



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

**PITHUBAR GIRLS' DEGREE COLLEGE,
KHOWANG**

- Name of the Head of the institution **MR. HOREN CHAMUAH**
- Designation **PRINCIPAL IN CHARGE**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9954436783**
- Mobile No: **9954436783**
- Registered e-mail **pithubarcollegekhowang@gmail.com**
- Alternate e-mail **iqacpgdck@gmail.com**
- Address **P.O. KHOWANG GHAT, DIST.
DIBRUGARH**
- City/Town **DIBRUGARH**
- State/UT **ASSAM**
- Pin Code **785676**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Women**
- Location **Rural**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Dibrugarh University**
- Name of the IQAC Coordinator **Pramod Lahon**
- Phone No. **9957028825**
- Alternate phone No. **9859824828**
- Mobile **9957028825**
- IQAC e-mail address **iqacpgdck@gmail.com**
- Alternate e-mail address **pithubarcollegekhowang@gmail.com**
- 3. Website address (Web link of the AQAR (Previous Academic Year))** https://pithubarcollege.org/uploads/college_activity_images/attachment/886.pdf
- 4. Whether Academic Calendar prepared during the year?** **Yes**
 - if yes, whether it is uploaded in the Institutional website Web link: https://pithubarcollege.org/uploads/college_activity_images/attachment/888.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.47	2023	08/07/2023	07/07/2028

6. Date of Establishment of IQAC **19/06/2015**

7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	0

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

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

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

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

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

- If yes, mention the amount

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

IQAC has designed a Teachers' Academic Diary containing columns for date, the classes taken each day along with any other activity performed by a teacher on that particular day. The period of the Academic Diary is one academic year starting from 1st August to 30th June, excluding the months of semester breaks as per the academic calendar of Dibrugarh University which is followed. The Academic Diary also contains spaces to record an individual teacher's publications, research activity, seminars/ symposium/ workshops attended as well contribution to the corporate life of the college during a particular academic session. The invigilation duties performed by a teacher along with the number of hours spent on invigilation in each semester are also recorded at the respective spaces provided in the Teachers' Academic Diary. Every teacher is handed over the Teachers' Academic Diary at the beginning of each academic session so that records are maintained from the first day of the session itself. Continuous internal assessments, aligned with the academic calendar of the parent university, are rigorously conducted to ensure the achievement of learning outcomes. Teaching strategies are regularly modified and updated based on student needs. To promote an overall development approach, the Internal Quality Assurance Cell (IQAC) gathers feedback on academic performance and the institution's environment from various stakeholders, including students, faculty, staff, and alumni, and analyzes this feedback for quality enhancement.

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
1. To increase the number of students.	Achieved.
2. Starting of more Add-on Courses.	Achieved
3. To adopt a few schools nearby college area.	Yet to be done.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Pithubar Girls' Degree College, Khowang	28/01/2025

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the IQAC Coordinator	Pramod Lahon

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6.Date of Establishment of IQAC		19/06/2015					
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount			
Nil	Nil	Nil	Nil	0			
8.Whether composition of IQAC as per latest NAAC guidelines		Yes					
• Upload latest notification of formation of IQAC		View File					
9.No. of IQAC meetings held during the year		4					
• Were the minutes of IQAC meeting(s) and compliance to the decisions have		Yes					

been uploaded on the institutional website?		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body, Pithubar Girls' Degree College, Khowang	28/01/2025
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2023-2024	31/12/2024
15.Multidisciplinary / interdisciplinary	
<p>Add-on courses approved by Dibrugarh University include a range of options suggested by the NEP Committee. A total of five courses have received approval, focusing on a multidisciplinary approach that imparts critical thinking, knowledge application, effective communication, and adaptability. The institution aims to achieve these goals while providing students with opportunities for community engagement through courses such as Mushroom Cultivation, Functional English etc.</p>	
16.Academic bank of credits (ABC):	
<p>With the implimentation of NEP 2020, students can take the advantage of a seamless Academic Bank of Credits on the courses provided in the college because the teaching-learning mechanism of the institution is being practiced in a blended style. Under this Academic Bank of Credits system, the college promotes flexibility, accessibility, openness and fluidity in the system of educational practices. It will make the HEI's the ability to</p>	

address the drop out rate and enrolment rates among the institutions, which are primarily from socially and economically backward areas. The college conducts awareness programs focused on the Academic Bank of Credits (ABC) and Digi Locker services. These programs inform students about how they can track their credit scores and take advantage of the benefits offered by these systems, including the flexibility for multiple entries and exits in their academic journey. As Dibrugarh University prepares to implement these systems, the college aims to equip students with the necessary knowledge to navigate this new framework effectively. By giving knowledge and awareness of ABC and Digi Locker, Pit6hubar Girls' Degree College is committed to supporting students in maximizing their educational opportunities and facilitating a smoother transition between various stages of their academic careers.

17.Skill development:

Various skill based courses are running under the institution such as follows- 1.Computer Diploma Course, 3. Beautician Course 3. Functional English 4. Spoken English 5. Yoga 6. Self Tailor

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

The curriculum under Dibrugarh University under the CBCS system includes various papers on Indian Classical Literature, Modern Indian Literature, Ancient and Modern Indian Political Thought etc. to uphold the Indian Knowledge System. Assamese as a medium of instruction helps the local and native students better to understand the subjects of social sciences.

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

As an initiative to transform the curriculum towards outcome based education (OBE), steps have been taken to introduce a few Add-on Courses in the institution and some of them are Computer Diploma Course, Mushroom Cultivation, Art and Craft etc. Different VAC courses of 2 Credits are taught in 1st and 3rd semesters which include Beautician Course and Digital Fluency respectively.

20.Distance education/online education:

Krishna Kanta Handiqui State University has given permission to open a distance study centre at the college campus. The college authority has appointed a coordinator for the study centre. Several efforts have been made for the development and use of technological tools for teaching, learning activities. Some of

them are as follows: i) Introduction of Smart Classroom ii) For the classroom delivery of teachers, several departments use projectors for power point presentation, along with education tools like charts, models etc. iii) Online classes are taken by the faculty members via Zoom App, Google Meet etc.

Extended Profile

1.Programme

1.1 174

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

File Description	Documents
Data Template	View File

2.Student

2.1 269

Number of students during the year

File Description	Documents
Data Template	View File

2.2 525

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 69

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 20

Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		20
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	No File Uploaded	
4.Institution		
4.1		17
Total number of Classrooms and Seminar halls		
4.2		9.94896
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		19
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		
<p>Pithubar Girls’ Degree College is an undergraduate college affiliated to Dibrugarh University. Hence the institution is adherent to the curriculum designed and prescribed by the parent university. Every year before starting of the academic session college authority entrust the responsibility of preparing academic calender, prospectus and routine to the committees formed for this purpose. The central routine is distributed to different departments for allotment of classes among teachers. The departments also make course distribution on prescribed syllabus in each semester and faculty members prepare teaching plan for timely completion of the syllabus. To make the curriculum more interesting and effective, field trips, seminar, group discussion, assignment,excursions etc. are arranged regularly by each of the</p>		

concerned departments. Feedback of the students, teachers and alumni is taken into consideration and accordingly teaching methodology is modified by the teachers. For effective implementation of the curriculum the college has an Academic Cell with the Principal, IQAC coordinator and heads of various departments. It meets periodically to discuss all issues related to academics.

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)

Every year before starting of the academic session college authority entrust the responsibility of preparing academic calender, prospectus and routine to the committees formed for this purpose. The central routine is distributed to different departments for allotment of classes among teachers. The departments also make course distribution on prescribed syllabus in each semester and faculty members prepare teaching plan for timely completion of the syllabus. To make the curriculum more interesting and effective, field trips, seminar, group discussion, assignment, excursionsetc.are arranged regularly by each of the concerned departments. Feedback of the students, teachers and alumni is taken into consideration and accordingly teaching methodology is modified by the teachers. For effective implementation of the curriculum the college has an Academic Cell with the Principal, IQAC coordinator and heads of various departments. It meets periodically to discuss all issues related to academics.

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

C. Any 2 of the above

University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	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	
20	
File Description	Documents
Any additional information	No File Uploaded
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)	
6	

File Description	Documents
Any additional information	No File Uploaded
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

357

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

357

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Gender Sensitivity:

The issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability are included into the curriculum. Some papers in the subjects of Political Science, History and Education focus on issues related to Women Studies. Pithubar Girls' Degree College has established an Internal Complaints Committee (ICC) to sensitize the students, teachers and non-teaching employees on gender issues so that they can work together in a gender discrimination-free work environment.

Environment and Sustainability:

A compulsory course on " Environmental Studies" is offered in second semester to all undergraduate students to develop awareness

about environmental issues and concerns. Some papers offered by Education(EDNH601), History(Course VI), Economics(Paper 602), Political Science(C-10), Sociology(DSE3), SEC(NSS02) etc. focus on relation between ecology and human civilization.

Human Values:

The issue of human values is taught in general (VAC-4) & major course by the Department of Sociology, Education, Political Science, Assamese and English .The NCC and NSS units of the college take initiative to promote discipline, patriotism, equality, peace, brotherhood, ethical values among the students through various programs.

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

2

File Description	Documents
Any additional information	No File Uploaded
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**28**

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

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://pithubarcollege.org/uploads/college_activity_images/attachment/892.pdf

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**

1050

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

265

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 has adopted various strategies to cater the needs of advanced as well as slow learners at institutional and departmental level. The slow and advanced learners are identified among the students through their activities, performance in final and internal examinations. The extra-curricular activities of the students are seen in college freshman social, annual college week, and different events of the institutions. The students are identified and encouraged to participate in districtlevel competitions. The departments also take vivid programmes to boost their skills and provide a platform to reduce their inferiority complex. The teachers guided the students throughout the year. Somesteps are taken for advanced learners. The awards are prizes are provided to motivate the students for their success in different events of the college and outside of the college. The extra classes are arranged by the departments for the slow learners. The progress of the students is monitored in the class test. Some of the slow learners lost their motivation, they are

counselled at personal level as well as departmental level. Parents, teacher and student meeting are organized from time to time.

File Description	Documents
Link for additional Information	Nil
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
269	20

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 usually receives students from diverse socio-economic backgrounds. Teachers provide a variety of learning experiences since the college follows the mentor-mentee system for better and more effective teacher-student relation. Students do their project in groups. Seminar/home assignment/field study/group discussion/project work are some of the modes of teaching-learning process which make the students more responsible and analytical in their approach to education. Students are encouraged for active participation in the classroom through their interactions and are encouraged to discuss problem related to their course. Students are encouraged to participate in extra-curricular activities such as writing articles for the college magazine, wall magazine. To enhance communication skill of the student departmental seminars are conducted and the students are encouraged to select topics of their own course and present an analytical paper on it. Students Union of the College organizes "college week" to provide a platform to display their latent potential in various extracurricular activities. Student Union of P.G.D.C. publishes an annual magazine namely "Pithuborian" and wall magazine titled "Urbora" to encourage the student's creativity. Students of the college always participate in extension programmes whereby they

learn by interacting with community through NCC, NSS, Women Cell, adapted village

File Description	Documents
Upload any additional information	View File
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

ICT plays important role in teaching-learning process. It empowers both teachers and learners. They transform the teaching and learning processes from being teacher dominated by transforming opportunities for learners. The college has used various ICT tools for communicate, store data and circulation of important official notices. There are one computer laboratory and one ICT enabled classroom. The classrooms are well embeded with projectors and interactive boards. According to the need of students, they are encouraged to access different websites for collection and understanding of their academic resources. Students can access journals, newspapers and magazines in college library. Besides the chalk and talk method of teaching, the college makes intensive use of ICT enabled classrooms with LCD projector, Wi-fi connectivity, software, Power point presentattion etc. Digital classroom is used for facilitating the use of ICT for more effective teaching.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

20

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

1

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

141

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

2.5 - Evaluation Process and Reforms

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

This system of internal assessment is a robust one so far as continuous comprehensive evaluation is concerned. The internal assessment tests are conducted twice during the tenure of one semester. The answer scripts are evaluated and deposited in the department. The Head scrutinizes randomly 10% of evaluated scripts and he/she approves the evaluation. The scripts are shown to the students in the classroom and their mistakes pointed out. The record of the sessional examination is maintained and at the end of the session and before the end semester examination the same is sent to the affiliating examination to be added to the student's secured marks. In the matter of seminar too, the students have to select a topic given by the department at least fifteen days in advance. The student prepares a paper on the given topic and presents in front of her peers and teachers. The five (5) marks awarded for regularity and attendance on the basis of the student's overall approach to academics. This system of internal assessment not only makes student to remain alert all through the session academically but also develops in them a keen sense to study and analyse the subjects.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has an efficient mechanism to deal with examination related grievances. The grievances are rectified with a stipulated time. Students can clear their doubts regarding internal

examinations. Students can re-check their answer scripts. The attendance registrar, assignments are shown to the students for self-evaluation. In case of grievances, students can directly interact with the respective teacher. The unsolved issues are informed to head of the departments for further necessary step. At the very beginning of the semester, students are informed about their course structure, attendance rules, assessment mechanism. The marks of internal examinations, sessional examinations are displayed in the Departmental notice board. The marks are send to the university as their requirement. Internal assessment is a continuous process that runs throughout the semester. The Internal assessment marks are displayed in the notice board at the end of semester. The received grievances are solved by the concerned the authority as soon as possible. After solving the grievances marks are send to the university. Our college strictly follows the rules of Dibrugarh university, therefore university rules are obeyed for evaluating the students. The entire process is time bound and transparent.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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.

Yes, all departments are aware of the stated programme and course outcome of the departmental programme offered by the institution. All programs and course outcomes are displayed on the college web-site (Departmental Profile, Faculty details, Faculty profile, programme outcome etc.). Programme and course outcomes for all programmes offered by the institution are stated and communicated and circulated through Whatsapp groups to teachers and students. The programme also assists the students to prepare for different competitive examinations such as UPSC, APSC, SSC, TET etc. After completing the undergratuete course, the students will have the opportunity to engage themselves in banking, marketing, insurance etc. Furthermore, the students will have the opportunity to pursue higher education. They can also attempt for nursing, defence, teaching, cultivation, horticulture etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://dibru.ac.in/four-year-under-graduate-programmes-fyugp-as-per-nep-2020
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Pithubar Girls' Degree College offers the courses of Arts stream and students study undergraduate courses in the subjects viz., Assamese, English, Economics, Education, El. Assamese, History, Political Science and Sociology. As an affiliated college under Dibrugarh University Pithubar Girls' Degree College follows the framework of the curriculum of three years undergraduate B.A. (Honours & Non-Honours) programme. The programme outcomes for B.A. courses offered by the institution are displayed in the college website. Every department of the college has respective routine activities for delivery and implementation of the curriculum as designed by Dibrugarh University. The results are systematically and timely displayed in the college website while the final year results are always displayed in the Dibrugarh University website. The principal of the college organizes the Staff meeting to discuss the course outcomes and formal/ informal actions are taken up among the faculty members and the students. After fresh admission students are communicated through an orientation programme on the first day of each new session.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://pithubarcollege.org/page/departmen-t-of-assamese#outcome https://pithubarcollege.org/page/departmen-t-of-english#outcome https://pithubarcollege.org/page/departmen-t-of-economics#outcome https://pithubarcollege.org/page/departmen-t-of-education#outcome https://pithubarcollege.org/page/departmen-t-of-history#outcome https://pithubarcollege.org/page/departmen-t-of-political-science#outcome https://pithubarcollege.org/page/departmen-t-of-sociology#outcome

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

64

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	No File Uploaded
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://pithubarcollege.org/uploads/college_activity_images/attachment/889.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)**

0

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

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
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**

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

0

File Description	Documents
Any additional information	No File Uploaded
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

10

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

Pithubar Girls' Degree College has made significant strides in advancing women's empowerment since October 2023. The college has offered various self-employment opportunities, including training

in tailoring, bridal makeup, and embroidery, aimed at equipping women with practical skills. In addition, from January 18 to January 30, 2024, the institution is hosting a series of workshops focused on entrepreneurship, under the auspices of the Indian Institute of Entrepreneurship (IIE). These workshops cover a range of topics, including solar technology, self-employment in tailoring, vermiculture (vermicomposting), and banking, among others. These initiatives are designed to enhance the skills, confidence, and employability of women, empowering them to become financially independent and contributing members of society. By fostering both entrepreneurial spirit and technical proficiency, these programs aim to create a more inclusive and self-reliant community of women.

File Description	Documents
Paste link for additional information	Nil
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

3

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

11

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

128

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

3

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

4

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

Pithubar Girls' Degree College has adequate infrastructure and physical facilities for teaching- learning processes in terms of classrooms, laboratories, computing equipment etc. Each department has adequate nos. of classrooms including digital classroom, projector and computer equipments i.e. laptops projectors, internet connection etc. Apart from this the college has also a central library. The. The institute has

a. 14 nos. of classroom,

b. One digital classroom,

c. One computer laboratory

d. One conference hall.

e. It has 19 nos. of computers for academic purpose.

f. One Laptop

g. A central Library

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

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

The Institution has limited facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc. Students' Union is entrusted with the cultural and sport activities of the college. The college has a Yoga Committee which conducts the Yoga classes in our college. The NCC and NSS units of our college are also providing various activities in and around the area of the college. It lacks various sports facilities like an Indoor Stadium, Gymnasium, a field for outdoor games etc.

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

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

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

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

9.84896

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

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

Pithubar College was established in the year 1989. It occupies an area

of 828 sqft. having separate sections for text books, reference books etc. The Library of the

college is partially automated with Soul 3.0 software installation. It has 6496 on 30thjune

2024 books collection of various subjects. The library subscribes three Journals.

ILMS in the Library: The Library of Pithubar College has been usingSOUL ILMS till date.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the D. Any 1 of the above

following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

0.41

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

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

Teachers: 20, Students: 47

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution frequently updates its IT facilities including Wi-Fi.

The IT facilities of the College are regularly updated and renewed whenever required. The college has upgraded internet. The college currently uses a 50mbps connection rented from BSNL and also procures computers, software etc. Pithubar College provides IT facilities to the students, faculty members and Non teaching members. Pithubar College has 07 nos. of smart Board, 01 nos of laptops, 19 computers, one laptop. The has a user friendly website (www.pithubarcollege.org) where the college prospectus and all updated related to online admission different committees, details of the departments, details of faculty members, photos of various events etc. are available. The whole campus of the college has Wi-Fi (BSNL) internet coverage

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

4.3.2 - Number of Computers

20

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

9.84896

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

The college has

Principal i/c, Vice-Principal, Seven HODs

All HODs and other in-charges request to the principal for the requirements. Principal then presents the proposal before the college management. After getting approval from the supreme authority the management immediately execute the proposals in short term projects while long term projects execute during vacation. Departmental Committees communicate with the authority for their need, academic support, maintenance and utilization of physical assets laboratory related needs etc. The Librarian approaches the college authority for development of College Library facilities. Students' Union request the authority as well as the faculties of the college and always co-ordinate for the well being of the the students as well as the institutions . Apart from the above activities they also co-ordinate for their Sports and Cultural facilities. IQAC monitors regularly with the authority of the college regarding upgradation of Infrastructure, Academic uplift and overall Academic environment. Authority convenes meetings of Development Committee or Purchase Committee. And finally the concerned meetings adopt necessary resolutions. Governing Body approves the resolutions adopted by the concerned committee meeting.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

193

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 benefitted by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Link to institutional website</td><td>Nil</td></tr> <tr> <td>Any additional information</td><td>View File</td></tr> <tr> <td>Details of capability building and skills enhancement initiatives (Data Template)</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Link to institutional website	Nil	Any additional information	View File	Details of capability building and skills enhancement initiatives (Data Template)	View File	
File Description	Documents								
Link to institutional website	Nil								
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									
0									
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
0									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> <tr> <td>Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)</td><td>No File Uploaded</td></tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded			
File Description	Documents								
Any additional information	No File Uploaded								
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded								
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	C. Any 2 of the above								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	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

1

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

7

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

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

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

government examinations) during the year

0

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

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

8

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 Pithubar Girls' Degree College, Khowang has a Students' Union which is most important of representing the students community of the college. The major activities of the Union Body is to organize various programs, activities, and services which serve the Co-curricular, cultural, Social and Educational Interest of the students at the College.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

27

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

Pithubar Girls' Degree College, Khowang has a registered Alumni Association namely "ALUMNI FOUNDATION PGDC" which is Registered under the Trust, The Indian Stamp Act, 1899 (Act II of 1899) dated 22nd of March, 2022, Dibrugarh. The College strives to create a long and sustaining relationship with the Alumni as they reflect the success of the institution in carrying out its teaching-learning objectives. Some Alumni members have served as Assistant Professor in this Institution. Apart from the central Alumni Foundation, every department has its own Alumni forum which actively takes part in various departmental activities and also offers valuable suggestion and support for the development of institution.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision 1. To be one of the best rural centres of higher education meant for economically and academically disadvantaged girl students. 2. To strive for empowering the rural women through education by providing them an opportunity to pursue higher education in a place not far from their place of residence. 3. To improve the method of imparting quality higher education to the rural girl students with rich infrastructure and ICT enabled class rooms so that their learning experience can be pleasant as well as fruitful. 4. To make the girl students competent enough to be able to compete with others in the field of securing economic opportunity. 5. To expose the students to modern technologies of teaching-learning and also providing them with an opportunity to honour their latent talents through extra-curricular activities.

Mission 1. To create a group of educated women who can change their own lives as well as the lives of the people living in the periphery of the college. 2. To imbibe among the rural girls the importance of education in achieving upward social mobility. 3. To make the rural girl realize their real potency and utilize the same for the welfare of the society. 4. To imbibe a sense of social consciousness among the students by engaging them in various extension activities through the activities of N.S.S. 6. To shape them as individuals and citizens contributing, according to their capacity, to the well-being and progress of the society.

File Description	Documents
Paste link for additional information	https://pithubarcollege.org/page/vision-mission
Upload any additional information	View File

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

In academic issues, departmental committees discuss and decide duties. In administrative issues departmental committees communicate with the college authority. In any need departmental committees inform the authority. Authority calls development committee meeting, purchase committee meeting and finally governing body. In issues related to governing or any external agency, departments communicate with the IQAC and IQAC proceeds the issue accordingly. The college focuses on decentralization by intending equal opportunity, equal role to participate in the functioning of the institution. The management system of the college comprises of the college Governing Body and various management committees such as the IQAC, Academic Cell, Admission Committee, Monitoring Committee, Anti-Ragging Committee, Grievance Redressal Cell, Internal Complain Committee, Women Cell, Library Committee, Alumni Committee, Yoga and Meditation Committee, Beautification Committee etc. which have been provided with specific functions to the needs of the institution for the ongoing progress and development of the institution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

For the smooth functioning of the institution the college authority has been appointing its employees.(Teaching and Non Teaching) since its inception. Following the service rule of Govt. of Assam they have been appointing in merit basis and also as per the guidelines of the Govt. of Assam. The institution has perspective plan for development of its own and its stakeholders.

The management of the college looks after the institutional development particularly by infrastructural development. It covers extension of building, introduction of new courses, appointment of new faculty etc. The management of the college takes necessary steps for the academic growth and infrastructural development of the college.

Perspective Develop Plan :

The institution prepares its perspective plan which comprises long - term and short - term annual plan.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

1. The college has a decentralized organism headed by the principal. A vice principal, An academic co-ordinator, an examination co-ordinator are the main functionaries of the college mechanism. Many committees exist to address different issues like Development Committee, Construction Committee, Purchase Committee etc. These committees meet and frame the policies of the college and the Governing Body approves the same.

(2) All appointments are as per UGC guidelines and guidelines of the Government of Assam.

(3) Service Rules of the Government of Assam are followed.

(4) All procedures regarding Fund utilization, students admission etc. are according to the procedures notified by Government of Assam.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
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

Yes, The college authority supports the teaching and non teaching staffs when needed. There are no pre - planed procedure of welfare measures for Teaching and Non -Teaching Staffs. As per University and Central Government rules, all the allowances are given to all the employees as per entitlement without any delay. For attending workshop/conference/Seminar, the Teacher are provided academic leaves.

File Description	Documents
Paste link for additional information	Nil
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**

7

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

1

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

5

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

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

Annual self Appraisal system is being followed by all the teachers. The college authority encourages both teaching and non - teaching staffs for their skill enhancement so that they can utilize their time scale promotional benefits as per Assam Government rules. Individual API score of the concerned teacher is calculated as per the norms framed by the UGC under the API Scheme at the time of their promotion. It is thoroughly verified and certified by the authority and concerned heads of the college strictly maintain the quality culture, take feedback from the students time to time as well as from parents that helps in improvement of teacher's performance in the college.

File Description	Documents
Paste link for additional information	https://pithubarcollege.org/uploads/college_activity_images/attachment/981.pdf
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The audits of the college are done regularly in two layers as follows :

1. **Internal audit** : Every year the college authority appoints a local firm for conducting internal audit and accordingly the firm checks thoroughly the financial transaction of the college and prepares a report every year. The report is then placed before the governing body for approval. If there is any audit objection in the report then it is settled by the Governing Body through discussion.
2. **External audit** :- The audit of the accounts of the college is also done by an external government authority in every 3 to 4 years . The college invites the office of the Accountant General to do the financial audit of the college. Accordingly they audit the account and submit the report to the higher authority of the A.G. Office. The audit objection if any is settled by the college authority with the help of A.G. Office.

File Description	Documents
Paste link for additional information	Nil
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)

0

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

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

(1) The college has a development committee and a purchase committee. All these committees discuss and determinethe rules of mobilization of funds.

(2) All Government and Non-Government funds are audited in a regular basis.

(3) All funds are monitored by the Governing Body. The resources are mobilized for optimum utilization as follows :-

The free space of campus is used for Scotty/Bike and Car parking for staffs, students and visitors as well as for outdoor celebrations e.g. National Day, NCC Day, NSS Day etc. for indoor games, Yoga Classes, training etc. The classrooms are used for academic purposes like routine classes, students seminars, tutorial classes, group discussions examination etc.

File Description	Documents
Paste link for additional information	Nil
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 college has an Internal Quality Assurance Cell which was formed on 19-06-2015 for the Quality assurance processes on Co-Curricular extension activity, student support and best practices, etc. and to institutionalize it. The IQAC has been performing to promote the quality of Teaching - learning since its inception. It has contributed in ----

1. Implementing a quality benchmarks/parameters for different academic and administrative activities.
2. Results, syllabi covered and time table maintenance of all the departments.
3. Ensuring timely, effective and open - minded performance of academic administrative and financial tasks.
4. Organize Seminar/Workshop on different academic issues.
5. Smooth conduct of all the examinations and timely declaration of the results of the internal examinations.
6. Analyses the feedback received from various students and parsons.

File Description	Documents
Paste link for additional information	https://pithubarcollege.org/uploads/college_activity_images/attachment/982.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 IQAC of the college reviews its teaching learning process by holding meetings with the Head of the departments in a regular basis. The IQAC requests the departments to prepare the teaching plan, and structure the methodology of records of the students' progression. It also discusses the operations and learning outcomes of the departmental teaching programmes in an annual basis. The IQAC prepares the college calendar as well as the Annual Prospectus of the college. It always advises the college authority for improvements made for the proceeding years with regard to Quality and post accreditation Quality initiatives.

File Description	Documents
Paste link for additional information	Nil
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)

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

For promoting gender equality college follows the the curriculum which integrates different gender sensitization issues in courses like Difference between sex and gender, Gender role: Concept and nature, Types of gender role ,Patriarchal and Matriarchal: Concept and nature.Gender role in patriarchal and matriarchal society (Education) Gender and Violence, Gender Discrimination, Gender power and resistance.(Sociology) Feminist Perspective(Political Science),Yaruingam (Assamese). Number of sensitization and counseling programme also conducted among the students regarding gender discrimination . Girls students also participated in different co-curricular activities conducted inside as well outside of the college during the year.The college facilitates Girls' Common Room with recreational facilities & adequate toilet facilities . The mentors of the college regularly engaged verbal conversation with girls student regarding health & hygiene issues , problems of early marriage. There is a Women Cell that deals with the problems and prospects of girls' students, lady teachers and women of the neighbourhood locality, and also organizes awareness programs for women empowerment. Moreover CCTV The women cell of the college is the main body and playing a vital role in fostering gender sensitivity on campus. Observes International Women's Day to promote inclusiveness, tolerance,harmony and womens empowerment among the students and staff. The college has an active internal complaint committee which looks sexual ha CCTV cameras are also installed in every nook and corner of the college campus for security purpose.

File Description	Documents
Annual gender sensitization action plan	https://pithubarcollege.org/wp-content/uploads/pit
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Solid Waste Management

The teacher and students of the college are encouraged to use paper cups and plates for making a plastic free campus. Garbage bins are used to collect solid waste scattered around the college campus. The fallen leaves, waste papers and other solid wastes are collected and disposed off in a dumped in a temporarily arranged incinerator for regular burning in a separate area and regularly burning in a specific place. Our NCC girls as well as 4th Grade employee were engaged for this purpose. NSS unit of college has done many awareness activities inside and outside of the college, such as cleaning public places, hospital, Police station, street in front of the institution and nearby areas to avoid use of plastic.

Liquid waste management : The College has appropriate management of waste water by proper drainage system to the nearby river.

Biomedicacal wast Management. There is no need of biomedical waste management,becauseit is an Arts college.

4.E-Waste Management: Several electronic devices of the college are destined forRe-sale re -use , recycllig etc.

5.Hazardous Chemicals and radioactive waste management.Chemical waste is not produced in the college. So there is no need of chemical waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
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

E. None of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

C. Any 2 of the above

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

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	E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment 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	E. None of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Pithubar Girls' Degree College shows respect to all culture and tradition of different groups of the society. The students of the college belongs to the families belonging to different ethnic groups and communities with diverse tradition and cultures as well as diverse socio-economic background. The college provides equal educational opportunity to all students irrespective of the diversity in admission, and in availing facilities of library, sports & games, cultural activities and participation in varied programmes. In its college week, the college organizes and conducts several activities to build and promote cultural values among students..

The teachers and the staff of the college jointly celebrate the cultural and religious festivals like fresher's day, teachers day, Orientation and farewell programme for students

The college regularly organizes campaigning for promotion of an inclusive environment inside and outside the campus. NSS, Women cell along with the local communities organizes different activities.

Promotion of honor towards different languages by observing of international mother language (tongue day) day.

NCC unit of the college is dedicated to creating a sense of patriotic commitment.

NSS organizes cleanliness drives like 'Swachhta-hi-Seva'

International Yoga day also celebrated in the college every year

by the Yoga committee of the college.

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

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

The college organizes and celebrates various constitutional festivals and special days for sensitization of students and employees of the institution as follows:

1. Celebration of Independence day

2. Celebration of Republic Day

4. Celebrating Gandhi Jayanti

5. NSS of the College perform regular initiatives towards Swachata.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, 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	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

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

The College have celebrated the following commemorative days, events and festivals during 2023-2024.

1. 3-8-2023, Workshop on NEP 2020
2. 12-8-2023, Anti-Ragging Day
3. 15-8-2023 Independence Day
4. 8-9-2023 Bhupen Hazarika birth Day Celebration
5. 8-9-2023, Enterprenurship Development Training Programme on Solar Tecgnologies
6. 20-1-2024 Awareness programme on Vermi-Composed
7. 26-1-2024, Republic Day
8. 3-3-2024, Chatra Divas
9. 8-3-2024, International womens day
11. 5-6-2024, Environment Day
12. 20-6-2024, Rabha Divas
- 13.21-6-2024, Yoga Day

15. 13-8-2024, Amrit Briksha Andollan

16. 15-8- 2024, Independence Day

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

7.2 - Best Practices

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

Best practice 1.

Title: Yoga Classes for Students

Objectives: PithubarGirls' Degree College, khowang organizes Yoga classes every year. By organizing Yoga practices, the institution helps the students to keep their health sound so that they can concentrated in learning activities.

The practice:Yoga practices scheduled before the commencement of the classes so that students can have the full potentiality of the yoga session. It is done from: 8-30 am to 9-30 am .Evidence of success: slowly but steadily the number of student participation is increasing.

Best practice 2

Title: Documentation of course allotment and completion

Objectives:The main objectives of this practice is to document the assignment of the portion of the syllabus to the concern teachers

and thereby hold him/her accountable for its successful transaction documentation of the syllabus allotment and submission of course completion certificate has made the concern teachers accountable of his/ her basic duty to the students

The Practice: The college is very serious about this particular aspect of the academic responsibilities of the teachers. Therefore the IQAC of the college came up this novel idea of documenting assigning the portion of the syllabus to the concern teacher.

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

7.3 - Institutional Distinctiveness

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

Like all other institution of higher education Pithubar Girls' Degree college also has set up its vision of imparting quality higher education to the students. In the day of admission student are admitted on the basis of merit. After verification the documents they are given admission accordingly without any charge. The teachers of the college impart education to the students of its neighboring schools, college apart from teaching their own students, under an outreach programme to empower future generations of students which will contribute to the development of the society as a whole. Moreover, The College teachers also visited the different neighboring schools once in a year (as an external evaluator) to evaluate schools performance (both academic and infrastructure) and provide suggestion to school management committee(SMC), students and community members associated with the school.

These strenuous efforts of the teachers have been recognized even by the government of Assam.

Apart from imparting education, the college also initiates different awareness programmes on social, economic, cultural and political aspects for the all-round development of its students. The college also plays a social role by organizing various awareness camp at nearby village for the benefit of the immediate society.

The very best practice that the faculty members come out to help the procurement of books to the students or by providing them with monetary assistance so that they can purchase textual and referential books.

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

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year

1. To follow college academic calendar.
2. To increase the number of enrolment.
3. To convert college in to co-education system.
4. To organize more gender sensitized programme in neighborhood villages.
5. To earth filling for campus development.
6. To signed more MoU with other educational and technical institution.
7. Starting more add-on courses.
8. To Academic adopt of nearby school.
9. Post graduate programme will be introduced under KKHSOU.
10. Career awareness programmes will be organized among the students.
11. Re- arrangement of IQAC Room will be made.