



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Don Bosco College, Tura
• Name of the Head of the institution	Fr. Bivan Rodrigues Mukhim, SDB
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9402152496
• Mobile No:	9435594511
• Registered e-mail	principaldbct@gmail.com
• Alternate e-mail	principal@donboscocollege.ac.in
• Address	Sampalgre, Chandmari
• City/Town	Tura
• State/UT	Meghalaya
• Pin Code	794002
2.Institutional status	
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	NORTH-EASTERN HILL UNIVERSITY
• Name of the IQAC Coordinator	Dr. Barbara S. Sangma
• Phone No.	8974272464
• Alternate phone No.	
• Mobile	8837429368
• IQAC e-mail address	iqac.dbc@gmail.com
• Alternate e-mail address	principal@donboscollege.ac.in
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.donboscollege.ac.in/public/frontend/aqar/Yearly%20Status%20Report%202020-2021.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.donboscollege.ac.in/public/frontend/calendar/DBC%20Year%20Planner%202021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.45	2011	30/11/2011	29/11/2016

6.Date of Establishment of IQAC**01/12/2011****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
Don Bosco College, Tura	Salary March 2021 to May 2021	Office of the Director of Higher and Technical Education Meghalaya	2021, 3 months	1,21,04,746
Don Bosco College, Tura	Salary June 2021 to August 2021	Office of the Director of Higher and Technical Education Meghalaya	2021, 3 months	1,24,11,639
Don Bosco College, Tura	Miscellaneous Arrears	Office of the Director of Higher and Technical Education Meghalaya	2021	64,47,702
Don Bosco College, Tura	Salary September 2021 to November 2021	Office of the Director of Higher and Technical Education Meghalaya	2021, 3 months	1,26,79,356
Don Bosco College, Tura	Salary December 2021 to February 2022	Office of the Director of Higher and Technical Education Meghalaya	2021, 3 months	1,22,91,806
Don Bosco College, Tura	Arrear Revised Pay	Office of the Director of Higher and Technical	2021	4,12,590

		Education Meghalaya		
Don Bosco College, Tura	Green Audit	Ministry of Education	2021	5000
Don Bosco College, Tura	Zonal Level Red Ribbon Club Quiz Competition 2021	Meghalaya Aids Control Society	2021	4000
Don Bosco College, Tura	State Fund (additional fund)	Meghalaya Aids Control Society	2021	63,500
Don Bosco College, Tura	Miscellaneous Arrears	Office of the Director of Higher and Technical Education Meghalaya	2021	2360
Don Bosco College, Tura	NCC Mess	Office of the Director of Higher and Technical Education Meghalaya	2021	43,740

8. Whether composition of IQAC as per latest NAAC guidelines	Yes		
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File		
9.No. of IQAC meetings held during the year	https://donbosocollege.ac.in/public/uploads/filemanager/IQAC%20minutes%202021%20-22.pdf		
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes		

<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
1. A number of existing College committees were strengthened including the ICC. Also, many new Policies and SOPs have been framed and implemented.	
2. Automation of library Entry-Exit.	
3. Rain-water harvesting facility has been installed in the College campus.	
4. Computer Skill and Certificate Course in A?chik Folk Art (CAFA) Short term Courses and add-on programme on Value Education were successfully conducted.	
5. LAN has been installed in the departments, offices, library, IQAC and the Administrative Block so that the local sharing process becomes easier.	
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
To start Local Area Network (LAN) connecting all departments, offices, library and IQAC with Administrative Block in order to save time and maintain accuracy in obtaining the data related to the college.	LAN connection has been given to departments, offices, library, IQAC and the Administrative Block.
To start construction of a building (annexe) at the back of the main building with the aim to shift the existing library to its ground floor; the auditorium on the first floor with rooms for permanent counselling centre	The construction has not been started but the Architectural design has been made and the approval is sought from the higher authorities of the management.

and also some class-rooms. It is hoped that this construction will help increase the intake capacity of the students.	
To upgrade and refurnish the Botany and Physics laboratories.	Botany and Physics laboratories have been upgraded and refurnished.
To install rain-water harvesting facility .	Rain-water facility has been installed.
To start Short-Term Certificate and Bridge Courses especially in Computer Skills and English Proficiency.	Computer Skill Short term Course (First batch) has been completed for the first batch of students.
To fill in the sanctioned posts - 2 (two) in Philosophy and 1 (one) in English which has been lying vacant for many years along with the other recently vacant posts (both deficit and college posts).	2 (two) sanctioned posts in Philosophy has been advertised but because of the Roster System interviews could not be held.
To start Student and Faculty Exchange Programmes with other colleges especially with the colleges in and around the Town.	It could not be achieved due to various reasons.
To start a journal in literature, culture and translation.	It is still in the process of finalization.

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

Name	Date of meeting(s)
Governing Body and IQAC	13/12/2022

14. Whether institutional data submitted to AISHE
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Year	Date of Submission
2020-2021	28/02/2022

15. Multidisciplinary / interdisciplinary

Being an affiliated College of North Eastern Hill University (NEHU), the academic curriculum is governed by the University guidelines. The institution is preparing to adopt the vision of the NEP 2020. The College is preparing for a multi-disciplinary programme for B.A., B.Sc. and B.Com. Bachelor's degree for Business Administration and Master's degree for Education, English and Garo are on the anvil.

16. Academic bank of credits (ABC):

As a affiliated College of NEHU, the College's readiness to implement the Academic Bank of Credits is largely determined by the University guidelines. Once the University adopts the same, the College is ready to introduce the Academic Bank of Credits under the NEP 2020.

17. Skill development:

The College is planning to introduce courses on Tourism and Hospitality, crocheting and embroidery, mushroom cultivation, floriculture, etc, to keep up with the requirements of the industry. The College plans to form linkages with industries and sign MOUs once the relevant courses and subjects are in place. The College already offers certificate courses on traditional Garo Folk Art, English Proficiency and Basic Computer Skills. The institution also conducts career guidance, personality development and wellness programmes for the students.

The College offers vocational courses and plan to collaborate with Don Bosco Job Placement Network (DBJPN) and Googolplex Academy for job placements. The College is already collaborating with Ministry of Employment for career guidance.

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

The College offers courses in Garo, Hindi, Bengali, Assamese, etc. The College also offers classes on Yoga and Certificate Course in Garo folk art.

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

The College is ready to implement the OBE once the parent University implements the same. However, since the University has not provided

any Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs), the various departments of the College have drafted and implemented the same which is available in the college website.

20.Distance education/online education:

The pandemic changed the mode of traditional learning, and 'blended mode' of teaching and learning has become a trend in educational pedagogy. The College has ensured the continuity of teaching-learning process by creating a separate digital domain identity for the College (donboscollege.ac.in) with individual email addresses for faculty members on this domain. The College has conducted regular online classes, online examinations, webinars and meetings via Google Meet during the Covid Lockdown period. To ensure transition towards virtual online interactions and content sharing, the IQAC has conducted technical training sessions from time to time. The e-content material prepared by faculty members is available on the College website for the students.

Extended Profile

1.Programme

1.1	178
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2600
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	606
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	536
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	67
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	70
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	33
Total number of Classrooms and Seminar halls	
4.2	136.91968
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	110
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	

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

Don Bosco College is affiliated to North-Eastern Hill University, Shillong and follows and implements the syllabus prescribed by the University. The Academic (Calendar, Class Routine, Syllabus Review, Academic Audit) Committee prepares the academic calendar and class routine and also conducts an academic audit. Based on the University calendar, the College prescribes dates for the opening of the academic session, internal assessment tests, departmental seminars, observance of different important days, college week, etc., which is strictly followed. At the beginning of the year, the academic calendar and syllabus unitization for the year are discussed and a plan of action is formulated. Moreover, departments convene meetings at the beginning of each Semester to discuss the distribution of syllabus and classes among the teachers. Management, Academic Council, and IQAC coordinator meet periodically to discuss the progress of the action plan. Result review is conducted by the Academic Council after the declaration of end-semester results by the university. Feedback is also taken from both students and teachers to further enhance the teaching-learning process.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The Academic (Calendar, Class Routine, Syllabus Review, Academic Audit) Committee prepares the Academic Calendar based on the calendar prescribed by the University calendar. The College strictly adheres to the academic calendar thus prepared for organising internal exams, departmental seminars, external examination, and extracurricular events. All three streams conduct classes, internal tests and external examinations accordingly. Each department gives assignments to students and notifies them of the topics, date and time of submission. Out of the total 100 marks for each course, the end-semester examination conducted by the university is for 75 % and question papers are set by the university itself. The college conducts internal assessments for 25 % in the form of internal tests and assignments. The Attendance Monitoring Committee of the College monitors students' attendance and the attendance percentage of the

students is displayed on the notice board every month. Students with poor attendance are duly called for explanation along with their parents. At the beginning of each academic session, an orientation program is conducted for the first-semester students. Once classes commence, the teachers try to identify the slow learners and fast learners through direct and indirect assessments and efforts are made to cater to their needs.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

15

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

3

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

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

1458

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

NIL

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

The College strives to provide a holistic education for the all round development of the students. It offers several courses which

integrate crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into its Curriculum. The College offers various courses which have contents related to gender inequality, status of women, ethics and moral concepts such as good, right, duty and virtue, role of education in the development of human values, human rights education, sustainable development, human rights, value education, environmental ethics, role of individual in prevention of pollution, conservation of natural resources, resources and their management with a view to integrate cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics into the curriculum. In addition to the different courses it offers, the College has Green Club, Red Ribbon Club, Internal Complaints Committee, Anti Ragging, Dress Code and Discipline Committee which are entrusted with the task of creating awareness among the students on issues related to gender, human values and environmental issues making them socially responsible citizens. The NCC and NSS unit of the college conduct programs and activities which address issues related to gender, human values, environment and sustainability.

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

4

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)	View File

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

162

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.donboscocollege.ac.in/pages/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	
1145	
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	
1018	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
The College follows an admission policy that enables intake of students from surrounding rural areas as it is the only deficit-	

college in the district to offer Arts, Commerce and Science undergraduate programs.

The College assesses the learning abilities of the students mainly via class interactions and performance in tests/exams and assignments. The learning gaps identified are then addressed during lectures and tutorials. The library remains open before and beyond class hours to provide opportunity for learning. Both group and individual mentoring are conducted to assess the difficulties faced by the students in their learning and to suggest methods to overcome them. Remedial classes are also conducted as per need, request and feasibility. The students are also provided with specialized teaching-learning materials to facilitate their learning. Peer tutoring and discussions are encouraged. Question papers of previous years are also discussed. Best students are accorded recognition and certificate are also awarded for further motivation. The college offers certificate courses for students.

Departmental seminars are organized where the slow learners as well as the advanced learners get to develop their presentation and learning skills. The topics chosen are from within the syllabus, which has further utility in their semester exam preparation.

File Description	Documents
Link for additional Information	https://donboscocollege.ac.in/pages/Question%20Bank
Upload any additional information	View File

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

Number of Students	Number of Teachers
2600	67

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The College organizes various student-centric programmes to make the

teaching-learning effective. Activities like workshop on interview skills, career guidance programmes, documentary/video screening etc. are conducted regularly. Students from Science and Commerce streams are exposed to practicals as part of their curricula to enhance their skills in experimentation. Students are also encouraged to take up experiments outside their curricula. Various departments also organize field trips and study tours. Students from Arts stream are given opportunities for role plays, group discussions and case studies.

The final semester students, in particular, are given awareness about various local environmental problems that involve site-visits. This gives them first hand knowledge and prepare them for taking up individual projects in future.

Students are encouraged to contribute literary creations for the multi-lingual College magazine Boscoans.

Students are encouraged to observe and participate in events for important National and International commemorative days.

Open-book class assignments are also resorted to by teachers to boost the students' problem-solving methodologies and social skills needed to work in groups. Invariably, all faculties assign group/individual assignments to students.

Departmental seminars are organized to encourage the students to make presentations on topics from their respective syllabus.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

With advancement in technology, the College is adapting to new methods of teaching. Besides the board-marker methods, various ICT tools are being incorporated in the teaching-learning process.

The latest tools and concepts are used for interaction and communication. The students are encouraged to take the help of the digital culture in the College. During the lockdown period, various

online tools like Google meet, Google Classroom, Zoom, Gmail etc. were used to conduct classes. Many faculties have continued their use to augment/hybridize the teaching environment even after the resumption of regular classes. To impart information and communication, Telegram, WhatsApp and other applications are utilized.

Faculty members are given Google workspace accounts (@donboscollege.ac.in) with the associated advantages. Several teaching materials and previous-years' question papers are uploaded on College website for easy and direct access by students.

Most classrooms and laboratories are equipped with projectors and faculties regularly use it for teaching.

Each department has computers with internet LAN connections to enable the faculty members to access e-journals, e-books and other online resources to help them prepare for classes and their own research. Besides desktops with internet connection in the library, Wi-Fi is also provided to students and faculty.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://donboscollege.ac.in/pages/Question%20Bank

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

67

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

2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
67	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
17	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
815 years and 3 months	
File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	

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

In order to ensure transparency, the system of internal assessment is communicated to the students well in advance. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process in accordance with the affiliating University guidelines. The Examination Committee coordinates the internal and external examination activities and communicate relevant information to the students, teachers and administrative staff. Students are assessed continuously through various evaluation processes such as internal tests, assignments, field-visits/field-works and seminar presentation. Students in 5th and 6th semesters, in particular, present papers on relevant topics in class and Departmental seminars. Following the Internal Assessment, faculty members discuss the questions asked in the exam and show students the best ways to answer; this also ensures that the students are made aware of their mistakes and the scoring mechanism adopted. The scores obtained in assignments are also discussed with students. If any student is not able to appear for Internal Test due to medical or any other genuine reason, the student is allowed to sit for a rescheduled test, provided that he/she submits application with proper documents. The College strives for an examination system that is free from all biasness.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.donboscocollege.ac.in/pages/committees

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

The Internal Assessment test schedules are prepared by the College and communicated to the students well in advance. Evaluation is done by the faculties handling the course within a week from the date of examination.

The corrected answer scripts are verified by the Head of Department (HoD) at random to ensure the standard of evaluation process.

Any student who is not satisfied with the assessment and award of marks may approach the concerned HoD who can intervene and seek opinion of another course Teacher. In case the student is still not

satisfied, he can approach the Grievance Redressal Cell.

To facilitate grievance redressal, there is a mechanism for submission of grievance online directly in the college website (<https://donboscocollege.ac.in/grievances>).

Corrections in marks as identified by students and approved by the HoD are immediately acted upon.

Cases of misconduct and grievances during the conduct of internal examinations are taken into account and resolved in consultation with the Principal and the Examination Committee.

If a student is not able to appear for examination due to genuine reasons, retests are conducted provided he/she submits application with proper documents.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.donboscocollege.ac.in/pages/committees

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.

Don Bosco College, Tura, being an affiliated College is not directly involved in the process of syllabus preparation, but, the College has, in consultation with its faculties identified a list of skills and outcomes that a student on undergoing a particular programme for three years or a paper for one semester is likely to achieve. Apart from the marks obtained in the exam, this will help in the self-evaluation by the students as to whether they have achieved the promised outcomes after the completion of the course.

The COs, POs and PSOs are prominently shown in the website of the college and are also communicated directly to the students in the class.

The COs, POs and PSOs are also kept along with a copy of the

syllabus in the college library and are also displayed in a prominent location in the department.

The College ensures that the listed outcomes are achieved to the maximum extent and teachers are encouraged to monitor the progress in the achievement of the set goals through class assignments, class quizzes and internal tests.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.donboscocollege.ac.in/pages/po-psy-co
Upload COs for all courses (exemplars from Glossary)	View File

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

The College uses the results obtained by the students in their internal tests as an objective measure of the attainment of the POs, PSOs and COs by the students. However, the ultimate yardstick for the assessment of the learning outcomes of a student remains his/her performance in the final examination of the university. Post declaration of result analysis is done to delineate strengths and areas that need strengthening. Subjective measures like the interaction of the students during class teaching and/or quizzes are another way to ascertain the level of attainment by the respective teachers.

Other means of qualifying the level of attainment of students is through academic activities like classwork, homework, assignments, student seminars, which are a regular feature of the academic activities of the college.

After the assessment, remedial measures like review classes, revision of the relevant topics are conducted by teachers if there is requirement. Feedback from students in the form of Student Satisfaction Survey are conducted to identify areas that require improvement and to get insight into the students' perception about their attainment of the various learning outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

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

536

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	Nil

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://donboscollege.ac.in/public/uploads/filemanager/SSS%20report%20.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

NIL

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	Nil

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

7

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

the year

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

2

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

14

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

Extension activities such as the following were carried out by the College in the neighbourhood community: i) Cleaning of Cenotaph of Garo Labour Corps by National Cadet Corps to mark "Azadi ka Amrit Mahotsav"; ii) Observation of Gandhi Jayanthi (2nd October 2021), iii) Red Ribbon Quiz (7th October 2021), iv) International Day of Natural Disaster Reduction (13th October), v) World Aids Day cum Poster Making Competition (1st December 2021) by NCC; vi) Armed Forces Flag Day cum collection of funds; and vii) NCC Day cum Blood Donation (27th November 2021).

These extension activities have far reaching impact as they helped to instill respect for those who contributed for one's motherland and awakens a sense of patriotism among the cadets and rediscover truth as taught by Mahatma Gandhi. The students are also helped to develop attitude of preparedness to meet emergencies and natural

disasters. Moreover, the effort to raise money for a noble cause helps students about the virtue of altruism and helps develop a sense of civic responsibility and leadership quality.

The values learned and imbibed by the students through these activities not only make them live meaningful lives but also prepare them for a fulfilling life ahead.

File Description	Documents
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/AQAR/CRITERION_III/3.3.1.pdf
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

9

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
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

420

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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

1

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

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

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
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.

In keeping with the motto of the College "Pursuit of Excellence", the institution provides adequate facilities for teaching-learning to orient the institution in general and students in particular towards achieving an all-round excellence. There are:

1. 31 (thirty one) classrooms
2. three (3) Laboratory Store rooms,
3. 1 (one) General Staff Room,
4. 17 (seventeen) Departmental Staff Rooms,
5. 2 (two) Conference Halls,
6. 2 (two) Computer Laboratory

There are also 1 (one) each of Administrator cum Accounts Officer (AO) Room, IQAC Office Room, NCC & NSS Office Room, RUSA (NAAC) office Room, Sport's Room, Counseling Room, Security Room, Examination Strong Room, Vice Principal's Room, Library Store Room, Placement Cell, Club Estuary Room, Library with Reading Room, Boys' Common Room, Girls' Common Room, Godown, Generator Room, Boys' Toilet Block' Staff Toilet Block, Audio Visual Conference Room, Computer Hardware Room, Biotech Hub, Gym, Language Lab

In addition, there are 2 (two) extra rooms beside the conference

hall and 2 (two) rooms each of Store Rooms, Guest Rooms, Girls' Toilet Block and Computer system analyst Room.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.donboscocollege.ac.in/pages/Geo%20tagged%20photo

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

The College believes in the all-round development of its students and believes that recreation grounds accords physical relaxation, recreation and contribute greatly to developing healthy mind in a healthy body. Accordingly, the College has made all efforts to provide recreational spaces for its students. The second most prominent edifice in the College is the amphitheatre surrounding the basketball court on three sides. The basket-ball court measures 15mx30m. Most of the cultural activities take place in the amphitheatre. The amphitheatre is most alive during College Week when one event after another is conducted here. Students get the opportunity to showcase their talents in singing, dancing, acting, etc. Besides this, there is a sizable space for indoor games. Academic programmes like seminar, debate, elocution, and smaller cultural events are held in the seminar hall within the College edifice and in the seminar hall in the Don Bosco College of Teacher Education under the terms and conditions of MoU. There is also a multi-purpose gymnasium for physical fitness training. The College also borrows playground space of Don Bosco Higher Secondary School, Tura for College Week Track and Field events.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.donboscocollege.ac.in/pages/Geo%20tagged%20photo

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

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.donboscocollege.ac.in/pages/Geo%20tagged%20photo
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)**

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Library is integral for academic excellence. The objective for setting up of library is to facilitate effective use of learning resources and to support the objective of the College.

The library has installed KOHA 18.11.00.000 Software in the year 2020 for issuing/renewing and recording the catalogues of books, members etc. Students can check the availability of books in the library without much hassle. The library uses barcode reader for issuing and renewing of books from the current academic session. The

use of library is recorded and computed electronically through scanning the RFID cards issued to both students and teachers.

OPAC Software is used in the library for the referencing books, magazines and journals.

The library resources are also made available in the college website. Links to various external sites such as NList, e-pathshala, National Digital Library of India (NDLI), previous year's question papers and the syllabi are given in the website. Other benefits such as open access to e-newspapers, e-journals and egyptankosh are made open accessible to users.

There is a Library Committee that looks after the welfare of the library. Construction of a bigger library on the ground-floor is on the anvil.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://library.donboscollege.ac.in/index.html

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

C. Any 2 of the above

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

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

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

1.042

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

68

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

The College ensures that the IT facilities in the Institute such as: i) Internet facility through Local Area Networking (LAN) &Wifi connectivity, ii) Fully automated office and iii) Computerized office management system, etc., are kept up to date.

Teaching/Learning:-The laboratories and classrooms are equipped with projectors and microphones which help in effective teaching.

Connectivity:-Adequate Internet facility is available in the library and the campus through Wifi. The office and department computers of the College are regularly updated and maintained. The Institute has fibernet connection with a speed of 50 MB/s. The Computers in the College are connected through LAN facility for faster and easier sharing of files and documents.

Management:- The College has three IT professionals to maintain the computers, Office automation software and website in the college. The library and the administrative systems are semi-automated. The Library is well equipped with Library Management System such as KOHA and OPAC to register and monitor the usage and borrowing of books.

For security purposes the College is rigged with CCTV Cameras with a storage capacity of 4TB (72 hours time). For the registration of students for Examination purposes OASIS software is used. For office governance Tally Solution and BoscoSoft ERP are used.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/AQAR/CRITERION_IV/History_of_Computer.pdf

4.3.2 - Number of Computers

75

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

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

137

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

There are committees to look after the maintenance and expansion of physical infrastructure, sports facilities, canteen, website and library. The library is headed by a Library Advisory Coordinator and is supported by library staff. A Library Advisory Committee is also set up to look into the proper functioning of the library. Building and Infrastructure Committee is responsible for all the construction and maintenance of the college building. Proper signage for the students are set up at strategic points and places. Rules about the use of classrooms have been pasted in all the classrooms.

The maintenance and repair of computers are done by IT professional staff members. The use of laboratories and the maintenance of the lab equipment are regulated by lab assistants under the advice of the concerned HoDs. The College website is developed by the System Analyst of the College who maintains and updates the website in consultation with the website committee of the College. There is also a well-placed Committee for Games and Sports that organizes events and sports on various occasions.

There are Standard Operating Procedures (SOPs) for use of library, laboratories, gymnasiums, sports complexes and other utilities in the College.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.donboscocollege.ac.in/pages/Geo%20tagged%20photo

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	
2021	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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	
4	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above

File Description	Documents
Link to institutional website	https://donboscocollege.ac.in/public/uploads/filemanager/BASIC COURSE ON COMPUTER.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

910

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

910

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
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

7

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

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

5.2.2.1 - Number of outgoing student progression to higher education

228

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

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

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

examinations) during the year

2

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

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

6

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

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

The College has a Student Welfare Association (SWA) which is actively engaged in all the activities of the College. The President and Vice President of SWA are invited in the meeting of the Academic council of the College whenever necessary.

In the administrative bodies the SWA members are also actively involved in conducting various activities. The College tries to actively engage the SWA members for two main purposes. Firstly, they develop leadership qualities. Secondly, the students develop a sense of belonging. They feel that they are also an important part of the

College and also a part of decision making and monitoring of different activities.

They contribute to maintenance of discipline in the College by helping the teachers.

They are actively engaged in maintaining cleanliness in the College by motivating all the students in upkeep of cleanliness and waste management, etc.

The students conduct Freshers' Social, Parting Social and help the teachers in organising the College Week. They organize the Teachers' Day programme without the help of teachers as it is a day when the teachers are honoured by the students.

File Description	Documents
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/5.3.2_SWA_WRITE_UP_FOR_NAAC_2021-22.pdf
Upload any additional information	No File Uploaded

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

15

File Description	Documents
Report of the event	No File Uploaded
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

An Alumni Association is an association of graduates or more broadly, of former students of the College.

The Association of the past pupils of Don Bosco College, Tura formed its first Alumni Association on 25th February, 2011 as a local unit. A good number of past pupils have registered as members of the association with a sum of Rs.100 as a membership fee. The Association conducted the election and the office bearers were selected.

Though the Alumni Association was not much functional for the next five years, a meeting of the Association was organized on 2nd August, 2016. New office bearers were elected after fresh election. The motto of the Alumni Association is "KNOW, LOVE, HELP ONE ANOTHER AND KEEP UNITED".

The financial contribution of the Alumni Association to the institution during the last five years was less than a lakh. In May 2022 the number of members of the Alumni Association is 25 and the total fund of the Alumni stands at Rs.23, 765.00.

The Alumni Association has a plan of action that evening section degree classes will be started in Don Bosco College, Tura with the support of the Alumni Association.

File Description	Documents
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/5.4.1_ALUMNI_ASSOCIATION_WRITE_UP_2021-22.pdf
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	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION

"Inspired by the benign and noble teachings of the Lord Jesus Christ who said,

"I am the Way, the Truth and the Life," and guided by the educational philosophy of St. John Bosco, the college has the avowed vision of bringing holistic, quality higher education within the reach of all."

MISSION

"To provide an education that is participatory in nature, intellectual competence, multi-skill oriented, value based and socially committed for the development of persons and enrichment of society."

COAT OF ARMS

The Coat of Arms of the college contains the motto of the college, "In Pursuit of Excellence" and three distinct components - sun, eagle and mountains. The radiant sun is the source, the giver that bestows light, energy, inspiration and divine guidance. The soaring eagle is the seeker that looks for all that is good, noble and uplifting in the world of knowledge, skills and values. The green mountains and valleys represent the process whereby the seeker ascends, descends and strives until he/she arrives at the top. True to our motto, we are passionate about excellence in every sphere of our academic, professional and social life.

File Description	Documents
Paste link for additional information	https://donboscollege.ac.in/pages/vision-mission
Upload any additional information	No File Uploaded

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

The Governing Body decides all the academic decisions and other non-academic related issues based on the resolutions passed at the Academic Council Meet. The Principal along with the Academic Council and IQAC Co-ordinator discuss academic and non-academic issues, future plans of the departments, new proposals and final resolutions which are taken for implementation. The Principal periodically convenes meetings of various bodies like Academic Council, HODs, IQAC, NSS, NCC, Alumni, Seminar, Workshops, Green Club, Women's Cell etc. during the academic year. The Head of the Departments and the faculty members are involved in various academic activities and other committees. Students have the ample freedom to coordinate the co-curricular and extra-curricular activities in the college.

CASE STUDY OF THE SIGNING OF THE LEAVE ABSENCE NOTE AND CONDUCT OF ASSEMBLY BY TEACHERS

- The above case studies reflect the decentralization and participative management practiced in the institution.

The teachers are shared the responsibilities of signing in the leave absence note of students and few teachers are entrusted to sign on the leave note in the absence of the Principal.

- The teachers too conduct assembly for students.

File Description	Documents
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/Criteria_VI/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Don Bosco College, Tura has launched a Certificate Course on A?chik Folk Arts (CAFA) for its students with effect from Even Semester 2022. The students enrolled were from 2nd and 4th Semester.

The objectives of CAFA is to introduce and impart practical lessons on:

1. Playing various A?chik traditional musical instruments like

drums, trumpets, gongs, chigring, flute, etc.

2. Lessons on folk songs, folk dance, Grika, etc.

3. To impart basic theoretical concepts on Folklore, Genres of Folklore and A?chik Folk Theatre.

However theory classes are taken to orient the students towards folk art in general. Both theory and practical examinations are conducted before awarding of certificates. There are 7 (seven) teachers involved in Certificate Course in A.chik Folk Arts (CAFA). CAFA also conducts field trips for clarification of doubts and better understanding of the subject. The students who participated in this course have already performed Wangala Dance a number of times in the College and outside.

An examination was held on both Theory and Practice and Certificates were awarded to all the students who passed in the examination.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/Criteria_VI/6.2.1.pdf
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 College organization is composed of the Governing Body, the Academic Council, the Heads of the Departments, the IQAC and the College committees. The Governing Body is responsible for policy making and strategic plans; while the Academic Council is responsible for proposals of the policies and plans for taking appropriate decisions. The Heads of the Departments are responsible for the implementation of the decisions in the department and reports to the academic council. The Internal Quality Assurance Cell (IQAC) is constituted in the institution under the chairmanship of head of the institution with teachers of academic unit and one or two members from administrative units and a few teachers and a few distinguished educationists/ representatives of local committee. The College committees are formed with convenors and it member to cater to the needs of the academics and non-academics.

File Description	Documents
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/Governing%20Body.jpg
Link to Organogram of the Institution webpage	https://donboscocollege.ac.in/pages/Administrative%20Set%20up
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Don Bosco College, Tura has well-placed Welfare schemes for Teaching Staff. To begin with the College maintains

- (a) Contributory Provident Fund (CPF)
- (b) Public Provident Fund (PPF)
- (c) Loan facilities from the bank through Principal's recommendation to the bank
- (d) Loan facilities without interest from the College.
- (e) Incentives for College-financed teachers with M. Phil, Ph. D, NET.

(f) Extension of Maternity Leave/Paternity Leave as per need

(g) Staff quarters for the non teaching staff at 50% subsidised rate

(h) Financial help towards medical emergencies for both teaching and non teaching staffs.

File Description	Documents
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/Criteria_VI/6.3.1.pdf
Upload any additional information	View File

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

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

8

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

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

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

7

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	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)	View File

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

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

7

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution has performance appraisal system for both teaching and non-teaching staff. Feed back in the form of questionnaires is prepared by IQAC and circulated to students of all the semesters. The students evaluate the performance of the teachers on various parameters.

Besides, the Principal and Academic Council hold a meeting to analyse the result for every semester. For the Semester Examination, after the declaration of the semester results, a review analysis meeting of Academic Council was held in the Principal's Office.

File Description	Documents
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/Criteria VI/6.3.5 C TEACHERS AND STUDENTS FEEDBACK LINKS.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The College uses Tally ERP 9 for the Accounting purpose and all the financial transactions are recorded. At the end of the financial year the College sends a report to its Chartered Accountant, H.K. Agarwala & Associates for yearly audit. The latest internal audit is for the year 2021-2022.

The internal financial audit of the College is carried out in the financial year by the Chartered Accountant, H.K. Agarwala & Associates appointed by the Governing Body of the College. The External Audit is conducted from the Directorate of Local Fund Audit, Government of Meghalaya. The external audit is done once in five years and the last audit was done in the year 2018.

The College has not encountered any major objections so far.

File Description	Documents
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/Criteria VI/6.4.1 AUDIT REPORT 2021-22.pdf
Upload any additional information	View File

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

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

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

The College has worked out a resource mobilization policy and procedures in order to aid functioning and development of the institution. The college management collects development fees from students for college development needs. The college also mobilizes financial resources by leasing out DBCTE Seminar Hall and Basketball Court. Besides the above, the College also rents out its Computer Centre to other institutions like Sikkim Manipal University, State Bank of India, Medical Departments, National Skills Training Institute (NSTI) etc. for conducting their exam. All the contributions and payments accruing from various sources are properly accounted. In addition, the college also avails of the Chief Minister's Funds for excursion. The College gets small fundings to celebrate various International days. For instance, the Social Welfare Department, Govt. of Meghalaya financially assisted the college for the celebration of International Women's Day. The District Administration too allotted some funds to observe the World Environment Day.

File Description	Documents
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/Criteria_VI/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The two practices institutionalized by IQAC are:

COMPUTER CERTIFICATE COURSE

The objective of the Basic Course on Computer Skills is to equip the Students with the basic computer knowledge to enhance administrative or operational effectiveness in their various organizations for better networking or collaborations.

1. The Basic Course on Computer Skills was organized by the Department of Computer Science, Don Bosco College, Tura. It was a one month course (30 hours), starting from 1st March 2022 to 2nd April 2022. The process covered the Course (Windows/DOS, Microsoft word and Internet) and certificates were awarded to the students who participated in the Course.
2. HONESTY BOX: This is an innovative idea being promoted with the intention of developing personal honesty and integrity among students. It is a box into which the students of the college are to put things which are found around, which someone might have misplaced/dropped/lost. A student can pick up any items dropped by anyone in the college, be it stationery items, cash, umbrellas, etc. and place inside the Honesty box. The rightful owner can claim it any time. It is thus ensured that no one walks away with things that do not belong to them.

File Description	Documents
Paste link for additional information	https://donboscocollege.ac.in/public/uploads/filemanager/Criteria VI/6.5.1 BCCS ATTENDANCE.pdf
Upload any additional information	View File

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

The key function and role of IQAC is to ensure, monitor and regulate the mechanism of providing quality education to the students through effective pedagogy. The institutional reviews are obtained by conducting Academic Audits and by collecting feed-back from students and teachers. 1. To begin with, the IQAC Conducts Annual Academic Audits, wherein departments make an analysis of their Strengths, Weaknesses, Opportunities, Challenges (SWOC) of their performance

based on students' results, any research projects taken up, course coverage and use of ICT-related pedagogical methodologies. Based on the audit, the Academic Audit Coordinator and IQAC gives constructive feedback to the Departments suggesting measures for internal quality enhancement.

2. In addition, feedback from stakeholders like students, and staff are procured which helps in obtaining an honest reflection about the teachers and the coverage of course contents especially in academics. Student feedback on teachers is conducted regularly. A careful analysis of the feed-back received is done and communicated to the teachers to enable them to improve in the required area. The implementation of the above two practices help the departments as well as the institution to bring about reforms in teaching-learning process, structure, methodologies and learning outcomes. IQAC suggests innovative pedagogical methodologies

File Description	Documents
Paste link for additional information	https://www.donboscollege.ac.in/pages/Feedback
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.donboscollege.ac.in/public/frontend/annual_reports/ANNUAL%20REPORT%202022.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College conducts regular gender equity promotion and gender-sensitization programs in various ways. The College celebrates International Women's Day every year and this year (2022) too it celebrated the occasion in a befitting manner. The highlight of this year's program was the speeches on POSCO Act, domestic violence and drugs abuse delivered by renowned resource persons, namely Smt. M. K. Lyngdoh, Chief Judicial Magistrate cum Secretary DSLA and Sri. K. R. Marak, Deputy Superintendent of Police, West Garo Hills, Meghalaya.

Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighboring community, as is made manifest by the following facilities -Security guards at the college entries, extensive surveillance network with 24x7 monitored control rooms. Notices to the effect that the College is free from ragging, smoking, eve-teasing, etc are placed at strategic points within the campus. Separate hostel for women with dedicated wardens also promotes gender equity.

Additional initiatives for gender equity promotion are events both outdoor and indoor that are both male and female-friendly. In recent years Garo traditional games that were strictly played by males, like Wa'pong Sika and An'ding Oka have been made open for female participants.

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	https://www.donboscocollege.ac.in/pages/Geo%20tagged%20photo

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

D. Any 1 of the above

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

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

Don Bosco College, Tura has a reliable system for the management of various types of wastes. The College facilitates several techniques for the management of degradable and non-degradable wastes. There are waste-baskets placed at strategic points for collection of various wastes, like papers, food-wrappers, etc. There is a committee that deals with the minimization of wastes. Every day the waste is collected in bins and disposed at a place where it can be converted into manure.

For solid waste management different bins have been placed at different departments. This ensures solid waste segregation at the source. It is also ensured that the recycling of all these components is done at minimum cost and labour. Suitable techniques are applied for disposing of solid waste. The garbage generated is treated at the site of generation itself.

The college has set up a suitable programme to meet the need of recycling the waste and takes the help of the Municipal Board in

this regard. There is also a system at work for the collection of e-waste by e-waste manager from Guwahati.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://donboscocollege.ac.in/pages/Geo%20tagged%20photo
Any other relevant information	View File

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

D. Any 1 of the above

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

B. Any 3 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	A. Any 4 or all of the above										
<table border="1"> <thead> <tr> <th data-bbox="76 434 550 506">File Description</th> <th data-bbox="550 434 1471 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 506 550 645">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="550 506 1471 645">View File</td> </tr> <tr> <td data-bbox="76 645 550 748">Certification by the auditing agency</td> <td data-bbox="550 645 1471 748">View File</td> </tr> <tr> <td data-bbox="76 748 550 851">Certificates of the awards received</td> <td data-bbox="550 748 1471 851">View File</td> </tr> <tr> <td data-bbox="76 851 550 920">Any other relevant information</td> <td data-bbox="550 851 1471 920">View File</td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	View File	Certification by the auditing agency	View File	Certificates of the awards received	View File	Any other relevant information	View File	
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Certification by the auditing agency	View File										
Certificates of the awards received	View File										
Any other relevant information	View File										
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above										
<table border="1"> <thead> <tr> <th data-bbox="76 1464 550 1536">File Description</th> <th data-bbox="550 1464 1471 1536">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 1536 550 1639">Geo tagged photographs / videos of the facilities</td> <td data-bbox="550 1536 1471 1639">View File</td> </tr> <tr> <td data-bbox="76 1639 550 1778">Policy documents and information brochures on the support to be provided</td> <td data-bbox="550 1639 1471 1778">View File</td> </tr> <tr> <td data-bbox="76 1778 550 1881">Details of the Software procured for providing the assistance</td> <td data-bbox="550 1778 1471 1881">No File Uploaded</td> </tr> <tr> <td data-bbox="76 1881 550 1951">Any other relevant information</td> <td data-bbox="550 1881 1471 1951">View File</td> </tr> </tbody> </table>	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	View File	
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Details of the Software procured for providing the assistance	No File Uploaded										
Any other relevant information	View File										
7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other											

diversities (within 200 words).

The important human values such as harmony and tolerance towards cultural, linguistic, communal, socio-economic and constitutional values, rights, duties and responsibilities of citizens were imbibed by students when the College celebrated/organized the following events: i) International Women's Day celebrated on 8th March 2022 where two inmates of a Charity Home of sisters of Charity (Mother Theresa) were honoured, ii) World Environment Day on 5th of June, 2021 by planting trees (by NCC), iii) Cleanliness Drive of a Cenotaph at Tura on 15 August, 2021 to mark the 'Azadi ka Amrit Mahotsav', iv) Zonal Level Quiz Competition organized The Red Ribbon Club, College unit jointly with the Meghalaya State Aids Control Society, v) Twenty NSS Volunteers of the College participating in Training of Youth on Clean Village-Green Village held at Tura Circuit House conducted by Nehru Yuva Kendra, West Garo Hills on 11th December 2021 and vi) An awareness programme was conducted on the 1st and 2nd October, 2021 by the National Digital Library of India Club administrations to provide students access to digital educational resources and to empower and encourage learning.

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

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

The college organizes various activities that help to inculcate values for being responsible citizens. Two Quiz Competitions were conducted by the Red Ribbon Club-College Unit in collaboration with Meghalaya Aids Control Society, District Maternity and Child Health Office on 7th October 2021 and 13th October, 2021.

The Zonal Level Quiz competition which was organized to mark 'Azadi ka Amrit Mahotsav' helped to instil sense of citizenship among students.

The theme of these Competitions was HIV/AIDS Awareness and Blood Donation.

. and helped to create awareness of one's health and one's health

responsibilities towards others. The College organized a career and counseling session for the final year students on 9th May 2022 and a One Day Programme on interview skills on 11th May 2022.

The SVEEP awareness programme conducted by the College in collaboration with the District Administration System helped to create awareness about voting rights and duties as citizen of a democratic state.

These programmes and activities will help the students understand and appreciate life in general and the value of work and vocation in particular. It is hoped that these awareness generated by these activities will make them responsible citizens of our country.

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

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

B. Any 3 of the above

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

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

festivals

The Institution organizes and celebrates/organizes national and international commemorative days, events and festivals as is evident below:

- The College celebrated the World Environment Day on 5th June 2021
- The College celebrated the NCC Day on 28th November, 2021 in collaboration with Don Bosco College Units of National Service Scheme and Red Ribbon Club.
- As part of the celebrations of Azadi Ka Amrit Mahotsav, the College and All India Radio Tura organised a Talent Hunt Programme for Radio Jockeys (RJ's) on 3rd December 2021.
- The College celebrated the 73rd Republic Day with immense patriotic fervour and zeal.
- Don Bosco College, Tura observed International Women's Day 2022 in a special way by inviting and honouring simple women who have significantly contributed to the society in one way or another. On the International Women's Day 2022, simple and unknown women who are inmates of Mother Teresa Home at Tura were the Chief Guests. Smt. Wingi Ch. Marak and Smt. Maily R. Marak were felicitated in a special way.
- The Salesian Missionaries of Garo Hills region celebrated the centenary of the arrival of the Salesians of Don Bosco in the North-East on 18-19 March 2022.

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

7.2 - Best Practices

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

1. **Title:**Mentoring and Supervision
2. **Objectives:**For an effective and regular teaching-learning process, the College has triple-tiered supervision system and mentoring of each student.
3. **The Context:**The students are in their formative period. They

need close and careful supervision and mentoring especially the great number of them from outside town - staying in rented houses and hostels.

4. **The practice:**An office staff oversees the beginning of every period and teachers leave no class unattended. The Principal/Vice Principal takes rounds several times during the day ensuring the students of their presence. This caring supervision is augmented by mentoring that is conducted to students in groups and individually.
5. **Evidence of Success:**The triple-tiered supervision and the official introduction of mentoring system have made the students aware of the College's is interest in their over-all welfare. This has resulted in improvement of class attendance and over-all learning.
6. **Problems Encountered and Resources Required:**Sometimes students are absent during mentoring and moreover the teachers are not equipped with formal counseling skills. However, there is no problem regarding the practice of three-tiered supervision of teaching-learning.

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

7.3 - Institutional Distinctiveness

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

Don Bosco College, Tura: Institutional Distinctiveness

2021-2022

Don Bosco College is based on educational, charitable and moral ideals. It promotes studies, physical health and well-being, research, science, technology, religion, agriculture, horticulture, etc. It manages laboratories, libraries, reading rooms and hostels.

It arranges meetings, seminars, workshops, conferences, lectures and programmes relating to one or more of its objects and organize tours, excursions and visits. The college is unbiased in the fulfillment of any or all of the objects.

The College has become distinct in following work-ethics true to the objectives of its inception. Accordingly, it promotes learning,

personality development and personal integrity of the teachers and the students. This is augmented by shared responsibilities between the management and the staff and to some extents students.

The college is guided by its motto "Pursuit of Excellence" which has generated the primary belief in the ability of its stakeholders and has become a shared belief to achieve excellence. The College strives to objectify its motto by exploring ways and means to achieve optimum level of class attendance and effort for learning and all round development of teachers and students. The College thrives on cordial and amicable relationship between the management, teachers and students.

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

7.3.2 - Plan of action for the next academic year

The IQAC envisages the following plans for the Academic Session 2022-2023.

1. The College will try to go for the NAAC Re-accreditation in the Academic Year 2022-23.
2. To start Student and Faculty Exchange Programmes with other colleges especially with the colleges in and around the Town. This could not be fulfilled in the last Academic Year.
3. To start a bilingual journal in literature, culture and translation. This also could not be started in the last Academic Year.
4. To start a dedicated Research Cell with a permanent room to enhance the research activities of the college.
5. To enhance the community involvement programme especially with the locality in and around the college campus.
6. To start Skill Development Programme like Rubber technology, Mushroom Cultivation, Crocheting/ Knitting/ Embroidery, etc.
7. To start construction of a building (annexe) at the back of the main building with the aim to shift the existing library to its ground floor; the auditorium on the first floor with rooms for permanent counselling centre and also some classrooms. We hope that the construction work will be starting around the month of February 2023.
8. Upgradation of ICT in the form of projectors in the classrooms and Smart Board in the seminar hall

