SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

RADHAMADHAB COLLEGE

ROGHUNATH ROAD, SONAI ROAD, SILCHAR, CACHAR, ASSAM
788006
www.rmcollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

April 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

A BRIEF HISTORY OF THE COLLEGE:

A proposal to setup a college to impart general Higher Education to the people residing in the newly urbanized southern most part of the town was mooted by some eminent educationists in the early part of 1970. A committee of some leading citizens was formed to start the college with the name New Silchar College in nearby Netaji Girls' High School from the academic session of 1971. The need for an Institution of Higher Education in this area began to be generally felt, and two "Sebaiets" of the Estate of the deity Radhamadhab, Late Rajanikanta Saha and Smt. Sefalikana Saha, wife of Lt. Hrishikesh Saha came forward to donate a plot of land, measuring 1½ acres for the purpose, on condition that the college be named after the deity Radhamadhab. So, the college under the name and style Radhamadhab College formally came into existence on 31st May, 1971. Gauhati University granted affiliation to the college up to Degree of Bachelor of Arts in the year 1971. In 1983 the Govt. of Assam extended to the College grants in aid status. The UGC granted its recognition (2f and 12B) in 1992 and since then the college has been receiving UGC financial assistance for various development projects. The college celebrated its Silver Jubilee year in 1996 and Golden Jubilee in the year 2021. Since its inception, the University toppers of both Gauhati University and Assam University have added fresh laurels to its achievements and added many a feather to its cap.

AFFILIATION AND RECOGNITION:

Started as a single faculty of Arts in 1971, the college was granted affiliation first by Gauhati University in 1971 for the award of degree in Bachelor of Arts and then it came under the jurisdiction of Assam University Silchar in 1994 when it came into existence. The Govt. of Assam granted the College grants in aid status in 1983. The college also got its registration in 1983 under Registration of Societies Act of 1860. The Commerce Stream of the College, though not yet been provincialised started in the year 2007.

Vision

The ultimate vision of the college is to make the institution "a centre of excellence in the field of Higher Education"" To achieve this goal. systematic approach, introduction of innovative academic programme and planned approach in infrastructural development has been adopted in recent years in this institute to produce trained and skilled student for betterment of the society. The college has also introduced meaningful co-curricular activities to generate a sense of discipline ethical and moral values in the students and centre for extension activities to involve students in community service and to develop a sense of sharing. The vision of the College is to encourage the students to participate in literary and cultural competitions with a view to honing their skills, focusing on their latent talent and helping them to develop into whole personality so as to enable them to contribute towards nation building. However, the College feels that, it is a gradual ongoing process and need co-operation from all quarters of the society. The College has setup before it twin objectives - to provide the society and the nation with quality higher education and to contribute to the physical, intellectual, aesthetic and moral growth of the youths with a sense of commitment towards building a better tomorrow. The ultimate goal of the college is to make the Institute a centre of excellence in the field of higher education. To achieve the goal, the college aims at:

1. Providing the learners academic excellence in the respective field of study.
2. Preparing the learners for commendable career relevant to national need.
3. Preparing the students for Iife long learning by developing an appropriate learning style and aptitude among thern.
4. Instilling a sense of discipline, ethical and moral values so as to make the learners responsible and ideal citizen of the country.
5. Providing specialized skill-oriented courses at different levels.
6. Transferring Knowledge, skill and technology to the community through extension activities.
7. Exploring the innate creativity and talent of the learners and helping them develop into wholesome personality so as to enable them to contribute towards nation building.

Mission

- To streamline the inherent potentiality of the students
- To provide up-to-date knowledge
- To provide opportunity for social service through education
- To kindle leadership abilities
- To generate sense of national unity
- Physical fitness through sports, gymnasium, NCC, NSS.
- Uphold secular views
- Environmental awareness and preservation

The college shall take constant endeavour to prepare the students for their future career and thus to inspire them to play a meaningful role in the changing needs of the nation. To fulfil the mission the College has made the following commitments.

OUR COMMITMENTS:

- To streamline the inherent potentiality of the students.
- To provide up to date knowledge
- To provide opportunity for social service through education.
- To kindle leadership abilities.
- To generate sense of national unity
- Physical fitness through sports, gymnasium, NCC, NSS.
- Uphold secular views.
- Environmental awareness and preservation.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The college caters to the educational needs of the socially and economically disadvantaged sections of the society.
- The ratio of the Students vis-à-vis full time teachers is 40:1

- Percentage of seats filled against seats reserved for various categories of students is more than the prescribed norms/rules.
- Among the currently filled up posts 17 out of 22 faculty members including Librarian have Ph.D as their highest degree.
- Majority of the teachers have NET/SLET or JRF.
- The student enrolment ratio has increased steadily during the last five years.
- A good number of students enroll themselves from the neighboring sates.
- The college has modern technological facilities, like Smart and Virtual Classrooms, Digital Display Notice Board, etc.
- The college has an active NSS Unit through which students engage in community service.
- Around 50% of the students studying in the college are female students, and the Women Cell of the college arranges various programs, trainings and activities with a view to aware and empower them.
- Initiatives are taken to ensure that majority of the academic and administrative works are digitized.
- A significant number of Self-Financing Courses like Diploma in Computer Application and Library Science, Certificate Courses in Cyber Security and Social Media Marketing, Certificate Course in Sanskrit Language, Beautician, Tailoring, Weaving etc. are conducted to enhance the skill-set of the students.
- Free health check-up of students and health camps are organized every year by the Health Care Centre.
- The NSS Unit of the College plays a proactive role in organizing different events which contributes to community participation.
- The college has a transparent mechanism for conducting internal assessment and has been an Evaluation Zone of External Examinations granted by the affiliating university for the last few years.
- The Library of the College is well equipped and well managed focusing more on digitization.
- The college has received grants from RUSA 2.0 amounting to Rs. 2 Crores and has qualified for receiving grants under PM-USHA.
- The College has received ISO certification on 1st August, 2023. (ISO 9001:2015)

Institutional Weakness

- Paucity of fund at both state and central level proves detrimental to the development of the college.

- Over the years it has been observed that majority of the students coming from vernacular medium and securing very low percentage of marks are admitted and subsequently fail to cope up with the higher level of studies.
- Infrastructural limitations regarding 2 Assam Type buildings.
- Though the students constantly forward a demand for a playground in the college, the college authority is constrained to provide the same due to lack of space. However, the IQAC of the college arranges playgrounds in the vicinity for conducting different sports events for the students.
- Narrow approach area of the college and regular complaints received from the locality regarding huge gathering in the lane.
- Frequent water logging in rainy season and flood water influx which obstructs entry into the college.
- Majority of the students hail from sub-urban areas and most of them belong to economically disadvantaged sections of the society, as a result they opt for part-time jobs which leads to low attendance in the classes.
- A good percentage of students come from other states, who often engage themselves in part-time jobs to meet their expenses and do not come to attend classes in the college.
- The non-provincialization of the fully functional Commerce stream, despite several attempts, is an area

of weakness for the college.

- The college has limited availability of land area, which restricts its infrastructural development to a considerable extent.
- The non-availability of Science stream obstructs the college from catering to the needs of those students who wish to pursue their educational career in science and technology.
- The number of sanctioned posts for teaching staff of the college is insufficient compared to the enrolment percentage of students.
- The introduction and implementation of Fee-Waiver Scheme has led to not only loss of revenue but also has added to the woes of the college in general and the departments in particular in the sense that the students tend to shy away from the classes resulting in poor performance in examination.

Institutional Opportunity

- Catering to the need of rural students and students belonging to the other states and socially and economically disadvantaged section of the society, the College is constantly endeavoring to provide quality and technologically upgraded education to the students.
- There is an opportunity for increasing the GER (Gross Enrollment Ratio) of the students. Thereby, contributing to the state and national ratio.
- With the limited space available, the College under the able leadership of the Principal is trying to open up Science stream as well as pursue the matter relating to provincialisation of the Commerce stream.
- The introduction of NEP, 2020 has provided the College with an opportunity to introduce more skill oriented programmes/ courses and the College is vying for the same.
- There is an opportunity for the college to become a premier educational institution of the valley as the teaching staff of the college are all very experienced and qualified.

- By introducing more skill-based hands-on training sessions for students, employment opportunities can be created for them.
- The college has an opportunity to upgrade the existing IT facilities by introducing more Smart and Virtual classrooms.
- Communication skills of the students can be developed through soft-skill courses, like Functional English.
- More innovative self-financing courses can be introduced which will prepare the students for future job opportunities.
- The College aims at introducing more subjects and courses subject to the approval of competent authority.
- Owing to the diversity of the students, the College has opportunities in the arena of Sports and Co-curricular activities.
- Honing the skill of the female students (more in percentage than the male students) in the skill oriented programmes is definitely an opportunity for the students. It needs to be mentioned here that the College striving forward under the able leadership of an IQAC Coordinator who happens to be a Woman member of the College.
- Though the College has been granted the study centre of KKHSOU, the introduction of Bengali as a subject in KKHSOU would have considerably increased the number of enrolled students in the College.

Institutional Challenge

- As most of the students taking admission in the college are from socially and economically disadvantaged sections of the society, it is a challenge for the institution to improve their academic performance and make them excel in their studies.
- For the same reason, the institution feels that it is the responsibility of the institution to bring upliftment and holistic development in these backward students. Hence, it is taken as a challenge to create different avenues and opportunities for them to make them flourished and self-reliant with a secured future.
- As most of the students come from the outskirts of the town, they do not come to classes regularly owing to distnce from their residents. Hence, it is a challenge for the institution to attract them towards the college for regular classes.
- To manage more funds for ensuring infrastructural and other developments of the College.
- To dismantle the old assam type classroom buildings and convert into permanent RCC Building .
- To increase the intake seat capacity of the students
- To solve the problem of water logging in the adjacent area of the College campus.
- To solve the problem of narrow approach to the College Campus and to decrease the gathering at the time of start and end of classes.
- To have a permanent playground for the College which will eventually help the students to have a career in sports.
- To increase the scope of campus placement for the students.
- To bring on board the students coming from vernacular medium, who also happen to be from socially and economically backward community, and improve their academic performance.
- To make infrastructural advancements in the light of shortage of land area.
- To combat the problem of flood-water influx in the college campus during rainy season.
- To do away with the digital-divide which acts as an obstruction in ensuring that the students are at par with the rapidly changing technological world.
- To track and record the progression of pass-out students into either higher education or placement.
- To ensure permanent affiliation of the Commerce Stream of the College.
- To introduce the Science Stream in the College.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institution ensures that curricular planning and implementation are done in an effective way and to facilitate the implementation process steps like organising faculty meetings at the commencement of each academic session by the Principal of the College, Departmental meeting at the beginning of the session for distribution of workload and preparation and distribution of Master routine, followed by preparation and distribution of departmental routines by the respective departments are done. Moreover, the IQAC takes a proactive role in the preparation of Academic Calendar. The calendar is duly approved by the Principal and scrupulously followed by the stakeholders of the institution. It needs to be mentioned here that during the last five years 18 add on/Certificate/Value added programs have been offered by the institution and a total of 490 students enrolled themselves in these courses. Curriculum Enrichment being an important aspect of academic exercise, the institution ensures that it contributes to the enrichment of curriculum. It may be mentioned here that the though the affiliating university, ie, Assam University Silchar designs the curriculum, a good number of faculties, of different departments, are part of the syllabus/curriculum preparation in the sense that they are members of BUGS, of their respective departments. Moreover the curriculum thus designed takes into cognizance issues relating to Environment and Sustainability and the fact that an Ability Enhancement Course (AECC) on Environmental Studies is taught to all students of both Arts and Commerce stream, as a compulsory

subject is a proof of the fact stated. Apart from AECC, the curriculum includes a SEC (Skill Enhancement Course) and in the syllabi of some of the departments the issues of professional ethics and gender studies are also included. Moreover, under the FYUGP (under NEP-2020), the institution has opted for NSS as a VAC and the NSS Unit of the College has more than 100 volunteers engaged in various activities. To ensure effective curricular delivery to the stakeholders the institution follows a robust feedback system. Feedback from all the stakeholders is collected analysed and action taken on the feedback is hosted on the institutional website.

Teaching-learning and Evaluation

The institution strategizes the teaching-learning process and student-centric methods are adopted so that the learning experiences of the students are enhanced. Apart from clearly spelling out the C.O's, P.O's and P.S.O's, debates, discussion, publication of wall magazines and seminars on topics related to the syllabi are conducted. To facilitate such programmes infrastructural requirements are made available to the students. To focus on student centric methods the Self-financing Cell of the college is currently offering seven (07) courses which are majorly application-based, experiential as well as participatory in nature. The college has also signed MOUs, with various institutions/organisations, which enhance their experiential learning.

The institution also ensures that ICT-enabled tools are used in the teaching-learning process so that the students can access the resources with just a click. Some of the tools used are WhatsApp groups for each class and subject, Google Meet or Zoom to conduct live online classes, creation of YouTube videos on the topics of the syllabi so that students can watch them multiple times to clear their doubts and development of e-learning portal in the website of the College, where study materials from all the academic departments are posted and which are remotely accessible. The Academic Monitoring Cell of the college, under the aegis of IQAC, has also introduced a "Mentor-Monitor Programme" under which faculty members from all academic Departments are assigned mentees and the counsel the students regularly.

Apart from these, the institution maintains a robust and transparent mechanism for assessing the learning outcomes of the students. The Continuous Internal Evaluation (CIE) process is carried out by conducting Unit Tests and Home and this was done even during the COVID-19 pandemic, wherein the Exam Cell took the initiative of conducting internal examinations in Online Format. The institution also takes care that the students are assessed periodically and in both online and offline modes, so as to maintain transparency and robustness. The institution also deals with internal examination-related grievances in a transparent, time-bound, and efficient manner.

The impact of the implementation of teaching-learning and evaluation is assessed through SSS which is analysed by the IQAC and time-bound action is taken accordingly.

Research, Innovations and Extension

Sans research, which is an integral part of academics, an institution falls short of the expected outcomes. Radhamadhab College aspires to be a premium institution of the valley in terms of its ability to cater to the educational needs of the students. To meet this aspiration innovative initiatives like online mode of conducting Internal Assessment, Creating Google Classrooms and YouTube Videos for imparting knowledge to students, E-Learning Portal for Students, Self-Financing Courses for enhancing the skill-set of the students, Community Engagement through NSS, Use of Smart and Virtual Classrooms by teachers and Training on Handloom Weaving are some of the innovative practices adopted by the institution.

The impact of the implementation of teaching-learning and evaluation is assessed through SSS which is analysed by the IQAC and time-bound action is taken accordingly. Accordingly, in the year 2023, 03(Three) numbers of Workshops were conducted on Intellectual Property Rights, Cyber Security and GST, and Use of ICT Tools in Academics. It needs to be mentioned here that the faculty of the college is engaged in research activities in the sense that out of a total number of 21 permanent faculties including Librarian (posts filled up) 17 faculty members have Ph.D as their highest degrees and a few of them are pursuing their Ph.D degrees. Moreover, more than 30 research papers have been published by the faculty members in reputed peer reviewed and UGC Care Listed Journals and a significant number of books/chapters in edited books have been published by the faculty members.

The college maintains its social cohesiveness through extension activities in the neighbourhood community to sensitize students and community members about different social issues. The college constantly promotes the participation of students and faculty members in various extension activities conducted majorly by the NSS Unit, Library and Students' Health Care Centre of the College. It is worth mentioning that for extension activities the College has received 08 recognitions from different Govt. and Non-Govt. organisations. The College presently has 09 functional MoUs with different organizations and institutions through which students/faculty exchange and academic collaborations are undertaken.

Infrastructure and Learning Resources

For creation of a congenial environment for teaching-learning process, the institution is constantly augmenting the physical facilities in terms of classrooms, laboratory and other ICT facilities. Presently the physical infrastructure of the College includes 17 classrooms, 01 Computer Lab with Language Lab facility, 02 smart & 01 virtual classroom, 01 conference hall, 01 Library browsing centre, 01 auditorium, 01 conference hall, separate common rooms for boys & girls, Rain water harvesting facility, adequate drinking water facility, Central Library with reading room, IQAC room, Teachers' Common room, Co-operative Society, Health Care Centre, Exam Cell, Exam Zone, Canteen, Gymnasium, Garden, Parking Zone, CCTV, Electric Transformer, High power Generator, Guest Room, Alumni Office and also Wi-fi enabled campus. During the last five years the expenditure incurred for infrastructure augmentation excluding salary is around 228.48 Lakhs.

The college library is automated with ILMS Software SOUL 3.0. having 19688 books and 30 periodicals. The library provides various modern facilities like Barcode-enabled computerized Smart Library Card, Internet, Reprography, Inter-library Loan, Online Searching, E-Resources, Consortium based Services, etc. The library has implemented smart attendance system and a smart display monitor for all the users of the library. The WEBOPAC facility enables the users to search books outside the library. The library has created a repository (Digital Library) with digitized collection of question papers, college magazine, prospectus, e-books, etc. The library publishes its annual newsletter-*'Informania'*. The library provides a wide range of e-resources under NLIST and British Council memberships.

The IT facilities of the college are regularly updated. The college has two types of internet connections, BSNL Sulabh broadband under NME project and 3 Bharat fiber optical connections. The Central Library has built a LAN around UTP CAT5 Cable with routing switches and has an Internet bandwidth of 1Gbps. Moreover, the College office is automated with offline server and Local Area Network with automated finance and accounts, administration and admission modules. Apart from on-line admission portal, the college has a dynamic website which is user-friendly and interactive for students' use. Apart from 107 P.C's for academic and administrative works, the teaching and Non-teaching staffs are provided with individual laptops for their convenient use.

Student Support and Progression

The college is committed towards providing a favourable environment for the welfare of the students and created various avenues for their upliftment. The college is considerate towards the students who are economically backward and provides all sorts of support to them. During the last 5 years, 88% students of the college have been provided with freeships and scholarships as per the directives of the state government. The college took up various capacity development and skill enhancement initiatives for the holistic development of the students like Yoga, Personality Development, Library Science, Sanskrit, Soft Skills, Self-Defence Course, workshops on Theatre, Weaving, Tailoring and Dress Making, Social Media Marketing, etc. Courses on ICT have also been introduced by the college like DCA, Office management, Tally, Cyber Security, etc. to enhance the computing skills of the students. The Career Guidance Cell organized a few counseling sessions for the students from which 42 students as per available data have been placed in various organizations during last 5 years. The college maintains a transparent mechanism (both online and offline) for redressal of students' grievances. The Grievance Redressal Cell, Internal Complaints Cell and Anti-Ragging Cell of the college have formulated policies and mechanisms to look into the interests of the students. During the last 5 years, only five grievances have been received which were duly redressed and actions taken accordingly. The data as (available with evidence) shows that 470 students have been placed and progressed to higher education during last 5 years. The students of the institution participated in 31 State, University, Inter College and Intra College events during last 5 years and also received awards and certificates. There is a registered Alumni Association of the college which works actively for the development of the college. In last 5 years they have organized a series of programmes in the campus and contributed financially for different activities related to students. The Gymnasium, Canteen and Terrace Garden of the college are maintained by the Amumni.

Governance, Leadership and Management

Influenced and inspired by the institutional motto-"Vis?vaji?vana?mr?itam Jn?a?nam"; the quality policies and plans, reflective of decentralization and participative management, are framed by the Principal in consultation with the G.B and the IQAC of the college . This decentralized tendency of the functioning of the college inculcates the idea of participation of students, teachers, parents, alumni, community, and other stakeholders. The services of the employees are regulated by 'Provincialisation of College Employees Act, 2005' and College Service Conduct Rules. The promotion and career advancement of the in-service teachers and librarian are made as Career Advancement Scheme (CAS).

E-Governance is carried out in Administration, Finance and Accounts & Student Admission. For evaluating teachers' performance and academic accountability the PBAS format is followed. The promotion of non-teaching staff is done as per guideline and circular issued by the Director, Higher Education, Government of Assam on the basis of State Government Employees' Service Rule. It is to be noted that in the last five years 42 FDP/training programmes were attended by the members of teaching and non-teaching fraternity in the last 5 years

The institution has effective welfare measures like pension, gratuity, provident fund etc. for teaching and non-teaching staff as per the directive of the Govt. of Assam. In addition to these, the college has many welfare schemes for teaching and non-teaching staff.

The institution develops different types of strategies for mobilization of funds to meet its aims and objectives. The government grants are mobilized by submitting proposals to the relevant authorities such as the UGC, the State Government, RUSA, MP LAD, like ICSSR, MAKAIAS, public sector organisations and other bodies etc.

for the augmentation of institutional infrastructure, academic improvisations and other necessary aspects. Funds are also mobilised through fees received from and receipt from Self-Financing Courses.

Some of the significant contributions of IQAC for institutionalizing the quality assurance strategies and processes include reviewing the teaching-learning process, preparation of academic calendar, implementation of mentor-mentee programme, online feedback system, academic and administrative audit, green, environmental and energy audit etc. Under the supervision of IQAC the different cells and sub-committees conduct different programmes throughout the academic session.

Institutional Values and Best Practices

The Institution has conducted Gender Audit and adopted various measures for the promotion of gender equity. A Committee for Prevention of Sexual Harassment at Workplace as per Vishaka Commission's Guidelines has been formed and renamed as Internal Complaint Cell (ICC) in subsequent time for the safety of the girls students of the college. Gender Sensitization Programmes are regularly organized by different cells/sub-committees. Courses on Gender Equity, Gender Sensitization are incorported in the curriculum of the UG Programmes. **The institution provides various facilities for women on campus like** 24X7 CCTV Surveillance System and Security Guards, Separate Girls' Common Room, Separate Toilet facilities for Girls, Counselling Programmes on female related issues, Courses on Taekwando, Yoga, Beautician, Tailoring and Weaving (Handloom), etc.

The college has installed Solar Power Panels in the campus as an alternate source of energy and has initiated a Rain Water Harvesting Project to conserve water. Other steps like making the campus plastic free, management of degradable and non-degradable wastes, plantation drives (on and off campus), Dibyangan facilities, etc have also been undertaken. Quality audits like Green, Energy and Environment have also been undertaken for improving the institutional environment. The various Cells under IQAC, academic departments and Students' Union work in tandem to organize different types of activities in the campus in order to provide an inclusive environment. World Human Rights Day, National Voters Day, Martyrs' Day, Bharatiya Bhasa Diwas and may more are organized every year by the students. The academic departments publish their Wall Magazine and also the annual College Magazine "Patraput" is published with students' creative writings. The students are involved in major decisions of the college through their representation in RUSA, IQAC, SVEEP Cell, Electoral Literacy Club, etc. The institute undertakes community based programmes in the adopted village. The NSS Cell organizes cleanliness drive, Swachata Abhiyan, plantation programme, etc. The college has adopted two Best Practices with the intention to promote students' upliftment and encourage them to excel further. They are:

 i) *JAGAT JANANI: AN ENDEAVOUR TO EMPOWER WOMEN*

ii) *UTSAHA UTSAV: ENTHUSE TO EXCEL*

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	RADHAMADHAB COLLEGE
Address	Roghunath Road, Sonai Road, Silchar, Cachar, Assam
City	Silchar
State	Assam
Pin	788006
Website	www.rmcollege.org

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Debashish Roy	03842-295960	9435173948	-	rmcollege71@gmail.com
IQAC / CIQA coordinator	Sonali Choudhury	-	9435179354	-	sonalichoudhury08@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Assam	Assam University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	23-04-1992	View Document
12B of UGC	23-04-1992	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Roghunath Road, Sonai Road, Silchar, Cachar, Assam	Urban	1.32	2554

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)

Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted

UG	BA,English,	36	HS	English	120	38
UG	BA,English, Honours	48	HS	English	55	53
UG	BA,Political Science,	36	HS	English	170	124
UG	BA,Political Science,Honours	48	HS	English	85	83
UG	BA,Economics,	36	HS	English	110	41
UG	BA,Economics,Honours	48	HS	English	55	50
UG	BA,Bengali, Honours	48	HS	Bengali	85	84
UG	BA,Bengali,	36	HS	Bengali	170	129
UG	BCom,Commerce,Honours	48	HS	English	200	62
UG	BCom,Commerce,	36	HS	English	400	104
UG	BA,Manipuri,	36	HS	English + Meitei\/Manipuri	50	9
UG	BA,History,	36	HS	English	60	44
UG	BA,History, Honours	48	HS	English	30	33
UG	BA,Philosophy,	36	HS	English	80	46
UG	BA,Philosophy,Honours	48	HS	English	40	42
UG	BA,Education,Honours	48	HS	English	30	32
UG	BA,Education,	36	HS	English	60	36

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				23			
Recruited	0	0	0	0	0	0	0	0	10	8	0	18
Yet to Recruit	0				0				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				2			
Recruited	0	0	0	0	0	0	0	0	2	0	0	2
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				15
Recruited	13	1	0	14
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	9	4	0	13
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	0	4	0	4
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	0	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	450	14	0	0	464
	Female	539	7	0	0	546
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	137	153	108	126
	Female	144	145	107	104
	Others	0	0	0	0
ST	Male	46	42	40	43
	Female	27	31	38	34
	Others	0	0	0	0
OBC	Male	86	97	77	89
	Female	79	107	81	76
	Others	0	0	0	0
General	Male	187	184	150	133
	Female	213	234	190	175
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		919	993	791	780

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Radhamadhab College, Silchar is affiliated to Assam University and follows the curriculum designed by the affiliating Unversity. Assam University, Silchar has introduced the National Education Policy (NEP

	2020) from the current acdemic year in colleges known as Four Year Under Graduate Programme (FYUGP) which has been duly implemented by the college. The course and curriculum of NEP 2020 as designed by the affiliating University in line with the UGC and Ministry of Human Resource Development has been exhaustively followed by the college. The college has already adopted certain measures in the process of implementing NEP 2020 like introduction of Interdisciplinary Courses wcich can be opted by students from a variety of subject baskets along with their Discipline Specific subjects. A number of such Interdisciplnary subjects have been selected by the institution for the benefit of the students such as Library and Information Science, Philosophy, Education, Political science, etc. Also Value Added Courses like Yoga, NCC, NSS have been introduced by the college as a part of the NEP Structure.
2. Academic bank of credits (ABC):	Being an affiliated college under Assam University, Silchar, the college has followed the guidelines of the university and initiated the process of registration in Academic Bank of Credit. Accordingly the college has directed each and every student to create an account in the Academic Bank of Credit (ABC) and map their accounts for National Academic Depository (NAD) to E Samarth Portal of the university and submit the details of the same to the college. This has been done for the students of all the semesters.The college is ready to take the subsequent necessary steps as and when directed by the university.
3. Skill development:	The existing curriculum under Choice Based Credit System (CBCS) and also Four Year Under Graduate Programme (FYUG) under NEP 2020 designed by Assam University, Silchar enables the student to enhance their skill in their respective subjects through the Skill Enhancement Course (SEC) which is mandatorily pursued by every student. A number of subjects are offered by the college which can be selected by the students as Skill Development Course (SEC) under NEP 2020. The college also runs a number of Self-Financing Certificate and Diploma Courses which are intended for skill development and professional development of the students. Courses like Diploma in Computer Applications (DCA), Tally, Library & Information Science, Certificate Course in Weaving and Handloom, Tailoring and

	Dress Making, Beautician, etc. are offered for the benefit of the students to enhance their skill and ability.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The Institution caters to the diversity prevalent in the valley by admitting students of different socio-ethnic and economic backgrounds and ensures exposure to the traditional knowledge system of our society. The Syllabi designed by the affiliating university, which has provision for different Indian languages, is followed by the institution. The FYUG Syllabus of Assam University, Silchar framed as per NEP has provision for Modern Indian Languages, such as, Bengali, Assamese, Manipuri, etc. which provide a purview to the cultural diversity of the valley. In relation to that, the Departments of Bengali and Manipuri of the institution teach the students the literature, language and culture of these communities. Moreover, the Self Financing Cell of the Institution conducts a Certificate Course in Sanskrit, which exposes the students to the core values of Indian society and familiarizes them with the linguistic and cultural enchantress of Indian society. The FYUG Syllabus of Philosophy, followed by the Department of Philosophy, also has reference to the nine recognised schools of Indian Philosophy (Vedic as well as NonVedic), which engage the students in epistemological discussions, thereby imparting a broad knowledge-base to Indian philosophical traditions and culture. Moreover, the Syllabus of the Department of English incorporates papers on Indian Writing in English and Indian Classical Literature in Translation, which exposes the students to the Indian culture, tradition and ethos. Apart from these, the other disciplines of study also comprise of courses and papers which integrate Indian Knowledge Systems in their programs.
5. Focus on Outcome based education (OBE):	Radhamadhab College, Silchar affiliated to Assam University facilitates pursuing of UG courses in various subjects under the scope of Outcome Based Education (OBE). All the courses offered by the college including the Self-financing courses also comes under the prospects of Outcome Based Education (OBE). All the academic departments are instructed to prepare the Programme Outcome, Programme Specific Outcome and Course Outcome and submit it to the authority who verifies and approves the same and then uploads the same in the

	college website. The outcomes of the different courses are made known to the students by the teachers at the beginning of each session. It is also ensured that the teacher teaches the courses in the class in such a way that it is in conformity with the Programme Outcome, Programme Specific Outcome and Course Outcome.
6. Distance education/online education:	Radhamadhab College was the study centre of Indira Gandhi National Open University (IGNOU) under convergence scheme for quite a few number of years. Subsequently, the convergence scheme was withdrawn, thereby the college ceased to be a study centre of IGNOU. However, efforts are on to re-establish study centre of IGNOU. The college has already got the permission for opening a Study Centre of Krishna Kanta Handique State Open University (KKHSOU) in the college and admissions in Master Degree Programmes, Bachelor Degree Programmes and Diploma Courses for the current session have already started. The opening of the KKHSOU Study Centre added a new feather to the college in the sense that Post Graduate Students (M.A.) courses are now being taught by the faculties of the college. It needs to be mentioned that the closure of the institutions across the nation during COVID-19 pandemic has led to rethinking in teaching-learning methodology and has opened up new avenues in the form of Digital and Online Teaching-Learning process. Answering the need of the hour, all the departments of the college has adopted online modes of teaching in the form of Google Meet, Zoom and others. WhatsApp groups were formed by the departments and study materials were provided to the students in these groups.

Institutional Initiatives for Electoral Literacy

| 1. Whether Electoral Literacy Club (ELC) has been set up in the College? | Yes, Electoral Literacy Club (ELC) has been set up in college since 2019. The main objective of setting up ELC in the college is to create awareness among the students specially the new voters aged between 18-21 years about their voting rights and to explain them about the democratic system of our country and the various aspects of electoral process followed. It works on the principles of 'Every Vote Counts' and |

	'No Voter to be Left Behind' as envisaged by the election Commission of india. The Club organizes various types of awareness programmes and takes apart in Government initiatives to sensitize the students to exercise their voting rights.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, the ELC of the college is functional with a Coordinating Faculty member. The constituttion of the Club for the current session is as follows: 1. Dr Bidhan Barman-Faculty Incharge of ELC 2. Members: Ardhendu Chakraborty, Ankita Nath choudhury, Gurpreet Singh, Susree Bhattacharjee, Priyajit Paul, Titli Paul Jaydeep Das, Banya Deb, Nasrin Laskar, Ardhendu Chakraborty, Ankita Nath choudhury, Gurpreet Singh, Ronald Zoparlien.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The following innovative programmes and activities are undertaken by the ELC and the Principal: 1. Observation of National Voter's Day every year. 2. Electoral Literacy Awareness Programme 3.Participating in Rally on electoral literacy awareness organised by the District Administration, Govt. of Assam. 4.Door to Door Awareness/Campaign on Voting Rights in the community. 5. Uploading the advertisement of "Desh ka Form" in the college website and creating publicity for downloading the Voter Helpline App. 6.Assisting and cooperating with the District Election Administration through appointments of Assembly Level Master Trainers and National Level Master Trainer by the faculties of the college. 7. Demonstration of EVM and VVPAT in the college in presence of students, staff and residents of the community. 8. Participating in the Training Programme on SVEEP (Systematic Voters' Education and Electoral Participation) organized by District Administration along with NSS members of the college. 9. Assisting and cooperating with the District Election Administration in conduct of Assembly Polls and Parliamentary Elections through engagement of the college as Polling Station and executing other responsibilities like Presiding Officers and Polling Officers by the teaching and non-teaching staff of the college. 10. Organizing Awareness Campaign on " Mera Pehla Vote Desh Ke Liye" for the students of the college. 11. Organizing Skit in the college campus promoting voter education and value of vote. 12.Appointment of one faculty of the college Dr Arunabha Bhattacharjee, Asstt Prof.

	and NLMT as Nodal Officer at district level for Cachar District for different activities related to Parliamentary Election, 2024 in SVEEP Cell.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The college has taken certain initiatives in electoral related issues to spread awareness in the college, neighbourhood and also in the adopted village of the college. Activities are undertaken so as to highlight the importance of their vote and to ensure that they caste their vote meaningfully and rationally. Door to door campaigns are organised to spread awareness among the masses about their voting rights. Awareness programmes on " Mera Pehla Vote Desh Ke Liye" are organised for the students of the college aged about 18 years. Steps are also taken by the college to assist these students in incorporating their names in the Voter List. The college also initiates to demonstrate EVM and VVPAT for the benefit of the residents of the community. Participation in electoral processes is ensured by engaging in various duties as assigned by the district administration from time to time.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	The students of the college who are 18 years of age are sensitized in different ways to enroll themselves in the electoral roll. Besides that, effective mechanisms are also designed by the college to register all the students of the college in the Voter List. National Voter's Day and awareness programmes on " Mera Pehla Vote Desh Ke Liye" are organised for the students of the college aged about 18 years. The college also participated in Training Programme on SVEEP (Systematic Voters' Education and Electoral Participation) organized by District Administration. for this purpose.Besides these, the college also conducts talks, debates and essay competitions for the students to familiarise them with the process of election and voting.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
919	993	791	780	811

File Description	Document
Institutional data in prescribed format	[View Document]

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 24

File Description	Document
Institutional data in prescribed format	[View Document]

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
20	20	21	21	22

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
133.04398	82.3014398	112.1158685	128.7838347	98.0414242

File Description	Document
Upload Supporting Document	[View Document]

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The institution holds that curriculum is the formal mechanism through which intended educational means are achieved. Radhamadhab College implements the curriculum designed by Assam University, Silchar. The college offers Bachelor of Arts and Bachelor of Commerce Programmes, for both Pass and Honours Courses. The College has a clear, sequenced plan for curriculum delivery that ensures consistent teaching, learning and assessment procedures which have a clear reference for monitoring learning. To facilitate the implementation process, the following measures are taken:

1. Faculty Meetings: The Principal organizes faculty meetings at the commencement of every semester in an arranged manner, in which there is a detailed discussion of execution of teaching-learning activities.

2. Departmental Meetings: Heads of the Academic Departments organize Faculty Meetings at the Departmental level for the distribution of workload and its effective implementation.

3. Time-Table: The Time-Table reflects the entire education program of the college. It provides the framework within which the work of the college proceeds. It is the tool through which the purpose of the college is to function. Time-Table ensures smooth and orderly working of curriculum activities. The Time-Table enables both learners and teachers to pay attention on one thing at a time. Time-Table consists of Academic Calendar as well as Central and Departmental Class Routine.

The Academic Calendar is prepared and showcased by the IQAC, upon consultation with all stakeholders and gets approved by the Principal for its effective implementation. Moreover, adhering to the Academic Calendar, the process of Continuous Internal Examination (CIE) is carried out. Internal Assessment is done through Unit Tests, Home Assignments, etc. During the Covid-19 pandemic, the institution even took up the initiative to conduct Unit test exams through online mode. In this connection, students were given the opportunity to submit Home Assignments through designated email ids created by each academic department. Subsequently, upon reopening of the educational institutions, the Exam Cell of the college also conducted the internal assessment examination in Google Form Format to acquaint the students with digital facilities in academics.

On the basis of different modes of assessment, internal marks are assigned to the students. The assessment results reflect the students' strengths and weaknesses. Students are given Home Assignments on various topics from the syllabi to assess their subject knowledge and competency. Home Assignments are conducted to gauge their language, reading and writing skills. Students' Seminars are also arranged by many Departments to judge their verbal abilities. Internal Assessment is set according to Course Outcomes and Programme Outcomes.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 5

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 3.38

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
50	00	00	56	39

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The curriculum designed by the affiliating university, AUS, recognizes the relevance of the issues pertaining to Environment and Sustainability, and in this connection, an Ability Enhancement Compulsory Course (AECC) on Environmental Studies is taught to all the students of both Arts and Commerce stream. As it is a compulsory course, all the students are mandated to study this course, so as to familiarize them with the issues related to environmental problems and various sustainability measures to overcome those problems. This course is incorporated at the undergraduate level to make students well aware of environmental concerns and thus evaluate environmental issues and make sound decisions. Apart from AECC, the curriculum includes an SEC (Skill Enhancement Course) on Applied Ethics, under the syllabus of Philosophy pass and honors course, in which the issues of Human Value, Professional Ethics, and Gender-related issues are taught. Moreover, the syllabi of TDC Commerce and TDC B.A, English, B.A Education and other programs also has papers that involve the topics of Professional Ethics and Gender Studies. Moreover, in the syllabi of almost all courses, such as English and Bengali Literature, History, Commerce, etc. crosscutting issues related to gender, human values, ethics, etc. are included. The institution also organizes Workshops/Seminars from time to time to create awareness among the students and sensitize them regarding environmental issues, gender issues, and human values.

The NSS Unit of Radhamadhab conducts various extension activities which aim at promoting a sense of responsibility towards the environment for ensuring sustainability as well as inculcating in students ethical and social values. These activities help in actualizing the theoretical framework of the curriculum into practice. Some of the activities conducted by the NSS Unit of this college which are relevant to this cross-cutting issues are:

- World Environment Day Celebration on 05/06/2018, where 30 student volunteers participated.
- Special Awareness Program on "Safe Drinking Water and Swachata" on 26/03/2019 where 30 student volunteers participated.
- One Week Awareness Drive on "Anti-Plastic Campaign" from 12th to 18th September 2019, where 75 student volunteers participated.
- International Yoga Day Celebration on 2/06/2021, where 55 student volunteers participated.
- Van Mahotsav on 08/07/2021, in which 15 student volunteers planted large numbers of saplings.
- International Day of Clean Air for Blue Skies on 07/09/2021 in which 146 student-volunteers participated.
- Republic Day Celebration followed by cleanliness drive, Swacchata Abhiyan on 26/01/2022 with

40 student volunteers.

- World Environment Day Observation on 5th June, 2022 through Awareness Campaign and cleanliness cum plantation drive.
- Chief Minister's Institutional Plantation Program (CMIPP) on 8th August, 2022 in the college campus.
- World Environment Day Observation on 05/06/2023 by organizing an Awareness Program on Plastic Pollution.

Moreover, under the Four-Years Undergraduate Program of Assam University, which is in line with NEP-2020, there is a provision for opting NSS as a value-added course (VAC). The college has opted for NSS as a VAC and the already functional NSS Unit of the college has more than 100 volunteers who constantly engage in various activities, such as, Van Mahotsav, Swach Bharat Abhiyan, etc.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 0.11

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 01

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 75.54

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
361	470	333	351	298

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
600	600	400	400	400

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 64.9

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
132	145	112	117	117

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
240	240	160	160	160

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 45.95

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The institution takes care that in the teaching-learning process, student-centric methods are adopted so that the learning experiences of the students are enhanced. In this regard, it is taken care that the students engage in debates and discussions among themselves with respect to different topics selected from the prescribed syllabi. It is also ensured that thought experiments are employed in the classroom, as a method to kindle their quest for experiential learning. Various discussion groups are created within the classroom by teachers, and these groups participate in internal discussions for a better understanding of the subject. Moreover, the college has its own Computer Lab, in which the students, especially from the Commerce Department, engage in various activities that contribute to enhancing their problem-solving abilities. Furthermore, the Self-Financing Cell of the college offers certificate courses in Computer Application, Office Management, and Tally. It also provides a Diploma Course in Library and Information Science. All these courses are majorly application-based and are experiential as well as participatory in nature. The college has also signed MOUs with NIELIT and ICT Academy through which students get exposure to the IT industry via various training programs, which enhance their experiential learning.

The institution ensures that ICT-enabled tools are used in the teaching-learning process so that the students can be provided with the facility of self-paced learning; the learning materials are available with them at all times, which they can access with just a click and restrictions on physically attending classes do not affect the continuity of their study. The first tool used by the teachers, in this regard, is the creation of WhatsApp groups for each class and subject. These groups serve as the medium of communication between the teachers and students. They also provide a platform to share e-materials for learning, in the form of PDF & Word documents of various topic-related notes. Moreover, many departments also use such meeting platforms as Google Meet or Zoom to conduct live online classes where there is direct interaction with the students. Some faculty members have also created YouTube videos on the topics of the syllabus that are shared with the students, who can watch them multiple times to clear their doubts.

The college also has two Smart Classrooms and one Virtual Classroom where regular classes are taken and presentations/videos/films are shown so as to facilitate audio-visual engagements of the students. The college website has an E-Learning Portal where study materials from all the academic departments are posted which can be accessed by the students remotely at all times.

The Academic Monitoring Cell of the college, under the aegis of IQAC, has also introduced a "Mentor-Monitor Programme" under which faculty members from all academic Departments were assigned mentees. The faculty members, as Mentors, take responsibility for the mentees and help them through regular counseling sessions.

Apart from these, all the Departments publish Wall Magazines every year where the write-ups on specified themes are contributed by the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 80

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
26	26	26	26	26

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 91.35

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
20	20	17	18	20

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awareded by UGC recognized universities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The institution maintains a robust and transparent mechanism for assessing the learning outcomes of the students. The Continuous Internal Evaluation (CIE) process is carried out by conducting Unit Tests and Home Assignments to assess the learning levels of the students and to identify their strengths and weaknesses. Even during the COVID-19 pandemic, the Exam Cell of the institution took the initiative of conducting internal examinations in Online Format. This initiative of online conduct of internal assessment made the process of evaluation transparent and accessible for the students in the context of the closure of the institution due to the pandemic. Moreover, it helped the faculty members understand the learning progress of the students and take measures to modify the teaching-learning mechanism accordingly. It was also observed that some students were unable to take the internal exam in Online Format, due to unavailability of the internet and/or smartphones. So, the Exam Cell took the initiative of identifying those students and they were given the opportunity of submitting the Home Assignments in offline mode in the concerned academic departments. The institution takes care that the students are assessed periodically and in both online and offline modes, so as to maintain transparency and robustness. The external assessment is conducted by the affiliating university in the form of end-semester examination.

The institution deals with internal examination-related grievances in a transparent, time-bound, and efficient manner. The Exam Cell of the institution ensures that all the students are provided with proper facilities for giving internal exams and in this connection, the institution has provision for both online and offline modes of conducting internal assessment examinations. It is worth mentioning that in light of the prevalent COVID-19 pandemic, the institution made provision for online conduct of internal examination through Google Form Format. Although almost all the students successfully appeared in the exam, some students were unable to take the exam in Google Form Format due to lack of internet facility and/or smartphone unavailability. These students expressed their grievances to the Exam Cell of the

institution, and immediate measures were taken to address their grievances. In this connection, the Exam Cell made provision for Home Assignments for the grieved students in order to make sure that their learning progress is adequately assessed. Even in the offline mode of examination, the Exam Cell facilitates the students with the opportunity to re-appear in exams if there are any grievances. So, the mechanism to deal with internal examination-related grievances of this institution is very transparent, time-bound, and efficient.

The external assessment of the students is done as per the examination schedule prepared by the affiliating university, i.e., Assam University, Silchar. The faculty members of the institution are appointed by the affiliating university for question paper setting, invigilation duty, and paper evaluation. The institution is also a designated Degree Examination Zone via which answer scripts of students, registered under Assam University Degree Programme, are evaluated. Grievances related to external assessment (end-semester examination) are handled by the affiliating university through the process of re-evaluation.

File Description	Document
Upload Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The Institution follows the Curriculum designed by the affiliating university, i.e., Assam University, Silchar (AUS). The Courses that are taught under the B. A and B.Com Programmes are prepared by the Board of Under-Graduate Studies (BUGS), AUS. In accordance with the syllabi, the IQAC of the institution takes the initiative to prepare the Programme Outcomes (POs) for all Programmes. The responsibility of preparing the Programme Specific Outcomes (PSOs) and Course Outcomes (COs) is entrusted to the Heads of all academic departments. The institution has a detailed display of the Programme Outcomes, Programme Specific Outcomes, and Course Outcomes of the different programmes and courses offered by the institution on the official website of the college. All the academic departments of the college prepare their respective Programme Specific Outcomes and Course Outcomes, under the supervision of the Head of the Departments, which are then discussed in Departmental Meetings, and a plan is chalked out to ensure that the programme outcomes and course outcomes are achieved. Subsequently, at the beginning of the Semester, the H.O.D. and other faculty members discuss the outcomes of studying the concerned programme/course with the students and acquaint them with the prospects and job opportunities that can be availed.

The broad POs of studying Bachelor of Arts Programme, as identified by IQAC, are as follows:

PO 1. The knowledge that the students get in the humanities, social sciences, and literature makes them

sufficiently perceptive and sensible.

PO 2. Graduates with a B.A. will be knowledgeable on the social, economic, historical, geographical, political, intellectual, and traditional ways of thought.

PO 3. The program also gives the graduates the freedom to select the postgraduate program of their choosing or to sit for a variety of competitive exams.

PO 4. The B. A. program gives students the information and human values that they need to tackle life's challenges with bravery and compassion.

PO 5. Students will be sufficiently motivated to consider and take action to address the myriad problems that arise in daily life in order to improve the world.

The broad POs of studying Bachelor of Commerce Programme, as identified by IQAC, are as follows:

PO1 Get the fundamental information about the promising future of any business and recognize the difficulties and practical issues faced by the trade industry.

PO2: Use ideas, guidelines, and practices to efficiently conduct business.

PO3: Develop analytical abilities in business endeavors and weigh the benefits and drawbacks of engaging in trade and trade-related activities in light of their extensive knowledge.

PO4: Enroll in programs that are career-oriented, such as MBA, M.Com., ACS, CFA, CMA, and CA.

PO5: Show entrepreneurial spirit, be marketable, and set an example for morally and ethically responsible company leaders.

The Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for specific subjects are prepared by the H.O.Ds in consultation with all faculty members of the Department through Departmental Meetings, and these are displayed on the website so that students have a clear vision of the academic journey that they have embarked upon.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The institution follows certain mechanisms to evaluate the Programme Outcomes and Course Outcomes. The institution ensures that the students are well acquainted with the outcomes of studying the concerned programs/courses. The Heads of all the academic departments arrange an induction class at the beginning of each semester in which the students are acquainted with the outcomes of the courses and programs of

study. To ensure that the program and course outcomes are attained, the Exam Cell of the institution makes provision for Continuous Internal Evaluation (CIE) of the students, in the form of Unit Tests and Home Assignments. The process of continuous assessment of the students ensures that the teaching faculty has a bird's-eye-view of the academic progress of the students, and can gauge the level of prospective academic outcomes attainable at the end of the program. Each academic department keeps a personal record of the mechanism employed and the results thereof related to the course and program-specific outcomes.

The mechanism that is employed to evaluate the attainment of POs and COs are as follows:

- The performance of the students in the examination (internal and external) is regarded as the main gauge for determining the Course and Program Outcomes. The program's effectiveness is evaluated based on the grades obtained by the students in the relevant external exam (final exam).
- Students' specialized knowledge and skills are observed through internal examinations that the college conducts in accordance with the affiliated university's protocol. The students are evaluated in this manner based on the grades they received in the relevant college internal exams.
- In order to gauge the student's knowledge and comprehension abilities, certain topics are assigned as homework by each Department.
- Departments also organize departmental seminars, group discussions, exams, and debates to evaluate program and course outcomes.
- The institution relies on feedback from students, parents/guardians, alumni, and teachers to evaluate its teaching and learning system.
- With the purpose of assisting students in achieving program objectives and providing appropriate advice on a range of career alternatives, the college maintains a career counseling cell.
- Staff meetings are periodically convened at the department level to discuss student progress and make sure that the curriculum is completed on time, paving the path for the best possible learning results.
- Lastly, data related to progression to higher education and placement of pass-out students (a comprehensive list of which is attached in Criterion 5) are collected to evaluate whether the POs and COs are attained.

File Description	Document
Upload Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 51.71

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
149	83	88	71	79

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
296	157	133	137	186

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.64

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 18.8

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	18.8	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The college aspires to be a premium institution of the valley in terms of its ability to cater to the educational needs of the students. To meet this aspiration, different innovative initiatives have been adopted for the creation and transfer of knowledge. These are:

1. **Online mode of conducting Internal Assessment :** With the objective of familiarizing the students with ICT facilities in academics, the Exam Cell of the college had initiative the process of conducting unit tests, as part of internal assessment, in Google Form Format. Moreover, in some instances, the students were also asked to submit their Home Assignments in departmental email ids, so that they are acquainted with all forms of digital facilities.
2. **Creating Google Classrooms and YouTube Videos for imparting knowledge to students:** Some of the faculty members of the college have taken the initiative to create Google Classrooms for the students so that they learn the act of online interaction and virtual

participation in education. Along with that, some faculty members have also created YouTube videos for the students, which they can access even remotely at all times. Moreover, in the college website, the links to join Whatsapp groups are also shared through which they can easily access all study materials.

3. **E-Learning Portal for Students:** The college also has a provision for E-learning Portal in the college website in which study materials of all subjects are posted. This ensures academic flexibility and beyond-the-schedule availability of learning opportunities.

4. **Self-Financing Courses for enhancing the skill-set of the students:** There is a Self-Financing Cell of the college which offers various innovative courses, such as, Certificate Courses in Cyber Security and Social Media Marketing, Diploma in Computer Application, Diploma in Library and Information Science, etc. These Courses provide an opportunity for the students to enhance their skill-set and prepare themselves for job-opportunities in the real world.

5. **Community Engagement through NSS**: The NSS Unit of Radhamadhab College has over 100 volunteers who actively engage in community-service and participate in programs, which are aimed at ensuring their holistic development. Some of the prominent programs conducted by the NSS Unit of Radhamadhab College are – Awareness Program on Tobacco Consumption, Swaach Bharat Abhiyan, Van Mahotsav, Electoral Literacy Awareness, Blood Donation, Plantation Drive among others. These initiatives ensure that students are aware of and get education on issues of environmental sustainability, community upliftment, health preservation and the like.

6. **Use of Smart and Virtual Classrooms by teachers**: The IQAC of the college has taken the initiative to transform two classrooms into Smart Classes and one into Virtual Class which are regularly used by the faculty members to take classes. This initiative helps both the teachers and the students in coping with the technological advancements in education.

7. **Training on Handloom Weaving**: The Women Cell of the college arranged a one-month training program on Handloom for the female students and this initiative attained its fructification when the students were able to weave Asomiya Gamosas by their own upon completion of the training.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 9

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
5	1	1	2	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 1.25

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	12	1	0	14

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.46

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
12	8	11	3	1

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The college maintains its social cohesiveness through extension activities in the neighborhood community to sensitize students about different social issues. The college constantly promotes the participation of students and faculty members in various extension activities conducted majorly by the NSS Unit, Library Committee, and Students' Health Care Centre of the College, Silchar unit.

 The following are some of the extension activities undertaken by the college during the last five years:

- Tobacco Control Special Awareness Camp, National Voters Day, Electoral Literacy Awareness Programme, Special Awareness Program on "Safe Drinking Water and Swachata", Library Literacy Programme, etc. in the session 2018-19.
- Door-to-door Awareness Program on Covid-19, and One Week Awareness Drive on Anti-plastic Campaign in the session 2019-20.
- "Azadi ka Amrut Mahotsav: Celebration of 75th Independence Day" on 12th March 2021 which aimed at kindling the patriotic sentiment in students.
- The student volunteers of NSS, Radhamadhab College unit participated in a mega street art in between Dolu Market Point upto 8 kms towards Haticherra Tea Estate of Maha Sadak, which was organised by SVEEP and Sanitization Cell, Assemble Election, 2021. It was intended to aware the common people of that area on the importance of maintaining COVID regulations and

guidelines.

- NSS organized an Awareness Camp on "Breast Feeding" at 595 Chiripar L.P. School, Chiripar Pt.-I, P.O. Tolengram, Lakhipur, Cachar, Assam on 28/03/2021. In this program, an ASHA worker, Magoli Devi, delivered a lecture on "Breast Feeding", and around 50 mothers along with their children from the said area, were present and benefitted from it.
- Utsarg Utsav Celebration on 18/07/2021, with 200 participants.
- International Yoga Day Celebration on 2/06/2021, where 55 volunteers participated.
- Van Mahotsav on 08/07/2021, in which 15 volunteers planted large numbers of saplings.
- International Day of Clean Air for Blue Skies on 07/09/2021 in which 146 student-volunteers participated.
- Republic Day Celebration followed by cleanliness drive, Swacchata Abhiyan on 26/01/2022 with 40 volunteers.
- Library Literacy Program in Kalyan Ashram, Silchar on 09/02/2022.
- Awareness Program on Students' Mental Health on 24/02/2022, with 250 participants
- Special Camp in Bethukandi Village from 24th to 31st March, 2022.
- World Environment Day Observation on 5th June, 2022 through Awareness Campaign and cleanliness cum plantation drive.
- Chief Minister's Institutional Plantation Program (CMIPP) on 8th August, 2022 in the college campus
- Har Ghar Tiranga Awareness Campaign on 10/08/2022 at Bethukandi, Berenga Part IV, Cachar.
- Prabhat Pheri (Rally) in connection with Azadi ka Amrit Mahotsav (75 years of Independence) on 12/08/2022
- Awareness on "Blood Donation" on 19/11/2022 where Dr. Rajib Biswas, Assistant Professor, Silchar Medical College and Hospital, and Mrs. Apurba Ghosh, Counsellor, SMCH, delivered Lectures on the advantages of blood donation.
- Participation in One Day Awareness Workshop for APSC Aspirants organized by Assam Public Service Commission in collaboration with IQAC, Gurucharan College, Silchar on 09/03/2023.
- Library Literacy Program in Subhash Nagar Primary School, Silchar on 27/03/2023.
- Awareness Campaign on "Child Marriage" in collaboration with Md. Idrish Ali Ansari M. E. School at Chibitabuichia, Cachar on 22/03/23
- Participation in the rally on 31/05/23 on the occasion of "World No Tobacco Day" organized by the Office of the Joint Director of Health Services, Cachar.
- World Environment Day Observation on 05/06/2023 by organizing an Awareness Program on Plastic Pollution.
- Health Camp at Judhisthir Saha H.S. School, Bihara, on 8th January, 2023.
- Health Camp at Bethukandi on 19th March, 2023.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government

recognised bodies

Response:

In the last five years, the institution has undertaken around 30 extension activities which aimed at sensitizing the students towards different social issues and engaging them in community services. The success of these activities is evident from the fact that the college has received Certificates of Appreciation from a number of government and non-government bodies. The engagement of students and faculty members in extension activities is indicative of the college's adherence to its mission of "providing the opportunity for social service through education". The Library, Students' Health Care Centre, and the NSS Unit of the college take the lead roles in conducting extension activities and engaging students and the community with a view to creating awareness and bringing about social change. It is worth mentioning that the NSS Unit of Radhamadhab College has more than 100 student volunteers who participate in extension activities. The college has received several recognitions (Certificates of Appreciation) from government and non-government organizations, such as, Silchar Civil Hospital, Bhagadhar Borjurai Gaon Panchayat, Rising Youth Society, Niramaya, Yoga Niketan, etc. in the last five years. The Certificates are uploaded as additional information for reference.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 24

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
08	08	02	02	04

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 06

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

For creating a congenial environment in teaching-learning process, the institution is putting a lot of effort to augment the physical facilities in terms of classroom, laboratory, Yoga, Gymnasium and ICT enabled facilities. The following are the infrastructural facilities available in the college:

1. There are 17 classrooms (3 Assam Type from college resources, 5 RCC funded by UGC grant, 2 RCC from state Govt. grant, 6 RCC funded by RUSA grant and 1 funded by MP untied fund).

2. There is a Computer Lab along with Language Lab facility installed in it having around 30 computers.

3. Out of them 02 classes have been converted into Smart Class and 01 class have been turned into Virtual Class.

4. There is one Conference Hall and one Browsing Centre (Library Digital Section) with internet and Wi-fi facility.

5. The college also has an Auditorium in the first floor of the college and one Conference Hall equipped with ICT facilities for organising cultural and other activities.

6. There are separate Common Rooms for Boys and Girls with sufficient toilet facilities.

7. The college has made arrangement for Rain Water Harvesting along with adequate drinking water facility.

8. The library of the college placed on the first floor has separate Reading Rooms for students and teachers along with Digital Section, Stack section, Periodical Section. etc. It is automated with modern facilities like Bar Coding, Digital Attendance, Smart Display, Digital Library, etc.

9. The college has a separate space for IQAC, Teachers' Common Room, Cooperative Society, Health Care Centre, Exam Cell, Exam Zone, etc.

10. The college has a canteen with different types of refreshments and food items available for the

students, teachers and staff of the college.

11. The college has a Gymnasium Room with standard equipments such as weight lifting set, dumbbells, chest expander etc. for the benefit of the students.

12. The Women's Hostel funded by UGC is under construction and shall be completed soon.

13. The college has no playground itself but has a small space for conducting outdoor games like badminton, cricket within the campus. The college has facilities for indoor games like table tennis, carom, chess etc. The Annual Sports events are conducted every year in College Week.

14. Yoga Awareness Programmes and Yoga Sessions are conducted in the Auditorium. Besides, Taewakando classes are also conducted for the female students of the college.

15. The college has gardens with lot of greenery and landscaping.

16. There is a Cultural and Co-Curricular Activities Cell in the college functioning under IQAC which conducts cultural events, Art Competition, Debate, etc with active students' participation.

17. Every academic department of the college has separate space for Wall Magazine created by the students.

18. Other facilities like staff & student Vehicles Parking Zone , drinking Water Cooler, CCTV cameras for security, Fire Extinguisher, High power Generator, Electric Transformer, Guest Room, Alumni Office, etc. are also maintained by the college to ensure a smooth atmosphere.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 41.23

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
75.27762	16.50173	55.06594	36.86108	44.80278

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Bipin Chandra Memorial Library of the college uses the ILMS Software SOUL, version 3.0 provided by INFLIBNET Centre, Gujarat and is automated with Circulation, Cataloguing and OPAC facilities. The library provides various digital facilities like Barcode-enabled computerized Library Card, Online Circulation, Internet, Reprography, Inter-library Loan, Online Searching, E-Resources, Consortium based Services, etc. The library has the facility of Departmental Library for each department, having a separate collection on each subject.

The library has sections like Stack Area, Reading Room, Periodical Section, Reference Section, Special Local Collection (Repository Centre), Digital Section, etc. The total collection of the library stands with 19688 books. 1952 ready reference, 30 periodicals and 08 newspapers. The library functions with the support of the Library Committee which plays a major role in functioning of the library and major library decisions. Library Orientation Programme is conducted at the beginning of the session for new students along with different types of programmes, workshops, yoga sessions, career counselling sessions, invited talks, etc. from time to time. Also Library Literacy Programme is conducted by the library in lower primary schools of the community. The library confers the Best Library User Award annually among the students.The library publishes annual newsletter of the library christened as *'Informania'* outlining informative articles on Library and Information Science, tools of the library, activities, services and digital facilities of the library, etc.

The library has adopted the following measures for providing digital facilities:

1. ILMS: The library uses the ILMS Soul 3.0 with totally automated Circulation, Cataloguing and OPAC facilities. The automation process started in 2011.

2. Bar Code Technology: The library has Bar Code enabled Smart Library Card for the students, teachers and staff of the college along with bar-code tags in library books.

3. Smart Attendance System: The library has implemented smart attendance system for all the users of the library including teachers, staff and students.

4. Smart Dispay: The library has installed a smart display monitor in the library displaying the library details, services and number of users visiting the library every day.

5. Online Searching and Browsing: The book collection of the library can be searched by the users using

the OPAC module (inside the library) and WEB OPAC module (outside the library) of SOUL ILMS.

6. Digital Library: The library has created a separate Digital Library with remote access facility using D-Space Digital Library Software and has created an institutional repository with digitized collection of question papers, college magazine, prospectus, e-books,etc.

7. Wi-Fi enabled library: The library is Wi-Fi enabled and Internet is available for all the users of the library.

Subscription to E-Resources:

The library is a member of NLIST Programme of INFLIBNET providing access to more than 6000 e-journals and 600000 e-books. The library has also taken membership of British Council and National Digital Library for access to a wide range of e-resources for the benefit of the students and teachers of the college.

Optimal Utilization of the library:

The library is utilized by the library users to a large extent. The teachers and students come to the library to satisfy their information needs for various purposes like classroom teaching, research, assignments, examination, etc. The details of the foot fall has been uploaded here.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The IT facilities of the college are regularly updated. The college has two type of internet connections, BSNL Sulabh broadband under NME project and 3 Bharat fiber optical connection of 100 mbps, 100 mbps & 200 mbps speeds respectively. The fiber optical connections are installed in the Central Library, Office, IQAC from where internet connections are made available in various places like Exam Cell, Exam Zone, Teachers' Common Room, Principal's Room, etc. Also the Library and the Academic Departments are networked through Wi-Fi with unlimited data connection with 03 Routers installed in Teachers' Common Room, Principal's Room and Library. The college has built two Smart Classes with digital interactive monitor and one Virtual Classroom with 360 degree rotatable camera and associated sound systems. The Conference Hall of the college is also equipped with ICT facilities. The Computer Lab has 35 desktop computers with internet connectivity. The Central Library has built a Local Area

Network (LAN) around UTP CAT5 Cable with routing switches and has an Internet bandwidth of 1Gbps. The library has 02 servers, 10 desktops and other accessories adequate to cater to the needs of users for accessing OPAC, Digital Library and E-resources. The library has also enabled Smart Attendance System with Bar Code Reader for all the users coming to the library along with Smart Display to highlight the activities and daily visits to the library. College office is automated with offline server and Local Area Network with automated finance and accounts, administration and admission modules. The college has also implemented online admission portal and a separate E-Learning portal for the students. The college has a dynamic website which is updated regularly and kept user-friendly and interactive for students' use. College has 107 computers for academic and administrative works, 11 printers, 4 scanners, 4 Reprographic machines and 2 projectors. The teaching and Non-teaching staff are provided with individual laptops for their convenient use. During lockdown period the college IT cell has upgraded its teaching-learning process & examination to online mode through creation of Whatsapp group, Google form etc. The college has also conducted workshops and programmes on how to apply ICT in academic affairs. The whole college is under CCTV surveillance with CC Cameras installed in all the classrooms and corridors of the college, office, library, etc.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 22.98

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 40

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 51.13

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

2022-23	2021-22	2020-21	2019-20	2018-19
44.0139632	55.9628012	48.1930435	84.5021203	50.7213942

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 46.76

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
314	645	446	292	311

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 6.22

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
80	52	40	50	45

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 18.51

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
9	12	23	13	30

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
149	83	88	71	79

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	**View Document**
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 3.22

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
1	2	0	5	4

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	**View Document**
Institutional data in the prescribed format	**View Document**
Provide Links for any other relevant document to support the claim (if any)	**View Document**

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 last five years

Response: 1

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
01	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 3.6

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
7	1	4	5	1

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

The college has a functional alumni association which has been registered under the Societies Registration Act XXI of 1860 with the name 'Radhamadhab College Alumni Association' having its office located in the college campus itself. The Radhamadhab College Alumni Association is a non-profit making association which was formed in the year 2014 with around 50 members. Presently, the Alumni Association with a strength of 200 members shows a lot of enthusiasm and dedication to work for the association and intends to serve and assist all former students. The Association has been in touch with the Alma Mater very actively and responds to any call by the institution. The members strongly support and take part in any activity/programmes of the college. In February 2021, the Alumni Association took active part in the grand Rally organized by Radhamadhab College to commemorate the Golden Jubilee Celebration of the college. The Alumni Association represented by the Secretary is the member of IQAC body and they are involved in major decisions of the college. The last meeting of the association was held in 2023 where a series of programmes were chalked out by the members to be conducted in the college like maintaining the Canteen and the Gymnasium of the college, to take active part in development works of the college and different activities, to conduct extension activities in the adopted village of the college, to create a garden in the college, to make donations, etc. Already a lot of these activities have been accomplished and few are in the pipeline. It may be mentioned here that three teachers and three non-teaching staff of the college are alumni of this institution itself. In the current session, the college has organized an Alumni Meet in the college on 11/02/2024 where 130 -alumni attended the event.

Major activities undertaken by the Alumni Association for the development of the college:

- Hon'bnle MLA of Silchar, who is an esteemed alumnus of the institution, announced a contribution of Rs.10 lakhs for the development of the college in the Alumni Meet held in the college on 11/02/2024.
- The Gymnasium of the college is operated by the Alumni Association. The Secretary of the association Sri Rajdeep Adhikari is the instructor who imparts training on gym to the students.
- The Canteen of the college is run and maintained by an alumnus of the college Sri Abhijit Majumder.
- The Alumni Association plays a vital role in college sports by contributing a handsome amount for payment towards Coach, Jersey, Sports equipments, Trophies, etc. for students and other expenses for Intra and Inter College Sports Events.
- The Alumni Association has developed a terrace garden in the college.

- The Alumni Association donated 100 miniature National Flags and 100 badges for the students on the occasion of Republic Day (26th January, 2022).
- The Alumni Association has taken steps to conduct different types of competitions like Quiz, Essay, Debate, etc. in the college.
- The Alumni Association takes part in various events celebrated in the college like Rabindra Jayanti, Saraswati Puja, Teachers' Day, Social Week, etc.
- The Alumni Association takes part in extension activities conducted in the adopted village at Bethukandi.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The vision and mission of the institution is very much reflected in its various administrative works and governance pattern. Deeply influenced and inspired by this institutional motto-"Visva Jiyanamritam Jananam" which reflects the vision and mission of the college, the quality policies and plans are framed by the Principal in consultation with the academic and administrative members of the college.

The Institution subscribes to the idea of decentralization and participative management as is reflected in its policy formation and implementation. The governance of the college is carried out by the Governing Body which consists of Principal as the Secretary and other representative members of Assam University, local administration, teaching and administrative sections, etc.thus framing the policies and plans of the institution in tune with its vision and mission . The IQAC of the college is instrumental in applying the principles of decentralization through the formation of various Cells/Sub-Committees like the Academic Monitoring Cell, Admission, Computer and IT Cell, Library Committee, Women's Cell, Committee for Games and Sport, Cultural cum Co-Curricular Activities and Grievance Redressal Cell, Career Guidance, Anti-Ragging and ST/SC Cell, Self-Financing Cell, Students' Heath Care Centre, NSS, etc which work in different fields for the overall development of the college and contribute to the aesthetic progress and welfare of the students. The academic deoartments, library and college office function on their own as independent but integrated organs of the college and the overall academic affairs are regulated and managed by the Vice-Principal appointed by the Principal and approved by the Governing Body of the College. This decentralized tendency of the functioning of the college inculcates the idea of participation of students, teachers, parents, alumni, community and other stakeholders. The college is in constant touch with the Alumni Association and the Students' Union for the greater interest of the college. The following governance strategies are carried out in tune with the vision and mission of the institution:

- Introduction of innovative academic programmes
- Planning for infrastructural developments
- Participation of the stakeholders in Governing Body, IQAC, Cells/Committees
- Undertake extension activities, community service involving students through NSS
- Meaningful co-curricular activities to generate a sense of discipline, ethical and moral values in the students
- Participatory governance and decentralization of administrative functions
- The Governing Body approves the institutional policies, systematic rules, financial transactions and action-plans of the college.

Regarding NEP implementation the college has introduced the FYUG Programme under NEP 2020 as

initiated by Assam University and has organized awareness programmes and workshops on NEP 2020 for stake holders of the college. The college has also formed a Task Force for NEP implementation as per DHE guidelines. Some of the teachers of the college are also members of NEP Implementation Committee of the affiliating university.

The college has prepared an Institutional Perspective Plan to achieve the vision and mission of the College, which is placed and approved by the Governing Body after consulting with the stakeholders of the college.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The functioning of the institutional bodies in terms of academic and administrative affairs are carried out in a systematic matter. The academic matters relating to course curriculum, teaching-learning, examination, internal assessment, filed work, projects, results, etc. are supervised by Assam University, Silchar. Regarding services of the employees, the college follows the regulations of 'Provincialisation of College Employees Act, 2005' and College Service Conduct Rules. The technical matters relating to appointment and other administrative affairs are controlled by the Director of Higher Education, Government of Assam. The faculty of the college are appointed as per the latest rules issued by the Director of Higher Education, Government of Assam in compliance with UGC guidelines. In addition to this, the promotion and career advancement of the in-service teachers and librarian are also made as per rules and guidelines of Career Advancement Scheme (CAS) guided by the same bodies. The recruitment of the non-teaching employees and their promotion and other service rules are framed by the Government of Assam.

The development plans and policies as framed by the Principal are guided and approved by the Governing Body. The different sections of the Principal's office like accounts, establishments, admission, etc is governed by the Administrative and Financial Rules of the Government of Assam. The academic matters are carried out by the Academic Departments of the College headed by the Head of the Departments in consultation with the Vice-Principal and IQAC of the college. The IQAC forms different Committees to help the Principal indifferent functional areas of academic and administrative affairs. There are twelve Cells/Sub-Committees under IQAC like the Academic Monitoring Cell, Admission, Computer and IT Cell, Library Committee, Women's Cell, Committee for Games and Sport, Cultural

cum Co-Curricular Activities and Grievance Redressal Cell, Career Guidance, Anti-Ragging and ST/SC Cell, Self-Financing Cell, Students' Heath Care Centre, NSS, etc which work in different fields for the overall development of the college and contribute to the deployment of institutional strategic and development plansThe Principal of the institution prepares a strategic plan in consultation with the IQAC, academic head of the departments, senior teachers and various cells/committees at the beginning of the year. This strategic plan includes various facets with respect to infrastructure, academic, administration and other aspects of the college to be implemented for the whole year. The activities to be conducted by various cells/committees are clearly spelled out and placed before the IQAC for approval. Other matters with regard to infrastructural development and other aspects relating to financial aspects are placed before the Governing Body for approval. The Principal in consultation with the senior administrative officer prepares the college budget incorporating the financial obligations for carrying out the activities as mentioned in the strategic plan and the said budget is placed before the Governing Body. The adopted plans and programmes are effectively deployed by different stakeholders throughout the year under the supervision and guidance of the IQAC.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Performance Appraisal System for Teaching and Non-Teaching Staff:

The performance appraisal of the teaching and non teaching staff is based on various parameters. For teachers the performance is evaluated on teachers' efficiency, conduct, attendance in class, students' feedback report, etc. and a Performance Appraisal Report is issued by the Head of the Institution which is required in CAS promotion of teachers. The college follows the guidelines of UGC and DHE, Assam for evaluating teachers' performance and academic accountability in the Performance Based Appraisal System (PBAS) format which is a self-apprised report of his/her academic performance (in API format). On Submission, the API of the teacher is verified by IQAC and recommended to the Principal for promotion who constitutes a Departmental Promotion Committee as per University's directive for final scrutiny and ultimately forwards it to DHE, Assam for accord of promotion. The promotion of non-teaching staff is done as per guideline and circular issued by the Director, Higher Education, Government of Assam on the basis of seniority as per Assam State Government Employees' Service Rule. Further, the annual performances of the employees are recorded in the service book of the employees every year. The teachers and employees who are granted Duty Leave for attending any training programme/Refresher Course/Orientation Programme intimate their completion of the programme to the Principal which is incorporated in their Service Books.

The institution has effective welfare measures like pension, gratuity, provident fund etc. for teaching and non-teaching staff as per the directive of the Govt. of Assam. In addition to these, the college has the following welfare schemes:

1. The college has Group Insurance Scheme (GIS) and Group Savings Linked Insurance Scheme (GSLI)

for the teaching and non-teaching staff.

2. The college has initiated the Radhamadhab College Employees' Thrift and Credit Cooperative Society to facilitate savings and loan requirements of the employees.

3. The college has initiated Medical Relief Fund for the benefit of the employees. Contribution to the MRF is made by the employees @ Rs 300/- per month and the same is utilised to meet the medical emergency of the employees and members of their families.

4. Departmental cubicles for each department are provided with adequate seating provisions, stationery, etc for teachers.

5. Both the teaching and non-teaching staff are provided with Laptops and Wi-Fi facility.

6. Casual Leave for 12 days and Earned Leave (10 days for teachers and 30 days for non-teaching staff) are granted to the employees.

7. Maternity Leave of 6 months and Child Care Leave for 2 years are granted to the female employees.

8. Employees, who have been appointed before February, 2005 are entitled to pension benefits after their superannuation as per Assam Government rules of OPS.

9. Warm felicitations are given to the members of Teaching and Non-Teaching staff on their academic achievements and superannuations. Teachers are felicitated by the Teachers' Council on achieving their Ph.D.

10. The college has canteen facility for light refreshments for the teaching, non-teaching and students of the college at a nominal rate.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document]()

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 20.1

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
08	10	06	12	05

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
20	20	20	20	20

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document]()
Institutional data in the prescribed format	[View Document]()
Copy of the certificates of the program attended by teachers.	[View Document]()
Annual reports highlighting the programmes undertaken by the teachers	[View Document]()

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Mobilization and Utilization of Fund and Resources:

The institution develops different types of strategies for mobilization of funds to meet its aims and objectives. The government grants are mobilized by submitting proposals to the relevant authorities such as the UGC, the State Government, RUSA, MP LAD, etc. for the augmentation of institutional infrastructure, academic improvisations and other necessary aspects. Various types of Project Proposals are forwarded to different funding agencies like ICSSR, MAKAIAS, public sector organisations and other bodies for grant of funds. Funds are also mobilised through fees received from students under different heads like Admission Fee, Tuition Fee, Sports Fee, Library Fee, etc. Beside these, the institution runs few Self-Financing Courses for mobilization of fund which is taken care of by the Self Financing Cell of the college. The college also has a Study Centre of K.K.Handique State Open University (KKHSOU) which started functioning in mid 2023. The share money that will be received from the same will be utilized for the benefit of the students and augmnetation of infrastructural facilities of the college. The funds received are optimally utilized by the institution through different bodies like the Governing Body, IQAC, Purchase Committee, Construction Committee, Library Committee, etc which ensure execution of the plan and proper utilization of the fund received. The procurement and utilisation of these funds are also ensured through auditing at the completion of the financial year.

The grants received from various agencies are optimally utilized by the college. Expenditure incurred in connection with such grants are recorded meticulously and audited by the Chartered Accountant . The utilization certificate are subsequently sent to the appropriate authorities. The college utilizes its infrastructural resources for various purposes and provides space for Alumni Association, Health Care Centre, Employees' Thrift and Credit Cooperative Society, Canteen, Gymnasium Centre, Weaving and Handloom Centre, K.K. Handique State Open University Study Centre, etc. Besides these, the college campus is time to time used for Election purpose, different competitive Govt. exams and Covid Testing and Vaccination Centre in 2020, 2021.

Financial Audits:

The Internal Audit of the college is conducted by Registered Chartered Accountant who is engaged for college as per the decision of the Governing Body at the end of each financial year. All the financial records maintained by the college relating to Income and Expenditure Account, Receipts and Payments Account, Bank Reconciliation, Balance Sheet, Fund Transactions, Balance Sheet ,Cash Book, Ledgers, Vouchers etc are thoroughly audited by the Registered Chartered Accountant. The Audit Report as issued by them is thoroughly studied, analysed and placed before the Governing Body for approval. In the process of auditing, if the Chartered Accountant points out any anomaly/objection with regard to the financial records, the same is met by the Account Section by producing necessary vouchers, documents,

etc. corresponding to the problem. The External Audit is conducted by the Government from time to time at a gap of five/six years. It needs to be mentioned here that the last Government Audit upto financial year 2016 was undertaken by the Audit Department of the Govt. of Assam which was duly passed.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The following are some of the significant contributions of IQAC for institutionalizing the quality assurance strategies and processes in teaching-learning and various activities of the college:

1. The entire process of reviewing the teaching-learning process and learning outcomes is accomplished by IQAC through its different cells and committees.
2. The IQAC prepares the Academic Calendar to initiate the process of teaching learning. Also instructs the Academic Departments to prepare its individual departmental routine and incoprporate remedial classes in the class routine.
3. The IQAC ensures that the Mentor-Mentee programme is effectively implemented by every department.
4. The IQAC initiates the process of continuous internal evaluation in the form of Unit Tests, Home Assignments, Google Form, etc. and ensures that the learning outcomes of the students are assessed periodically and their progress is recorded for evaluating their learning progress.
5. All the academic departments are encouraged by IQAC to organize different departmental activities in order to involve the students for their cognitive and skill development like Guest Lectures, Seminars, Wall Magazines, Essay Competition, Group Discussion, etc.
6. The IQAC also collects the activity reports annually from each Department and Cells for quality assurance and record.
7. The IQAC with the help of the Students' Health Care Centre conducts regular health check-up of the students followed by Haemoglobin Test, Blood Grouping diagnosis test, etc. Also Health Camp in the community, Blood Donation Camp in the campus and Awareness Programmes on diseases are other important activities of the Cell.
8. The IQAC guides the Career Counselling Cell to conduct different types of Lectures, Motivational Sessions, etc. and addresses different career issues for the students.
9. The IQAC guides the NSS Cell to organize different types of programmes in the college,

community and in adopted village with active students' participation.

10. The Grievance Redressal Cell has been formed by IQAC to address any grievance of teachers, staff or students.

11. Online Feedback System has been initiated by IQAC.

12. The IQAC organizes various types of Guest Lectures, Seminars, Awareness Programmes, Gender Sensitization Programme, Entrepreneurial Workshops, Faculty Development Programme, Training Programmes, Yoga Sessions, etc for the benefit of the students and teachers of the college.

13. The IQAC frames the Perspective Plan, Annual Gender Sensitization Action Plan and other important policies.

14. The IQAC looks after the career development/progression of the staff of the college.

15. The Sports and Cultural Cell of the college under the guidance of IQAC organizes Social Week and Sports Meet annually with active students' participation in different types of inter-college and university competitions.

16. The IQAC guides the Women's Cell to look after the welfare of the girl students and staff of the college; also conducts Self-Defence Course, Tailoring & Dress Designing and Handloom Weaving Courses for the benefit of the female students of the college.

17. The IQAC takes initiative to publish the Code of Conduct, College Research Journal and Newsletter.

18. The IQAC has been instrumental in conducting the Academic and Administrative Audit of the college and has also taken steps to conduct the Green, Environmental and Energy Audit as per guidelines prescribed by NAAC.

19. The IQAC has taken steps to sign MOUs for collaborations with different organizations.

20. The IQAC has been instrumental in installing the Solar Power Energy in the campus.

21. In order to make a quality check on the institution in the global scenario, ISO certification 9001:2015 was conducted and obtained by IQAC.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

The college has initiated Gender Audit and has adopted certain measures for the promotion of gender equity during the last five years.

Gender Equity and Sensitization in curricular and co-curricular activities:

The college has been initiating a number of gender equity activities. All the cells and committees of the college maintain gender equity through their different activities i.e. Games and Sports, Cultural cum Extra-Curricular activities Cell, Grievance Redressal Cell, Career Guidance Cell, Anti Ragging and SC & ST Cell, etc. For the welfare of the girl students, there is a separate Cell called 'Women's Cell'. Various types of programmes are organized by Women's Cell for the benefit of the female students of the college keeping in tune with the Annual Gender Sensitization Plan chalked our every five years by IQAC to empower them and enhance their entrepreneurial skills. As gender sensitization action, the Women's Cell in collaboration with Rotary Club, Silchar provided a vending machine in the girls' common room specifically to maintain proper hygiene of the female students. International Women's Day is observed on 8th March every year in a befitting manner to promote gender equality. The Students' Health Care Centre also takes care of the female students by taking up health check-ups, blood group diagnosing, anemia testing, etc. and organizing awareness programmes on various health issues. A Committee for Prevention of Sexual Harassment at Workplace as per Vishaka Commission's Guidelines has been formed which has been renamed as Internal Complaint Cell (ICC) in subsequent time for the safety of the girls students of the college. There is enrollment of 54.06% (2023-24), 49.32% (2022-23), 50.26% (2021- 2022), 50.04% (2020-2021), 48.93% (2019-2020), 47.88% (2018-2019) female students in the college. A good percentage of staff of the college are females including the IQAC Coordinator(s) and Convenors of different Cells/Sub-Committees. Gender Sensitization Programmes are regularly organized by different cells/sub-committees under the guidance of IQAC.

Courses on Gender Equity and Gender Sensitization are incorported in the curriculum of the Under Graduate Programmes. Topics like Women's Writings, Social Inequality, Population Education, Women Education, etc are included in the syllabi of English, Philosophy and Education at UG level which gives a thorough understanding of issues on gender equity to the students.

The institution provides the following facilities for the women on campus:

i) 24X7 CCTV Surveillance System and Security Guards for ensuring safety and security of the girl students in campus.

ii) Separate Girls' Common Room with facilities of seating arrangement, running water, mirror, Pad Vending Machine, incinerator,etc.

iii) Separate Toilet facilities for Girls.

iv) Drinking Water Plant.

v) Gymnasium and Sports Facilities for Girls.

vi) Counselling Programmes on female related issues.

vii) Formation of 'Committee for Prevention of Sexual Harassment at Workplace' formed as per Vishaka Commission's Guidelines and renamed as Internal Complaint Cell as per Govt. guidelines.

viii) Courses on Self-Defence like Taewakando and Yoga organized for the female students.

ix) Entrepreneurial Courses like Beautician and Tailoring and Weaving (Handloom) conducted for the benefit of the female students.

ix) Seminars/Workshops on gender sensitization issues.

x) Competitions, exhibitions and talent hunt events among the female students.

xi) Awareness campaigns on women safety and gender sensitivity by NSS student volunteers.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The institution believes in diversified harmony and undertakes different activities to maintain harmony towards culture, religion, language, community in order to provide an inclusive environment. The various Cells under IQAC, departments and Students'Union work in tandem to organize different types of activities in the campus. In order to promote cultural diversity the students organize Rabindra Jayanti, Teachers' Day, etc and in order to promote communal harmony different programmes on World Human Rights Day, National Voters Day, Martyrs' Day, Bharatiya Bhasa Diwas, Amrit Kalash Yatra, World Constitution Day, etc are organised.The academic departments publish their Wall Magazine with the intention of enhancing creative writing of the students. The college also publishes the annual College Magazine named "Patraput" with students' creative writings.

To promote unity and national integrity, the institution celebrates various commemorative days and events like Independence Day, Republic Day, Gandhi Jayanti, etc. The college has adopted a village in Bethukandi, Cachar, Assam where different types of activities and survey are conducted to improve the socio-economic conditions of the villagers with student involvement, in order to inculcate the value of philantrophy in the students. Other activities viz. sports, cultural activities, art competition, essay writing competition, International Women's Day, International Yoga Day along with many regional festivals like 'Basanta Utsav', 'Saraswati Puja' and Sarod Utsav (before Durga Puja) are celebrated in the college to promote overall development and participation of the students. This establishes positive interaction among students of different racial and cultural backgrounds.

The institution takes pride in the fact that apart from trying to lay a good academic foundation of the students, the institution constantly works upon to develop them as a better citizens of the country. The students are in involved in major decisions of the college through their representation in different administrative bodies, cells. like RUSA, IQAC, SVEEP Cell, Electoral Literacy Club, etc.There is a Student Ambassador appointed by the District Election Officer to promote electoral participation in the college. The Students' Union is formed every year through election and the members of the union take part in different activities of the college. The college is trying through its various programmes and practices to inculcate a feeling of oneness among the students.

All the Cells and Departments of the college including NSS are organizing different types of activities with massive student and faculty participation that imbibe the spirit of "Unity in Diversity" amongst them. Since the last five years, the college has strived forward with great effort to increase the level of awareness of the students and employees of the college towards their values, rights, duties, responsibilities etc. in its effort to make them responsible citizens as reflected in the constitution of India. Sensitization to social issues are achieved through different activities/awareness programmes on women empowerment, legal and medical issues, etc. organised in the institution for the benefit of the students.

Self-Defence Training is conducted in the college for the female students of the college. The institute also undertakes community based programmes like Health Camp, Library Literacy Programme, etc. to help the marginalised section of the society and also to develop a feeling of harmony among the stakeholders of the college. For environmental consciousness and sustainability, the NSS Cell of the college organizes various environmental awareness programme, cleanliness drive, Swachata Abhiyan, plantation programme, etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format

provided in the Manual

Response:

BEST PRACTICE A

1. **Title of the Practice:** *JAGAT JANANI: AN ENDEAVOUR TO EMPOWER WOMEN*
2. **Objectives of the Practice:**

* To focus on female students (more than 50 %) who come from socially and economically marginalized section of the society.
* To equip them to become Jagatjanani's so that they can become harbinger of social change
* To inspire and motivate the young girls and bring to focus the latent skills of the female students in various fields so as to prepare them for a better future.

The Context:

* Daunting task to motivate students to motivate and inspire them.
* The girl students are unable to mix and cope up well with the heterogeneous composition of the college
* They lack knowledge regarding the opportunities available in different fields for women.

1. **The Practice**

In order to strategize women empowerment in different arenas, the Cell conducted the following activities in the last five years:

* The Cell organized a three-day Meditation Programme on "Female Health and Hygiene" (Participants: 32)
* An Awareness Program on "Drug Abuse"
* An "Anemia Testing Program" on 09/09/2019 (Participants: 90)
* A Guest Lecture on the occasion of International Women's Day on 08/03/2021
* An event "Female Talent Hunt" (Domestic Cooking Skill) (Participants: 28)
* Celebration of International Women's Day on 08/03/2022 (Participants: 25)
* An Orientation Program on 16/12/2022 for the female students of the (Participants: 22)
* A Community Service and Survey among the women residents in Bethukandi village (Interaction with 30 marginalized female villagers).
* Celebration of International Women's Day for the year 2023.
* An Awareness Program on "Female Health and Hygiene"
* 'A Women's Special Yoga Session' in collaboration with NIRAMAYA (Participants: 20)
* A field trip/exposure visit to Handloom (Weaving) Centre, Borkhola LAC, Cachar, (Participants: 30)
* One-month Training Course on "Handloom Weaving"(Participants: 24)
* Installation of a Vending Machine for Sanitary Pads and an Incinerator in the Girls' Common Room (Participants: 25)
* An Exhibition cum Sale Event in association with the Entrepreneurship Development Cell
* An awareness programme on "Nari Siksha, Suraksha and Sachenata"

5. Evidence of Success

The Women's Cell has been constantly endeavouring to encourage, motivate and uplift the female students of the college as evident from the following activities:

- 28 female students participated in the Female Talent Hunt program in 2022.
- 25 female students participated in the Brushes and Lens Exhibition cum Photo Gallery in 2022.
- 22 female students successfully completed the three-month "Self-Defense Course on Taekwondo" in 2023.
- Community survey by the female students - socio-economic conditions of 30 marginalized female villagers of Bethukandi were recorded.
- The field trip organized for the female students to Handloom (Weaving) Centre, Borkhola LAC, Cachar -24 female students successfully weaved AsomiyaGamosas.

6. Problems Encountered and Resources Required

- Arrangement of funds for undertaking such programmes.
- The college is in need of a state-of-the-art Yoga Centre.
- Renovation and up gradation of the Auditorium is also of dire necessity.
- Need more government collaborations for organizing such programmes.

BEST PRACTICE B

1. **TITLE OF THE PRACTICE:** *UTSAHA UTSAV: ENTHUSE TO EXCEL*
2. **OBJECTIVE OF THE PRACTICE**:

- Recognizing the achievements of the students particularly in academic areas.With this aim in view and the college organizes award ceremonies for the students who excel in the University Examinations.
- The objective of the program is to enthuse and encourage the students, coming from socio-economically disadvantaged section of the society, to perform better and scale new heights in academic fields.

1. **The Context**:
   - Catering to the needs of students hailing from unprivileged background who are first generation learners
   - Students lackingconfidence and motivation and hence the mechanismswas devised to provide incentive to the students in the form of awards and recognitions.
2. **The Practice**: The practice comprises two components:
   - Hrishikesh Shefalikona Smriti Award to the meritorious students
   - Best Library User Award

Hrishikesh Shefalikona Smriti Award

Hrishikesh Shefalikona Smriti Award is conferred by the member of the donor family.

- In this regard an MoU was signed on 15th September, 2017 that a permanent fund of Rs 2,00,000 (as fixed deposit) was generated and it was agreed upon that every year from and out of the

interest accrued from the fixed deposit made for the purpose, awards will be conferred to the meritorious students of the College.

- It was also agreed upon that the award be named as *Hrishikesh Shefalikona Smriti Award* and the award shall contain a cash prize of Rs. 3000.00 only each with a memento containing inscription of the name of the award and the name of the student(awardee).

No. of Beneficiaries from "Hrishikesh Shefalikona Smriti Award" 2018-19 to 2022-23: 16

Best Library User Award

- Best Library User Award is awarded to the student(s) in recognition of his/her being an active member/user of the Library and having used the Library to its best.
- The award is conferred by the Library Committee and the IQAC. The award started in 2018 as per the resolution adopted in the meeting of the Library Committee.

No. of Beneficiaries from "Best Library User Award"2018-19 to 2022-23: 08

Evidence of Success:

The practice of conferring "Hrishikesh Shefalikona Smriti Award" and "Best Library User Award" has led to a competitive mindset among the students. It has been observed that the students await eagerly every year for such awards and also it has made a positive impact in the academic area. Students who achieve such awards take pride in the fact that the College has recognised their efforts which in turn motivate them to perform better in their examinations. It has also been observed that the footfall in the Library of the students has increased considerably after the initiation of "Best Library User Award".

Problems Encountered:

1. Lack of resources and fund
2. The expectation of the students regarding financial benefit in the form of cash is high which the CollegeManagement finds difficult to fulfil.
3. The arrangement of such Award programme has to be done by the College which requires financial involvement.

The students expect that the award be conferred to them semester wise, but such arrangement becomes difficult for the College due to paucity of funds.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

TITLE: Community Service through NSS, Students' Health Care Centre and Library, Radhamadhab College

With the motto of serving the community, the college engages in different activities, which ensure community-engagement and participation, via different Units of the college, like NSS, Health Care Centre and Library. The college has adopted a village in Bethukandi (Barenga), Cachar, Assam where different types of community based activities are conducted by the college. The initiatives taken by these units involve student participation in terms of their voluntary engagement in social service. These activities give them an opportunity to engage themselves in community service thereby contributing to their holistic development and instilling in them a sense of social service.

Activities conducted by the college through NSS (during last 5 years):

- Tobacco Control Special Awareness Camp, National Voters Day and Electoral Literacy Awareness Programme and Library Literacy Programme in the session 2018-19.
- Library Literacy Programme and One Week Awareness Drive on Anti-plastic Campaign in the session 2019-20.
- "Azadi ka Amrut Mahotsav: Celebration of 75th Independence Day" on 12th March, 2021 that aimed at kindling the patriotic sentiment in students.
- The student volunteers of NSS, Radhamadhab College unit participated in a mega street art in between Dolu Market Point upto 8 kms towards Haticherra Tea Estate of Maha Sadak, which was organised by SVEEP and Sanitization Cell, Assemble Election, 2021. It was intended to aware the common people of that area on the importance of maintaining COVID regulations and guidelines.
- NSS organised an Awareness Camp on "Breast Feeding" at 595 Chiripar L.P. School, Chiripar Pt.-I, P.O. Tolengram, Lakhipur, Cachar, Assam on 28/03/2021. In this programme, an ASHA worker, Magoli Devi, delivered lecture on "Breast Feeding", and around 50 mothers along with their children from the said area, were present who benefitted from it.
- Utsarg Utsav Celebration on 18/07/2021, with 200 participants.
- International Yoga Day Celebration on 2/06/2021, where 55 volunteers participated.
- Van Mahotsav on 08/07/2021, in which 15 volunteers planted large numbers of saplings.
- International Day of Clean Air for Blue Skies on 07/09/2021 in which 146 student-volunteers participated.
- Republic day Celebration followed by cleanliness drive, Swacchata Abhiyan on 26/01/2022 with 40 volunteers.
- Awareness Program on Students' Mental Health on 24/02/2022, with 250 participants
- Special Camp in Bethukandi Village from 24th to 31st March, 2022.
- World Environment Day Observation on 5th June, 2022 through Awareness Campaign and cleanliness cum plantation drive.
- Chief Minister's Institutional Plantation Program (CMIPP) on 8th August, 2022 in the college campus

- Har Ghar Tiranga Awareness Campaign on 10/08/2022 at Bethukandi, Berenga Part IV, Cachar.
- Prabhat Pheri (Rally) in connection with Azadi ka Amrit Mahotsav (75 years of Independence) on 12/08/2022
- Awareness on "Blood Donation" on 19/11/2022 where Dr. Rajib Biswas, Assistant Professor, Silchar Medical College and Hospital, and Mrs. Apurba Ghosh, Counsellor, SMCH, delivered Lectures on the advantages of blood donation.
- Participation in One Day Awareness Workshop for APSC Aspirants organised by Assam Public Service Commision in collaboration with IQAC, Gurucharan College, Silchar on 09/03/2023.
- Awareness Campaign on "Child Marriage" in collaboration with Md. Idrish Ali Ansari M. E. School at Chibitabuichia, Cachar on 22/03/23
- Participation in the rally on 31/05/23 on the occasion of "World No Tobacco Day" organized by Office of the Joint Director of Health Services, Cachar.
- World Environment Day Observation on 05/06/2023 by organizing an Awareness Program on Plastic Pollution

Activities conducted by the college through Students' Health Care Centre (during last 5 years) :

- Door-to-door Covid-19 Awareness Program from 16th March to 31st March, 2020.
- Blood Group Diagnosing and Awareness Programme on Blood Donation on 19/11/2022.
- Blood Donation Camp on 12/01/2023 on the occasion of the Birth Anniversary of Swami Vivekananda in which 23 donors donated blood.
- Health Camp at Judhisthir Saha H.S. School in Bihara on 08/01/2023, where health check-up of more than four hundred people of the locality were done.
- Health Camp at Bethukandi (Barenga Part III) adopted village on 19/03/2023. Along with health check-up, a large number of common medicines were supplied to the inhabitants of the locality.

Activities conducted by the college through Library (during last 5 years):

- Library Literacy Programme (under extension activity of the library) was conducted in 785, C. D Home L.P. School, Birbal Bazar, Meherpur, Silchar-15 on 30/06/2018, where books, stationeries and other items were donated to the school for the cause of education in the presence of the Headmaster and the teachers of the school.
- Library Literacy Programme (under extension activity of the library) was conducted in Kalyan Ashram, Silchar on 09/02/2022, where books, stationeries and other items were donated to the children residing there, in the presence of the Secretary of the ashram.
- Library Literacy Programme (under extension activity of the library) was organized in Subashnagar Primary School, Subashnagar, Silchar on 27/03/2023, where a lecture was delivered by the Librarian on 'Library and Reading Habits' for the students, followed by distribution of books and other study materials among the students of the school.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

Since its inception in 1971, the college has worked in diverse fields and crossed significant milestones. It is striving for excellence and marching forward with the intention to create a niche for itself and become an institution of quality. Some additional information about the college may be highlighted as follows:

- 26 students of the college till date as per University Result Sheet have secured First Class 1st - 3rd ranks in Degree Final Examinations .
- Seema Bagdi, a promising player of the college got the chance to play in the District-Level Football Tournment (2024) .
- Uday Debnath, a student of the college has been conferred with Best Promising Player Award, 2024 by Assam University Sports Board.
- The college was a Champion in Inter-College Women Football Tournament, 2014 organized by Assam University.
- The college was a Champion in Inter-College Women Football Tournament, 2017 organized by Assam University.
- The college received Best Discipline Team Award in Inter College Football Tournament (Mens) in 2014 organized by Assam University.
- The Journal of Radhamadhab College was a UGC approved journal till 2018.
- The college had been a Study Centre of IGNOU under Convergence Scheme and had a good enrollment of students under different programmes. Bur eventually due to closure of the Convergence Scheme by the Government, this Study Centre cease to exist.
- The college is presently a Study Centre of K. K. Handique State Open University offering courses upto Master's Level.
- The college serves as Examination Centre of almost all State and Central Government Competitive Exams including APSC, NEET, CTET, JEE, etc.
- During Covid-19 pandemic, all the teaching and non-teaching employees donated one day salary to the government fund.
- The Health Care Centre took the initiative to make Health Insurance of all the students of the college in 2022-23.
- The college received Saraswati Samman Awards in 2013, 2014,2018,2019,2020 and 2024.
- The college received Amul Vidya Bhusan Award for Academic Excellence in 2008-09.
- Some of the notable alumni of the college includes Hon'ble MLA of Silchar, Sri Dipayan Chakraborty, Sri Debashish Shome, Asstt. Secretary of District Sports Association, Prof. Debotosh Chakraborty and Prof. Swapan Das and many more teachers at college and university levels.

Concluding Remarks :

Radhamadhab College has executed Choice Based Credit System in 2019 and FYUG Programmes under NEP 2020 in 2024 in its all its academic programmes as implemented by the affiliating university.The college with its limited resources has engaged in a variety of tasks and accomplished important milestones since its founding in 1971. It is striving forward and aiming for betterment in order to carve out a space for itself as a top-notch institution. The college caters to the educational needs of the socially and economically disadvantaged sections of the society. As many of them are first-generation learners in the family, the academic standing of the pupils

attending the college is quite low. Through consistent guidance, remedial coaching, and mentorship by our teachers, they eventually improve and excel in their acdemic performances. There are students getting enrolled with 35% pass percentage in the college, but we also have outstanding results of first class honours secured by our students.

The institution offers a variety of skill-based programmes, many of which are free, to help students from low-income households to develop skills in addition to their degree course. The institution plans to introduce more such courses for the benefit of the students and provide them support for making them financially independent. The college is undertaking a lot of activities for the upliftment of the female students in order to empower them. Many collaborative initiatives have been undertaken as quality measures to supplement the teaching-learning process of the institution.

With the motto of serving the community, the college engages in different activities, which ensure community-engagement via different units of the college, like NSS, Health Care Centre and Library. The college has adopted a village in Bethukandi , Cachar, Assam where different types of community based activities are conducted. The Library of the college is well-developed and focuses basically on digital facilities and subscribes to the idea of 'Library at the doorstep'.

The institution recognises the significant contributions of IQAC for institutionalizing the quality assurance strategies in teaching-learning and various activities of the college.

Though we have crossed 50 golden years of our journey, we have much more to achieve and in the words of Robert Frost, 'Miles to go....''

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)** Answer before DVV Verification : Answer After DVV Verification :5 Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

1.2.2 *Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years*

1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
111	74	00	141	164

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
50	00	00	56	39

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

2.1.2 *Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
221	240	160	160	160

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
132	145	112	117	117

2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
240	240	160	160	160

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
240	240	160	160	160

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

3.2.2 — *Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
9	2	1	3	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
5	1	1	2	0

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

3.3.1 — **Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**

3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2	6	8	0	14

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19

3	12	1	0	14

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

3.3.2	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

3.3.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
10	10	9	6	4

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
12	8	11	3	1

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

3.4.3	*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

3.4.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
09	08	04	02	07

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
08	08	02	02	04

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

3.5.1	*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

	Answer before DVV Verification : Answer After DVV Verification :06 Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.
4.3.2	**Student – Computer ratio (Data for the latest completed academic year)** 4.3.2.1. **Number of computers available for students usage during the latest completed academic year:** Answer before DVV Verification : 50 Answer after DVV Verification: 40 Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.
5.1.1	*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years* 5.1.1.1. **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
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710	1086	1075	393	503 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
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314	645	446	292	311	 Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.
5.1.3	**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years** 5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
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9	12	3	9	9 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---	

| 80 | 52 | 40 | 50 | 45 |

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

5.2.1	**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

5.2.1.1. Number of outgoing students placed and / or progressed to higher education year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
24	28	9	18	18

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
9	12	23	13	30

5.2.1.2. Number of outgoing students year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
149	83	88	71	79

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
149	83	88	71	79

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

5.3.2	**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
17	1	4	7	1

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19

08-07-2024 02:32:28

7	1	4	5	1

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

6.3.3	*Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*
	6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
08	10	06	12	05

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
08	10	06	12	05

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
11	11	12	11	13

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
20	20	20	20	20

Remark : As per the revised data and clarification received from HEI, based on that DVV input is recommended.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 28 Answer after DVV Verification : 24
1.2	**Number of teaching staff / full time teachers year wise during the last five years** Answer before DVV Verification: <table><tr><td>2022-23</td><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td></tr></table>

23	20	21	21	22

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
20	20	21	21	22