



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

Kanya Mahavidyalaya

- Name of the Head of the institution

Dr. Satyajit Kalita

- Designation

Principal

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

9864030513

- Mobile No:

9864030513

- Registered e-mail

kanyamahavidyalaya1977@gmail.com

- Alternate e-mail

kanyamahavidyalayaiqac@gmail.com

- Address

**Kanya Mahavidyalaya, Zoo-Narengi
Road, Geetanagar, P.O.-
Bamumimaidam, Guwahati-78102121,
Dist- Kamrup(Metro), Assam, India**

- City/Town

Guwahati

- State/UT

Assam

- Pin Code

781021

2.Institutional status

- Affiliated / Constitution Colleges

Affiliated

- Type of Institution

Women

- Location

Urban

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Gauhati University**
- Name of the IQAC Coordinator **Dr. Jutika Medhi**
- Phone No. **9954315259**
- Alternate phone No.
- Mobile **9954315259**
- IQAC e-mail address **kanyamahavidyalayaiqac@gmail.com**
- Alternate e-mail address **jutika1981@gmail.com**

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

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

- if yes, whether it is uploaded in the Institutional website Web link: <https://www.kanyamahavidyalaya.org/upload/acalendar/2023-24.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.34	2023	21/03/2023	20/03/2028

6. Date of Establishment of IQAC **12/04/2014**

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	0	0	0	0

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

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

9.No. of IQAC meetings held during the year **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

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

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

- If yes, mention the amount

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

* The IQAC organizes one orientation program in collaboration with Academic Cell to make the students well acquainted about the course structure of newly introduced FYUGP course under NEP 2020.

*The IQAC collaborates dept. of Assamese to organize a workshop on 'Art of Acting' on 30/09/2023 to enhance the skill of art among the students.

* The IQAC has signed MoUs with different institutions like Gauhati Commerce College, S.B. Deorah College, Royal Global University, Assam Down town University, KKH State Open University and With Industry like Gate Hospital, Gawahati Refinery, AMTRON etc. to explore new dimensions with various MoU linkage programs with the institutions and industries. A state level workshop has been organized with Gauhati Commerce college and one students orientation program at Assam Down Town University has been done under the MoUs.

The IQAC with Digital Learning Cell of Kanya Mahavidyalaya organizes one week Faculty Development Program on 'Creative Thinking' in collaboration with ICT Academy from 26th June to 2nd July, 2023.

* The IQAC encourages the faculty members to publish articles in national and international journals and UGC CARE listed journals to improve the academic activities of the faculties and many such publications has been done during the year.

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
Formation of different Committees and Cells suggested in IQAC meeting held on 20/02/2023 and these are formed accordingly.	The conveners of Committees and Cells organizes different programs that improves the performance of students by improving their skills in varied direction.
The IQAC encourages the faculty members to publish articles in national and international journals and UGC CARE listed journals to improve the academic activities.	A good no. of papers in national and international journals and books has been published by the faculty members which enhance their academic activities.
Student counselling and academic counselling for next academic session has been suggested by the IQAC for better performance.	Students counselling and academic counselling has been done satisfactorily.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	30/11/2024

14. Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	Kanya Mahavidyalaya
• Name of the Head of the institution	Dr. Satyajit Kalita
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9864030513
• Mobile No:	9864030513
• Registered e-mail	kanyamahavidyalaya1977@gmail.com
• Alternate e-mail	kanyamahavidyalayaaiqac@gmail.com
• Address	Kanya Mahavidyalaya, Zoo-Narengi Road, Geetanagar, P.O.- Bamumimaidam, Guwahati-78102121, Dist- Kamrup(Metro), Assam, India
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• State/UT	Assam
• Pin Code	781021
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• Type of Institution	Women
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Gauhati University

• Name of the IQAC Coordinator	Dr. Jutika Medhi				
• Phone No.	9954315259				
• Alternate phone No.					
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• if yes, whether it is uploaded in the Institutional website Web link:	https://www.kanyamahavidyalaya.org/upload/acalendar/2023-24.pdf				
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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• Name of the statutory body	
Name	Date of meeting(s)
Governing Body	30/11/2024
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2023-24	10/12/2024
15.Multidisciplinary / interdisciplinary	
NEP 2020 aspires to guarantee that no child loses any prospect to learn and shine because of the conditions of birth or background. Exceptional importance will be given on socially, collectively and economically underprivileged groups which cover gender, social, cultural, and geographical uniqueness and disabilities. Kanya Mahavidyalaya is affiliated to Gauhati University, Guwahati, Assam. Being an affiliated college, our	

course formation and the content is designed by the parent university as per the UGC guidelines. The college is now operating Arts stream. The college currently have multiple entries and exits in the offered programs of FYUGP. Kanya Mahavidyalaya has already adopted NEP 2020 in Multidisciplinary Programmes and Interdisciplinary Courses as per the guideline of our Affiliating University .

16.Academic bank of credits (ABC):

Kanya Mahavidyalaya has implemented the Academic Bank of Credits (ABC) as per the guidelines of the Parent University and Higher Education Department of government of Assam. For this reason, a centralized database along with the database of the college has been established to digitally store the academic credits earned by the student from different courses so that the credit earned by student before could be forwarded when the student enters into the program once more. For scrutinizing ABC, proper technical support system has been formed.

17.Skill development:

Kanya Mahavidyalaya is offering the skill courses as per FYUGP scheme set up by Gauhati University from Semester I in different programs. Our College has accept and offer a mixture of Skill Development Programmes offered in the New Syllabus for NEP 2020 by our Affiliating University .

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

Kanya Mahavidyalaya ensures right integration of Indian knowledge system by offering MIL (Modern Indian Languages) subjects and core courses as per CBCS scheme set up by Gauhati University. Languages resembling Assamese, Bengali, English and Hindi are offered to students as core subjects along with generic electives and skills subjects. Importance is given on teaching through Mother Tongue. Other subjects like History, Political Science, Economics, Education, Philosophy etc. are offered in order to engender sense of national integration and international understanding, art and culture, sculpture, archeology and civic sense among the student community. A proper Infrastructure facility is accessible in the college to offer these courses through online mode as and when required.

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

Kanya Mahavidyalaya offers Arts Stream with number of subjects. The undergraduate Programmes include Bachelors in Arts.The

programmes allow the graduates to appear in various competitive examinations or go for higher studies of their choice and trains the learners to extract information, create and solve problems in a methodical and logical way. The outcome based education focuses on student centric learning and continuous assessment system is useful to measure student progress against the defined learning outcomes. The primary importance of the proposed OBE system will be on the following skills for example life skills; basic skills; vocational and professional skills; academic skills; and interpersonal and personal skills with the potential advantages to generate a obvious anticipation of what needs to be accomplished by the end of the course; formation their lessons around the student's needs; decide what credits to award the student; sense dependable for their own learning and learn more throughout this individual learning. The outcomes analysis will absorb the analytical reports rigorously based on student performances and satisfaction feedback and employability index. It is thought that outcome analysis will help to find gaps and carry out continuous development to line up with the vision and mission of NEP 2020.

20.Distance education/online education:

Kanya Mahavidyalaya has been offering teaching learning in a blended mode using both online and offline teaching to find out better outcome using different applications similar to Google Meet, Zoom, WhatsApp and audio-visual aids etc.as recommended by the policy framers of NEP-2020.

Extended Profile

1.Programme

1.1 329

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

File Description	Documents
Data Template	View File

2.Student

2.1 374

Number of students during the year

File Description	Documents
Data Template	View File

2.2

64

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

File Description	Documents
Data Template	View File

2.3

73

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

18

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

29

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 **329**

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

File Description	Documents
Data Template	View File

2.Student

2.1 **374**

Number of students during the year

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Data Template	View File

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

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Data Template	View File

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Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **18**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2	29
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	15
Total number of Classrooms and Seminar halls	
4.2	29, 16, 159 . 22
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	10
Total number of computers on campus for academic purposes	

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

Kanya Mahavidyalaya, Guwahati is affiliated to Gauhati University, Assam. The college follows the curriculum of the parent University. The Four-year undergraduate programme (FYUGP) under Gauhati University is based on the National Education Policy 2020..Every course will have defined learning objectives and may be designed to comprise lectures, tutorials, laboratory work, field work, project work or any other activity that addresses the learning objectives of the course. Each course have credits, assigned on the basis of course related activities, which a student will earn through satisfactory fulfillment of the academic requirements of the course.The institution follows a specific time table from 9.00 PM to 4.00PM. The class-routine is prepared before the beginning of every academic session by a Routine Committee. Every department maintains a Log Book or Daily Class Monitoring Diary, which is the authentic record of all the classes taken.Departmental Advisory Committee meetings are convened by the Heads of

Departments for continuous assessment of syllabus completion status by the individual faculty members as well as for planning other academic activities. The internal assessment marks of the students are allotted differently by different departments on the basis of different parameters like class attendance, student's seminars, home assignments, etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drive.google.com/file/d/1iYr94vPI5_0xCq9f6rhpF2p5K5U39b7t/view?usp=sharing

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

Being affiliated to Gauhati University, the institution follows the ACADEMIC CALENDER as per university guideline and it is implemented well. The college gives importance on continuous evaluation of students achievements. In the semester course, the University reserves the right to set questions of 80% marks in each paper in end semester examination and the rest 20% marks of internal examination done by the colleges. To make teaching learning activities well planned and organized individual teachers makes a lesson plan following the class routine and academic calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.kanyamahavidyalaya.org/upload/academic/2023-24.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

C. Any 2 of the above

**Curriculum for Add on/ certificate/
Diploma Courses Assessment /evaluation
process of the affiliating University**

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

9

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)

0

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

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

0

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

0

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

Gender Sensitivity:

The institution has established an Internal Complaints Committee. The main objective of the committee is to sensitize the students, teachers and non-teaching employees on gender issues so that gender-discrimination free work environment persist in college campus

Environment and Sustainability:

Environmental consciousness amongst all concerned is imparted through celebration of world environment day every year with day long programme like tree plantation, awareness programme etc.

Human Values and Professional Ethics:

The IQAC cell of the college organized Health awareness camp in the college to sensitise the students about their physical and mental health.

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

15

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	No File Uploaded
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

293

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	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)	No File Uploaded
Any additional information(Upload)	View File

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/file/d/1-xYW0croGBU3xIwxxK2rrMJNr6CFGS9F/view?usp=sharing

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

196

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

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

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

64

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

2.2 - Catering to Student Diversity

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

The college tailors its teaching methods to accommodate the unique learning needs of each student. At the start of every academic session, teachers assess students based on their classroom performance, interactions, tests, and participation in college activities. The college has specific measures in place for both slow learners and advanced learners. For slow learners, the college offers tutorial and remedial classes to clarify doubts and improve understanding. Additional reading materials are provided to strengthen their foundational knowledge, and home assignments are given and assessed by teachers. Furthermore, the college engages slow learners in social, departmental, and institutional activities to boost their confidence.

File Description	Documents
Link for additional Information	https://docs.google.com/document/d/1jCJI0ERSyrqy_sxILaYTVJR0dfp7SUvx/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true
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
374	18

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: To emphasize upon experiential learning, different departments organize various activities like Assignment, Project, educational tour, extension activities and workshops on varied topics and like. As a part of the syllabus, students of all the departments are assigned assignment. Research Projects are carried out by the honours students of the departments like Assamese, Bengali, Education, Hindi, History and Philosophy under the supervision of concerned teacher which help them understand research methodology. Most of the departments organize field trip in the different places, even students have been taken outside the state for educational tour and submit report to emphasize upon experiential learning. As a part of their syllabus the students of Education department also conduct psychological practical and also conduct practice teaching classes in the near by school. **Participative learning:** Students are encouraged to engage themselves in participative learning to enhance their active involvement, motivation, cooperation, learning ability, self confidence etc. Group activity such as group discussions, workshop, seminar, webinar, preparation of wall magazines, magazines, library maintenance etc. As a part of syllabus Department of Assamese, Bengali and Hindi collaboratively organized classes for their students. Literary Forum of Kanya Mahavidyalaya constituting of Assamese, Bengali, English and Hindi Department is also another platform for students to get together and nurture their literary creativity. Various departments have signed Memorandum of Understanding with different colleges for academic cooperation.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://docs.google.com/document/d/1jCJI0ERsyrqy_sxILaYTVJR0dfp7SUvx/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true

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

To enhance problem solving ability among the students project works, class assignment, home assignments are organized. Various departments carried out Skill Enhancement Course as a part of their syllabus which prepare students to meet the challenges of

life boldly. As per their requirement special attention is paid to slow learner as well as advanced learner to solve their various problems. For the slow learner tutorial classes are conducted where teacher give extra care and motivate them to improve their performance in the examination. Advance students are also provided extra reading materials, question banks, encourage to consult reference books, journals and websites. Mentoring classes are held by the teachers of all the departments where teacher made effort to solve their various problems. Use of ICT resources are encouraged by using laptop, projector, e-mail,web- based learning internet etc.The teachers of all the departments conducted online classes through various digital platforms. Whatsapp group is formed for students of each semester constituting honours and general students separately. Learning materials,important information,ideas, problems and solutions are shared in these groups.

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.kanyamahavidyalaya.org/upload/notice/1734934229.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

18

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

18

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

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

00

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

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

2.4.3.1 - Total experience of full-time teachers

337

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

The College, affiliated with Gauhati University, adheres to the university's regulations and guidelines for the assessment and evaluation process. Each academic session has its academic calendar, including the schedule for internal assessments. Any modifications to assessment schedules, methods, or university directives related to course-specific examination patterns or internal assessment schedules are promptly communicated through the college website and students' portal. The college has an Examination Committee responsible for coordinating both internal and external examination activities. Internal Assessment consists of Sessional Examinations and assignments, seminar presentations, projects, and group discussions. Faculty members from respective departments prepare the question papers for Sessional Examinations. While General English, Education, and Environmental Studies exams are centrally conducted, other subjects, including honors courses, are managed by the respective departments according to routine schedules. Each semester includes one Sessional Examination.

File Description	Documents
Any additional information	View File
Link for additional information	https://docs.google.com/document/d/1uZK87RnfBCNh8gTK0ozvJFD1gd-B-gEw/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true

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

College has an Examination Committee comprising the Principal as Officer in Charge, a teacher coordinator, and two teacher members dedicated to addressing examination-related grievances. The college follows a transparent process for handling these grievances. Students can apply for revaluation, recounting, or challenged evaluation using the college's prescribed format. Queries regarding results, corrections in mark sheets, or the absence of internal marks in university-issued mark sheets are promptly addressed by the committee after they are forwarded through the college Examination Committee. Any such grievances

are then forwarded to the respective departments for rectification. Once rectified, the Examination Committee sends the corrected information to the university. In cases where a student is unable to appear for a Sessional examination or submit an assignment on time due to medical or genuine reasons, they can request a mercy chance by submitting an application to the Head of the respective department along with valid documents. Additionally, students who wish to improve their marks or have obtained lower marks are allowed to reappear for improvement. To maintain transparency, the college provides students with access to their evaluated assignments and answer scripts. Any discrepancies reported by students are promptly resolved by the relevant faculty members.

File Description	Documents
Any additional information	View File
Link for additional information	https://docs.google.com/document/d/1uZK87RnfBCNh8gTK0ozvJFD1gd-B-gEw/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true

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.

The college clearly defines and displays the Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) for all its programme. Faculty members ensure that students are aware of these outcomes at the beginning of each semester and during departmental orientation programs. This proactive approach helps students understand the expected learning outcomes and align their efforts accordingly.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://docs.google.com/document/d/10rRC_vfED33VBPhlQBAuY9rpi-2Eq9p4/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true
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.

The college assesses Program Outcomes (POs) and Program Specific Outcomes (PSOs) by aligning them with the Course Outcomes (COs) of relevant courses through both direct and indirect methods. Direct methods involve evaluating students' knowledge and skills against measurable course outcomes, typically through examinations or observations. The COs are mapped to specific problems in university examinations, internal exams, and home assignments. The evaluation of POs, PSOs, and COs is primarily based on students' performance in semester examinations and internal assessments. The semester examination conducted by the affiliating university accounts for 80% of the assessment in a course, while the remaining 20% weightage for internal assessment is allocated to assess the course outcomes. Each semester of a 4-Year Bachelor Degree (FYUGP) course will have a maximum of 22 credits with a total of 132 credits for 3-Year Degree Course and 176 credits for a 4-Year Degree Course. So, a student can choose to have a total credit between 120 and 132 by the end of a 3-Year Bachelor Degree course. While the Core Section consists of Major and Minor papers, the Common Section is divided into 5 sub-groups.

- Multi-disciplinary Courses .Ability Enhancement Courses (AEC) .Skill Enhancement Courses (SEC) .Value-based Courses (VAC) .Internship

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://docs.google.com/document/d/1wU7UxZ1br2-J4JSFAv56x8EuDFJsKLw7/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true

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

74

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://docs.google.com/document/d/1wU7UxZ1br2-J4JSFAv56x8EuDFJsKLw7/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true

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.kanyamahavidyalaya.org/upload/notice/1734933904.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)

59,375/

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

1

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	http://icmr.ac.in/v3/

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

2

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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	
10	
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	
15	
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	
The college regularly conducted various extension activities in the neighbourhood community so that the students get exposed to the social and economic problems and challenges of the less privileged section of the society with the active participation of the students. The NSS unit of the college organizes different programmes such as celebration of World Environment day, International Yoga day, International Women day, Cleaning of college campus under Swachh Bharat Mission, celebration of Republic day, Independence day, Gandhi Jayanti, Teachers' day, Flood relief programme, Plantation programme in college campus, Swachata Abhiyan at Bonda Village (adopted village) etc. . The	

NSS unit also organize a health awareness programme at community hall of Bonda (adopted) village with the doctors from Guwahati Medical College as a part of the celebration of international women day. Teacher unit of the college organizes different extension activities like flood relief programme, donations and assistance for of the needy students etc. . Also faculties of the college take various classes in the nearbyschools in subjects like English, Education, Economics, Assamese etc. The college and most of the departments have organized educational tours and field visits within and outside Assam which also help students to interact with neighborhood community and make the students aware of about the history, life and culture, its economic prospect and challenges and cultural assimilation of such community.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1a59kMX0ZBHVoB6r6AeMZplc1p6cjbZoV/view?usp=sharing
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

6

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

18

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

530

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

2

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	No File Uploaded

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

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

6

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.

Our college has fifteen (14) fully functional classrooms and one seminar hall. The mode of teaching is conventional Lecture method (Chalk and Talk) . 1. Our important meetings and functions are held in our seminar hall which can accommodate more than 200 students.

Library facilities: 1) The central library has been renovated. It has a moderate collection of more than 10000 copies of text, reference and general books covering a wide range of subjects. It also maintains a good number of journals and, newspapers . 2) Besides, each of the Deptt. maintains a Departmental Library.

Computing Equipments and internal facilities: 1) The Administrative Block is equipped with desktop computers with internet connectivity, scanner, printers, etc. 2) The IQAC Cell of the college has one desktop computer with Wi-Fi facilities and printers.

Psychological Laboratory: The department of Education of the college maintains a well equipped psychological laboratory which provides the students the practical knowledge of educational

psychology. At present the laboratory has the following apparatuses 1) Mirror Drawing Apparatus. 2) Tachistoscope. 3) Maze Learning Apparatus. 4) Memory Drum.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/1gkW6bm864zYZpNVJ-cTxHVMj50oIp1Cu/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true

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

The college has made comprehensive arrangements for cultural activities, including the establishment of a Cultural Committee. Additionally, the Students' Union elects a Cultural Secretary to oversee these activities. Various cultural equipment is available for practice and performances, with spaces like digital rooms. Temporary panels are set up for cultural programs related to College Week, College Foundation Day, Freshman Social, Women's Day Celebration, Republic Day, Independence Day, and more. Digital classrooms are also utilized for cultural activities. Every year college celebrate Yoga Day, World Environment Day etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/1anXoPYTzAcrCK4j8LSZwzha83woR8lXr/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true

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

01

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

01

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/1gkW6bm864zYZpNVJ-cTxHVMj50oIp1Cu/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true
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)

2916159.22

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)

The library of KanyaMahavidyalaya was established along with the establishment of the college in 1977. The library is named as "Dr. NagendraNathBuzrbaruah" in honour of the donor in 2022. The library with its open access system and has an extra reading room facility. The departmental libraries are maintained by 11 the departments of the college provide additionl help to students and teachers in their academic pursuits. The Library is partially automated. The software used for the automation of the

library is SOUL (Software for University Libraries). In the year of 2015 the SOUL software was installed as per the guideline of UGC. The SOUL can be used for acquisition, accession, circulation, data operation etc. The data entry records are on process. As on May204, a total number of 5000 copies are recorded in SOUL database.

The college library has a library advisory committee with the following members- Chairperson- Dr. Satyajit Kalita (Principal) Convenor- ArchanaDeka (Librarian) Members- NitanjaliBaishya (Asstt. Prof.) Dr. Jutika Medhi (IQAC Co-ordinator) Nazrul Islam (Asstt. Prof.)

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://docs.google.com/document/d/1c4M7AXHJMI0uPA81IoxWI79gmaT6_sAk/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true

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

E. None 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)

00

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

3179

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

Institution frequently updates its IT facilities including Wi-Fi Response:

The college campus is provided with free wifi facilities.

It has 3 printers and 10 computers with internet connectivity for office and IQAC use.

It also has three projectors for PowerPoint presentation in workshops and seminars.

The college has its own website which is being regularly maintained from time to time.

The college has one internet connectivity >50 mbps.

The college campus is guarded with CCTV surveillance.

The IT facilities of the college is updating under the process. The admission and examination form fill up of the college has been made fully online. The library has also computer with wifi

facility. In addition to this the college also has a biometric machine to regulate the attendance system of the teachers and other staff members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/11A4P2n8_qH_JwaykiESn-7EgxTI0x0z2/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true

4.3.2 - Number of Computers

10

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)

Rs. 2916159.22/-

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.

The college has established internal policies and procedures for the procurement of physical and academic support facilities, such as laboratories and the library. There are 14 classrooms including 1 smart classroom, one seminar hall and an open stage within the college premises. The college also has a well equipped psychological laboratory. There are 20 computers out of which 10 computers are for the use of the students. There are 24 CC cameras and 2 solar lights within the college campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/1gkW6bm864zYZpNVJ-cTxHVMj50oIp1Cu/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true

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

263

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	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.kanyamahavidyalaya.org/upload/notice/1734769061.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

00

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

00

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

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

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

01

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

01

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

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

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

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The collegestudents are involved in various institutional and departmental bodies, cells, and associations. They have the authority to organizedebate,quiz competitions, fresher's social events, farewells, speech competition,cultural programme, collge week,saraswati puja,bohagi mela etc. Furthermore, students are nominated as office bearers and members of different college bodies and committees. Many departments also engage students as editors of departmental wall magazines and journals.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/125x0RNqb7B6WGVFHDdw-9gpNfExwZd4p/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true
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

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

Kanya Mahavidyalaya, Guwahati (KMG) has a registered Alumni Association for building strong link between alumni and present students. The alumni association of KMG is a nonprofit organization, composed of alumni of the institution with a view to preserve and carry forward the fine traditions of the college, to strengthen the connection among the alumni at different places of the state and country. Alumni are looked for to assist institutions by offering donations from their earnings to pay back to their alma mater. They offer some help to the institution. They may also organise cultural programs and career guidance programs. Alumni associations often provide a wealth of career services to help former students find job opportunities and improve their chances of landing a job offer. Career counseling, seminars, webinars, and networking events may provide helpful information about the job market. The Association serves the alumni, carrying out a variety of activities. It strengthens ties between alumni, as well as between alumni and Alma Mater, providing opportunities for cooperation and communication.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1Ts4oGpqBL6JoLK0X9ijZEGms04IFN0fW/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision and mission of the college is to provide higher education to the girl students. The college has been serving the residents of the locality as well as the entire North East so that girl students get the opportunity to access education and develop intellectual potential. The Governing Body to which the Principal of the college acts as the secretary guides the institute to maintain a quality standard that helps in generating students well equipped with all communication and life skills. In order to run the institution smoothly the teachers are appointed in various cells and bodies of the college. The academic policies and course curriculum designed and prepared by the affiliating university are implemented with cooperation of the faculty members of the respective departments. All the strategies and policies are framed and approved by the Governing Body of the college. The college construction committee monitors the infrastructural development of the college. The college maintains different funds like General Fund, Examination Fund, NSS Fund, Library Fund etc whose accounts are maintained with separate cash book, ledger book, passbook etc. The accounts are audited by the certified Chartered Account as well Govt. Auditors. The IQAC of Kanya Mahavidyalaya was established in the year 2014.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1yqp_0m0E0XKHmbEb40Y0AV_WoRyaFXdN/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true
Upload any additional information	View File

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

Kanya Mahavidyalaya is dedicated to decentralized practices in both its academic and administrative operations. The institution has various committees with specific roles, providing academic and administrative leadership. The Academic Council manages all academic affairs and proposes strategies for enhancing teaching and learning facilities. The Anti-Ragging Cell, Grievance Redressal Cell, and Discipline Committee ensure a healthy, enjoyable, and disciplined environment. These bodies consist of the Principal, Heads of Departments, and faculty members.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1rEUvwzQqyxXZcc8lxLfoqvVs9DDlkdjP/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Strategic Plans derive from the institute's mission and vision, offering guidance for decision-making to realize its predetermined goals. They encompass both short-term and long-term objectives, with a primary focus on enhancing academic excellence, work quality, research, and infrastructural development. The College is dedicated to creating a comprehensive plan for achieving excellence in both academic and infrastructural development. This plan encompasses long-term and short-term goals across various facets of the college's

operations. The Academic Council, consisting of Heads of Departments, the IQAC coordinator, the librarian, and several senior teachers, is established to ensure the effective implementation of diverse academic objectives. The council oversees class schedules, the academic calendar, internal examinations, and other related matters.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://docs.google.com/document/d/17SgMZ-Gbr7E8Df3_MHnQ2Hg4dqT5FHMq/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true
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.

The Governing Body (GB) serves as the highest authority within the institution. It convenes periodically to review the Audit report and budget, as well as to oversee administrative and academic audits, and the appointment and promotion processes. The Principal leads the college's management and administration. The Internal Quality Assurance Cell (IQAC) establishes norms and standards for quality and excellence, with active participation from all academic departments. The Principal conducts regular meetings with the teaching and non-teaching staff, as well as with the student union, to ensure effective policy implementation.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1tYJF9ws9QwjwE5w0HRTQ81GgXsSc8Yco/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true
Link to Organogram of the Institution webpage	https://www.kanyamahavidyalaya.org/organization.php
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	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 runs two welfare societies named "SURABHI SANCHAYA NIDHI" and "SAMRIDDHI SANCHAY NIDHI" for its staff on a regular basis for a period of two years. The members of the society can avail loan at a very low rate of interest in their urgency. The institution runs a unit of all the teachers and takes various effective measures like relief at the time of natural disasters, educational equipments for the needy students from time to time. The college encourages the organising of seminars, workshops, webinars, Faculty Development Programmes (FDP) etc for professional development and also provides financial support as per convenience. Leaves are granted to teaching and non-teaching staff for participating in various

professional development programmes.Regular government welfare schemes like maternity leave, child care leave are also availed to all teaching and non-teaching staff. Inter institutional linkage are established by allowing the faculty members to visit various institutions as resource persons.The college encourages students to get involved in extension services under the guidance of the faculty, Performance appraisal system for teaching and non-teaching staff is maintained as per the UGC as well as State Govt. policy.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1zzeRbZQC_aqd9_AFr_05hTv7SHDUQK4z/edit?usp=sharing&ouid=101230934959664332242&rtpof=true&sd=true
Upload any additional information	View File

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

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

00

File Description	Documents
Upload any additional information	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

01

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

16

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

The IQAC of the college collects Self-Appraisal Reports annually from teaching staff, following a specific format. Additionally, the IQAC gathers departmental reports and conducts Academic

Audits. Feedback from stakeholders is collected annually to apprise both teaching and non-teaching staff of their academic and non-academic accomplishments. The institution also seeks feedback from alumni and parents as external evaluations to drive comprehensive development initiatives.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1MlQKA3Z4cVDXFiEkKZKwab3QFhhR6C5K/view?usp=sharing
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

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ non-government organization) and it conducts financial audits regularly (internal and external) Kanya Mahavidyalaya mobilizes funds from various sources such as government and non-government organizations, philanthropists and well-wishers. For the overall development of the college applications asking for donations are sent to different bodies like UGC, ASSAM GOVT. and some local philanthropists. A tentative budget is prepared at the commencement of every financial year for allocating funds to different heads like, infrastructure and renovation of existing works, library, sports, cultural development etc. All fees/fines collected by the college administration are deposited under the respective heads of the accounts. The fee structure of the students is decided by the college authority as per the guidelines of the state government.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1XzhBnznImE-cPNhe6BH82fZnBB2XA8Vo/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true
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

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ non-government organization) and it conducts financial audits regularly (internal and external) Kanya Mahavidyalaya mobilizes funds from various sources such as government and non-government organizations, philanthropists and well-wishers. The college teachers and non teaching staff also have huge contribution for all types of development . A tentative budget is prepared at the commencement of every financial year for allocating funds to different heads like, infrastructure and renovation of existing works, library, sports, cultural development etc. All fees/fines collected by the college administration are deposited under the respective heads of the accounts. The fee structure of the students is decided by the college authority as per the guidelines of the state government. In case of any purchase, quotations are

invited from established firms. The purchase committee makes a comparative statement of the tendered quotations and the lowest bidder with requisite criteria as per tender notice is asked to supply the quoted materials. The payments are made only after receiving the materials by a/c payee cheques. The institute conducts internal audit regularly. The external audits are done annually by the Chartered Accountant appointed by the college.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/1M2QXb2iPchy0EiNGYFKKoe7qTXWpTRS/edit?usp=sharing&ouid=101230934959664332242&rtpof=true&sd=true
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

1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities Response: Response: The IQAC has contributed in institutionalizing the quality assurance processes with respect to curricular, co-curricular, infrastructure, students support, values etc. by various methods. Out of these, mention may be made of the following best practices initiated by IQAC. The IQAC has initiated the mentor- mentee system in each department of the college as per the NAAC Guidelines, for assurance of quality in classroom teaching and helping out the slow learners and promoting the fast learners. The IQAC has initiated and facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation. The IQAC organised workshops on academic themes for the benefit of the students as well as teachers. IQAC also maintains documentation of the various programmes and activities leading to quality improvement in the institution like NSS activities, seminars, research activities etc

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1Rw4iWHWLXkFqrmkfigdvPi6EbcwORw24/view?usp=sharing
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 contributed in institutionalizing the quality assurance processes with respect to curricular, co-curricular, infrastructure, students support, values etc. by various methods. Out of these, mention may be made of the following best practices initiated by IQAC. The IQAC has initiated the mentor-mentee system in each department of the college as per the NAAC Guidelines, for assurance of quality in classroom teaching and helping out the slow learners and promoting the fast learners. The IQAC has initiated and facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation. The IQAC organised workshops on academic themes for the benefit of the students as well as teachers. IQAC also maintains documentation of the various programmes and activities leading to quality improvement in the institution like NSS activities, seminars, research activities etc.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1Ab0eHu1-YIiRjTKGDdGBG70xecEya90w/view?usp=sharing
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://drive.google.com/file/d/1Rw4iWHWLXkFqrmkfigdvPi6Ebcw0Rw24/view?usp=sharing
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

Kanya Mahavidyalaya is committed towards maintaining highest ethical standards in all activities including the dignity, equality and security of the students. We provide equal opportunities to students irrespective of caste, creed, language and religion. There are various committees & cells including disciplinary committee, women's cell, sexual harassment cell, anti-ragging cell, grievances redressal cell, career counseling cell, yoga cell etc. to look after various issues.

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	NIL

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	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 college has implemented a comprehensive waste management system to effectively handle solid, liquid, and electronic waste. Trained staff regularly collect solid waste generated on campus and ensure it is deposited in strategically located dustbins, which undergo regular cleaning.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://docs.google.com/document/d/17Qno5m0wwLynUJGc_6j50CsuVPL3vEc/edit?usp=sharing&ouid=116659543236330733080&rtpof=true&sd=true
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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 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	B. Any 3 of the above										
<table> <tr> <th data-bbox="86 566 523 633">File Description</th><th data-bbox="523 566 1396 633">Documents</th></tr> <tr> <td data-bbox="86 633 523 734">Geo tagged photos / videos of the facilities</td><td data-bbox="523 633 1396 734">View File</td></tr> <tr> <td data-bbox="86 734 523 801">Any other relevant documents</td><td data-bbox="523 734 1396 801">View File</td></tr> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	View File	Any other relevant documents	View File					
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										
<table> <tr> <th data-bbox="86 1261 523 1328">File Description</th><th data-bbox="523 1261 1396 1328">Documents</th></tr> <tr> <td data-bbox="86 1328 523 1462">Reports on environment and energy audits submitted by the auditing agency</td><td data-bbox="523 1328 1396 1462">View File</td></tr> <tr> <td data-bbox="86 1462 523 1563">Certification by the auditing agency</td><td data-bbox="523 1462 1396 1563">View File</td></tr> <tr> <td data-bbox="86 1563 523 1664">Certificates of the awards received</td><td data-bbox="523 1563 1396 1664">View File</td></tr> <tr> <td data-bbox="86 1664 523 1731">Any other relevant information</td><td data-bbox="523 1664 1396 1731">No File Uploaded</td></tr> </table>	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	No File Uploaded	
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	No File Uploaded										
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with	E. None of the above										

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	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The College is committed to providing an inclusive environment for holistic development of the students. We have adopted many inclusionary practices at multiple levels including its admission policy, where students from diverse cultural, regional, linguistic and socio-economic background are admitted. Every year the college organizes a cultural procession during the inauguration of the College Week which showcases the cultural diversity of our nation. During the college week, various competitions are held which foreground our rich cultural heritage. Excursions and study tours are undertaken to understand diverse localities. The College takes immense pride in its initiatives to provide ample opportunities to its students to understand different communities through its Village Adoption Programmes.

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

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

The NSS unit of the college dedicated to creating a 'sense of patriotic commitment' for national development. To promote the ideal of the Swachh Bharat Abhiyan, cleanliness drives are regularly organized. Since staying healthy is also one of our responsibilities, the college celebrates Inter-National Yoga Day and organizes yoga workshops for a healthy India. Excursions are organized to sensitize the students to the need to protect our rich historical and cultural heritage. The students and teachers often visit old age homes and the elderly to spend some time with them.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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

E. None of the above

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

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

The college inculcates patriotic and socio-cultural values in the students through the following:

Republic Day and Independence Day are observed in the college. International Women's Day , World Environment Day , International Yoga Day, Teacher's Day are also celebrated every year in the college.

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

7.2 - Best Practices

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

Two Best Practices (as per NAAC Format) For AQAR 2023-2024

Objective:

Encourage innovative and critical thinking among students.

Empower young women to assume leadership roles in a rapidly changing world The Context: -

The vision and mission of the college focuses on providing holistic education to encourage women from different ethnicities to aspire for success thereby contributing to the national ethos of collective action for women and development.

Best practice 1: Adoption of Village at Bonda by the college and different social activities has been done by the NSS unit of Kanya Mahavidyalaya in the adopted village.

Best practice 2: Green Campus initiative has been taken by the college through plantation of trees and try to make the surroundings environment friendly.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Kanya Mahavidyalaya was founded in 1977. The vision of the College has been shaped by the history of its beginnings in post-independence India as a pioneering institution of higher education for women in the northeast of the country. This College was born out of the conviction of its founding Principal, Indira Miri. Women had to be empowered through education to be a part of the nation-building process and take their rightful place in society. Cherishing the ideals of its founder, the College seeks to empower its students with a holistic education to be creators and members of an ideal society driven by the principles of gender equity and justice. This is distinctive to its vision. The College approaches gender equity in education by deepening the engagement of students with the curriculum and complementing this with suitable co-curricular activities. In fulfilling the academic requirement of their chosen programme of study, students not only attend classroom lectures but also write assignments, participate in seminars and group discussions.

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

7.3.2 - Plan of action for the next academic year

- 1. To introduce certificate courses to be run by different departments.**
- 2. Introducing Commerce Stream**
- 3. To introduce new clubs for running some co-curricular activities for holistic development of the students and ensure their hundred percent participation.**
- 4. Add more innovative learning practices and intensive mentoring in different departments of the college**
- 5. To develop the culture of research by both the teaching faculties and the students ..**
- 6. To focus on industrial links and inter-institutional exchange of intellectual resources.**
- 7. To introduce Digital Library.**
- 8. To introduce Post-Graduate courses in all subjects.**
- 9. To introduce more social outreach activities involving students, alumni and teachers.**
- 10. Developing ICT Infrastructure .**