



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1. Name of the Institution

JONAI GIRLS' COLLEGE

- Name of the Head of the institution **Mr. Khageswar Pegu**
- Designation **Principal, i/c**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9678195434**
- Mobile No: **9678195434**
- Registered e-mail **jgcjonai@gmail.com**
- Alternate e-mail **utpalroyjonai@gmail.com**
- Address **Vill-Jonai Bazar, P.O.-Jonai,
P.S.-Jonai**
- City/Town **JONAI**
- State/UT **ASSAM**
- Pin Code **787060**

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, DIBRUGARH**
- Name of the IQAC Coordinator **UTPAL ROY**
- Phone No. **9678297337**
- Alternate phone No. **8638714021**
- Mobile **9678297337**
- IQAC e-mail address **utpalroyjonai@gmail.com**
- Alternate e-mail address **jgcjonai@gmail.com**

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

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

- if yes, whether it is uploaded in the Institutional website Web link: <https://www.jonaigirlscollege.in/files/Academic%20Calendar,%202022.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.15	2022	07/12/2022	06/11/2027

6. Date of Establishment of IQAC **05/08/2014**

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
00	00	00	00	00

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 02

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- 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)

the IQAC has celebrated Mushroom day 2023 and organised a state level mushroom Exhibition in collaboration with Assam Mushroom Growers Association on 9th of January 2023 at college campus in presence of different renowned scientist from IIT, Ghy., KVK Kamrup, ICAR/CHE. Pasighat, along with officials from district Agriculture and civil Administration.

The IQAC has initiated to establish MoUs with different Gos and NGOs. However, it has established MoUs with AMTRON, assam, Kalinga institute IAS coaching centre etc.

Hosted the conference of All Assam Kavi Sanmilan "KAVYADIN" in association of jonai branch kavi(poet) sanmilan and in age-sis of IQAC, JGC on 14th of May 2023.

hosted an Online Faculty Development Programme On "NEP & Mentoring Pedagogy and Classroom Delivery Enhancement Techniques" in collaboration with IQAC Silapothar Town College and organised by E & ICT Academy IIT Guwahati from 10th of july to 15th of july 2023.

to develop soft and life skills of students the IQAC has observed 9th International Yoga Day on 21st of June in collaboration with SDO(civil administration) along with AYUSH, Jonai Block Yoga Kendra apart from that it organised an awareness camp on Fire and Disaster Management on 10th of sept. 2023 in collaboration with Fire and emergency services station, Jonai.

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
Student Support & Progression.	Organised one Motivational talk, One career Counselling Programme, enriching departmental book support, extending e-connectivity for existing students. Inviting 5 numbers of
Extension Activities.	observed national girls child day, clean drive programme, plantation programme at college campus, organising one week training camp on yoga etc.
Infrastructural development.	Establishment of statue of founder principal Lt, Dr. Ruhini Kr. Pegu, renovation of indoor stadium into a indoor stadium cum auditorium, construction of boundary wall of Girls Hostel, and two numbers of additional class at 1st floor.
organising few national level seminar/workshop/FDP/short term courses etc.	organised one FDP programme and one conference of all Assam kavi(poet) sanmillon.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body.	28/12/2023

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body.	28/12/2023
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	04/02/2022
15. Multidisciplinary / interdisciplinary	

1.Environmental education is a part of our regular UG course. 2. Value education has been extended through various activities in the college by observing various tithis of great personalities and celebrating

16.Academic bank of credits (ABC):

Being as an affilated College to Dibrugarh University from the academic session 2023-24 the Academic bank of credits(ABC) system has been adopted by the unversity as well as by the college as per the recommendations Made by NEP-2020.

17.Skill development:

In view to the skill developmental aspects of students various skill enhancement courses have been introduced for the students of first semester under four year under graduate programme as prescribed by the affiliating university. namely as-tourism management, soft skill and personality development and personality development.

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

1.An arts and cultural museum has been establishedinside the college library under the joint incentives ofdepartment of Assamese and college library. 2.TheAssamese department is preparing to teaching on folkculture and language by using ODL mode forintending students.

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

1.Educational tour 2.Practice and experimental teaching learning through prescribe course in the department of Education. 3.The department of Environmental Studies conduct field trip for itsstudents to have firsthand knowledge. 4.Follow up services are extended for students by using departmental whatsapp group and provide trainingby using zoom class.

20.Distance education/online education:

The college is running distance education underDibrugarh University and KKHSOU Assam.

Extended Profile

1.Programme

1.1

18

Number of courses offered by the institution across all programs during the year		
File Description		Documents
Data Template	View File	
2.Student		
2.1 Number of students during the year		730
File Description		Documents
Data Template	View File	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		171
File Description		Documents
Data Template	View File	
2.3 Number of outgoing/ final year students during the year		82
File Description		Documents
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		29
File Description		Documents
Data Template	View File	
3.2 Number of Sanctioned posts during the year		20

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	16+02=18
4.2 Total expenditure excluding salary during the year (INR in lakhs)	23.13
4.3 Total number of computers on campus for academic purposes	10

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

As an affiliated college to Dibrugarh University this institution follows the curriculum prescribed by the University. The college itself designs its own academic calendar correlated to the academic calendar issued by the affiliating University by indicating the schedules for all academic and non academic activities. All academic aspects of the college are monitored and executed by the college academic committee, which comprised of all departmental heads as representative member. The committee prepares the general class routine, scheduled seasonal exams along with other non academic programs like college week, field study etc. the college uploads admission notification, academic calendar, class routine etc. at college website containing all necessary and relevant information of the college.

The HoD of all departments prepares their departmental class routine correlated to the general class routine and allots classes for a smooth classroom transaction. At the end of every academic session the departmental head issues course completion certificate to the assigned teachers, who successfully complete their course. The teachers usually adopt conventional lecture

method (use ICTbased teaching learning transactions when required) to deliver their courses. Besides, the teachersorganize departmental seminars, group discussions, educational tours, field studies, etc as a part of their regular course works for effective teaching learning outcomes.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

the college Academic committee set out its own annual college academic calendar before commencement of every new

academic session, indicating all its academic and co-curricular activities.

The college paid sufficient importance on continuous and comprehensive evaluation of student's achievement. Bi-semester internal sessional examinations are carried out in each semester as a part of the continuous andcomprehensive evaluation process along with departmental seminars, presentations group discussions,home assignments are assigned for the students.

To ensure and monitor the regularity, punctuality and discipline of students, regular parent-teacher meets are organized and conveyed them about the progression of their wards. Regardless to the many counter efforts initiated and adopted by the institution.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum

D. Any 1 of the above

development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

08

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)

01

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

20

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

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Environmental study is included as a compulsory paper in UG programme and it is being taught as a compulsory paper for UG level students. The dept. of economics has a complete paper on 'environmental economics' which is devoted only to six semester major students. The syllabus of education department partially includes environmental education as a topic for study to generate environmental consciousness among the students. In the issues of gender education, Education 2nd semester generic elective (CBCS) has an entire paper devoted to women studies as well as Political Science generic elective-4 and Sociology major six semester has a complete paper on women education. In Philosophy department the papers like GE-4, applied ethics, C6: Indian ethics, C7: western ethics are devoted to value education and its aspects beside GE-4 applied ethics are partially devoted to environmental ethics, value and morality. Apart from all these the literature of Assamese and English text can give idea on past, present and

future status and role of women as well as on gender parity. An elective paper 'value education' is taught under education department. The philosophy and sociology departments also have a paper on value education to promote high moral values, ethics and attitudes among students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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	No File Uploaded
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

127

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

D. Any 1 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)	No File Uploaded
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

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

300

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

402

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 admission is purely based on merit basis i.e. the higher secondary marks scored by students. The admission committee extends all possible guidance by conducting counseling programme to the freshstudents to have an overall idea on their interested course of study e.g. course structure, coursecombination and employment opportunities associated with the subjects. After the commencement ofregular classes, every department conducts unit test, sessional exam, and seminar and group discussion to identify the competencies, potentialities and short comings of students. Moreover, sufficient attempts and separate approaches are made like remedial classes, gudence through whats app groups, providing especial hands out of study materials are providedto deal with slow, average and advanced learners.

Advanced learners are allotted and assigned with advance level of topics for seminar and home assignment. They are also provided with extra reference books and study materials available at the departmental and college library so that they can expand their level of knowledge.

Monitoring and mentoring of students are done at departmental level. The total numbers of students are equally divided into

groups of mentees as per the numbers of departmental faculty members (mentors), so that the mentees can be guided in their all academic, social and physiological aspects throughout the session.

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

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

Number of Students	Number of Teachers
730	29

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

For enhancing learning experiences the college has always given emphasis on student centric methods in addition to the conventional lecture method.

- Every class room is well equipped with white board facilities.
- Virtual class room is used for facilitating the use of ICT for teachers and students alike.
- Group discussions, class room interaction, seminars, home assignments, field study are conducted as a part of participative learning to enhance problem solving skills as well as to enhance communication skill among students.
- Students are always encouraged for active participation in their class and encouraged them to ask questions to clear their doubts and confusions.
- To promote interactive and participative learning each department arranges picnic and educational tours in almost

regular basis.

- Students are encouraged to participate in extensional programmes and to volunteer their services towards the community through NSS and other such extensional programmes.
- To motivate the students the college has been undertaking "late Janaki Pegu memorial" best graduate award with a cash prize and felicitation annually sponsored by Mr.Mohan pegu in memory of his mother.
- The college Union body is formed by direct election comprising with the departmental representatives to promote democratic values and the sense of democratic participation amongst students.

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

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

- Teachers have been using ICT tools in the class room when in demands to supplement the teaching learning process and to make the process more effective.
- Some of the rooms are equipped with LCD, overhead projectors with lecture platform especially in the large classrooms meant for general classes.
- All Faculty members can make use of free Wi-Fi facilities and can search their required e resources at college library.
- Each department has their own departmental whatsapp group to exchange their transactions.

- Seminars, workshops and group discussion are arranged in the virtual class room of the college which helps in building the confidence level of students and develop their communication skills.

File Description	Documents
Upload any additional information	No File Uploaded
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

29

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

2.4 - Teacher Profile and Quality

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

29

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

09

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	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

17.8:01

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.

Continuous and comprehensive evaluation is conducted by each department under the rules laid down by the affiliating University. Out of the total 100 marks 20 percent of marks are being assigned to institution for internal assessment. Out of which 50 percent converted marks are drawn from sets of sessional exam i.e. 10 marks, 5 marks are from attendance, 5 marks are drawn from group discussions, seminars and home assignments.

- Home assignments are assigned to the students in each semester.

- Sessional tests are conducted as per the schedule of college academic calendar prepared by the college academic committee.
- Sessional marks are uploaded in the departmental whatsapp group and displayed in the departmental notice board for circulation and answer scripts are displayed and analyzed with students so that they can improve themselves in future.
- Attendance register of students are duly maintained besides their participation in co-curricular activities are equally monitored, so that proper weightage of attendance can be converted into marks through internal assessment.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The process of Jonai Girls College in dealing with internal examination related grievances is very transparent, time bound and efficient.

- The answer scripts of the sessional internal examination are evaluated by the concerned teachers within stipulated times and the results and answer scripts are shared and consult with the students after evaluation. Their mistakes are pointed out so that they can realize their mistakes and can improve them in future.
- During the departmental seminars and group discussions students short comings and problems faced during their presentation are discussed and scopes as well as ways of improvement in presentation are highlighted, and provided necessary suggestions so that they can groom themselves in near future.

File Description	Documents
Any additional information	No File Uploaded
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.

As an affiliated college to Dibrugarh University it follows the prescribed curriculum frame work of BA major/pass course (CBCS) from the academic year 2019 and FYUGP BA programme from the academic year 2023. The college has clearly stated its programmes as its vision, mission and objective of the collage on itscollege website. Besides, the course syllabus and course outcome are specifically uploaded in thedepartmental profile of college website. Anyone can draw an idea on the course outcome by visiting thecollege website. The course and programme outcomes are usually reflected in the results of students, which are displayedin the college notice board at the time of result declaration as well as on the college website. While the endsemester final results are always displayed in University website. For fresh students an awareness cum orientation programme is always organized by the college admission committee where the fresh students are introduced to the available coursefor admission and its structure, pattern andoutcome.

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

As an affiliated college under the Dibrugarh University the college has to follow the prescribe coursemodule of the affiliating University. The course syllabus and programme out comes are annually uploadedin the college website. The outcomes and target achievements are reflected in performance of students ininternal as well as in their external examination. The

departments conduct regular sessional examinations, organized departmental seminars, group discussions and assigned home assignments which are specially meant to assess the subject related knowledge, ability and helped in enhancing the communication and comprehension skills along with articulating their thoughts and feelings in organized way. The program outcomes are reflected in the achievements of our alumni. They are the true reflectors of our achievements.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

82

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)

[00](#)

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)

00

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**

00

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**

01

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

3.2 - Research Publications and Awards

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

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

00

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

01

File Description	Documents
Any additional information	No File Uploaded
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

- Observed national Girls' Child Day on 24/01/2023 at college campus.
- Clean drive programme at Udoipur on 21/02/2023.

- Training on survey of youth not in formal education and regular employment at Digital classroom on 29/03/2023.
- Plantation programme on the eve of World Environment Day on 05/06/2023 at college campus.
- Observed 9th International Yoga Day in collaboration with SDO(C), Jonai, AYUSH, Jonai Block Yoga Kendra and IQAC, Jonai Girls' College on 21/06/2023 at Indoor stadium, Jonai Girls' College.
- One week Training camp on Yoga from 24th June to 30th June 2023 at Indoor Stadium, Jonai Girls' College.
- Plantation Programme as a part of "Meri Mati Mera Desh" related to Azadi Ka Amrit Mohotsav of 75 years of Independence Day at college campus on 27/07/2023.
- Fire and Disaster services station, Jonai on 10/09/2023.
- Observed NSS Day on 24/09/2023 at College campus.
- Observance of Gandhi Jayanti at College Campus on 02/10/2023.

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

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

00

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	No File Uploaded

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

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

00

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

00

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

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

02

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	No File Uploaded

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

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

04

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

the college haswith adequate numbers of classrooms. The classrooms are well furnished and equipped with required numbers of teaching learning materials. All classrooms have proper ventilations, lighting and ceiling fan facilities.

Separate departmental rooms are allotted for almost all departments and for IQAC, Alumni, NSS unit office and Girls common room. There is a Computer lab and a temporary education lab.The college provides free Wi-Fi accession facilities for its students and staff. The college has three phase transformer provided by APDCL. Beside, the institution has a 20.KV A.C. alternate power generator and safe drinking water facilities. The college has a

well equipped Indoor stadium with badminton courts, table tennis boards, mini gymnasium and attached washroom facilities and it is under upgradation to an auditorium cum indoor stadium under the schemes of state Govt of Assam. Moreover a multipurpose outdoor playground is there with a six lane running track and a basket ball court. The college has a well equipped sophisticated and modern virtual classroom as well as an ICT enabled large classroom. The institution has one girls' hostel with an intake capacity of 60 numbers of boarders.

File Description	Documents
Upload any additional information	No File Uploaded
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 college has facilities for co curricular activities of students. The institution has a play ground and an indoor stadium situated within the campus. The playground for outdoor events is equipped with a basket ball court, hand ball ground and 200 meter Running track with six lanes for running events. The indoor stadium is well equipped with two numbers of badminton courts and two nos. of table tennis boards, a mini gymnasium and washroom facilities attached to it with a minimum required accessories. Moreover, the stadium is facilitated with proper lighting facilities along with power inverter for an uninterrupted power supply. The college is using the indoor stadium as yoga centre when it requires. Till date the college has no any permanent auditorium for various cultural activities and events instead of which the ICT enabled hall has been used as a temporary auditorium to conduct the various cultural events of the college for which the Indoor stadium is under upgradation to an Auditorium cum Indoor stadium under the Schemes of Govt. of Assam.

File Description	Documents
Upload any additional information	No File Uploaded
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.

02

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

02

File Description	Documents
Upload any additional information	No File Uploaded
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)

1.42

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

4.2 - Library as a Learning Resource

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

The college library is fully automated and working on SOUL2.0 software which is under integrated library management system (ILMS). The library is N-LIST enabled through which student-faculty can access to their required e-recourses with their own ID passwords.

The college central library has a collection of minimum around

4574reference and text books. The library subscribe around 4 No's of daily news papers and around three No's of Assamese periodicals. Beside all departments have their own departmental library with adequate numbers of text books for their students.

The college administration is well concern to the issue of development and up gradation of college library by purchasing more numbers of text,reference books, peer reviewed journals and e-journals. Jonai Girls' College central library is monitored by the college library advisory committee. The post of librarian is still lying vacant.The post of assistant librarian has not yet been regularized. Presently the library is functioning under the temporary assistant librarian with one permanent library assistant and a bearer.

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

1.44

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

170

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college has 2nos. of classroom with overhead projector facilities. Out of which the virtual classroom well equipped with all sort of modern sophisticated technological facilities.

The college provided free Wi-Fi facilities inside the campus for staff and student's with two numbers of broad band modems. The computer lab is well connected with separate broad band connection with 100mbps speed capacity. The up gradation of IT facilities of the college is under process. Meanwhile sufficient efforts are made by the administration to install more no's of computer in the computer lab. The admission process,examination form fill up and re-admission of the college has been partially carried out under online mode The college central library is fully automated and connected with Wi-Fi facility. Apart from that all departments are facilitated with departmental computers.

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

4.3.2 - Number of Computers

10

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	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

1.91

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
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.

For maintaining and utilizing physical, academic and support facilities the college has different committees to look after these aspects. The college has construction & campus beautification committee for overall maintenance and up gradation of college campus.

There is an indoor stadium management committee which looks after the management and maintenance of the college indoor stadium, this committee permits to access and use the facilities of this stadium by interested sports person of this locality with free of cost as a gesture of social liabilities of the institution towards the society under certain conditions. The library advisory committee monitors the development and up gradation aspects of associated to collage central library.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

561

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

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

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
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

100

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

100

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)	View File

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

01

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	
06	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
01	
File Description	Documents
Upload supporting data for the same	View File
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.	
01	

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

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

The college has established specific rules and regulations to facilitate students' active representation and involvement in academic, administrative, co curricular and extracurricular activities along with provisions for Students' representation in various bodies, committees and cells of the college. The college has a students' union, which is elected and formed under a democratic process of direct election, except the portfolios of departmental representatives who are nominated by the respective departments. The student's union endeavor to represent and address student's opinions, views and grievances to the concerned college authorities for discussion and to attain amicable solutions. The students union arranges all sorts of programmes like annual college week, publication in college wall magazine and annual college magazine, organise freshmen social programme, farewell programme, observe Swaraswati Puja, different literary and cultural programmes as well as different extensional activities of the college under the guidance and supervision of their concerned teachers incharge. There is scope of Students representation in different committees and cells of the college as per the established processes and norms, such as in Anti ragging committee, grievance redressal cell, hostel management committee, editorial board of college magazine, departmental magazines, women cell, IQAC and college health and sanitation club etc.

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

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

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

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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)	No File Uploaded

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

Jonai Girls' College has an alumni association established in the year 2015 and registered under the Societies Registration Act XXI of 1860, with registration No:RS/DMJ/241/D/01 of 2021-2022. The association plays an important role in building relationship among the alumni and reunites them all for the development of the college. Most of the alumnis are engaged in different field. They involves in various academic and Non-academic activities organized by the college. The alumni used social media platforms to keep updated and to keep in touch with the college activities. It organizes annual meetings where the developmental issues and the roles of alumni are discussed. The association extends all sorts of financial and physical (in kinds) helps and supports towards the overall development of the college. The association has its separate savings bank account to deal with their financial transactions.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college governing body is the parent body of the college which regulates all sort of developmental and administrative issues. The governing body is constituted by the representatives from all stakeholders of the institution. In executing different curricular, co curricular and infrastructural developmental activities, the principal cum secretary of GB supervises the different committees and cells and ensure active involvement and co operation from all its stakeholders. The principal of the college prepares all its plan, policies and strategies in consultation with Governing Body, IQAC and other committees. Outcomes are reviewed and studied periodically and in this connection, not only the suggestions drawn out from the review meeting are considered, but also the required changes for improvement are incorporated in the system. The college construction committee monitors the infrastructural or the constructional aspects. The academic committee monitors all sort of academic issues related to the academic aspects of the college. The college maintain different funds in specific bank accounts and maintain with separate ledger book, case book etc. as well as all accounts are audited by the certified accountants and along with with the government auditors on regular basis.

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

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

The institution has initiated different practices for decentralization of powers and functions to ensure active participation of all its stakeholders for overall management and administration of the college. The Governing body is the nodal administrative as well as highest decision making body. The nominated chairman of GBis approved by the Director of Higher Education (DHE), Govt. of Assam.

The principal acts as the secretary of college governing body. All academic, Administrative activities are approved and monitored by the body. Every possible effort are made to ensure active participation and involvement of students, alumnae, parents, teaching and non teaching staff in all sort of developmental activities of the college. There are several sub-committees constituted under the Governing body. All the sub-committees are headed by a convener or in-charge, who convenes meetings of the committee at a regular interval, so that they can frame out the developmental plans and strategies of the college. As of now the college has the following committees, cells and bodies working at different levels- 1.Academic board (committee) 2.IQAC 3.Construction Committee 4.Women Cell 5.Admission Committee 6.Library advisory committee 7.Grievance Redressal Cell 8.Anti ragging committee 9.Teachers Unit 10.Hostel Management Committee 11.Jonai Girls' College employees union 12.Non-teaching staff unit

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

With dueapproval from the governing body the executive and

administrative head prepares perspective plans and strategies for college development. Some of the plans are- The academic strategies and policies are designed and executed by academic boards (committees), which comprise of all the departmental heads as representative members and convene by a senior most faculty member next to Vice-principal as convener of that board. The library advisory committee which constitutes assistant librarian as convener in absence of regular/permanent librarian (till date the post of assistant librarian is also non-sanctioned by the govt.) and principal i/c as chairperson of the committee along with all the HoDs, student representative, non-teaching staff representative and IQAC coordinator as members of that committee. As a chairman of the committee the principal i/c of the college has been relentlessly entrusted for library enrichment. In view of the professional development of the faculty and non-teaching staff the college always grants leaves, provide financial support to participate in such programmes on different occasions. The College always supports and extends help in benefiting their employees by means of Government welfare schemes like granting maternity leave, child care leave, medical leave, career enhancement scheme leave etc. towards its teaching and non-teaching staffs.

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

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college Governing body is the parent body to supervise and regulate all sort of academic and administrative matters along with policy making of the college. The GB is formed and delivers its responsibilities under the guide line laid down by the Government of Assam. The Governing body comprises of the President, Principal cum Secretary, University nominee members as well as members from guardians, teachers (a lady teacher representative), non teaching staff and IQAC coordinator as member.

The appointment and functions of some of the existing committees

are - Principal: Appointment; academic, administrative, financial functions are executed as per the rules and guide line laid down by the UGC and Directorate of higher education Government of Assam. Vice-Principal: Appointment; from the senior most faculty members. Function as principal i/c in absence of permanent principal as well as has to discharge academic and administrative duties and responsibilities. Academic In charge: the vice principal has to discharge this duty of Academic in charge of the academic board (committee) to look after the academic and administrative responsibilities which is Head of the Departments: Appointment; to the senior most faculty members of the respective department. Teachers: Appointment as per UGC and State Government

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

D. Any 1 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

For faculty empowerment Jonai girls' college has endeavored to adopt different effective measures and strategies such as- The college always encourages the faculty members to participate in

capacity building and faculty development programs like refresher course, orientation program, short term course etc. likewise leaves are granted as per feasibility. In view to the nominal numbers of research activities carried out by the faculty members the institution always encourage its faculty members to go for minor research projects under different agencies in their fields of interest. The institution always motivates and promotes its faculty members, students and non-teaching staff to actively participate in all sorts of co-curricular, extracurricular and extensional programs of the institution. The Development of the sense of team spirit among its staff is a major concern of the staff for improvement and maintenance of the effectiveness and efficiency of the institution. The college administration is in favor of providing all sort of regular govt. welfare and faculty enhancement schemes to its teaching and non-teaching staff, such as- maternity leave, casual leave, child care leave etc.

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

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

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

00

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

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

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

02

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

26

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

The college internal quality assurance cell (IQAC) generated its own system to monitor and maintain the performance appraisal of faculty members by self designed mechanisms, such as- The annual feedback collected from students is both qualitative and

quantitative in nature. The IQAC analyses the feedback jointly with feedback analyzing committee as well as prepare feedback report and submit the same to the concern administrative authority, however the executive authority placed it before the governing body for discussion and necessary action. Subsequently it helps the G.B. in preparing the annual confidential report on the faculty members. The Institution has a performance appraisal system to assess the quality of the faculty members. The teachers need to submit their self appraisal supporting documents in hard and soft form to IQAC annually. The teaching staff has been provided with unique individual ID login password so that they can regularly update their personal profile on college website by themselves. All sort of information on multiple performance appraisals are noted in individual service record by the authority, which are required and considered at the time of API evaluation for staff promotion and placed before the screening committee members for promotion of faculty member under CAS scheme.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts regular internal and external audits for its smooth financial management and resource mobilization.

- The institution has conducted internal audit up to the last financial year 2022-23. While external audit is completed up to the financial year 2022 by the govt. auditors appointed by the State Government of Assam. The institution has conducted its internal audit in various heads like - general fund, library fund, building fund, admission/ tuition fund, hostel fund etc.
- External audit have been conducted on construction and other grants along with the income and expenditure of self generated funds by Govt. Auditors appointed by the State Government of Assam from time to time.

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

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

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

00

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

For a sound and efficient mobilization of fund and to ensure optimal utilization of resources the Institution has an efficient financial management system as -

- Fee structure for admission is determined by the GB as per the guide line laid by State Government of Assam.
- Maximum efforts are made by the college administration to collect the fees and bills through online process from the year 2016 onwards.
- In unavoidable circumstance cash payments are accepted.
- The college construction committee is constituted under the GB to look after the construction related matters. For all types of construction tenders are invited from reputed construction farms by circulating tender notice in local and regional daily news papers as well as on college website.
- In case of any kind of purchase related to the Institution quotations are invited from different parties and farms. The lowest bidder with requisite criteria fulfillment is asked for supply the required materials. All payments are made by

A/c payee cheques only after receiving the materials and approval of the college development committee.

- An annual tentative budget is prepared for allocating funds in mentioning the tentative expenditure under different heads like library, building, sport, cultural development, students' welfare and infrastructure etc.

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

6.5 - Internal Quality Assurance System

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

The Institution has an IQAC, which was established on 08/05/2014. Since the time of its establishment different initiatives have been taken by the college IQAC to contribute towards promotion of quality higher education and to be a centre of excellence in female higher education. Some of the best practices initiated by IQAC are as follows-

- The IQAC organized workshop on academic themes.
- The IQAC maintain the performance appraisal report of faculty members and maintain the information on multiple activities are kept recorded in soft and hard form.
- Annual feedbacks are collected, analyze and reported to the higher authority.
- IQAC always involve in regularly extending its services jointly with different committee of the Institution in observation, celebration of special days related to national interest along with other extensional services as well as in social works.
- In addition to the extensional activities the IQAC and NSS unit of Jonai Girls' College jointly organized different programmes special camps on relevant topics for social upliftment like mass awareness programme on sanitation drive, health and hygiene, waste management etc.

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

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

In this current Academic year IQAC has made adequate arrangements in reviewing its teaching learning process, structure and methodologies in operations and learning outcomes at periodic intervals.

- As of now the IQAC has acquired feed backs from the students, pertaining specific questions concern to teachers quality, teaching methodology and completion of syllabus in due time. The collected feedbacks are analyzed by feedback analyzing committee. The IQAC verified the feedback analyzing report and discussed it with college academic board (committee) so that they can take necessary reformative actions for an effective of teaching learning process and its improvement.
- IQAC periodically conduct review and preview meeting with different committees especially with academic committee to discuss on the aspects and challenges it facing in delivering teaching learning experiences in effective way. Apart from that IQAC is convincing the college administration in ensuring to enhancement of college library with adequate numbers of books, development of computer lab, adequate classroom facilities, free Wi-Fi facilities, ICT enabled classrooms, student academic and non-academic support facilities like establishing college canteen, girls common room with supporting facilities, installation of close circuit cameras at library, hostel, and college campus, installation of A/c generator for uninterrupted power supply etc.

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

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

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	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- The institution observed National Girls' Child day on 24/01/2023 and organizes awareness and skill enhancement programs for Girls child empowerment etc.
- The College celebrated International Women day at college campus as well as at different parts of Jonai Sub-division under the initiatives of women cell, Jonai Girls' College.
- The whole college and hostel campus is under CCTV surveillance, cameras are installed at important locations.
- Adequate nos. of toilet facilities with running water, sanitary napkin disposing machine, napkin vending machines are provided to the students at college campus.

- Emergency phone nos. is displayed at the open space of the college and hostel compound.
- The College has a well equipped Girls' hostel with all sorts of necessary facilities with accommodations of maximum 60 nos. of intake capacity.
- The College has provided a girls' common room equipped with minimum required facilities so that they can spend their free time in constructive way.
- As per the regulation of UGC and DHE, Government of Assam the college has an Anti ragging cell and Anti sexual harassment cell to resolve the issues related to ragging and sexual cases.
- The College has grievance & redressal cell.

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
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: Plastic and handmade bamboo garbage bins are installed at different areas of the college as well as at

hostel campus which are used to collect solid waste and garbage. For the proper utilization and management of solid waste the college has set up two numbers of vermin compost production units within the college campus, where the decomposed solid wastes are transformed to vermin composed manure. Liquid waste management : As an arts institution the possibility of chemical liquid waste is rare. The liquid waste released from toilet, canteen and hostel use etc. are properly drained. The college provided facilities of safe sanitation, sanitary pad disposal machine has been installed near to the toilet for nepkin disposal. Bio-medical waste: As an arts college the generation of bio-medical waste is rare in the campus. E-waste management: For E-waste management an agreement of understanding is signed between the "M/S Computer place" a shop dealing with electronic items. Waste recycling system: In waste management the institute follows the three "R" principles of waste management. That is Refuse, Reuse and Recycle.

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	No File Uploaded

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

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

C. Any 2 of the above

<p>2. Use of Bicycles/ Battery powered vehicles</p> <p>3. Pedestrian Friendly pathways</p> <p>4. Ban on use of Plastic</p> <p>5. landscaping with trees and plants</p>	
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</p> <p>1.Green audit 2. Energy audit</p> <p>3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	D. Any 1 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
<p>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</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	D. Any 1 of the above

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).

The prime focus of Jonai Girls' College is on providing an inclusive environment for harmony and tolerance towards cultural, linguistic, communal, socio economic and other diversities. Keeping it view different committees and cells of the institutions carried out various programs like celebration of womens day, republic and independence day, vijay diwas , national girls' child day, world environment day etc. The college teachers unit in collaboration with IQAC, NSS unit and other committees participated and extend its services in, participate in republic and independent day parade, organize yoga camp, celebrate festivals like bihu, ligang, swarasati puja, teachers day, rastiya ekta divas etc. Moreover the college week ,NSS special camp is organized by the students and faculty members in the 2022-23, which significantly help to promote the sense and feelings of brotherhood, integrity and harmony among students.

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	No File Uploaded

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

The jonai Girls' college organized, celebrated different programs, events, and lectures on occasions such events like Republic Day, Independence Day, Gandhi jayanty etc. to develop the sense of

responsible citizenship, integrity and brother hood among the students. Through out the year the Institution organize and celebrate world environment day, yoga day, National voters day, International mothers tongue day etc.. A multi cultural rally is taken out by the students on the eve of Silver jubilee celebration on 14th of oct 2023. to bring harmony among students.

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

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

D. Any 1 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	No File Uploaded

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

Joani Girls' College organized, celebrate and observe National festival, birth and death, anniversaries of great Indian personalities, National Days, Days of national significance etc.

annually.

- Celebrates Republic day and Independence day in every year.
- Celebrate National Voters Day.
- Gandhi Jayanti, Teachers Day, National Integration Day (Ekat Divas) were observed.
- Observes birth and death anniversaries of Dr, Bhupen Hazarika.
- College foundation Day and NSS day and college foundation day is observed on 24th of Sep.
- National Girls Child Day, International Women Day, World Environment Day, Yoga Day, Anti terrorism days are observed with full enthusiasm and joy.

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

7.2 - Best Practices

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

1. Waste Management and its approaches

- Driving awareness among students on cleanliness, sustainable development and good environment friendly practices.
- Promoting awareness in the management of daily produced domestic wastes and generated garbages by the College.
- To make aware the students with the aspects, types and approaches of waste management.

The Practice: Various numbers of handmade bamboo bins along with plastic bins are placed at different corners of the college and at hostel campus. The college follows 3 'R' principles in waste management. Only in unavoidable circumstances plastics are used inside the College and hostel campus. Otherwise plastics are probably unused up to possible extent.

2. Extending Community Services (i) To develop citizenship, leadership qualities (ii) To identify the needs, problems of their neighborhood community and find out solution. (iii) To provide ground level knowledge and develop the ability of creative and critical thinking. (iv) To develop the quality of sound personality. The College organizes regular camps, extends societal services at various levels in its adopted village as well as to the neighborhood villages. In organizing NSS special camps the volunteers collect door to door socio-economic surveys, volunteer their services in cleanliness drive under SBM at adopted village.

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

7.3 - Institutional Distinctiveness

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

Jonai Girls' College has grown into an Institution with all most all updated modern facilities necessary for a higher educational Institution like - separate library building, Indoor stadium, girls hostel, outdoor sports complex, computer lab, College canteen, separate administrative, academic building and many other such student support facilities. The Instructions are provided in bi-lingual mode because majority of the students are from vernacular medium. College adopts students' centric, experience centric and participative teaching-learning methods. So, that critical thinking ability and innovative ideas of students can be enhanced. Maximum of the faculty members used ICT based materials in executing their teaching learning process.

The achievements of an educational Institution reflect in the success of its alumni. Alumni represent the past, present and future of that institution. The dedicated faculty members always try their best to establish a strong bond and relationship with their students by providing continuous support and guidance. Faculty members frequently made home visit, consult to the parents, and keep reporting the parent about their children.

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

7.3.2 - Plan of action for the next academic year

- **To organize more numbers of Seminars, Workshops & FDP's for teaching, non-teaching & Students.**
- **Upgradation & enrichment of Central college library.**
- **Enhancement of employability skills among students.**