



Yearly Status Report - 2019-2020

Part A

Data of the Institution

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 own campus	Yes
Phone no/Alternate Phone no.	91374279706
Mobile no.	9864459929
Registered Email	tingkhongcollege@gmail.com
Alternate Email	iqacascogn12626@rediffmail.com
Address	Tingkhong, Dist.- Dibrugarh, Pin-786612, Assam
City/Town	Dibrugarh
State/UT	Assam
Pincode	786612

2. Institutional Status																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Rural																		
Financial Status	Self financed and grant-in-aid																		
Name of the IQAC co-ordinator/Director	DR DIGANTA KUMAR GOGOI																		
Phone no/Alternate Phone no.	91374279706																		
Mobile no.	9957262503																		
Registered Email	tingkhongcollege@gmail.com																		
Alternate Email	iqacascogn12626@rediffmail.com																		
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)	https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/agarFilledData/eyJpdiI6IjUrOU50aG1qO2dnc0I2S3NBemFsYVE9PSIsInZhbHVlIjoiaW9XSWtWUWFaZmFrSWdHZzFrYzE2V05xUFhoZzJvd0Jub2tMQlRUeU5CZz0iLCJtYWMiOiIyYzY2OWO2Y2I4Yjg1ZmIwMTM4YmIxNmFhMzExYTcw																		
4. Whether Academic Calendar prepared during the year	Yes																		
if yes, whether it is uploaded in the institutional website: Weblink :	https://www.tingkhongcollege.edu.in/wp-content/uploads/2022/06/Academic-Calendar-2019-20_0001.pdf																		
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>B</td> <td>2.03</td> <td>2015</td> <td>15-Nov-2015</td> <td>14-Nov-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	2	B	2.03	2015	15-Nov-2015	14-Nov-2020
Cycle	Grade	CGPA	Year of Accreditation	Validity															
				Period From	Period To														
2	B	2.03	2015	15-Nov-2015	14-Nov-2020														
6. Date of Establishment of IQAC	07-Jul-2007																		
7. Internal Quality Assurance System																			

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Introduction and orientation of online platforms of teaching as well as learning: Towards the beginning of 2020, the world saw the unprecedented scenario of the Covid 19 pandemic that put a halt in the physical conduct of the classes. This compelled	31-Jan-2020 1	13
Conducting AAA (Annual Academic Audit)	12-Apr-2022 1	13
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
TINGKHONG COLLEGE	Infrastructure Grants to Colleges	RUSA	2019 365	500000
TINGKHONG COLLEGE	Science Laboratory Grants	Govt. of Assam	2019 365	1000000
TINGKHONG COLLEGE	Girls' Common Room	Govt. of Assam	2019 365	100000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities

No

during the year?

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

Initiating the process of bringing funds and other formalities of the Science Stream.

Preparation of organizing a National Seminar and establishing contact with funding agency.

Acquainting the teaching, non-teaching faculty as well as students with the online platform.

Maintaining contact with the students by online platform.

Promotion of Cultural and co-curricular growth of students even during the Pandemic to keep them engaged and mentally stimulated.

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

Plan of Action	Achivements/Outcomes
Promotion of scientific temperament in the College Campus as well as promote scientific studies amongst the youth of the area.	The College received a fund of 10 lakhs towards the purchase of laboratory equipments as a first step towards establishment of the science stream.
Promote collaborative research and increase the exposure of the college beyond the boundaries of the state or the country.	Conducting MoU with organizations of repute.
Promotion of innovation as well as research.	The process of bringing National Seminar was initiated.
Introduction and orientation of online platforms of teaching as well as learning.	Members of the faculty attended workshop for EAT Module training programme on 31st Jan, 2020 beforhand. This programme helped the teachers during the pandemic immensely. After the onset of the Pandemic, the teachers, office staff was assisted in every possible way to help them get use to the online modes of teaching.
Mitigating the challenges that accompanied the online mode of teaching and learning.	As a rural college there were various challenges like low network connectivity, lack of resources and so on. Effective ways were innovated to mitigate these challenges.
Improving infrastructural components of the college.	The construction of the Girls' Hostel was successfully completed. Along with

it certain other infrastructural components were also upgraded and renovated.

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2022
Date of Submission	19-Apr-2022
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college has a Management Information System. The details are as follows: A Well-equipped college website (English). i) Electronic College Prospectus ii) A Learning Management System integrated into the college website iii) Webinars to host Academic Events, Student Paper Presentation, Annual Day and Farewell Functions in the Departments. iv) AISHE data on MHRD portal. v) RTI Return Filing. vi) Online Tendering Through CPP Portal of GOI. vii) The College uses Govt. of India's Public Finance Management System (PFMS). viii) The College receives grants from UGC/DHE/RUSA through PFMS and booking expenditure thereon. ix) Payroll Software for preparation of Salary, and other related financial management. x) Vigilance mechanism is established and monitored from time to time. xi) Regular reporting and approval of the governing body of the college. xii) Regular Meeting of the Staff Council for reporting and approval. xiii) Annual academic review meeting to stalk of the academic infrastructure, academic facilities, and achievements of the college and plan for the next sessions. xiv) Student Information System (SIS) which collects all data</p>

related to Student Life Cycle Enrollment including admission and fees. xv) Dedicated student fee portal for College Fees, Examination Fees, etc. xvi) Online Examination Form. xvii) Library Management North East Management System.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college has the mechanism for delivery and documentation of the curriculum set by the University to achieve the educational social and cultural objectives. The process involves a number of specific decisions taken at the Staff Council and Department Committee to determine workload, allocation of work, preparation of Time Table and recruitment. Departments organize field trips and visits for hands-on training, organize seminars, conferences, workshops, etc. to supplement and complement the prescribed curriculum in tangential ways. The curriculum is further documented and effectively delivered by the aid of ICT tools and E-resources by the faculty. The logistics of the delivery and documentation of the curriculum involves the IQAC and the following committees: Academic Standards Committee (ASC) and Examination Committee (EC). This year with the introduction of the CBCS syllabus, further preparation were made in respect to the introduction of this syllabus that has been directed to be implemented by the Dibrugarh University. A CBCS Board of Studies was constituted in one of the meetings held on 29/12/2018. This board efficiently carried out the further orientation of the faculty members and the students regarding how CBCS syllabus needs to be carried out or implemented.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	ASSAMESE - KKHSOU	18/10/2018
MA	SOCIOLOGY - KKHSOU	18/10/2018
MA	POLITICAL SCIENCE	18/10/2018
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ASSAMESE (HONS)	15/07/2019
BA	ECONOMICS (HONS)	15/07/2019

BA	EDUCATION (HONS)	15/07/2019
BA	ENGLISH (HONS)	15/07/2019
BA	HISTORY (HONS)	15/07/2019
BA	POLITICAL SCIENCE (HONS)	15/07/2019
BA	SOCIOLOGY (HONS)	15/07/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	NON-HONOURS	118
BA	ASSAMESE	39
BA	ECONOMICS	8
BA	EDUCATION	17
BA	ENGLISH	8
BA	HISTORY	37
BA	POLITICAL SCIENCE	26
BA	SOCIOLOGY	38
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Yes, the College very effectively utilizes the feedback mechanism for the overall development of the students, teachers as well the other stakeholders. The Feedback forms for students, teachers, employers, alumni and parents are designed as per NAAC/UGC/Assam Govt. guidelines. The questionnaires were handed over by the Principal of the college to the Head of the departments who</p>

distributed the questionnaires among the respondents to provide their feedback. The filled up questionnaires were then submitted to the IQAC by the HoDs. The raw data is then analyzed by the IQAC and the results are handed over to the Principal in the form of a report. The Principal on the basis of the report takes appropriate measures for the development of the college. Teachers' feedback and employee's feedback are collected every year with a structured questionnaire. These questionnaires are collected and distributed towards the end of each year. The collected questionnaires are then processed and analyzed to prepare a report by IQAC. The report is then duly submitted to the Principal. There is a suggestion box as well as a complaint box outside the College office for use by the students to express any grievance or complaint or put forward any suggestion. These boxes are opened every week by the College administration under the supervision of the Principal. These representations are then duly addressed by the Principal and all necessary measures are taken.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	NON-HONOURS	250	200	129
BA	ASSAMESE (HONS)	40	40	33
BA	ECONOMICS (HONS)	40	12	8
BA	EDUCATION (HONS)	40	33	25
BA	ENGLISH (HONS)	30	8	6
BA	HISTORY (HONS)	45	50	42
BA	POLITICAL SCIENCE (HONS)	40	45	37
BA	SOCIOLOGY (HONS)	40	47	40

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	320	Nil	32	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used

	Resources)				
32	32	10	2	0	5
No file uploaded.					
No file uploaded.					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentoring system is available in the College at different levels: academic, personal and psycho-social support, professional and career counseling and other services. Notwithstanding the Covid-19 Pandemic and the Lockdown since March, 2020 students mentoring system was facilitated and continued online quite remarkably. Academic counseling is available for all students. The students are mentored at the time of admissions on the nature and prospects of the disciplines that they wish to choose. Later, the new entrants are mentored at the time of Orientation. The students are provided with the reports of their progress and areas of development. In exceptional cases, parents are also called for counseling by holding special meetings. If a student is identified as being weak in any particular subject, the mentor teacher appraises the faculty concerned with teaching the subject. Even during the pandemic this system of mentoring the students was carried on informally by means of phone calls and other virtual mediums.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
569	32	1:18

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	13	3	0	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	ODD SEM	1ST SEM, 2019	11/12/2019	13/03/2020
BA	ODD SEM.	3RD SEM, 2019	11/12/2019	13/03/2020
BA	ODD SEM.	5TH SEM, 2019	11/12/2019	13/03/2020
BA	EVEN SEM.	2ND SEM, 2020	16/05/2020	03/02/2021
BA	EVEN SEM.	4TH SEM, 2020	16/05/2020	03/03/2021
BA	EVEN SEM.	6TH SEM, 2020	16/05/2020	03/02/2021
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Tingkhong College is an affiliated College of Dibrugarh University and is fully dedicated to implement all the directives of given by the university regarding continuous internal evaluation of all the papers in every semester. A total of 20 marks are allotted for each student as internal marks. This system is prepared and directed by the university to be followed. Out of the 20 marks, 5 marks is allotted against the attendance of the students. The remaining 15 marks is systematically divided against sessional exams, group discussions as well as seminar presentations. Each of these evaluation activities are held within regular intervals. The college adheres to the factor of student attendance in all assessments which serves as an incentive for regular attendance and academic discipline. 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 endsemester 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.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The College is an affiliated college of Dibrugarh University and such it follows the Academic calendar prepared by the affiliating university and also takes into consideration holidays and semester breaks , as laid down in the academic calendar. The academic calendar mentions a stipulated time frame for the examinations, organizing college week, holding Students Union Election and so on and the time frame provided is strictly adhered to by the college. The college selects a suitable date / dates from the time range provided in accordance with the convenience of the institution itself for conduct of various activities. Each department has a built - a mechanism to ensure that the syllabi are completed and sessional exam. are conducted within the specific time frame mentioned in the Academic Calendar. The academic calendar is communicated to the students by displaying it in the departmental Notice Board. If the University changes its schedule or postpones its examination, the college makes the changes accordingly.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.tingkhongcollege.edu.in/departments/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage
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			examination		
GENERAL	BA	NON-HONOURS	285	275	96.49
ASSAMESE	BA	HONOURS	24	12	50
EDUCATION	BA	HONOURS	19	16	84.21
ECONOMICS	BA	HONOURS	9	7	77.77
ENGLISH	BA	HONOURS	11	6	54.54
POLITICAL SCIENCE	BA	HONOURS	26	15	57.69
SOCIOLOGY	BA	HONOURS	34	22	64.70
HISTORY	BA	HONOURS	31	24	77.41
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.tingkhongcollege.edu.in/wp-content/uploads/2022/06/Feedback-2019-20_0001.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International

No Data Entered/Not Applicable !!!

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	SOCIOLOGY	1	1.26
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Department of Assamese	3
Department of Sociology	1
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	10	Nil	3
Presented papers	Nil	5	Nil	Nil
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
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Special Training Programme	NSS, Tingkhong College	4	100
Dustbins installed in Different Places	NSS, Tingkhong College	3	60
Renovation of Balubari Kendra, Tingkhong	NSS, Tingkhong College	3	75
An Operation in adopted village such as Labour Wards	NSS, Tingkhong College	4	65
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers
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			participated under MoUs
SGECT	06/03/2020	i) To conduct National Seminar. ii) To start effective working of IQAC. iii) To conduct online sessions.	27
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2340525	4844853

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Library ILMS System (Customised)	Partially	N/A	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4925	649021	204	75000	5129	724021
Reference Books	9750	1281343	301	126000	10051	1407343
Journals	2	1140	Nil	Nil	2	1140
Library Automation	1	Nil	Nil	Nil	1	Nil
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under

Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	36	20	0	0	1	5	7	4	0
Added	0	0	0	0	0	0	0	0	0
Total	36	20	0	0	1	5	7	4	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
No Data Entered/Not Applicable !!!			

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

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 upgradation 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. Further, there is an indoor stadium where trainings are organized regularly. Also, in this current year, the Science Laboratory Grants was allotted to the college. New classrooms have been added and the construction of the Girls' Hostel has been completed. Again, there is a proper vigilance system to ensure that nobody destroys or vandalizes the physical, academic and other support facilities of the college.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	ISHAN UDAY	19	3078000
b) International	Nill	Nill	Nill
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling	19/10/2019	420	Nill
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Counselling	70	70	6	6
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	24	BA	Assamese, Economics, Education, English, History, Political Science, Sociology	Dibrugarh University, North Lakhimpur University, Krishna Kant aHandique Open University, Anita Baruah College of Education, Guwahati, Assam Womens' Univ ersityJorhat , Assam University, Majuli Cultural University, Arunachal University	M.A/ MSW/Mass com/ B.Ed
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
Any Other	7
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	23thJunior (Men Women) National Sepaktakraw	National	1	Nil	TKC213972	SANTA SHIKHA CHELLENG

	Championsh ip					
2019	23thJunior (Men & Women) National S epaktakraw Championsh ip	National	1	Nill	TKC213740	NITYANANDA SAIKIA
2019	23thJunior (Men & Women) National S epaktakraw Championsh ip, 2019	National	1	Nill	TKC213971	SAGARIKA CHETIA
2019	23thJunior (Men & Women) National S epaktakraw Championsh ip, 2019	National	1	Nill	TKC214001	LABITA BHUJEL
2019	1st All Assam Inter-Club Sepak Takraw Cha mpionship, 2019 Boys	National	1	Nill	TKC213740	NITYANANDA SAIKIA
2019	1st All Assam Inter-Club Sepak Takraw Cha mpionship, 2019 Boys	National	1	Nill	TKC213739	RIDIP BORAH
2020	30thSenior (Men & Women) National S epaktakraw Championsh ip	National	1	Nill	TKC213848	APARAJITA SAIKIA

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

No Data Entered/Not Applicable !!!

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No Data Entered/Not Applicable !!!

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

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 with specified functions. There are 8 committees working to identify possibilities, planning, organizing, implementing and monitoring all the activities of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Every Department follows the curriculum that is provided by the University. However, the prepared curriculum and its effective implementation is vested completely upon the faculty of the institution. The University has prepared a very well balanced curriculum that ensures the overall development of the students without making the schedule too hectic or overwhelming for the students. The Departments further hold seminars, symposiums and workshops which help the students to explore the limits of the prescribed curriculum and contribute to

curriculum development. Besides there are also self financing courses. The introduction of the CBCS syllabus also compelled the entire teaching and non teaching faculty to be engaged in the introduction of this new syllabus. Each department focuses specifically on different areas of expertise. They have their own set of vision as well as mission. All of these departments share the collective goal of helping students gain employability and attain higher level of understanding and knowledge.

Teaching and Learning

The Departments elaborate the graduate attributes of the papers taught. These help the teachers to track the learning process and its objectives. The teachers endeavor to extend the scope of curriculum wherever possible. This broadens the scope of the curriculum by including the co-curricular activities and provides exposure for the students for better research environment.

Examination and Evaluation

The Academic Calender 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. The College ensures academic standards as well as maintains transparency.

Research and Development

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 students as well as the faculty members take part regularly in various seminars, symposiums and workshops that are held in institutions across Assam.

Library, ICT and Physical Infrastructure / Instrumentation

The College Library is equipped with effective surveillance system that includes CCTV cameras to prevent pilferaging. The College also has an extensive IT infrastructure and the administration ensures an effective maintenance of all these infrastructure by assessing the equipments and checking it on regular basis.

Human Resource Management

The College follows a decentralized mode of operation whereby the authority vests all important responsibilities

	equally among all the committees like Examination Committee, Admission Committee and so on. The administration holds meetings at regular intervals to ensure the smooth functioning of all the committees. The college also has a Grievance Cell and a system to redress the complaints of the teaching and non-teaching staff and students. Further, there are also skill based courses.
Industry Interaction / Collaboration	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. Experts from industry, educational and research institutions are also invited for interactive collaboration.
Admission of Students	The Dibrugarh University lays down the rules and procedures regarding the admission of the students annually. The college follows the centralized framework of admission laid down by the University. There are counseling programmes held for the students who seek admission into the college every year. At the institutional level the Admission Committee is vested with the responsibility of the smooth conduct of the admission process.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	<ul style="list-style-type: none"> • A well-equipped College Website • Library Management System. • Social Media Updates on various social media platforms.
Administration	<ul style="list-style-type: none"> • Email Facility • AISHE Data on MHRD portal
Finance and Accounts	<ul style="list-style-type: none"> • Accounting Software • Govt. of India's Public Finance Management System (PFMS)
Student Admission and Support	<ul style="list-style-type: none"> • Student Information System that collects all data related to the Student • Student Internal Assessment System.
Examination	<ul style="list-style-type: none"> • Online Examination Form

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended	Name of the professional body for	Amount of support

		for which financial support provided	which membership fee is provided	
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
ICSSR National Workshop	1	23/12/2019	29/12/2019	7
National Level Faculty Development Programme	1	17/06/2020	24/06/2020	8
Faculty Development Programme	1	17/06/2020	29/06/2020	13
Faculty Development Programme	1	22/06/2020	28/06/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
13	32	3	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Mutual Benefit Fund	Mutual Benefit Fund	Best Student Award, Financial aid for PWD students, Book Bank, UGC Ishan Uday, State Government Scholarship, Departmental Awards.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

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.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	Yes	COLLEGE AUTHORITY
Administrative	No	Null	Yes	COLLEGE AUTHORITY

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- The Principal as well as the teachers are accessible to the Parents for any discussion as well as feedback.
- The administration welcomes the parents on special occasions like College Annual Day and Admissions.
- The authority also provides time to time feedback to the parents and guardians regarding the feedback of their wards.

6.5.3 – Development programmes for support staff (at least three)

- The faculty members are encouraged by the administration to participate in Research activities and attend Refresher and Orientation programmes.
- Techinal Staff is encouraged to attend Training programmes for technical development.
- The library staff is also encouraged to attend training level to upgrade their knowledge on existing Library Management systems.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

No Data Entered/Not Applicable !!!

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2019	Career Counselling Programme	Nil	Nil	Nil	70
2020	Introduction and Orientation of online platforms of teaching as well as learning	Nil	Nil	Nil	300
2020	Conducting MoU with SGEET to conduct National Seminar, to start effective working of IQAC and to conduct online sessions.	06/03/2020	06/03/2020	06/03/2020	27
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	No	Nil

Special skill development for differently abled students	No	Nil
Any other similar facility	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<ul style="list-style-type: none"> • Creation of Plastic-free environment. • Reducing Noise Pollution by creating a no-horn zone. • Plantation of trees to create a greener atmosphere. • Creating an animal-friendly environment. • The college regularly conducts Green Audit of its campus and its facilities. • Creating an effective waste management system by installing dustbins for disposal of garbage.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The College follows a number of best practices. Two among them are: 1) Creation of a positive and reinforcing environment for research by means of initiation of the process of organizing a national seminar. 2) Invitation of distinguished faculty from other institutions to create a collaborative environment.
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.tingkhongcollege.edu.in/wp-content/uploads/2022/05/Best-Practices-2019-2020.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Tingkhong College is a premier educational institution dedicated towards the sole purpose of upliftment of the local community by opening for them the portals of Higher education. The vision of the College is to educate, enable

and empower young minds who would strive to become the future citizens of the nation. The mission of the institution is not only to offer the pragmatic goal of employability but also to create an environment that promotes the inculcation of moral values and principles that seem to have been forgotten by a materialistic society. The College authority is very mindful of the fact that no student should be left behind due to financial or economic constraints and hence maintains a system of providing financial aids to economically weaker students thereby ensuring that they do not remain deprived. The sole and the most important objective of the College is to bring the marginalized and weaker section of the society to the mainstream. It caters to the educational needs of weaker sections of the society like children from tea tribes and other tribal sections. Further, we at Tingkhong College not only seek to create employability but also make our students self sufficient by promoting an environment of entrepreneurship. It also seeks to create a research oriented environment that helps each individual to strive towards the development of their individual selves as well as their disciplines. Further, initiatives like celebration of International Yoga Day and observation of annual College Week are steps to ensure the physical well being of the students as well. The College is dedicated towards the all round development of each of its students and takes all necessary steps to ensure the same.

Provide the weblink of the institution

https://www.tingkhongcollege.edu.in/wp-content/uploads/2022/06/Institutional-Distinctiveness-2019-20_0001.pdf

8.Future Plans of Actions for Next Academic Year

The institution has a carefully laid groundwork that lays down the plan of action for the year ahead. This plan of action is decisive for the planning of the forthcoming academic as well as extracurricular activities. In the plan of action laid down in this particular year it has been decided to develop the infrastructural facilities of the institution. The faculty members are to be encouraged to undertake more research related work. Further, it has also been resolved to create a better environment that helps in the enhancement of the quality of the teaching learning process. Groundwork has been laid regarding the process of bringing the science stream in to the college. As a result of the collaborative efforts of the members of the college, a grant of Rs 10, 00,000 have been allotted to the college. This is the first step towards the journey of establishing the science stream for the betterment of the society. Again, proposal has been prepared for the National Seminar that is proposed to be held.