain knowledge regarding care and well being at different stages of life

Mathematics : Students will be able to differentiate logical statement and ordinary statement; analyze the truth and falsity of logical statement; define and describe various properties of set.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	[N/A](#)
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

Internal Assessment and end-semester examination as direct assessment measures

As per University guidelines, 20% marks are awarded through internal assessment and 80% marks externally through end-semester examination. Out of 20% internal assessment marks, 10% marks are assigned for Assignment /Presentation/ attendance/ Class room interaction/quiz etc and the remaining 10% marks are assigned for Written Test for theory and/or Viva Voce for Laboratory. Based on this guideline, all faculty members evaluate students performance on regular basis and provide remedial classes for poor performing

students. For interested and aspiring candidates, some special classes are provided for different national level competitive exams.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	N/A

2.6.3 - Pass percentage of Students during the year

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

368

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.mdkgc.online/wp-content/uploads/2023/05/Annual-report-IQAC-ARAR.pdf

2.7 - Student Satisfaction Survey

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

https://www.mdkgc.online/wp-content/uploads/2022/12/Student-Satisfaction-Survey.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	[View File]
e-copies of the grant award letters for sponsored research projects /endowments	[View File]
List of endowments / projects with details of grants(Data Template)	[View File]

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File]
Any additional information	[View File]
Supporting document from Funding Agency	[View File]
Paste link to funding agency website	N/A

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

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

18

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

3.2 - Research Publications and Awards

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

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

12

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

11

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Faculty members and students of Chemistry department visited Vidya, The Living School situated in Dhemaji district on 26/12/2021. The school provides skills for holistic development. The college students conducted some basic science experiments in front of the school students thereby trying to popularize Science to develop a scientific temper. Also, students of the college acquainted themselves with the natural beauty of the surroundings of the school and the necessity for acquiring education with an integrated approach towards actual life skills rather than mere bookish knowledge. On 30/05/2002, Geography department visited Nagakhelia, the adopted village of the college. The programme's major goal was to instil a sense of patriotism in the kids by teaching them about Assam's geography and helping them develop a sense of pride in their

home state. The department students used the "play and learn technique", to increase the program's interest and engagement with the school students. They built a train with 35 stations to represent all 35 districts in Assam. The students of the department were greatly benefitted as they themselves became more aware of their own state along with inculcating a sense of responsibility to carry forward simple but effective knowledge.

File Description	Documents
Paste link for additional information	https://www.mdkgc.online/events/
Upload any additional information	View File

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

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

0

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

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

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

11

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

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

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

573

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

3

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

| 3 | |

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution provides the adequate infrastructure and physical facilities for imparting quality education. The college has sufficient number of classrooms, laboratories, computer centers with well-equipped and well-maintained furniture and other peripherals.

Classrooms: the college has sufficient number of spacious classrooms. Most of the classrooms have a podium and are fitted with greenboards and a few with LCD projectors. The small classrooms can accommodate approximately 40-50 students and a big classroom can accommodate about 120-150 students. Full attention has been given to create a healthy environment for study by having spacious, clean and airy classrooms.

Laboratories: There are total 9(nine) Laboratories – Geography, Home science, Physics, Chemistry, Botany, Zoology, Mathematics and Computer Science. The laboratories are equipped with advanced instruments, apparatus and other services.The department of Education has aclass room cum laboratory room. There is central instrument facility laboratory in science block.

Computing Equipment: The college has 2(two) ICT cum Computer Centre for performing various training purposes and computing skill enhancement. The administrative process is wholly run-on automotive mode. The library is using computers to perform its routine jobs and

also provide comport access facilities for users.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2022/12/usages-policies.pdf

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

The college has one spacious auditorium and one multipurpose seminar hall for use in various academic, cultural and other social programmes. These spaces are extensively used for various curricular and co-curricular activities. The auditorium is equipped with all modern facilities like, sound proof, installation of ceiling and adjust fans, sound system lcd projector, etc. The college has organized workshops and programmes on Yoga in the college auditorium along with other activities by NSS and NCC cadets to promote sportsmanship and physical well beings among students. The college has a badminton court inside the campus. For outdoor sports programmes, nearby Indian Railway Sports ground is used by virtue of prior permission. As a routine, every year College Week is organized with various outdoor & indoor games. The students also take part in various inter college tournaments.A sophisticated gymnasium is used by students and teachers.The multi-gymnasium has exercise equipment like Bench Press, Weight machine, Dumb-bells, Bar-bells, Tread Mill. The college has two girls' common room and used for indoor games activities as needed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2022/12/INTERNATIONAL-YOGA-DAY-CELEBRATION.pdf

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

41

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2023/05/ICT-BASED-MERGED-About-College.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

87.7000

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

4.2 - Library as a Learning Resource

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

MDK Girls' College library had created the process of automation in the year 2006 using integrated library management software SOUL 1.0. It has completed the creation of book database in the year 2008. It has started the automated circulation system in the year 2009.Software has been updated to newest version SOUL3.0 in the year 2021with latest application version. It is now a fully automated with the following facilitates-i)Exhaustive management(automated

acquisition, accessioning and serial control) of records of documents. ii)Transaction of books including reservation. iii)Powerful search facility for books and members based on various search criteria. iv)Report generation and distribution. v)Database backup and restore.

The library has some other measures of using ICT, like

E-Resources: The library is member of Nlist programme and users can access 135000+ e-books and 6000+ e-journals.

Internet Section: the library has a separate internet section with 5(five) computers with internet connectivity for easy and free access to the students along with downloading and printing facility.

WebOPAC: Library holding is accessible from all over the world through Library Web OPAC.

Dedicated Website: library has maintained a dedicated website to communicate users with latest information and also to share links to various useful resources. The library website facilitates instant messaging and chatting.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://www.mdkgc.online/wp-content/uploads/2022/12/usages-policies.pdf

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

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

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

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

57000

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

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

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

41

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

4.3 - IT Infrastructure

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

To cope up the increasing demand for IT driven facilities our institution is stepping fast towards up-to-date infrastructure and other network facilities. The use of computers, laptops, mobiles, tablets, etc are used extensively by both teachers and students. The computers and other peripherals are frequently updated. All 36 classrooms and 2(two) seminar halls and 2(tw0) smart classrooms are equipped with ICT facilities whereas whole campus has Wi- Fi internet coverage.The faculty members have been using these technologies to provide ease to

teaching learning process. To promote minimal use of papers, electronic communication in terms of email and WhatsApp has been prioritised. The campus is setup with wired and Wi-Fi network with suitable bandwidth. Both the campuses of the college facilitate

seamless rooming to access internet through its Wi-Fi facility 24X7. The college has adequate computing and communication resources to offer students the facility of e-mail, net surfing, up/down loading of web based resources, preparing projects and seminars, etc.

Currently college is using RailTel leased line of 50 MBPS of high speed internet facility from RailTel Corporation of India Limited College has been using Quick Heal Total Security for cyber security solutions. The whole campus is under CCTV surveillance with 34cameras.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2022/12/usages-policies.pdf

4.3.2 - Number of Computers

68

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support

facilities) excluding salary component during the year (INR in Lakhs)

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

11.69

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

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

There are established system and procedures for maintaining and utilising physical, academic support facilities-laboratory, library, sports complex, computers, classrooms.

The college Governing Body is entrusted with all the supervisory and advisory responsibilities to

College has various cells and committees to look after and supervise and to ensure maximum utilisation of infrastructure, facilities and equipment.

Adequate in-house staff is employed to meticulously maintain hygiene and cleanliness on the campus.Classrooms, seminar halls, staffrooms, library, laboratories etc. are cleaned and maintained regularly.

CCTV cameras, Air conditioners, Water purifiers, Fire -extinguisher, dustbins are well placed and maintenance is done periodically to enhance efficiency of infrastructural facility.

Computer laboratories, laboratories have been running under proper supervision of competent authority. Also, all these laboratories have adopted policies for smooth functioning so as to provide congenial learning environment.

The library is supervised by the Library Advisory Committee in all aspects to ensure better utilization of the resources and services.

The library has well set rules and regulations and also a policy document for better functioning of the library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2022/12/usages-policies.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

661

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

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

661

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	https://www.mdkgc.online/#:~:text=Employability%20Skill%20Training%20Programme%20Final%20Schedule%20From%2002%2D05%2D22%20To%2013%2D05%2D22%20at%20Manohari%20Devi%20Kanoi%20Girls%27%20College(Offline)
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
100

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
100

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

16

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

61

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

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

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

06

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

04

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

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

Student representation in various administrative, co-curricular and extracurricular activities are as follows:

1. **IQAC core committee**
2. **Rusa Monitoring Unit**
3. **Student Union**
4. **Book Club**
5. **Library Committee**

The Students were involved in various activities like organizations of College Week, college field trip, inter- college competition etc. Different cells of the college involve the student Union in smooth running of various programmes. The students involved as member in Book Club and Library committee is to represent the department in the various activities conducted by the Library Committee. They are responsible to disseminate the information to the other students of their respective department.

File Description	Documents
Paste link for additional information	*https://drive.google.com/drive/folders/1d0Xs F6HBrenlMHPOLUmAZ4eeeR9WvnM2?usp=sharing*
Upload any additional information	*View File*

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

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

86

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

5.4 - Alumni Engagement

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

The institution has registered the Alumni Association on 26/05/2022. The total no of Alumni enrolled in Alumni Association is 449. An online meeting of the executive committee of Alumni Association was held on 31/05/2022 to discuss about fixing a date for the arrangement of a general meeting and to announce about the formal registration of Alumni Association. It was decided that on 18th June, 2022 via a General meeting the announcement would be made regarding the formal registration of the Alumni Association. Mrs. Adity Konwar and Mrs. Aijoni Boruah contributed Rs. 10,000/- and Rs. 5000/- to the Alumni Association. Dr. Anita Boruah, Assistant Professor of Economics, DHSK Commerce college contributed a Sony Headphone to the college.

File Description	Documents
Paste link for additional information	N/A
Upload any additional information	View File

5.4.2 - Alumni contribution during the year	E. <1Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the institution is to provide the conducive environment for teaching, learning, innovation and character-building to create an enlightenedsociety.

The mission of the institution is --

To instil pedagogic and social values among students;

To foster latent talents, creating a congenial atmosphere to tackle future challenges;

To mould the students towards understanding of multiple roles, thereby assigning them to subtly execute these roles;

The institution follows a democratic and participatory mode of governance with all stakeholders actively contributing towards administration. The Governing Body delegates authority to the Secretary and Principal who, in turn shares it with the different levels of functionaries in the college. The Heads of Departments, the Convenors/ Coordinators of various committees and cells along with the staff representatives on decision-making bodies play a significant role in determining the institutional policies and implementing the same.

File Description	Documents
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2023/05/GOVERNING-BODY-MEETING.pdf
Upload any additional information	View File

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

The institution practices decentralization and participatory management with collective leadership and democratic traditions. This includes giving a lot of authority to the various departments, with the head of the department overseeing the teaching plans of their department members. He/she is empowered to make adjustments in the routine, allot teaching assignments and evaluation duties, convene departmental meetings, and take the lead in planning seminars, workshops, career counseling sessions, remedial measures, interdepartmental or/and inter-college exercises, departmental excursions and study tours. He/she is also at liberty to introduce creative and innovative measures for the benefit of his/her students. The parent-teacher meetings are an important part of this management style, as is communicating the academic progress of the students to their guardians.The institution practices decentralization and participatory management with collective leadership and democratic traditions. A particular reflection of this practice is found in the extensive delegation of authority to the various Departments in the college.

Heads function as nodal agents of the academic and administrative processes in the college strengthen management mechanisms in the college.

The above features point conclusively to the ethics of decentralization integral to the institution and informs its functioning at every level.

File Description	Documents
Paste link for additional information	N/A
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective/Strategic Plan :

The institution has a Perspective/Strategic Plan for systematic development in well-thought-out and phased manner as follows:

1. Application for grants from government and non-government.

2. Continuous renovation and up-gradation of the existing facilities by extension of available area through vertical as well as horizontal expansion to accommodate more classrooms, laboratories, auditorium, staff-rooms etc.

3. Renovations to revive the ageing infrastructure of the institution.

4. Improvement of the scope and profile of the teaching-learning experience through greater use of ICT and other innovative means.

5. Introduction of new subjects at the undergraduate level.

6. Achievement of national and international recognition in the form of grants and awards.

7. Mobilisation of funds and projects through the alumnae and other stakeholders.

8. Partnering with social organization for the cause of broadening teaching-learning experiences in social perspective.

The plan to apply for governmental as well as non-governmental grants for the development of the institution has been one of the most important plans of the Strategic Plan. The mobilisation of financial resources, as one knows is of crucial significance for the growth of an institution.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	N/A
Upload any additional information	View File

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

Governing Body: The composition and function of the Governing Body of the college is made as per the Assam Provincialised Colleges and Assam Non- Government College Management Rules,2001 and its amendment from time to time.

Administrative Set Up:The head of the college, the Principal, is the final authority on all financial matters. She vets all financial projects before endorsing them, and has a team of Vice Principals, administrative staff, Departmental Heads, the IQAC Coordinator, and faculty assist her in the discharge of all work.

The Functions of Various Bodies:The PMU of RUSA, MDKG College Students' Union, MDKG College Teachers' Unit (ACTA), and the Association of the Non-teaching Staff all play an active role in decision making.

Service rules : The college follows the guidelines and orders of the government of Assam the UGCin regards to recruitment andpromotion for its teachers.Servicerules of non-teaching staffs are based onorders of the government of Assam.

Grievance Redressal Mechanisms:The college has grievances redressal cell to mitigate the grievances of students. A box is prominently placed for taking grievances of the students and the cell tries to redress the grievances if it is found.

File Description	Documents
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2023/05/GOVERNING-BODY-MEETING.pdf
Link to Organogram of the Institution webpage	https://www.mdkgc.online/wp-content/uploads/2023/05/Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

The institution has welfare measures for both teaching and nonteaching staff. All the employees, both teaching and non-teaching avail the welfare schemes/announced/launched by the Government of Assam from time to time such as Pension Scheme, Gratuity, PF with instant loan facility, Maternity Leave, Child care leave, Paternity leave, GIS, Health Assurance Scheme 2021, Loan facility from NTA fund, Advance salary in case of emergency, canteen facility for refreshment, Rotation schedule for availing Holidays, Fire safety measures, water purifier and water cooler ,Sanitization and vaccination etc.

The college authority always gives equal opportunity to each and every one for his/her individual career advancement. The institution encourages all to participate in career development programme and to

acquire competency as well as requisite eligibility for promotions. It has provided relevant information with them enabling them to be well aware of requirement and opportunity for career advancement. The management has, of late, resolved to offer financial incentives to those who intends to participate in seminars, workshop, FDP etc. The College has Sanchay and Rin-dan Samiti for providing loan facilities at easy rate of interest to both teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2023/05/institutional-welfare-measures-Aboout-College.pdf
Upload any additional information	View File

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

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

2

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

20

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Appraisal is taken for teachers from the department profiles. This is taken for the promotion of the teachers based on PBAS proforma. The academic performance of the teachers are evaluated by the experts sent by the University for the CAS promotion of the teachers. The documents are sent to the Director of Higher Education, Assam for approval after having approval from the

Governing Body of the college. The API-based proforma filled up by the teachers are meticulously scrutinised by the IQAC of the college and it is verified with utmost care by the principal of the college before sending it to governing body and Director of Higher Education of Assam. The performances of non-teaching staff are evaluated on the basis of their performance in office work. The professional development courses are organized to train up the non-teaching staff of the college.

File Description	Documents
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2023/05/api-format-Policy.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The Institution conducts internal and external financial audits regularly. Internal Audit is conducted by the Auditor appointed by the Governing Body of the College. The external auditors approved by the Government audit the accounts of the college in regular intervals. Audit is also intended as a measure of scrutinizing Receipts, Payments and Balances with a view to correct any shortcomings and to advise on proper practices. In case of any audit query and objections, the matter is placed before the Governing Body for discussion and appropriate measures is taken in pursuance of the decision taken following all relevant government rules.

Statutory audit of the institution: Internal audit of the institution2021-2022

Internal audits of various UGC grants: Rashtriya Uchchatara Shiksha Abhiyan (RUSA) verification of accounts.

File Description	Documents
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2023/05/Internal-and-External-Audit-of-the-College-Policy.pdf
Upload any additional information	View File

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

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

00

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

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

The following strategies are employed by the college for fund mobilization:

The institution invests money in a number of ways in order to generate funds to be used for recurrent expenses. It also partners with other organizations to jointly sponsor academic exchanges, and solicits government and non-government grants for the betterment of the college.

The college is utilizing all of its available space effectively. A corner of the existing computer lab has been turned into a museum to showcase items related to the college's history, and the outer wall of the building has been used for displaying notices. The auditorium is also used for lectures and exams during the day, when no other functions are taking place.

The college mobilizes its human resources by organizing academic and co-curricular activities that challenge students and help them develop their potential to the fullest. Faculty members are encouraged to cooperate with their career development objectives and discipline-specific aspirations.

The College governing body discusses ways of mobilizing resources at different meetings. These meetings include discussions with other stakeholders and resource mobilization is carried out through organized competitions.

File Description	Documents
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2023/05/Institutional-strategies-for-mobilization-of-funds-Policy.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC has contributed in institutionalizing the quality assurance processes with respect to curricular, teaching, learning and evaluation, research, infrastructure, student support, institutional values, etc. by different methods. The best practices initiated by IQAC are extension activity and cleanliness activity.

Extension activity: The objectives of extension activity are as follows:

1. Mobilisation of students to ensure greater participation in community and social endeavours and to establish social bonding through community services.

2. Shouldering social responsibility and establishing social bonding so that the institute can develop a close social linkage. The IQAC in its response to social needs has taken initiative to adopt extension programmes for community development. IQAC encourages NSS and NCC unit, different cells, departments and PTA of the college to adopt extension activities in adopted village of the college.

Cleanliness activity: IQAC proposed a cleanliness drive in different phases like campus cleanliness and beyond campus as a part of the

best practice of the college and also to create awareness among students. This drive is to be in support with the "Swachh Bharat Abhiyan" in the national perspective.

The details of the two best practice are given in criterion 7, metric no.7.2.1.

File Description	Documents
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2022/12/MEETINGS-OF-IQAC.pdf
Upload any additional information	View File

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

The IQAC has always endeavoured to improve the academic environment of the college with respect to the above through feedback and learning management system.

1. Feedback: The IQAC encoursges Feedback committee of the college to collect feedback from students and their parents. Feedback on curriculum, evaluation system and teachers' quality are collected from students. Students feedback are analysed statistically and submitted to the head of the institution who in turn places them in the governing body for discussion and necessary action.

2. Learning Management System: Under the initiative of IQAC the institution is continuing MOODLE as its learning management system and teachers are currently being oriented towards using of it. The department of Physics, Chemistry, Botany and Zoology conduct sessional examinations using MOODLE.

During covid-19 pandemic, all faculty members of the college used to take classes online through different platform viz. Google classroom, Google Meet, Zoom etc.

Post accreditation initiatives:

Academic:

1. The academic and administrative audit has been conducted under the initiative of IQAC of College on 30th December,2021.

2. IQAC has been organising workshops, webinars and talk programmes on different issues like NEP 2020, NAAC related techniques and documentation, Intellectual Property Rights, Challenges in higher covid pandemic in post accreditation period.

File Description	Documents
Paste link for additional information	https://www.mdkgc.online/wp-content/uploads/2023/01/STUDENTS-FEEDBACKREPORT.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://www.mdkgc.online/wp-content/uploads/2023/05/Annual-report-IQAC-ARAR.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution is committed to ensure gender equity in the campus and continuously engages in gender sensitization and awareness

activities. Gender sensitization is a basic requirement to understand the sensitive requirements of particular gender. To address the discomfort and deprivation faced by the students ,particularly of a girls' institution ,sensitizing all the stake holders in terms of gender equity is very important. Such an effort definitly helps in bringing a change in behavioral pattern of the stake holders and to become respectful to women and other genders. sensitization measures empowers the vulnerable to assert their voices and to raise their gender centric issues and concerns. Consequently ,the institution can also helps the girls to get over their gender-induced fears by providing various facilities and giving special attention. The gender concern also covers the issue of 'third gender'. Gender equity and sensitization issues are incorporated in curriculum of most of the disciplines and as a matter of co-curricular activities gender sensitization is practiced through writing poem and articles on gender issues ,holding poster and banner making competition etc. The girl students are provided platforms to explore themselves under Women Studies and Development Cell, through training programmes under NCC and NSS, self defense and Yoga sessions, entrepreneurship development programme, Mentor-Mentee programme etc.

File Description	Documents
Annual gender sensitization action plan	https://www.mdkgc.online/wp-content/uploads/2023/05/Annual-Gender-Sensitisation-Plan2021-22.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.mdkgc.online/college-resource/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

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

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

The institution has adequate provision for solid waste management. The administration ensures the proper disposal of waste in each block. Dustbins are installed all over the campus for the disposal of solid and liquid waste. The waste accumulated is collected by Municipality and is send for recycling .From ,august 2021 a project on Vermicompost is inaugurated in the science campus and presently the solid waste is transported to the plant to produce Vermicompost

Proper sanitation and sewage provisions are available for liquid waste management. Waste water in the campus is channelized through canals and disposed beneath the earth.

The E-waste is generated in form of Flip-flops, memory chips ,motherboard, compact discs and cartridges etc that are produced by electronic items.These e-wastes generated within the campus is staked and the institution plans to auction it in the coming days.

Not much hazardous chemicals are produced .The department of chemistry during its practical class produces a little amount of acidic waste and these chemicals are channelized in a diluted form directly to the sink. Care is taken that no animal, plant or living organisms gets affected.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.mdkgc.online/college-resource/
Any other relevant information	View File

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

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly,	A. Any 4 or all of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

Human Values and Professional Ethics:

1. Celebration of world Philosophy Day: The Department of Philosophy, MDKG College observed World Philosophy Day on 18 November 2021.On the occasion an Interdisciplinary Academic Lecture on 'Radical Humanism and Concept of Freedom of M.N .Roy was organized and Prof. Rupjyoti Das, Associate Professor and HoD, Department of Political Science, MDKG College delivered the lecture. She spoke on the concept and ideals of Radical Humanism of M.N.Roy and overall relevance of Philosophical ideals in the present day context.

2. Celebration of Sanskrit Day: The Department of Sanskrit, MDKG College observed the Sanskrit Day on 12th August, 2022 jointly with Sanskrit Department of DHSK College, Dibru College and Sanskrit Bharati, Dibrugarh .To mark the occasion of an online story telling competition was organized and total 30 students participated in the said programme.

3.Celebration of Hindi Diwash: The Department of Hindi ,MDKG College observed Hindi Diwash 14th September 2021 .To mark the occasion , an 'annual Essay Writing Competition was' organized on the topic Bharat me Corona Virus ka Shiksha Me Pravav'.

4. Observation of Annual College week: The Annual College week is a platform to focus on and celebrate socio-cultural diversities and strengthen community bond.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<u>View File</u>
Any other relevant information	<u>View File</u>

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

The institution observed Independence Day, Republic Day, National Voters' Day, Rashtriya Ekta Diwash, Constitution Day and NSS Day to cherish the values of nationalism and patriotism .Talk programme commemorating the occasions are arranged to sensitize the stake holders about their constitutional obligations and values, rights, duties and responsibilities . The students are being taught to become aware of their constitutional rights They are also advised to become dutiful, moral and responsible citizens of the country. The programmes also focuses on the importance of Unity and Integrity and cherishes the noble ideas that inspired the freedom struggle and personalities who contributed in the national struggle. The national voters Day starts with a pledge to become responsible voter of the country followed by other programmes. The Department of Political Science organized An Academic Lecture to mark the occasion of International Human Rights Day on .Dr. Nita Paul, retired professor, Department of , Women's College, Tinsukia acted as the resource person in the programme. The Department of Computer Sciences organized A one -day hands on training session titled 'How to create document in MS-Word and How to create Powerpoint presentation' To make the students realize their the rights ,Elections of Student Union which is regularly held.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**B. Any 3 of the above**

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

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

The institution celebrates the International Women's Day every year and thus it was accordingly celebrated on 8th March 2022. A Yoga Workshop was held to mark the occasion of International Day of Yoga on 21st June 2022 in association of the department of Assamese. Mr .Krishna Das, Yoga instructor acted as a resource person .A total number of 30 students participated in the occasion. The Department of Hindi,MDKG College observed Hindi Diwash 14th September 2021.On the occasion , an Annual Essay Writing Competition was organized on the topic Bharat me ' Corona Virus ka Shiksha Me Pravav' The Department of Philosophy, MDKG College observed World Philosophy Day on 18 November 2021.On the occasion an Interdisciplinary Academic Lecture on 'Radical Humanism and Concept of Freedom of M.N .Roy was

organized and Prof. Rupjyoti Das acted as the resource person. The Department of Sanskrit, MDKG College observed the Sanskrit Day on 12th August, 2022 jointly with Sanskrit Department of DHSK College, Dibru College and Sanskrit Bharati, Dibrugarh .To mark the occasion of an online story telling competition was organized and total 30 students participated in the said programme.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best practice No.1.

1. Title of the Practice: Small Scale Pottery Making Project initiated on 03/02/2022

Best practice No.2.

1. Title of the Practice: Extension Activity for Women Empowerment on the occasion of International Women's day -08/03/22

Lecture Programme; 'Portrayal of Women in Today's World: Experience from the Sega'

N.B:The annexure containing details of both the best practices is available in the link...https://www.mdkgc.online/wp-content/uploads/2022/12/WOMEN-CELL-REPORT.pdf.....

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Manohari Devi Kanoi Girls' college is a premier institution of upper Assam region established in the year 1963 and is continuously contributing for girls' education and also ensuring the all-round development of the girl students not only of the state but also from the entire Nort -east region. The institution is one of the best colleges under Dibrugarh University producing finest men-power . The results of the institution are continuously improving and the institution could curve a niche for itself in the educational sphere of the state. Students' progression of the institution is praiseworthy and the alumnae of the college have been contributing in different sectors of socio-economic life of the society. The institution has a registered Alumni Association notified under the Societies Registration Act ,1980 bearing the number RS/DIB/255G/12 of 2022-23.

Attempt is also made to bring distinctiveness in the operational side of the institute. The college uses Enterprise Resource Planning (ERP) system, a type of software. The organisation uses to manage day-to-day business activities like accounting, procurement ,project management etc and supply chain operations. Along with to manage the financial operations Public Financial Management System (PFMS),a web based online software is used. On the academic front, software like Teachmint is being used .

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

The institution plans to undertake the following course of action

1.Community Development by collaborating with the rural people by sponsoring pottery

2. Production of Vermi compost and selling it commercially for resource generation.

3. The institution proposes to introduce a daily 'Live reading session' to inculcate reading habit among students and to enhance

reading culture .

4. To conduct weekly session on academic progress report of teaching and learning process of teaching faculty members

5. To organize computer and legal awareness programme

6. To organize seminars and online lecture series on web technologies

7. To organize State Level Half Marathon race competition

8. To organize talk programme on academic enrichment and women empowerment

9. To organize workshop on Intellectual Property Rights (IPRs), Cyber security, Professional ethics, research ethics and publications etc.

10. To organize students development programmes

11. To organize psychological counselling programme

12. To organize awareness programme for competitive examinations.

13. To organize exhibition cum sale programme in the college

14. To organize training programme on entrepreneurial skill development for students in the college

15. To establish a children library in adopted village of the college