



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		<b>RANGAPARA COLLEGE</b>
Name of the head of the Institution		<b>DR. RANJAN KALITA</b>
Designation		<b>Principal</b>
Does the Institution function from own campus		<b>Yes</b>
Phone no/Alternate Phone no.		<b>03714291672</b>
Mobile no.		<b>7002355539</b>
Registered Email		<b>rangaparacollege01@gmail.com</b>
Alternate Email		<b>ranjankalita.68@gmail.com</b>
Address		<b>RANGAPARA COLLEGE</b>
City/Town		<b>RANGAPARA</b>
State/UT		<b>Assam</b>
Pincode		<b>784505</b>
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	DR. RANENDRA MOHAN DEKA
Phone no/Alternate Phone no.	03714291672
Mobile no.	9678046727
Registered Email	rangaparacollege01@gmail.com
Alternate Email	ranjankalita.68@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://rangaparacollege.com/uploads/igac/AQAR_2018_19.PDF">http://rangaparacollege.com/uploads/igac/AQAR_2018_19.PDF</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://rangaparacollege.com/uploads/igac/2019_20.PDF">http://rangaparacollege.com/uploads/igac/2019_20.PDF</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	78.00	2004	04-Nov-2004	03-Nov-2009
2	B	2.18	2011	30-Nov-2011	29-Nov-2016

<b>6. Date of Establishment of IQAC</b>	29-Sep-2004
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
SECOND IQAC MEETING	26-Oct-2019 1	6

FIRST IQAC MEETING	28-Sep-2019 1	13
THIRD IQAC MEETING	21-Nov-2019 1	6
FOURTH IQAC MEETING	12-Jan-2020 1	12
FIFTH IQAC MEETING	20-Feb-2020 1	14
SIXTH IQAC MEETING	22-Feb-2020 1	6
SEVENTH IQAC MEETING	27-Feb-2020 1	6
SUBMISSION OF AQAR	31-Dec-2019 1	14
ACADEMIC AND ADMINISTRATIVE AUDIT (AAA)	22-Feb-2020 1	50
<a href="#">View File</a>		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
RANGAPARA COLLEGE	MPLAD	CENTRAL GOVERNMENT	2019 180	1500000
RANGAPARA COLLEGE	EXCURSION	STATE GOVERNMENT	2019 90	100000
RANGAPARA COLLEGE	TUITION FEE	STATE GOVERNMENT	2019 365	3395968
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

7

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

during the year?

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

1. CAREER COUNSELLING PROGRAMME IN COLLABORATION WITH ROYAL GLOBAL UNIVERSITY AND CHANDIGARH UNIVERSITY ON 12-09-2019

2. AWARENESS PROGRAMME ON LEGAL SERVICES TO THE VICTIMS OF ACID ATTACK ON 26-09-2019

3. WORKSHOP ON THE USE OF ICT AND MORE ESPECIALLY GOOGLE CLASSROOM IN T-L ON 01-11-2019

4. WORKSHOP ON IPR ON 16-11-2019

5. WORKSHOP ON NEW PROCEDURE OF NAAC ASSESSMENT AND ACCREDITATION ON 16-11-2019

[View File](#)

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

Plan of Action	Achievements/Outcomes
TO ORGANISE A WORKSHOP ON THE USE OF ICT	ORGANISED THE SAME THAT BENEFITED THE STUDENTS AND THE TEACHERS
TO ORGANISE WORKSHOP ON IPR	ORGANISED THE SAME AND THAT BENEFITED THE IQAC AND ALL THE PARTICIPANTS
TO ORGANISE AWARENESS PROGRAMME ON SEXUAL HARASSMENT ON ACID ATTACK	ORGANISED THE SAME THAT BENEFITED THE STUDENTS AND ALL THE STOCKHOLDERS
TO ORGANISE AT LEAST TWO CAREER COUNSELLING PROGRAMMES	ORGANISED THE SAME THAT BENEFITED THE STUDENTS

[View File](#)

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
GOVERNING BODY	21-Nov-2020

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission	2019
Date of Submission	30-Sep-2019
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Yes, Partially. The institute has partial cloud based system. Currently, the admission process of the college is being done through online mode. As per the procedure, the merit list of the registered students for different programmes offered by the institution is prepared and uploaded in the college website after verification of the submitted document along with a notice to complete the process of admission through necessary online payments. The institution preserves the yearwise students' data, alumni data, staff details, academic calendar and time table, Examination schedule of the affiliating university, result analysis, IQAC reports, AISHE data, appointment data, etc. in the college website. The college has started the process of recording online feedback of the students' from the current academic session. Under the process, a Google form is developed by the IQAC seeking certain information on the syllabus, course contents, performance of the teachers, etc. and the same has been analyzed and the report is submitted to the authority. Similarly, online practice of the SSS has been started from the current academic session as per the NAAC guidelines. The account branch of the college has been made fully computerized and every accounting practice is recorded in the computers of the account branch. The college authority is serious enough to install an accounting module for the institution and it has been decided by the college to install suitable software (TALLY ERP 9.0) to maintain the accounts of the college. The college website is updated regularly.</p>

Part B

**CRITERION I – CURRICULAR ASPECTS**

**1.1 – Curriculum Planning and Implementation**

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

Departmental meetings are held at the beginning of every academic session where detailed analysis of the topics to be taught are discussed & then the topics included in the syllabus are distributed among the teachers. The authority prepares the Time Table for each academic session & the HoDs simply need to distribute the class allotments. The classes are held according to the central routine the teachers keep their records of classes in the Teacher's Diary. The lecture notes are given to the students to prepare notes on a given topic and they are advised to visit the Central Library or the Departmental Library for references. Moreover, the Academic Committee advises the Head of the Departments to hold Remedial/ Tutorial Classes for the slow learners on regular basis for their academic betterment. As per the Syllabus, Departmental Seminars, Group Discussions, workshop on ll Development etc. are organised at the Departmental level & at the College level respectively. For ICT based classes, a proper planning is done to accommodate all the departments to take classes with ICT tools because the college possesses only 3 (Three) number of ICT enabled Classrooms. Besides, Rangapara College has also started Centre for Computer Education from the Academic Session 2018-19 to enable the ICT based learning more effectively. Google classroom is the teaching tool initiated by the teachers.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course in Kaya Yoga and Naturopathy	NIL	29/02/2020	180	NIL	NIL

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	HONOURS AND REGULAR	08/11/2019
BCom	HONOURS AND REGULAR	08/11/2019

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

	Certificate	Diploma Course
Number of Students	15	Nil

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
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Certificate Course in Kaya Yoga and Naturopathyy	29/02/2020	15
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Industrial Visit (Assam Co-operative Jute Mill Ltd., Silghat, Nagon, Assam)	78
BA	Field Study ( Satro Darshan aru Mukha Shilpo, Majuli, Assam))	32
BA	Field Study (Historical background of khaspur)	19
BA	Environmental Field Study (Man-Elephant Conflict at Sonai Rupai Wildlife Sanctuary))	315
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### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained
<p>The college maintains the practice of collecting feedback from the final year students the entire process of collecting the same is done by the IQAC systematically. The self designed feedback forms are printed distributed among the UG students just before the end of a program. The IQAC, while distributing the feedback forms, requested the students to express their opinion honestly about the teachers who have been assigned the responsibility of handling the semester classes. The purpose is to identify the strengths weaknesses of the classroom teaching to find out the remedies for improving the academic standard of the college. Every step has been taken to keep the l information of the students a secret. After receiving feedback, the Principal discusses the same with the Head of the Departments with the IQAC in a joint meeting convened by the Principal. The Principal advises the IQAC to make a detail analysis of the feedback received from the students for the development of the institution. The IQAC does the same the results are kept in a single format for every academic session.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Honours & Regular	450	500	432
BCom	Honours & Regular	150	97	80

[View File](#)

## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1159	Nil	29	Nil	Nil

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
29	17	6	3	1	4

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Yes, Students Mentoring System is in practice. The system was introduced from the academic session 2018-19. Under the system, the Assistant Officer-in-Charge of different semester examinations the Mentors appointed monitors the student's attendance performances in the internal external examinations. Besides extending moral psychological support to the students, the Mentors also involve in counselling, result analysis, identification of slow learners advanced learners. The mentors also suggest policy measures for the academic improvement of the slow learners. The mentors inspire the students to inculcate the wisdom of National Integration, the value of inclusiveness, equity equality, brotherhood in nation building, the value of cleanliness sanitation and to boost up social responsibility within them.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1159	29	1 : 40

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
30	29	1	Nil	9

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



Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	NIL	Nil	NIL
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	A-17229	SEM-VI	15/10/2020	25/11/2020
BA	A-17229	SEM-VI	21/10/2020	05/12/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution follows the evaluation process prescribed by the affiliating university. As per the prescribed format, there is little scope for evaluation reforms. However, the college has introduced project oriented evaluation system for the UG students. The system is meant for the major students only. Some of the academic departments of the college organise Group Discussion, Field Study, Group Project, Departmental Seminars, and Classes on Question Designing on a specific chapter take Class Tests before and after the scheduled Internal Examinations of the affiliating university. Moreover, Department of Commerce has introduced a system of presenting the Group Projects prepared by the students on PPT mode in order to improve the ICT skills of the students. These reforms have been introduced in order to materialize the objectives of "Students-Centric Learning" process

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

The Academic Committee of the college prepares Academic Calendar for a given academic session at the beginning of the year. The academic calendar contains the usual information of the University academic calendar as well as the college activities to be held the session. The Academic Calendar of the college contains the information regarding the tentative dates of commencement of the Odd Even Semester classes, Internal external examination, Field Study to be organised by the departments, Freshman Social Annual College Week, College Excursion other relevant information by mentioning the University State Government's Holidays clearly.

## 2.6 – Student Performance and Learning Outcomes

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

[http://rangaparacollege.com/uploads/igac/Student\\_performance\\_report.pdf](http://rangaparacollege.com/uploads/igac/Student_performance_report.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage
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			examination		
C-16229	BCom	GENERAL	51	28	54.90
C-16229	BCom	MAJOR	44	31	70.45
A-16229	BA	GENERAL	76	20	26.32
A-16229	BA	MAJOR	103	70	69.96
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

[http://rangaparacollege.com/uploads/igac/Student\\_Satisfaction\\_Survey.pdf](http://rangaparacollege.com/uploads/igac/Student_Satisfaction_Survey.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	Nil	Nil
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
WORKSHOP ON USE OF ICT IN TEACHING-LEARNING	IQAC	01/11/2019
WORKSHOP ON IPR	IQAC	16/11/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Achievement Awards for Leadership in Tobacco Control	Sambandh Health Foundation	Assam Cancer Care Foundation	14/08/2020	N.S.S.
<a href="#">View File</a>				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	Nil	Nil	Nil	Nil	Nil
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	0	Nil	0
No file uploaded.			

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

Department	Number of Publication
BODO	4
EDUCATION	1
HISTORY	1
ECONOMICS	2
BENGALI	2
COMMERCE	2
ENGLISH	3
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	NIL	NIL	Nil	0	NIL	Nil
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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	2	6	Nil
Presented papers	Nil	4	Nil	Nil
<a href="#">View File</a>				

## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
SWACCHATA HI SEWA	NSS UNIT RANGAPARA COLLEGE15	30	70
MAKING DISTRIBUTION OF MASKS	NSS UNIT RANGAPARA COLLEGE15	10	40
DOOR TO AWARENESS PROGRAMME	NSS UNIT RANGAPARA COLLEGE15	15	70
AWARENESS PROGRAMME ON COVID-19	NSS UNIT, RANGAPARA COLLEGE	15	70
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
TOBACCO CONTROL	GOLD	ASSAM CANCER CARE FOUNDATION	18
<a href="#">View File</a>			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
EXTENSION ACTIVITIES	DISTRICT LEGAL ADVISORY CELL	AWARENESS ON LEGAL SERVICE TO VICTIMS OF ACID ATTACK	4	60
GENDER SENSITIZATION PROGRAM	TEZPUR UNIVERSITY	GENDER SENSITIZATION PROGRAM	2	40
AWARENESS PROGRAM	DISTRICT ADMINISTRATION	AWARENESS PROGRAM ON EVM/VVPAT	4	60
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
FACULTY EXCHANGE PROGRAM	STUDENTS OF BODO DEPARTMENT	COLLEGE	2
FACULTY EXCHANGE PROGRAM	STUDENTS OF COMMERCE DEPARTMENT	COLLEGE	2
FACULTY EXCHANGE PROGRAM	STUDENTS OF ENGLISH DEPARTMENT	COLLEGE	1
FACULTY EXCHANGE	STUDENTS OF	COLLEGE	1

PROGRAM	EDUCATION DEPARTMENT	
<a href="#">View File</a>		

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Null	Null	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
ICT ACADEMY	28/11/2019	FDP STUDENT TRAINING	100
LOKD COLLEGE	14/08/2019	SUPPORT SERVICES, FACULTY AND STUDENTS EXCHANGE, JOINT ACADEMIC INITIATIVES ETC.	300
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
115	113.35

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Campus Area	Existing
<a href="#">View File</a>	

## 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0.2	2011

### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	15228	2172113	352	10190	15580	2182303
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	8531	198065	402	50433	8933	248498
Digital Database	15949	Nil	Nil	Nil	15949	Nil
Text Books	14137	2170276	500	8000	14637	2178276
CD & Video	22	Nil	Nil	Nil	22	Nil
Library Automation	Nil	Nil	Nil	Nil	Nil	Nil
Weeding (hard & soft)	Nil	Nil	Nil	Nil	Nil	Nil
e-Journals	Nil	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>						

### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nil
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## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	41	1	10	1	1	7	10	10	2
Added	3	0	8	1	0	0	0	0	0
Total	44	1	18	2	1	7	10	10	2

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

10 MBPS/ GBPS

#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
75	70.7	70	66.35

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

For maintaining and utilizing physical, academic and support facilities, college has formulated its own policy with the approval of the Governing Body. All the facilities are maintained annually on a regular basis. Fund is allotted in the Annual College Budget for the maintenance of laboratory, library, sports complex, computers and classrooms. For maintenance of the computers and other electronic devices, Annual Maintenance Contracts are made with competent firms. However, due to Covid Pandemic and the resulting lockdown and restrictions, the contract could not be continued in 2019 - 20. During this period, it was maintained with the help of locally available support. The other physical facilities are maintained by the college itself by engaging competent workforce. The part time electrician of the college looks after the maintenance of the electrical facilities. There are permanent employees to clean the classrooms and washrooms respectively. The white washing and coloring of the buildings are done by college appointing contractual labors. The water supply system is looked after by contractual plumbers. The quality of the water is annually tested in the Labora Regional Institute of Water and Land Management (NERIWALM), a Central Govt. institution. The Website of the college is maintained in Annual Maintenance Contract. The hostel boarders and NSS volunteers engage themselves in cleaning of the college campus and play ground when necessary. As the science laboratories are new, equipments are in warranty period and is maintained by the firm who installed those. An Annual Maintenance Contract will be signed after the expiry date of the warranty period. The day-to-day maintenance of the laboratories are done by the permanent employees appointed for the purpose. As the Automation of the library is going on, the firm engage for the purpose will take care of the equipment used in the library until the expiry of the warranty. After warranty period, Annual Maintenance Contract will be signed with the competent firm for the purpose. Day-to-day maintenance of the library is done by the permanent employees appointed for the purpose under the supervision of the Librarian. North Eastern The all-round security of the College Campus is supervised and maintained by the Home Guard persons of Assam Police. The salary of the Home guards is paid by the college as per State Government norms.

[http://rangaparacollege.com/uploads/iqac/IQAC\\_24.pdf](http://rangaparacollege.com/uploads/iqac/IQAC_24.pdf)

#### CRITERION V – STUDENT SUPPORT AND PROGRESSION

##### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	NSP	130	0
b) International	0	Nil	0
<a href="#">View File</a>			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
NIL	Nil	Nil	NIL
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career and Counselling cell	Nil	53	3	Nil
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	15

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	NIL	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	2	B.Com	Commerce	Dibrugarh	M.Com



				University	
2019	1	B.Com	Commerce	Kaliabor College	M.Com
2019	1	B.Com	Commerce	IGNOU	M.Com
2019	4	B.Com	Commerce	IDOL, GU	M.Com
2019	1	B.A	Economics	MSSV, Nagaon	M.A
2019	3	B.A	Bengali	Gauhati University	M.A
2019	4	B.A	Bodo	Dibrugarh University	M.A
2019	2	B.A	Bodo	Bodoland University	M.A
2019	2	B.A	Bodo	Gauhati University	M.A

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	3

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

Activity	Level	Number of Participants
Cultural competition	Institutional	117
Major Games	Institutional	79
Minor Games	Institutional	68
Debating	Institutional	34
Magazine Fine Arts	Institutional	78

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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	BHARAT KI SANTAN	National	Nil	1	17 104 004	LUNA RABHA
2019	NSS VOLUNTEERS	National	Nil	1	18 108 005	SUBHANKAR DEY

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

Rangapara College Students' Union is a very active union which works for the

mutual benefit of the students in particular for the overall betterment of the college in general. The students' union has a set agenda of different activities to be performed programmes to be organised within the college campus outside the college campus. The activities pursued by the Rangapara College Students' Union during the academic year 2019-20 are summarised below: • Organisation of Fresher's Welcoming Programme. • Celebration of Teacher's Day. • Celebration of Sankardev Tithi Madhabdev Tithi. • Celebration of Birth Death Anniversary of Bharat Ratna Dr. Bhupen Hazarika. • Celebration of Birth Anniversary of Jyoti Prasad Agarwala(Silpi Divas) Bishnu Rava (Rava Divas). • Organising Annual College Week. • Celebration of Birth Anniversary of Netaji Subhash Chandra Bose. • The students' union also extends their helping hands to the District Administration. In 2018-19, the students union of the college extended their full support co-operation to the District Administration during the General Parliamentary Election. • Providing financial assistance moral support to the students in collaboration with Teachers Staff during crisis. A few members from the students' union are inducted into the different academic administrative committees of the college. The President the General Secretary of the students' union are the Ex-officio members of the IQAC Committee, The President and the General Secretary of the students' union of the college are inducted in the Grievance Redressal Committee while in the Internal Complain Committee a girl representative from the same union has been inducted along with the President and the General Secretary.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

• All the Head of the Departments are inducted to the Academic Committee of the college. The co-ordinator of the University Management System is the Ex-Officio member of the academic committee. The committee discusses various matters relating to academic interest of the college which forms the academic policies to be followed implemented. The policies so designed are shared with the teachers and correction/ modification, if any are accepted on the basis of merit. • The college constitutes different committees for academic coordination. It comprises members from the Management, Teachers, Office Staff, Library Staff Students. The purpose of this kind of decentralization is to ensure the practice of participative management in its fullest sense.

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

Partial

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	<p>Day to day library business is monitored by the librarian. The Library Committee is the apex body in this regard. The infrastructure required for the library are purchased, installed made available for its users after due approval of the Library Committee headed by the Principal. The indoor sports complex of the college is maintained by the officer- in-charge of outdoor games the support staff. The officer- in-charge of the outdoor games maintains a log register of the various instruments of the sports complex the entire stock is monitored by him from time to time.</p> <p>Any shortfall of the instruments/equipments is intimated to the management the same are supplied.</p> <p>The college computers and the generator are maintained through AMC while the maintenance of the computer lab is the responsibility of the instructor. The items required to run the computer lab are supplied by the administration, the anticipated amount of which has been allocated through budgetary provision. Similarly, the classrooms campus cleaning sanitation ground running water facility etc are maintained by the management by appointing Grade- IV support staff.</p>
Industry Interaction / Collaboration	<p>The process of maintaining Industry Interaction/ Collaboration is on. The Management is leaving no stone unturned to sign MoU with industry and organisations. The institution is maintaining linkage with the ICT Academy through a mutually agreed MoU in order to maintain sound interaction/ collaboration and linkage for the academic betterment of the institution. Similarly, the college has signed MoUs with LOKD College for academic benefit.</p>
Human Resource Management	<p>The Management takes every possible measure for HRM. The faculty members are motivated to participate in the Refresh Courses/ Orientation Programmes organised by different university. Seminars and Workshops on relevant topics including Sexual Harassment at Workplace, IPR are organised by the college and the faculty members are allowed to participate in the Faculty</p>

	<p>Development Programmers organised by other universities and colleges etc. The College also organises different motivational programmes, Career oriented programmes, Anti-Ragging Campaign etc for building up of sound Human Resource.</p>
<p>Research and Development</p>	<p>No research proposal funded by the UGC has been undertaken by the faculties during 2019-20. The faculties of the college have not approached to the other funding agencies with research proposal. However, the college authority encourages the teaching faculties to undertake research project and also to write in UGC approved and Scopus Indexed journals.</p>
<p>Examination and Evaluation</p>	<p>The College follows the examination and evaluation system of the affiliating university. The external examinations and the Sessional examinations are conducted as per the directions of the affiliating university and the students are evaluated accordingly. Besides, the college also conducts Terminal examinations and Class tests to evaluate student's performance. The answer scripts of such examinations are returned to the students with corrective notes, if any and the marks obtained in such examinations are displayed in the departmental notice board.</p>
<p>Admission of Students</p>	<p>The College maintains online and merit based admission process. The entire admission process of the college is based on the reservation policy of Central and State Governments. The prospectus of the college is prepared and uploaded in the college website before the actual admission process gets started. The process is monitored by the admission committee which is responsible for making notification of the admission, the important dates, the process of admission, important documents required to be uploaded and the fee to be paid. All the fees for the admission collected through Bank Challan and Debit Cards and no amount of cash is accepted from the students for getting admitted into a particular programme.</p>
<p>Curriculum Development</p>	<p>The College follows the curriculum developed by its affiliating university</p>

and hence, it does not enjoy the power to design and modify the existing syllabus of the UG programmes of Arts and Commerce stream. The syllabi of Diploma in Computer Application and Yoga are designed in consultation with various experts of the relevant field and it is passed in the Academic Council of the college.

Teaching and Learning

The College follows traditional as well as ICT based methods of teaching and learning. Field Study, Industrial Visit, Group Discussion, Seminar Presentation by the students on prescribed topics. Group Discussions, Field Study, Industrial Visits, Seminar Presentation by the students on prescribed topics are the tools adopted to enhance quality in teaching and learning. The college has made available E-Books and E-Journals for the students to improve learning outcomes of the students.

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

E-governance area	Details
Planning and Development	The College is planning to introduce the system of online recording of students attendance. It has also been decided to introduce the SMS system for sharing information to the teachers and the students in near future.
Administration	The College maintains a good practice of inviting Tender and Quotation through advertisement and the website of the institution. The proposed/sanctioned works are advertised in the State daily newspapers. The account branch updates all PFMS data and the UCs on regular basis and uploads the same in the respective portal.
Finance and Accounts	The Account Branch of the College is fully computerized. All accounts are audited and verified by internal auditors of Accounts and Treasury, Government of Assam before the CA audit. All financial transactions are made either through account payee cheque or PFMS Transfer.
Student Admission and Support	The College maintains online and merit based admission process. The entire admission process of the college is based on the reservation policy of Central and State Governments. The prospectus of the college is prepared

and uploaded in the college website before the actual admission process gets started. The process is monitored by the admission committee which is responsible for making notification of the admission, the important dates, the process of admission, important documents required to be uploaded and the fee to be paid. All the fees for the admission collected through Bank Challan and Debit Cards and no amount of cash is accepted from the students for getting admitted into a particular programme.

**Examination**

? Examination: The examination system of the college is as per the instructions of the affiliating university. The system is out and out an offline system. Under the system, the online forms of the examination are filled by the students and the college approves their forms. Once the forms are approved, the students make final payments through Bank Challan Debit Cards. All university fees are remitted through RTGS.

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	Nill
2020	NIL	NIL	NIL	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	NIL	Nill	Nill	Nill	Nill
2020	NIL	NIL	Nill	Nill	Nill	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the	Number of teachers	From Date	To date	Duration
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professional development programme	who attended			
REFRESHER COURSE	1	06/06/2019	19/06/2019	14
REFRESHER COURSE	1	06/09/2019	20/09/2019	14
REFRESHER COURSE	1	07/11/2019	20/11/2019	14
REFRESHER COURSE	1	07/11/2019	20/11/2019	14
ORIENTATION PROGRAM	1	21/01/2020	10/02/2020	21
ORIENTATION PROGRAM	1	21/01/2020	10/02/2020	21
ORIENTATION PROGRAM	1	02/12/2019	21/12/2019	21
ORIENTATION PROGRAM	1	02/12/2019	21/12/2019	21

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#### 6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
SANJUKTA KALYAN PUNJI	POOJA JYOTI FUND	STUDENTS WELFARE FUND

### 6.4 – Financial Management and Resource Mobilization

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

**Internal external Financial Audit:** All the Accounts of the institution are verified and audited by the GB appointed internal auditors the Govt. Auditor of Department of Accounts and Treasury, Government of Assam. The audited statement of income and expenditures along with the Audit Report is placed before the G. B. for its approval. The CA Audit is done up to 2018-19 while the local/ Govt. auditor has verified the college accounts up to 2018-19 the report is awaited.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0
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#### 6.4.3 – Total corpus fund generated

0
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### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	GAUHATI UNIVERSITY AND TEZPUR UNIVERSITY	Yes	GOVERNING BODY
Administrative	Yes	GAUHATI UNIVERSITY AND TEZPUR UNIVERSITY	Yes	GOVERNING BODY

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

- The DHE has appointed three guardian members in the Governing Body of the college who take part in college management decision making.
- The college holds Parent-Teacher Meet at regular intervals.
- The college invites suggestions from the guardians for the all-round development of the institution.

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

- Puja Jyoti welfare fund is maintained for the support staff of the college.
- The college has provided ICT training to the selected office staff to handle RUSA Fund, PFMS Accounts, Office Accounts, and Online Admission etc.
- The management has provided Staff Quarters for Hostel Cook Grade-IV Employee.

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

- Formal Feedback mechanism has been started the results are analysed.
- The college has applied to the State Government and Gauhati University to allow to start Science stream.
- College website has been improved redesigned.
- NSS Unit has been made functional the permission to open NCC for Girls has been granted.
- Permission to open PG Course in Hindi has been granted by the affiliating university.
- Physical Academic infrastructures have been improved through RUSA, Power Grid, MP LAD State Government untied fund.
- The process of Library automation installation of Campus Wi-Fi has been initiated. Computer Lab facility for the students has been initiated with 20 Nos of computers.
- The college has initiated the process of setting up of a Language Lab.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Awareness on Legal Service to Victims of Acid Attack	26/09/2019	26/09/2019	26/09/2019	53
2019	Workshop	01/11/2019	01/11/2019	01/11/2019	57



	on ICT				
2019	Workshop on IPR	16/11/2019	16/11/2019	16/11/2019	55
2019	Yoga Camp	23/11/2019	23/11/2019	23/11/2019	52
2019	Workshop on New Procedure of NAAC Assessment	16/11/2019	16/11/2019	16/11/2019	58
2019	Awareness on Sexual Harassment of Women at Workplace	03/12/2019	03/12/2019	03/12/2019	56
2020	Academic and Administrative Audit	22/02/2020	22/02/2020	22/02/2020	347

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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
AWARENESS ON SEXUAL HARASSMENT OF WOMEN AT WORK PLACE	03/12/2019	03/12/2019	32	24

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

<p>Percentage of power requirement of the University met by the renewable energy sources</p> <ul style="list-style-type: none"> <li>• Adequate plantation program has been undertaken to maintain the Green Belt of the college.</li> <li>• Adequate plantation program to increase the green belt of the college.</li> <li>• Tank digging for rain water harvesting.</li> <li>• Bio-degradable waste is used for vermicomposting in the college campus.</li> <li>• Regular survey is conducted to know the flora and fauna of the college.</li> <li>• The college has installed solar panels in the campus.</li> </ul>
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7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	No	Nil
Ramp/Rails	Yes	3
Braille Software/facilities	No	Nil
Rest Rooms	Yes	1

Scribes for examination	Yes	1
Special skill development for differently abled students	No	Nil
Any other similar facility	Yes	4

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	25/01/2020	1	VOTERS AWARENESS PROGRAM	LOW RATE OF VOTE CASTING	30
2020	1	1	05/05/2020	1	AFFORESTATION MOVEMENT	CLIMATE CHANGE	52
2019	1	1	15/08/2019	1	CLEANLINESS DRIVE	SWACHATA	40
2019	1	1	26/11/2019	1	GOOD HEALTH	HEALTH CHECK- UP PROGRAMME	115
2019	1	1	23/11/2019	1	SOCIAL ACTIVITY	YOGA CAMP	70
2019	1	1	26/11/2019	1	AWARENESS PROGRAMME	BLOOD DONATION	50

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

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	NIL

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Camp	23/11/2019	23/11/2019	52
Workshop on IPR	16/11/2019	16/11/2019	55

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

1. Plantation Programme to increase the Green Belt of the College. 2. Campus cleaning drive by the NSS Unit. 3. The College has conducted Green Audit. 4. The institution has taken active part in the Swaccha Bharat Abhiyan. 5. The

management has taken steps to make the campus a Plastic Free Zone.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**Best Practice-I**

- Title of the Practice:** Adoption of a village.
- Goal**
  - To look after the overall educational development of the village.
  - To provide the young learners an opportunity to actively pursue higher education.
  - To connect the rural part of the society with the academic achievements of the country.
  - To sensitize the people of the village on general health and hygiene.
  - To sensitize the people of the village on modern agricultural techniques.
- The Context** The rural parts of the country have suffered for long the lack of academic infrastructure. Shortage of schools and colleges along with the absence of learning friendly environment is a very common condition. As a part of the "Village Adoption and Development Programme", Govt. of India, Rangapara College strives to actively take part in the process of creating lasting changes to the lives of disadvantaged people of the village and cater sustainable and inclusive growth with adequate opportunity for every person to lead a life of full potential.
- The Practice** As a part of "Village Adoption and Development Programme", Rangapara College has adopted a village named "Sotai Garogaon" in the Sonitpur district of Assam. The decision was proposed by the IQAC team to the Governing body of the college. The Governing body took the final decision to adopt the village and directed the NSS unit of the college to carry forward the necessary action. As a postprocess of adoption, the NSS unit along with other faculty members have made frequent visits to the village and collected information on various requirements of the village. The college authority has decided to admit the meritorious students of the village in its campus with free education and lodging.
- Evidence of Success** There have been instances of success where few students got motivated by the NSS programme conducted in the village. Few students cleared HSLC (10th board) examination and got admitted to the college with free hostel facility. The college also caters to the overall cleanliness of the village.
- Problems Encountered** Resources Required Several problems were encountered in the process of creating a sustainable development and growth of the village. Some of them are as listed below:
  - To change the mindset of the people towards participating in education.
  - To encourage them to learn about the government facilities available.
  - Poor road connectivity and transportation.To implement the practice the college requires the following:
  - The paucity of fund is a challenge to the college and needs support from suitable agencies.
  - Proper medical facility (including medical camp and medicines) is required to conduct the awareness programme on health and hygiene.
- Contact Details** Name of the Principal: Dr. Ranjan Kalita Name of the Institution: Rangapara College City: Rangapara Pin Code: 784505 Accredited Status: B Validity Period: Valid up to November 29, 2016 Work Phone: NA Fax: NA Website: [www.rangaparacollege.com](http://www.rangaparacollege.com) Email: [rangaparacollege01@gmail.com](mailto:rangaparacollege01@gmail.com)

**Best Practice-II**

- Title of the Practice:** Adoption of an orphanage.
- Goal**
  - To look after the educational development of the children of the orphanage.
  - To provide necessary learning materials to the children of the orphanage.
  - To make them aware of the general health and hygiene by practicing cleanliness.
  - To provide a sound mental support and to encourage the children of the orphanage to live a life of full potential.
- The Context** Rangapara College strives to cater the best possible support to the children who got separated from their biological families. In this regard, the college adopted the children home in the village, "Sotai Garogaon" and takes care of the overall development of the children. The college constantly monitors and motivates the children besides providing them the required learning and life-supporting materials.
- The Practice** Rangapara College adopted the village, "Sotai garogaon" as a part of the "Village Adoption and Development Programme" and in line with the same sentiment, the college also

adopted an orphanage named, "Mercy Children Home" in the village. The college through its NSS unit has conducted several programmes in which cloths and text books were distributed. 5. Evidence of Success The NSS unit of the college conducted a special camp for cloth distribution in the children home during 5th - 9th November 2019. The Principal, Vice Principal and other dignitaries of the college visited the orphanage home, interacted with the children and shared their thoughts. In another drive, the children were invited to the college campus where free books and other learning materials were distributed among them. 6. Problems Encountered and Resources Required Rangapara College stands bold in its decision to cater the best possible services to the orphanage home.

During the process of practice, the college encountered the following challenges: a. The remote location of the orphanage puts a challenge to the smooth and frequent conversation with the children. b. Paucity of fund is a challenge to the practice of providing life supporting goods and learning materials. c. Conducting appropriate medical camp for the awareness of the health and hygiene of the children along with improving their mental health. The college would appreciate the fulfilment of the following requirements in this practice: a. To allocate dedicated fund for the constant monitoring and overall upliftment of the children. b. To provide them with proper medical facilities and guidance for the maintenance of general health and hygiene. c. To provide them the required consultation for constantly staying mentally fit and motivated. 7. Contact Details Name of the Principal: Dr. Ranjan Kalita Name of the Institution: Rangapara College City: Rangapara Pin Code: 784505 Accredited Status: B Validity Period: Valid up to November 29, 2016 Work Phone: NA Fax: NA Website: [www.rangaparacollege.com](http://www.rangaparacollege.com) Email: [rangaparacollege01@gmail.com](mailto:rangaparacollege01@gmail.com)

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

[http://rangaparacollege.com/uploads/igac/IOAC\\_18.pdf](http://rangaparacollege.com/uploads/igac/IOAC_18.pdf)

### 7.3 – Institutional Distinctiveness

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

Distinctiveness of Rangapara College Established in the year 1979, Rangapara College was affiliated to Gauhati University in the year 1980. The college was brought under government deficit grant-in-aid system from 01/01/1987. The college was included under Section 2.0 12 (B) of UGC Act, 1955 from 20/03/1996. In the year 2004, the college was accredited B grade by National Assessment and Accreditation Council (NAAC). In 2011, NAAC accredited the College with B grade in its second cycle of assessment and accreditation. Since its inception, the expansion of the college has been phenomenal. The faculty strength has increased manifold, thereby producing more and more graduates in Arts and Commerce over the past few years. In 2020, the Government of Assam introduced the Science stream in the College upgrading the college to a full-fledged institute of Higher Education with nine departments in Arts, one department of Commerce and five departments in Science stream including the diploma and certificate courses in Computer Science. One of the special distinctiveness of the College is its sprawling campus of 40.33 acres amidst lush green tea plantation. In terms of infrastructure, it is one of the remarkable institutions in the region equipped with Digital Class Rooms, Seminar Hall, Conference Hall, Auditorium and Modern Library with digital facilities and well equipped Science Laboratories. Besides, the college is blessed with a Computer Centre, separate Hostels for Boys Girls, Canteen, and a Gymnasium Centre, Volleyball Court, Basketball Court, Indoor Sports Complex and Training Centre and a well maintained Playground for Football, Cricket and Athletics. The Green Zone and Wetland cover one third of the college campus comprising an area of five acres of valuable grown-up trees. Student Diversity is one of the most

encouraging distinctiveness of the college. More than 50 of the students are from backward classes (OBC), 30 of the students are Scheduled Tribes (ST), 7 are Scheduled Cast (SC) and 13 belongs to the General category. 80 of the students belong to the economically backward classes. As the college is situated in a rural and backward area, the numbers of students from other states of the country are comparatively less. However, out of the 50 OBC students, most belong to the Tea Labour Community brought by the British from states like West Bengal, Orissa, Madhya Pradesh, Jharkhand and Andhra Pradesh who are now assimilated to the Assamese society. Most of the ST and OBC students are first generation college goers and Rangapara College has done tremendous contribution to the upliftment of these communities. The college is trying to explore the cultural multiplicity of the remote area dominated by the Tea-Tribes, Bodos and other backward classes of people by creating an environment of participation and co-operation, which is an important distinctiveness of the college. The college has extended great contribution to the social harmony among the ST. SC. OBC communities, especially the Tea tribes and Bodo communities and encourages the students of these communities to strive ahead to become a part of the advanced global.

Provide the weblink of the institution

[http://rangaparacollege.com/uploads/igac/IOAC\\_8.pdf](http://rangaparacollege.com/uploads/igac/IOAC_8.pdf)

### **8.Future Plans of Actions for Next Academic Year**

In the beginning of the Academic Session 2019-20, a joint meeting of the IQAC, Teaching Staff and Governing Body was held in which the future plan for the coming Academic Year was discussed in details and the course of action was formulated. The meeting also reviewed the progress and completion of the decisions of the last meeting regarding course of action taken for implementation of the plans taken for the Academic Year 2018-19. After threadbare discussion, the meeting took the following Plans of Action for the Academic Year 2019 -20. a. Looking at the demand of the surrounding communities and students to open the Science Stream in the College, it was decided to apply to the State Government and Gauhati University to allow to open Science Stream in the College. b. It was also decided to request the State Government to sanction necessary teaching and non-teaching posts and laboratory grants to start the Science Stream. c. The meeting resolved to start Diploma Course in Spoken Bodo and Certificate Course in Spoken English. d. The meeting advised the librarian to speed up and complete the Library automation work during the Academic year. e. All the Departments will organize at least one Extension Activity in the surrounding villages to make the communities aware of the Environment, Health, Education, Superstition and other socio-economic issues. f. It was decided to adopt at least three villages of the surrounding areas by the College during the Academic Year. g. Workshops and Seminars on Environmental issues and Spirituality and meditation will be organized during the year. h. Considering the demand of increasing number of students for Hostel, it was decided to request the State Government to speed up and complete the construction work of the Hostels under construction with the State Government Fund. i. It was decided to construct the approach road to the newly Boys Hostels with colored Paver block. Looking at the environmental hazards, the college decided not to construct bitumen coated roads in the college campus. j. The meeting decided to preserve the wet land area of the college and to develop it to natural fisheries. k. Considering the increasing number of vehicles, an open parking space with paver block will be constructed during the year. l. The meeting decided to install a well-furnished Language Lab in the college for the benefit of the students.