YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Tingkhong College
• Name of the Head of the institution	Dr. Mouchumi Gogoi
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9864459929
• Mobile No:	9864459929
• Registered e-mail	tingkhongcollege@gmail.com
• Alternate e-mail	iqacascogn12626@rediffmail.com
• Address	TINGKHONG, PO-TINGKHONG, DIBRUGARH, ASSAM
• City/Town	DIBRUGARH
• State/UT	ASSAM
• Pin Code	786612
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**DIBRUGARH UNIVERSITY**
• Name of the IQAC Coordinator	**NAKUL PHUKAN**
• Phone No.	**9101374163**
• Alternate phone No.	**9101374163**
• Mobile	**9101374163**
• IQAC e-mail address	**iqacascogn12626@rediffmail.com**
• Alternate e-mail address	**tingkhongcollege@gmail.com**

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

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

> • if yes, whether it is uploaded in the Institutional website Web link: — [YES](#)

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C+**	**NIL**	**2005**	**15/11/2005**	**14/11/2015**
Cycle 2	**B**	**2.03**	**2016**	**15/11/2015**	**14/11/2020**

6.Date of Establishment of IQAC — **07/07/2002**

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 NAAC guidelines — **Yes**

> • Upload latest notification of formation of IQAC — [View File](#)

9.No. of IQAC meetings held during the year	06	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Nil	
• 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)

Completion of the Golden Jubilee Closing Ceremony in coordination with the College authority, staff, students as well as community members.

Increase number of Career Counselling programs for the students of the College.

Putting emphasis on the promotion of Assamese culture amidst the students by means of different workshops of Borgeet, Khol, Satriya dance etc.

Cultivating the spirit of sportsmanship among the students by means of different coaching programs.

Cultivating a scientific temperament amongst the students as well the community members.

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
Completion of the Golden Jubilee Closing Ceremony in coordination with the College authority, staff, students as well as community members.	Completion of Golden Jubilee Closing Ceremony successfully.
Increase number of Career Counselling programs for the students of the College.	Conducting career counselling programs throughout the year.
Putting emphasis on the promotion of Assamese culture amidst the students.	Conducting workshop of Borgeet, Khol, Satriya etc.
Cultivating the spirit of sportsmanship among the students .	Organising Sepak Takraw coaching program.
Cultivating a scientific temperament amongst the students as well the community members.	Organising World Environment day and also help in promotion of the science stream flagged off in this year.

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Yes	19/03/2024

15.Multidisciplinary / interdisciplinary

The College through a rigorous focus on an interdisciplinary approach encourages students to take part in different certificate courses that are provided by all the departments during the course of a semester. teacher exchange amongst various departements for particular units and chapters. Inter- departmental seminars and

workshops as well as classroom sessions are also encouraged within the college as well as beyond the boundaries of the college by means of collaboration with colleges and institutions in the neighbourhood and beyond.

16.Academic bank of credits (ABC):

nil

17.Skill development:

Several skill based and rural agro based enterpreneurial workshops that have been focused in promoting the motto of boosting skill development. New and innovative initiatives are planned whereby the students will get hands on experience of different tasks and programs that would boost their calibre and make them skillful enough to seek for livelihood beyond the academia.

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

nil

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

Outcome Based Education is the core objective of the courses that are taught here in the college. Th outcomes of each specific course is well defined at the beginning of each academic year and revised and updated as per the need. Further, the Head of each department is entrusted with the responsibilty of reviewing and modifying the outcomes and updating the teaching strategies and methodologies to suit the modified outcomes as per the need of the times.

20.Distance education/online education:

The College has a fully functional branch of Krishna Kanta Handique State Open University that has a significant number of enrollment in both graduate as well as undergraduate level. This is a significant part of the College that offers the students an opportunity to pursue higher education while also being self sustainable by being engaged in a job or a business venture.

Extended Profile

1.Programme

1.1	07

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**747**
Number of students during the year	

File Description	Documents
Data Template	[View File](#)

2.2	**667**
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	**100**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**27**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**31**
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	**20**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**nil**
4.3 Total number of computers on campus for academic purposes	**30**

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

Tingkhong College ensures effective curriculum delivery through a well documented process by outlining clear instructional strategies, assessment methods and evaluation criteria. faculty development programs to enhance teaching skills and align curriculum with industry standards. Further, the teaching methodologies and evaluation process is well documented. Regular review and updatation of the documentation is adopted to meet the evolving educational needs. The College has a well designed curriculum delivery mechanism that includes the following processes:

1) Clearly Defined Curriculum Design: The learning objectives of each course is determined at the outset of the commencement of classes. the curriculum is designed so that is includes both theoritical as well as practical knowledge.

2) Course Outlines: Each department designs its specific course outlines and determines the key topics, learning resources to be used as well as assessment criteria. A logical progression of content in each of these courses facilitates effective learning.

3) Diverse Teaching Methodologies: A diverse range of teaching methods such asblectures, group discusssions, case studies and hands

on experience etc are employed for proper curriculum delivery.

4) Integration of Technology: Multimedia resources, online platforms, ICT based class rooms are utilised to integrate technology and complement traditional learning methods.

5) Assessment Strategies: A balanced assessment system is established by including regular exams, quizzes, projects, presentations, etc. Timely feedback is provided to maintain the smooth learning process.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.tingkhongcollege.edu.in/

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

Tingkhong College adheres to the academic calendar for conducting Continuous Internal Evaluation. timely sessionals and seminars are conducted as per the academic calendar prepared by the Dibrugarh University. The rubrics and guidelines for each assessment component is developed and communicated to both students and the faculty members. The assessments are spread evenly throughout the academic term to provide consistent feedback. A feedback mechanism to provide timely and constructive feedback is developed and managed properly. the students are encouraged to practise self-assessment. The transparency in the evaluation process is maintained. further, a culture of continuous improvement by regularly reviewing the CIE process is established.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.tingkhongcollege.edu.in/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating	C. Any 2 of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
Any additional information	**No File Uploaded**

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

07

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)

6

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

197

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

197

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

Tingkhong College has the ideal of providing equal opportunities embedded into the very fabric of its preamble. In its vision and Page 11/53 03-10-2023 11:58:13 Annual Quality Assurance Report of TINGKHONG COLLEGE mission the institution has stated the objective of providing equal opportunities to all the students regardless of their gender, race, caste or creed. The institution also has a Women Studies Cell that takes up different activities to ensure gender equity in the college. The curriculum is also designed in a manner whereby these values of professional ethics, gender and human values, environment and sustainability are integrated. The College is predominantly focused on humanities and as such the design of the syllabi of all the disciplines integrate the values mentioned above. There are certain papers that focus various gender based concepts like the Unit of LGBTQ fiction taught in the BA English honours CBCS course in the Popular Literature paper. Apart from this, the concept of environment and sustainability is inculcated into the syllabus by

means of the Compulsory Course AECC3 taught in the 3rd Semester whereby the students learn the important concepts related to the Environment and its sustainability. Further, the Department of Political Science and Sociology also has papers dedicated towards teaching the students basic concepts related to Human Rights and Social Justice. Apart from these, the students are also encouraged to take part in different activities that promote these values and inculcate them into their lives.

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

01

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	**No File Uploaded**
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)	**No File Uploaded**

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

18

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

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	

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)	**No File Uploaded**

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	**No File Uploaded**
URL for feedback report	https://www.tingkhongcollege.edu.in/students-feedback/

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

333

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

311

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 department is entrusted with dividing the students into distinct categories of Slow Learners and Advanced Learners based on the assessments and class tests that they undertake during the beginning weeks of the semester. Separate registers are maintained for each of these two groups of learners. Based on their level of understanding and learning different activities are conducted. The slow learners are given tutorial as well as remedial classes, regular tests are taken and discussion forums are held whereby the advanced learners clear the doubts of the slow learners. Further, the advanced learners are assigned to present seminars and attend quizzes whereby they attain a higher level of knowledge and understanding.

File Description	Documents
Link for additional Information	https://www.tingkhongcollege.edu.in/
Upload any additional information	View File

01-04-2024 09:21:35

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

Number of Students	Number of Teachers
747	**27**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

The teachers encourage the students to be active participants in the teaching learning process rather than being passive recipients. Innovative procedures to promote experiential and participative learning methodologies are used in the classroom. The students are assigned topics whereby they present informal presentations within the class itself. Further, the students are also encouraged to ask questions and seek answers that make the classroom lectures more interactive and engaging. Further, different units like NSS, Students' Union etc. take up initiatives that are aimed at developing the problem solving aptitude of the students. All these methodologies are aimed specifically at enhancing the learning experiences of the students.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	https://www.tingkhongcollege.edu.in/

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

Maximum efforts have been made to digitize the teaching-learning process and maintain a digital record of all the activities that are undertaken by all the faculties of the department. There are records of Power-point presentations that the teachers present in their classes. The records of all the digital resources shared in the classrooms are also maintained by each Department in their respective computers. Further, video tutorials are shared by the teachers that assist the students in learning and revising their

subject matter even in the absence of the teachers. Apart from these, from time to time, the teachers make use of the ICT enabled classrooms to enhance the learning experience of the students.

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.tingkhongcollege.edu.in/

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

30

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	No File Uploaded

2.4 - Teacher Profile and Quality

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

29

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
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

8

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)	**No File Uploaded**

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

29

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

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.

Tingkhong College is a constituent College of Dibrugarh University and as an affiliated institution, the college follows the norms of the affiliating university i.e. Dibrugarh University regarding the conduct of in semester/sessional examination and its evaluation. At the beginning of the semester, the faculty members organize a counselling programme to assist the new students in the development of their educational plans, choice of appropriate course and also inform the students about the various components in the assessment process during the semester. There are 20 marks for internal assessment and 80 marks for end semester examination in each course during each semester. The internal assessment of 20 marks comprises of four components viz. Sessional Examination I (written), Sessional Examination II (written), Seminar/ Group Discussion/ Home assignment and Attendance each of which has been assigned 25 marks of the total

marks allotted for Internal Assessment i.e., 20 marks. Thus the college conducts two Sessional Examinations in each semester besides conducting Group Discussion, Seminars and giving Home Assignments to the students as part of the continuous evaluation process. The Evaluation process is transparent. The answer scripts are normally evaluated within a stipulated time of the completion of the examination after which the students are encouraged to go through their evaluated scripts in the presence of the teacher concerned where their mistakes are pointed out and their doubts, if any, are addressed.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.tingkhongcollege.edu.in/

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

The students are informed about their internal examination performances and allowed to even view a physical copy of the answer scripts of their sessional examination. They are informed about their internal examination performance and their cumulative marks. Any grievances or rectifications that are needed to be made are done within stipulated time frame. The entire process is transparent, time bound and aimed at efficiency.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.tingkhongcollege.edu.in/

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 students acquire in depth knowledge in the field of social sciences, literature and humanities that make them sensitive and sensible enough to solve real life issues in real world. The different departments dedicated to various disciplines acquaint the students with the social, economical, historical, geographical, political, ideological tradition and thinking. Further, the graduates become eligible and able to appear for various competitive examinations or pursue a career of their choice or opt for higher

education. The management orients the teachers at the beginning of each session about the outcomes that are desired to be achieved at the end of that particular session. The students are able to understand about these course outcomes and about various programme by means of the dedicated website that is managed by a team of experts.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
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 Vice-Principal is at the helm of all academic affairs and overlooks all the programme outcomes and course outcomes and reviews annually the validity and the relevance and updates them if need arises. Apart from the UG courses that are taught in the classes, the Academic Committee also reviews and suggests all the necessary changes that are needed to be made in the outcomes and objectives of all the certificate courses that are offered in a particular academic year. the feedback of the students are also taken into consideration while reviewing and updating the course and programme outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.tingkhongcollege.edu.in/

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

94

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.tingkhongcollege.edu.in/

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.tingkhongcollege.edu.in/students-feedback/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	[0](0)

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

01

File Description	Documents
Report of the event	**No File Uploaded**
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

13

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

7

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

From time to time the College carries out extension activities in the neighborhood community by means of awareness programs aimed at sensitizing students as well as the members of the community to social issues. There were various awareness programs that were carried out in the village adopted by the College. The extension activities include that of health awareness camps conducted in the adopted village. Awareness programs on voting rights, environmental awareness programs etc are also taken up from time to time in order to promote sensitization of the population about these issues. In order to promote a holistic development of the students, they are also urged to participate in these activities.

File Description	Documents
Paste link for additional information	https://www.tingkhongcollege.edu.in/
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	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

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

20

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

100

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

0

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
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

05

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.

With the aid of different Government sponsored schemes and funds and because of a proactive role of the College administration, the infrastructure of the College has been developed significantly. Over the years the physical facilities have significantly improved. The numbers of classrooms have increased in numbers, laboratory equipment have been added and computing equipment have also been upgraded. There is a well-equipped library with a significant number of books as well as journals and e-resources. Further, the Library

Management System has also been renewed. The SOLE 3.0 has been installed in the library instead of the previous regional management system for better efficiency and performance. Further, the teachers are urged to inculcate newer innovation and technology in order to enhance the teaching learning experience. The physical facilities of the college is developed keeping in mind the overall development of the students including their mental as well as physical well being.Moreover, the construction of new canteen and alumni building has also been started.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.tingkhongcollege.edu.in/

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

The College has a well-equipped gymnasium with all the facilities needed for the physical development of the members. Further, there is also a indoor stadium equipped with all the facilities needed for practicing sports like Sepak Takraw, table tennis. From time to time, there are Yoga camps held to promote overall well being and a healthy mind and body. Moreover, the college has adequate equipment to facilitate sports like cricket badminton.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.tingkhongcollege.edu.in/

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

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.tingkhongcollege.edu.in/
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)

962965

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)	**No File Uploaded**

4.2 - Library as a Learning Resource

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

Name of ILMS software – SOUL 3.0 ·4

Nature of automation- Partially ·

Version- 3.0 ·

Year of Automation-2021

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://www.tingkhongcollege.edu.in/

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	B. Any 3 of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
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)

397725

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

10895

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

Despite being a rural institution. Tingkhong College tries to keep up the technological advancement required in a college that strives to provide its students an education that would help them to compare with the best. There is a functional computer lab whereby different departments take initiative to impart basic computer knowledge to its students. Further, the office is well equipped with adequate internet facilities that help them to work efficiently. It also boasts of a functional and effective surveillance system that helps the administrator to monitor everything very efficiently. All these facilities are maintained effectively from time to time and required updates are made.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.tingkhongcollege.edu.in/

4.3.2 - Number of Computers

36

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

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

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)

3257015.67

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 Principal is at the helm of all the maintenance and utilization of physical, academic and support facilities. Every year the funds are allocated for up gradation of the facilities that are available in the college. A dedicated group of non-teaching staff members regularly clean maintain and look after the physical facilities like classrooms, laboratories, sports complex, library, washrooms, students common room and so on. Apart from this, the college has a well-equipped gymnasium. One member from the faculty is selected every year as the in-charge of the gymnasium who keeps an eye on its maintenance. Again, every year the library and its books are upgraded, new books are added and the library management system is maintained. The Library Management Software was updated during the current year. SOUL3.0 was installed to manage the library database. Again, there is a proper vigilance system to ensure that nobody destroys or vandalizes the physical, academic and other support facilities of the college.

File Description	Documents
Upload any additional information	*View File*
Paste link for additional information	*https://www.tingkhongcollege.edu.in/*

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

68

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	E. none of the above

File Description	Documents
Link to institutional website	[0](#)
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

50

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

50

File Description	Documents
Any additional information	[View File](#)
Number of students 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	**D. Any 1 of the above**

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

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

19

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
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

16

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

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

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

examinations) during the year

0

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

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.

10

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

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

The students actively participate in various administrative, co curricular and extracurricular activities throughout the year. There is Student's Union Body that is elected every year by means of a fair and transparent voting process whereby the students take part. This elected student body is given the responsibility to ensure the participation of the students in all the co-curricular as well the extracurricular activities that are held in that particular year. There are various co-curricular activities that are held each year which include Annual College Week, Bihu celebration, various sports events, etc.The College has been blessed with a very active

Student Union and the members of the union ensure maximum participation of the students in various activities conducted during the year. The Student Union is an elected body, governed by a constitution that defines its functions and role. The union in consultation with its faculty advisor and administrative members organizes major events in the College such as Fresher's Social, College Week, Orientation for new entrants, Foundation Day of the College, Farewell Functions and so on. These activities strengthen the bond between the students across disciplines and promote healthy relationship amongst them. The Publication of the College Magazine is yet another step that is collaborative in nature and promotes a healthy participation amongst the students and teachers

File Description	Documents
Paste link for additional information	https://www.tingkhongcollege.edu.in/
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

10

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

There is an unregistered Alumni Association that renders services to college from time to time.The College has an unregistered Alumni

Association. The notable alumni members of the college provide various financial contributions and other support services. The members of the alumni association have contributed significantly during the celebration of the Golden Jubilee. The members of the alumni have provided financial contributions for the inaugural function of the Golden Jubilee. Apart from, this, they have also provided financial contributions for physical infrastructural development during the Golden Jubilee Year.

File Description	Documents
Paste link for additional information	https://www.tingkhongcollege.edu.in/
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Institution believes in decentralized and participative management. The College has a decentralized and transparent mechanism in Management, administration in financial and academic matters. The student union members and various stakeholders are involved in the management level and major decision making process. The Governing body is the Apex body in decision making which executes all govt. rules and regulations, delegates powers and responsibilities to various committees which comprise Principals, Vice Principal, co-ordinators and Head of the Departments. Besides these, the formation of various committees like Governing Body, IQAC, Project Monitoring Committee, Purchase Committee, Construction Committee, Admission Committee, Anti Raging Committee and Examination Committee are systematically carried out withspecified functions. There are 8 committees working to identify possibilities, planning, organizing, implementing and monitoring all the activities of the college.

File Description	Documents
Paste link for additional information	https://www.tingkhongcollege.edu.in/
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 believes in decentralized and participative management. The College has a decentralized and transparent mechanism in Management, administration in financial and academic matters. The student union members and various stakeholders are involved in the management level and major decision making process. The Governing body is the Apex body in decision making which executes all govt. rules and regulations, delegates powers and responsibilities to various committees which comprise Principals, Vice Principal, coordinators and Head of the Departments. Besides these, the formation of various committees like Governing Body, IQAC, Project Monitoring Committee, Purchase Committee, Construction Committee, Admission Committee, Anti Raging Committee and Examination Committee are systematically carried out with specified functions. There are 8 committees working to identify possibilities, planning, organizing, implementing and monitoring all the activities of the college. The College also has a Teachers' Unit. The teachers highlight different issues in this platform.

File Description	Documents
Paste link for additional information	https://www.tingkhongcollege.edu.in/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Every Department follows the curriculum that is provided by theUniversity. However, the prepared curriculum and its effective implementation is vested completely upon the faculty of the institution.The Departments elaborate the graduate attributes of the papers taught. These help the teachers to track the learning process and its objectives.The Academic Calendar for the conduct of examinations and evaluation is prepared by the Dibrugarh University. As the College is a Constituent College of the Dibrugarh University,

examination and evaluation are held as per the rules and regulations of the University and the College strictly adheres to them.Despite the financial constraints that we face as a rural college, the college administration ensures that a Research- oriented environment is maintained in the College.The College Library is equipped with effective surveillance system that includes CCTV cameras to prevent pilfer aging.The College follows a decentralized mode of operation whereby the authority vests all important responsibilities equally among all the committees like Examination Committee.The college promotes the local Agro-based industries that are strength of the area in which the College is situated. The students are made to interact with these local industries by means of regular field trips to them.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.tingkhongcollege.edu.in/
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 Institution believes in decentralized and participative management. The College has a decentralized and transparent mechanism in Management, administration in financial and academic matters. The student union members and various stakeholders are involved in the management level and major decision making process. The Governing body is the Apex body in decision making which executes all govt. rules and regulations, delegates powers and responsibilities to various committees which comprise Principals, Vice Principal, coordinators and Head of the Departments.Besides these, the formation of various committees like Governing Body, IQAC, Project Monitoring Committee, Purchase Committee, Construction Committee, Admission Committee, Anti Raging Committee and Examination Committee are systematically carried out with specified functions. There are 8 committees working to identify possibilities, planning, organizing, implementing and monitoring all the activities of the college. The College also has a Teachers' Unit. The teachers highlight different issues in this platform.

File Description	Documents
Paste link for additional information	https://www.tingkhongcollege.edu.in/wp-content/uploads/2022/06/ORGANISATIONAL-STRUCTURE.pdf
Link to Organogram of the Institution webpage	https://www.tingkhongcollege.edu.in/wp-content/uploads/2022/06/ORGANISATIONAL-STRUCTURE.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	**C. Any 2 of the above**

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

6.3 - Faculty Empowerment Strategies

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

The Institution maintains a Mutual Benefit Fund whereby the employees contribute a monthly amount that is deducted from their salaries. They can withdraw a loan without any hassle from this fund according to their needs. This helps them in case offinancial emergency. Further, the entire savings amount is given in the form of a cheque at the retirement.Further, the College has a daycare centre for the young ones of the female employees. there is also a nurse who looks after the young children of the female workers so that they carry on with their duties without any hassle.

File Description	Documents
Paste link for additional information	https://www.tingkhongcollege.edu.in/#
Upload any additional information	**No File Uploaded**

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

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

0

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

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

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

0

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

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

6

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

At the end of each session, the authorities conduct a performance appraisal of the teaching and non-teaching staff based on the feedback received from the students. On the basis of the feedback gathered each of the employees are provided with importantsuggestions that would help them to improve in the areas that require improvement. These recommendations made are again reviewed at the end of the next session and the quality of teaching is assessed.

File Description	Documents
Paste link for additional information	0
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

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

The College has been conducting internal and external audit

regularly. The internal audit is done by an auditor appointed by the college Governing Body and the external audit is conducted by an auditor appointed by the state government.

File Description	Documents
Paste link for additional information	[0](0)
Upload any additional information	**No File Uploaded**

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

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

0

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

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

Effective use of available resources is ensured through proper system. The budget is prepared on yearly basis by the Accounts Department. The institution has adequate budgetary provisions for academic and administrative activities. First of all demand in writing is submitted by respective HOD's. The Principal scrutinizes the demands and grants permission to invite quotations. The administrative staff of the college submits the Statement of Expenditures incurred on a monthly basis. For proper utilization of the funds, we have monitoring committees for purchase and maintenance. For effective monitoring and efficient use of grants provided by the UGC for construction, the Building Committee scrutinizes and sanctions the proposed projects. There is a complete transparency in the policies of allocation and utilization of funds.

File Description	Documents
Paste link for additional information	[0](#)
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

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

The following are the Quality Initiatives undertaken by IQAC of Tingkhong College:

1. **The IQAC contributed towards the increased Career Counselling initiatives to orient students better towards employable career options.**
2. **The faculty members were motivated to engage in research activities that led towards a higher amount of publication and research. A National Seminar was also organized towards the end of the year by the Department of Sociology.**
3. **The students were also culturally stimulated by means of different cultural workshops.**
4. **The IQAC also organized different sports workshops and Yoga workshops to help them develop a healthy body as well as a healthy mind.**
5. **The IQAC also took an active part in sensitizing the community members towards a more scientific temperament. They also engaged in activities that led to a satisfactory enrolment of students in the newly initiated Science stream.**

File Description	Documents
Paste link for additional information	[0](#)
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 institution has a methodical process of evaluating the teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC. The IQAC coordinator organizes meetings at regular intervals with the

academic council whereby the Departmental heads provide a detailed report of the various learning outcomes, methodologies and structures of operations that have been fulfilled. the Council tghen reviews the reports and submits the necessary feedback to the IQAC coordinator who further advises the departmental heads to make necessary modifications.

File Description	Documents
Paste link for additional information	[0](0)
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	[0](0)
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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 institute believes in the equal upliftment of both genders for the growth of a society which in turn will lead to the development of a nation. In order to achieve the goal, the institute adopts certain measures for the promotion of gender equity which are

discussed below.

CCTV cameras are installed at specific locations inside the college campus.

Two complaint boxes are installed in the college premises , one is present outside the Gym Khana and the other is near Assamese Museum.

The Women cell of the college works constantly for the promotion of gender equity, the cell observes International Women's Day on 8th March every year.

On the Occasion of Tingkhong College Golden Jubilee 2022, the Women cell played a Major role by carrying out an extension activity involving Women of nearby villages like Raidongia, Betoni etc in making 5000 Assamese traditional sweets to cherish the successful completion of 50th years of the college.

Additionally the Women cell organized different counseling programme one of them is in collaboration with TUSTI Foundation organized a Career counseling orientation programme to provide career guidance for the students of Tingkhong College. The programme was presided over by the chairman of TUSTI foundation, Prasenjit Chakraborty. He informed the students about different career options that they can opt for. The students were greatly affected by this programme.

There are separate common rooms for both Boys and Girls. A separate common room is also provided for the ladies staff of Tingkhong College.

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	a. Safety and security b. Counselling c. Common Rooms d.. Day Care Centre

7.1.2 - The Institution has facilities for alternate sources of energy and energy D. Any 1 of the above

**conservation measures   Solar energy
Biogas plant Wheeling to the Grid   Sensor-
based energy conservation Use of LED bulbs/
power efficient equipment**

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

Waste not only effect the aesthetic beauty of the campus but cause pollution of air, water and soil in order to maintained a health and sustainable environment the institution takes a few steps toward the proper management and disposal of waste Solid waste management: The institution generates heaps of biodegradable waste mostly in the form of tree droppings (dry leaves) and garden waste. For the proper disposal of these wastes the institution has created waste treatment plant in which these biodegradable wastes are converted into Compost. The Compost is used for manuring the soil particularly the garden inside the campus. Students are also engaged in making this Compost as well. It is made a part of their practical class for Environmental studies.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	[0](#)
Any other relevant information	**No File Uploaded**

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	**C. Any 2 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	B. Any 3 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	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment	C. Any 2 of the above

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	**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).

Assamese culture is enriched with the ideals of tolerance and harmony. Despite the differences in linguistic, communal as well as socioeconomic diversities the institution adopts the medium of sports and cultural activities to create a platform that unites everyone. The coaching workshops of different sports and recreational activities that were held during the session 2020-21 were very effective initiatives to create an inclusive environment. Every player is an equal in the field and keeping in mind this particular objective these programs were adopted. Apart from this, the Annual Sports and Cultural Week also help us to create an environment which is all-inclusive. These initiatives to develop a sportsmanship spirit proved beneficial and helpful in creating a harmonious environment in the college.

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	View File

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

Tingkhong College and its members bear in mind the fact that it has to create a generation of citizens responsible towards all the values, rights and duties imbibed in the core of the constitution of India. The institution tries to inculcate the values of equality, fraternity, and respect towards the ideals of the nation by means of its curricular and co-curricular activities. Every year the college observes the important national festivals like Independence Day and Republic Day to keep in mind the glorious values of our nation and the sacrifices made by our ancestors to emancipate our Nation from the clutches of the British empire. Further, the curriculums of the various courses uphold and try to integrate these values amongst the students. The College also prides itself over having a Department of Political Science that offers undergraduate programs whereby several papers have been include that sensitize the students about their rights, duties and responsibilities as Indian citizens. Also from time to time programs like voter's awareness programs and road safety awareness initiatives remind the students and the employees of their rights and obligations.

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,	**A. All of the above**

teachers, administrators and other staff **4. Annual awareness programmes on Code of Conduct are organized**	

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

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

The College celebrates national and international commemorative days, events and festivals with zest. the days of National importance likeIndependence Day and Republic Day are celebrated each year in the presence of teachers and students. further, the College also celebrates days like World Environment Day, International Mother Tongue Day, International Yoga Day under the aegis of IQAC.

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

7.2 - Best Practices

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

Best Practice -1 1.

Title of the Practice: Inculcating the spirit of research among faculty for a progressive growth

2. Objectives of the Practice

- To improve quality in the teaching-learning process

- To publish papers in refereed International/ National journals and conferences

- To undertake collaborative projects and consultancy for long term interaction with the academia and industry

2 Title of the Best Practice

Engaging Students in Quality Enhancement Processes

2. The Context

Higher Education Institutions in India has been playing a crucial role in evolving the knowledge

communities and societies dedicated to the advancement of knowledge education system. To

this end, the participation of all stakeholders including the involvement of students'

participation in the Institutional quality enhancement processes is important.

Students are seen as qualified human resources who will participate and contribute to the

overall growth and development of business and industry. They are the major forces who

would continuously strive to develop the frontiers of knowledge. Students' participation

in the quality enhancement is viewed as an opportunity where they can participate in its

continual development process. This also generates a sense of belongingness towards the

Institution and a sense of responsibility for maintaining and protecting the performance

excellence of the establishment.

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

Tingkhong College is a dedicated institution that endeavours to cater to the rural and underprivileged students who are at times deprived off their right to quality education. In a strive to fulfill this particular objective the College already received the grants for initiating the science stream. Further, in this current academic year a large number of students were given the opportunity to learn and understand about the different skill based sources of livelihood. The College management understands the importance of agro-based industries in the locality and in its development. Hence, in order to provide encouragement to the students to develop themselves even in these fields of agro-based enterprises a series of workshops and programs were hosted whereby the students learnt how these local sources of livelihood can be developed to create a self-sustainable economic situation.

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

7.3.2 - Plan of action for the next academic year

The Following Plan of Action has been proposed and resolved to be undertaken in the next academic year: 1) Introduce e-resources in the College central library in the form of e-journals, e-books etc. 2) Provide coaching programs and orientation programs for the students for NET/SLET, different entrance exams, competitive exams etc. 3) Increase the quantity as well as quantity of research works produced by the faculty members. 4) Introduce more certificate courses aimed at the holistic development of the students. 5) Create more collaborative research environment by means of conducting more MoUs with different colleges and institutions.