



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

##### 1. Name of the Institution

WEST GOALPARA COLLEGE

- Name of the Head of the institution **ABDUL WAHHAB MIAH**
- Designation **Principal (in-charge)**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **03663289178**
- Mobile No: **9365458998**
- Registered e-mail **westgoalparacollege123@gmail.com**
- Alternate e-mail **wahhab8011@gmail.com**
- Address **Village: Ambari, PO: Balarbhita,  
PS: Baguan, District: Goalpara  
Assam, PIN: 783129**
- City/Town **Goalpara**
- State/UT **Assam**
- Pin Code **783129**

##### 2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status **UGC 2f and 12(B)**
  
- Name of the Affiliating University **Gauhati University**
- Name of the IQAC Coordinator **Shoriful Islam**
- Phone No. **03663289178**
- Alternate phone No. **9678853822**
- Mobile **9678853822**
- IQAC e-mail address **iqacwgcglp@gmail.com**
- Alternate e-mail address **westgoalparacollege123@gmail.com**
  
- 3.Website address (Web link of the AQAR (Previous Academic Year))** <http://www.westgoalparacollege.ac.in/aqar.php>
  
- 4.Whether Academic Calendar prepared during the year?** **Yes**

  - if yes, whether it is uploaded in the Institutional website Web link: <http://www.westgoalparacollege.ac.in/acalender.php>

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>71.75</b>	<b>2005</b>	<b>28/02/2005</b>	<b>27/02/2010</b>
<b>Cycle 2</b>	<b>B+</b>	<b>2.52</b>	<b>2016</b>	<b>05/11/2016</b>	<b>04/11/2021</b>

**6.Date of Establishment of IQAC** **30/06/2003**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Institutional 1</b>	<b>Fee Waiver</b>	<b>Govt. of Assam</b>	<b>2021-22</b>	<b>3275443</b>

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

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

**9.No. of IQAC meetings held during the year**      **5**

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

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

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

- If yes, mention the amount

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

- Prepared and Published prospectus and academic calendar of the College for the session -2021-22
- Conducted 8 number of Value added and Add on courses with the collaboration of departments.
- Collected feedbacks from various stakeholders and analysed. Provided suggestions for improvement.
- National and International days were celebrated with collaboration with other cells.
- Initiatives taken for energy saving and use of alternative energy .

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

Plan of Action	Achievements/Outcomes
To celebrate and observe National and International Day	Celebrated 7th International day of Yoga, Birth Anniversary of Netaji, International Earth Day, World Arabic language Day, World No Tobacco Day etc.
To organize students support programme	Arranged Educational and Field Study Tour, Seminar, Workshop etc.
To Clean and Green the College Campus	Observed world Environment day, Planted saplings, Taken Energy saving initiatives.
To encourage research aptitude	Extended help to write and publish research article, book chapters, etc.
To arrange career guidance programs	Arranged career oriented programs on soft skill and state level competitive exam

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	10/04/2023

14. Whether institutional data submitted to AISHE

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	<b>WEST GOALPARA COLLEGE</b>
• Name of the Head of the institution	<b>ABDUL WAHHAB MIAH</b>
• Designation	<b>Principal (in-charge)</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>03663289178</b>
• Mobile No:	<b>9365458998</b>
• Registered e-mail	<b>westgoalparacollege123@gmail.com</b>
• Alternate e-mail	<b>wahhab8011@gmail.com</b>
• Address	<b>Village: Ambari, PO: Balarbhita, PS: Baguan, District: Goalpara Assam, PIN: 783129</b>
• City/Town	<b>Goalpara</b>
• State/UT	<b>Assam</b>
• Pin Code	<b>783129</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>
• Financial Status	<b>UGC 2f and 12(B)</b>
• Name of the Affiliating University	<b>Gauhati University</b>
• Name of the IQAC Coordinator	<b>Shoriful Islam</b>

• Phone No.	03663289178				
• Alternate phone No.	9678853822				
• Mobile	9678853822				
• IQAC e-mail address	iqacwgcglp@gmail.com				
• Alternate e-mail address	westgoalparacollege123@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.westgoalparacollege.ac.in/aqar.php">http://www.westgoalparacollege.ac.in/aqar.php</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.westgoalparacollege.ac.in/acalender.php">http://www.westgoalparacollege.ac.in/acalender.php</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	71.75	2005	28/02/2005	27/02/2010
Cycle 2	B+	2.52	2016	05/11/2016	04/11/2021
<b>6.Date of Establishment of IQAC</b>			30/06/2003		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institutional	Fee Waiver	Govt. of Assam	2021-22	3275443	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			5		

<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>• Prepared and Published prospectus and academic calendar of the College for the session -2021-22</li> </ul>		
<ul style="list-style-type: none"> <li>• Conducted 8 number of Value added and Add on courses with the collaboration of departments.</li> </ul>		
<ul style="list-style-type: none"> <li>• Collected feedbacks from various stakeholders and analysed. Provided suggestions for improvement.</li> </ul>		
<ul style="list-style-type: none"> <li>• National and International days were celebrated with collaboration with other cells.</li> </ul>		
<ul style="list-style-type: none"> <li>• Initiatives taken for energy saving and use of alternative energy .</li> </ul>		
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

Plan of Action	Achievements/Outcomes
To celebrate and observe National and International Day	Celebrated 7th International day of Yoga, Birth Anniversary of Netaji, International Earth Day, World Arabic language Day, World No Tobacco Day etc.
To organize students support programme	Arranged Educational and Field Study Tour, Seminar, Workshop etc.
To Clean and Green the College Campus	Observed world Environment day, Planted sapling, Taken Energy saving initiatives.
To encourage research aptitude	Extended help to write and publish research article, book chapters, etc.
To arrange career guidance programs	Arranged career oriented programs on soft skill and state level competitive exam

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

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	10/04/2023

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-22	19/01/2023

**15. Multidisciplinary / interdisciplinary**

The West Goalpara College implements CBCS courses designed and framed by Gauhati University. The college imparts education based on the syllabi prepared by the university that comprises the contents of fundamentals, applications, experimental, and skill, and are categorized into different parts like core courses, generic courses, elective courses, skill-based courses,



application-based courses, discipline-specific courses, etc. All these contents are included within a subject under the two main headlines i.e. Honours Course and Regular Course. As a result, students can choose their suitable papers from the multiple options within the interdisciplinary subjects. Moreover, students can also choose papers they like from different subjects in the same stream. Therefore, students are free to learn any subject either in the arts or science stream. The college offers 14 different subjects in arts and science streams. Moreover, the college teaching on multidisciplinary courses such as environmental studies which are compulsory for all the students of honours and regular courses in science and arts stream subjects.

<http://www.westgoalparacollege.ac.in/upload/facility/1684826336.pdf>

#### **16.Academic bank of credits (ABC):**

The concept and implementation of the academic bank of credits (ABC) come forward in India based on the New Education Policy (NEP), 2020. The NEP offers a diversified scope and opportunity to the students to choose any paper from any subject and other facilities including ABC. An academic bank of credits (ABC) is a system that allows students to accumulate academic credits over a period of time and use them towards the completion of a degree program. The academic bank of credits provides greater flexibility to students who may need to take a break from their studies, transfer to a different institution, or pursue a different academic program. To introduce ABC, the college should require registration in National Academic Depository (NAD). However, West Goalpara College could not register for the Academic Bank of Credit through National Academic Depository (NAD) because the college is affiliated with Gauhati University and University itself does not implement the system. Yet, the teachers of the college are participating in different training programs to become experts. Moreover, the college is taking preparation and developing the digital infrastructures to implement the ABC and NEP. As a part of this, the college has purchased around 50 computers in the last session and introduced a compulsory skill development course on Advance Course in Computer Applications for the teachers and non-teaching staff.

<http://www.westgoalparacollege.ac.in/upload/facility/1684826293.pdf>

#### **17.Skill development:**

As per the guideline of Gauhati University, West Goalpara College implemented the CBCS courses in 2019. This course and curriculum focus on the skill development of the students with the other learning objectives. Skill development denotes the process of acquiring or improving the abilities, knowledge, and expertise needed to perform a specific task or job effectively. It is an ongoing process that requires continuous learning, practice, and feedback. Since the knowledge and curriculum grow massive with passing time, therefore, an individual may not be an expert and skilled in all areas of education. Keeping this point in consideration, the college stresses the skill-oriented course in addition to curricular activities because the present situation demands only the expertise and skilled persons in every aspect of work. As a part of this, the West Goalpara College sets clear goals, finds out resources, practices regularly, seek feedback, embraces failure, and stays motivated by the students on the following skill development programs and activities.

1. **Computer and digital skills:** The College introduces a skill development course on computer education for students and non-teaching staff so that students can have the basic computer skill that can help students stay competitive in the job market.
2. **Additional Courses:** The different department of the college hosts some short-term certificate courses, add-on courses, and value-added courses for specific skill development among the students and to increase the diversity of the courses within the college campus.
3. **Hands-on learning experiences:** The West Goalpara College provide students with practical, hands-on learning experiences in their field of study. This may include laboratory work, fieldwork, and research projects. These types of experiences help students to develop practical skills, such as problem-solving, critical thinking, and communication.
4. **Extracurricular Activities:** Students are motivated to participate in extracurricular activities like different sports to provide the opportunity to develop leadership, teamwork, and communication skills.
5. **Vocational skill:** The College offers vocational skill courses on handloom for self-employment or getting the

opportunity to do jobs in the textile industry.

6. Departmental skill program: The various department of the college takes the initiative to organize a workshop for practical skill and hands-on training for skill development such as fish and fisheries by the Zoology Department, cultivation of mushrooms by the Department of Botany, Preparation of cosmetics by Chemistry Department, etc.
7. Spoken and literary skills: The department associated with language and literature such as Arabic, Assamese, and English department organizes some courses like spoken courses, and courses on grammar and vocabulary to develop communication skills.
8. Career Counselling: Career Counselling helps students with resume writing, interview preparation, and job searching and develops professional skills.
9. Parliamentary skill: Parliamentary skill development of the student by organizing debates, symposium workshops, and seminars on different topics. These can help the students to develop a variety of communication and behavioral skills that will be useful in their future careers.
10. Writing and communication skills: Students require strong writing and communication skills for every purpose. Students can develop these skills by participating in writing-intensive courses, and essay competitions, and by participating in activities such as debate clubs, public speaking events, and student publications like college magazines, wall magazines, etc.
11. Laboratory and research experience: The colleges offer laboratory facilities for practicals and carry out project work/research opportunities that allow students to gain practical skills in scientific experimentation, data analysis, and critical thinking.
12. Personal development: The colleges offer personal development programs to help students build their confidence, resilience, and interpersonal skills. This may include workshops on mindfulness, leadership, and emotions.
13. Collaborative projects: Collaborative projects, such as group assignments and team-based research projects can help

students develop collaboration and teamwork skills, which are highly valued by employers.

14. **Interdisciplinary projects:** Collaborating with students from different disciplines can help students develop teamwork, problem-solving, and leadership skills. The colleges offer interdisciplinary projects that allow students to apply their knowledge and skills in new and creative ways.

<http://www.westgoalparacollege.ac.in/upload/facility/1684826390.pdf>

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

The West Goalpara College is very much concerned with integration, preservation, and awareness about the local area and its population; and their language, culture, and heritage. Being situated in the western part of the district Goalpara in lower Assam, the college belongs to several caste and religious community people, especially minorities along with other communities. All the community people are living with integrity, dignity, brotherhood, and tolerance. The various departments of the college, especially, the Assamese, Arabic, History, and Political Science departments take the initiative and are actively involved in studying, participating, cooperating, and developing these communities in concern with language, culture, heritage, tradition, and knowledge. The faculties of the college organize different types of programs in different communities like Garo, Boro, Rabha, Hajong, and Muslim minorities. The faculties are also involved in writing articles, papers, book chapters, and edited books of different communities on their culture, language, views, education, problems, needs, and solutions. Moreover, faculties are associated with different socially active organizations like Char-Chapori Sahitya Parishad, the Development of Hajong Community, the Rabha Development Society, etc.

<http://www.westgoalparacollege.ac.in/upload/facility/1684826441.pdf>

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

Outcome-based education (OBE) is a student-centred approach to education that emphasizes learning outcomes and measures the

success of education in terms of student achievement. Outcome-based education (OBE) focuses on the results or outcomes that students should achieve rather than the process of learning itself. These outcomes are often specific, measurable, and observable indicators of learning, and they vary depending on the subject matter, learning level, and instructional approach. Teaching-learning outcomes are the desired knowledge, skills, and attitudes that students should acquire as a result of the teaching and learning process. Generally, at the time of framing and designing the curriculum, the objectives and outcomes are kept in mind. If the aims and objectives are mentioned in the syllabus then it becomes easy to exercise that syllabus for fulfilling the outcomes. Gauhati University is also not far from this and indicates the objectives, especially in Choice Based Credit Systems (CBCS) courses in all subjects. The syllabi of CBCS courses mention all the objectives of each paper in every subject and specify the learning points to teachers as well as to students. The general objectives and their outcomes of the program coincides with the objectives of education and may be termed as program outcomes (PO) and West Goalpara College promises to fulfill all these objectives and outcomes. The general objectives of a program include knowledge, understanding, communication skill, thinking development, social development, development of leadership quality, character and personality development, development of moral and ethical values, development of patriotism and responsibility toward the nation, national and international understanding, development of scientific knowledge and temper, environment and sustainability, consciousness to the health and hygiene, development of critical thinking, development of the habit of hard work, physical and mental development, etc. Moreover, every subject has some specific objectives, and fulfilling those points has some outcome and may be known as program specific outcome (PSO) or program-oriented outcome. Some of the PSO of literature subjects are reading, writing, understanding, communication, grammatical concept, etc. Similarly, program-specific outcome (PSO) of social science departments develops civic knowledge, political views, philosophical views, historical views, economic views, geographical views, etc. Furthermore, each subject of sciences develops chemical knowledge, physical concepts of matter, ideas, and knowledge of animals, concepts of plants, and mathematical views and applications. The college is very much concerned about all the discipline-specific outcomes and takes the necessary steps. Apart from these, the college focuses on each learning point specified in every paper of the syllabus of all subjects, which may be called course outcomes. The West Goalpara College is

the center for excellence to fulfill all the objectives and outcomes among the students.

The college focuses on the following outcome-based education as mentioned below:

1. Define the outcomes: The teacher of the college identifies the specific outcomes for students to achieve which are measurable, observable, and achievable. The teacher uses Bloom's Taxonomy to categorize the outcomes and create a hierarchy of learning objectives.
2. Align the teaching with the outcomes: After defining the outcomes, teaching and learning activities are aligned with them, and ensure that the activities and assessments designed are aligned with the set outcomes. This will help to ensure that the teachers are focusing on the desired results.
3. Develop assessment strategies: The teacher develops the assessment strategies that align with the learning outcomes. These assessments should be designed to measure the extent to which students have achieved the outcomes.
4. Use rubrics: The teacher uses the rubrics to assess students' work against the defined learning outcomes. Rubrics provide clear and specific criteria for assessing students' work, which makes the assessment process more objective.
5. Provide feedback: Provide students with feedback on their progress towards achieving the learning objectives. This feedback should be specific, actionable, and tied to the learning objectives. It can be given in various formats, such as written comments, rubrics, or verbal feedback.
6. Continuously evaluate and adjust: Continuously evaluate how well students are achieving the learning objectives and teachers adjust teaching methods accordingly. If students are not achieving the desired outcomes, teachers modify their teaching approach or change the assessments to better align with the learning objectives.
7. Involve students: Involve students in the learning process and encourage them to take ownership of their learning. This can be done by setting clear expectations and providing opportunities for students to reflect on their learning and progress toward the outcomes.
8. Collaborate with other educators: The teacher of various departments collaborate with other educators and resource persons to develop shared outcomes and assessments. This helps to ensure that all students are receiving a

consistent and high-quality education.

[http://www.westgoalparacollege.ac.in/upload/poco/Program%20and%20Course%20outcome%20\(%20CBCS\).pdf](http://www.westgoalparacollege.ac.in/upload/poco/Program%20and%20Course%20outcome%20(%20CBCS).pdf)

## 20.Distance education/online education:

The West Goalpara College imparts education under the curriculum framed by Gauhati University. Moreover, the college has focused on distance education and online mode education of learning which have become increasingly popular in recent years. Both forms of education utilize technology to deliver learning materials to students who are not physically present in a traditional classroom setting. One of the main benefits of both distance education and online education is their flexibility. Students can often complete coursework on their own schedule, which can be particularly useful for working adults who cannot attend traditional classes. Additionally, students can often access course materials and interact with instructors and other students from anywhere with an internet connection. The West Goalpara College has two distance education centers for providing seats in higher education for the greater interest and demand of the local population. As a part of this, the college introduces courses on distance education under the Gauhati University Institute of Distance and Open Learning (GU IDOL) at Gauhati University. This course includes postgraduate (PG) in different subjects like Assamese, English, Economics, History, and Mathematics. In addition, the college also offers a Master of Arts (MA) in Assamese, Political Science, Education, and English under Krishna Kanta Handique State Open University (KKHSOU), Rani, Guwahati. The college also conducts classes through online mode during the Covid-19 pandemic periods. These classes have been conducted through Zoom App, Google Meet, Cisco WebEx, etc. Apart from this, the faculties imposed some other tools and methods like WhatsApp, Email, etc. to provide the study materials as well as to receive the assignment to continue the teaching-learning processes.

<http://www.westgoalparacollege.ac.in/upload/facility/1684826258.pdf>

## Extended Profile

### 1.Programme

1.1

532

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 2.Student

2.1 1239

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 78

Number of seats earmarked for reserved category as per GOI/  
State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 300

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

## 3.Academic

3.1 47

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 26

Number of Sanctioned posts during the year



<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>532</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>1239</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>78</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>300</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>47</b>
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	26
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	35
Total number of Classrooms and Seminar halls	
4.2	47.55
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	78
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The curriculum and academic calendar designed and prepared by Gauhati University and the college follows it and ensures the effective delivery to achieve the educational objectives to cultivate the educational, cultural, and academic environment as follows

1. PO/PSO/CO/PLO: The College has identified program-outcome, program-specific outcomes, Course outcomes, and program-level outcomes for each course based on the program objectives.
2. Academic Calendar: The College framed the academic calendar following the academic calendar of GU.
3. Daily Routine: Academic Committee prepares the time schedule covering all resources, teaching staff, and laboratory facilities and published it for circulation.
4. Infrastructures: Classrooms, laboratories, Central and departmental libraries, administrative offices, and

hostels are made ready in the college.

5. Teaching Aids: The teachers applied lesson plans, TLM, ICT, and other accessories like visual aids, multimedia, presentations, and hands-on activities.
6. Teaching Methods: The teachers apply teaching methods, like, lectures, problem-solving, analysis, assignments-seminars, presentations, demonstrations, workshops, practicals, projects, dissertations, and field trips to fulfill the learning objectives.
7. Class-Plan Activities: Moreover, teachers plan some activities like group discussions, project works, and in-class exercises to engage students.
8. Online Mode Education: Online mode classes are conducted during the Covid-19 period through the platform of Zoom App, Google Meet, WhatsApp, Email, etc.
9. Assessment and Evaluation: Sessional exams, classtests, assignments, projects, and presentations are used to ensure effective learning outcomes.
10. Mentor-Mentee: The college continues the mentor-mentee process in each department for special care of the students for better learning outcomes.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.westgoalparacollege.ac.in/upload/prospectus/1684319743.pdf">http://www.westgoalparacollege.ac.in/upload/prospectus/1684319743.pdf</a>

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

The West Goalpara College follows and exercises the academic calendar prepared by Gauhati University. The syllabi of GU include sessional examinations, theory examinations, practical examinations, field trips, winter vacations, college weeks, summer vacations, etc. Apart from the academic activities mentioned in the GU calendar, the college also has some other activities such as college foundation day, the celebration of different festivals, the election for students' council, various awareness program, observation of some important international, national, state and local days, list of local and government holidays as well as restricted holidays, etc. The

academic committee prepares academic calendar including all the necessary parameters for the smooth functioning of the college. The preparation of the academic calendar includes the following-

1. **Determination of Academic Year:** The academic year of the college has started from 1st June 2021 to 31st May with the admission of new students.
2. **Identification of Working Days:** The quantum of working days is identified and those days are found out and include the regular classes, meetings, laboratory activities, and other instructional and departmental activities.
3. **Schedule of Holidays:** The holidays and other breaks in the academic year like winter vacation, summer vacation, etc. are scheduled by the academic committee
4. **Schedule of Continuous Internal Evaluation:** The Continuous Internal Evaluation (CIE) days are included in the drafted academic calendar that includes attendance, assignments, unit test, sessional examinations, practicals, field trips, presentations, and other forms of assessment and after proper verification finalized the academic calendar to ensure that all the activities are included in the academic calendar.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="http://www.westgoalparacollege.ac.in/upload/prospectus/1684319743.pdf">http://www.westgoalparacollege.ac.in/upload/prospectus/1684319743.pdf</a>

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

**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

14

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

12

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

341

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

during the year

266

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The college has a plan of action and strategy for cross-cutting issues related to professional Ethics, Gender, Human values environment and the value-based integrative development of students.

1. Orientation Programmes, Workshops, seminars and lectures programmes are organized to encourage students to grow their skill activities, human values and professional Ethics, moral and ethical values on the environment and nature and scientific temper among the students
2. The College organized Cultural events to inspire the students for creating brotherhood and to develop the personality of students.
3. International Women's Day is celebrated every year by the women's cell of our College to establish the rights of women.
4. Programmes on women's rights and gender equity are organized in the surrounding villages of the college.
5. Human Rights Day, Rashtriya Ekta Divas, Matribhasa Divas (Mother Language Day), the Birth Anniversary of Netaji, World Arabic Language Day, Anti Tobacco Day etc. have been observed. The Anti-Sexual Harassment committee held one awareness program on Anti-Sexual Harassment related issues,
6. A compulsory course on Environmental Studies is included in UG programmes to grow the student's mindsets toward the Environment.
7. Environment Day and Earth Day are observed every year to make the students realistic about the environment. Moreover, the Educational tour is conducted by some departments and various field works are organized to make

aware the students in various aspects.

8. Blood Donation Camp is organised by the Team Huminity on the college campus to make aware the students of community service.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

8

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

100

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

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

**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

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

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://www.westgoalparacollege.ac.in/feedbacksystem.php">http://www.westgoalparacollege.ac.in/feedbacksystem.php</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**600**



File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

#### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

78

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

### 2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The slow and advanced learners are distinguished based on the performance of the students in the classroom, sessional marks and marks obtained in the final examination. The college has taken the following strategies for improvement of the slow and advanced learners:

Measures were taken for improving the academic performance of Slow Learners:

1. **Mentor-Mentee Programme:** The College introduces the student-centric mentor-mentee programme for healthy student-teacher relationships and individual care of the student. The mentor-mentee ratio in the current year is 25:1.
2. **Counselling:** The periodic assessment, counselling of students and parent-teacher met, and extra materials collectively improve the learning level of the students.
3. **Remedial Classes:** The College adopted extra classes, special tutorial classes, and remedial classes and the slots included in the class routine regular classes have been conducted and supplied study materials, and previous question papers are discussed.

**Measures were taken for Advanced Learners:**

1. **Group Discussion:** The faculty of the college organises the group discussion, quizzes, debates, group work etc. which developed the problem-solving and analytical minds of the students.
2. **Encouraged Students:** The students are motivated and guided to improve their presentation and writing skills and scopes and job opportunities in various fields.

File Description	Documents
Link for additional Information	<a href="http://www.westgoalparacollege.ac.in/facilities.php">http://www.westgoalparacollege.ac.in/facilities.php</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1239	47

File Description	Documents
Any additional information	<a href="#">View File</a>

**2.3 - Teaching- Learning Process**

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

The college imposes the student centred approaches to impart education in teaching-learning process in the college. Student centric methods provide better scope, flexibility, creativity and higher of level of cognitive aspect of the students. This method enhances learning experiences by making the learning process more engaging and interactive for students.

1. **Experiential Learning:** The college believe on learning by doing method and students are actively participating in hands-on activities like doing experiments, working on projects, field study, 6th semester dissertation that help them gain practical knowledge and skills through reflection and analysis of their experiences.
2. **Participative Learning:** The College involves students

working collaboratively with their peers and instructors to actively engage in group discussions, debates, and group activities. In this approach students are able to share their perspectives and ideas, and explore different viewpoints and perspectives which develop the outcomes like leadership quality, social behavior, personality development, logical concept and parliamentary system.

3. **Problem-Solving Methodologies:** In this approach students are allotted some real-world problems like assignment, individual problems, which involved in critical thinking and analytical skills or challenges to achieve the higher level of cognitive domains by identifying and analyzing problems, and developing creative solutions to them.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.westgoalparacollege.ac.in/">http://www.westgoalparacollege.ac.in/</a>

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

ICT becomes an integral part of the college which transforms traditional teaching and learning processes into more interactive, engaging, and effective. Here are some ICT-enabled tools that can be used for effective teaching and learning processes in the college:

1. **Learning Management Systems (LMS):** The teacher uses LMS like Moodle, Blackboard, Smartboard, etc. which allows students to access course materials, enhances communication with teachers, and submits assignments to deliver the educational content and resources.
2. **Video Conferencing Tools:** The teacher widely used Zoom, Google Meet, etc. to conduct classes during the covid-19 period. These tools help in conducting online meetings, seminars, conferences, feedback collection, collaboration works, and group discussions.
3. **Interactive Whiteboards:** The College has four interactive whiteboards that help to display and annotate presentations, videos, and other learning materials and allow teachers and students with digital content in a

dynamic and interactive way.

4. **Online Assessment Tools:** The College collects feedback and student satisfaction through offline mode.
5. **Online Libraries and Digital Resources:** The college library is automated with two software packages with journals e-books, and e-contents and digital resources that have made it easier for students to access a wide range of learning materials.
6. **Mobile Learning Apps:** The teachers and students use mobile learning apps that contain question papers, learning content, and videos accessible on mobile at any time and anywhere and provide a flexible and personalized learning experience.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://www.westgoalparacollege.ac.in/facilities.php">http://www.westgoalparacollege.ac.in/facilities.php</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

47

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

8

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

#### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

##### 2.4.3.1 - Total experience of full-time teachers

26

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The college has an internal assessment mechanism to evaluate students' performance in a given course through a variety of assessments conducted by the teachers which helps to provide feedback to students and to assess their progress throughout the course. To ensure transparency and robustness, colleges have adopted the following practices:

1. **Clear Guidelines and Criteria:** The College has conducted an internal assessment for a maximum of 20 marks in each basic course. Skilled and DSE papers may have 50 or 100 marks as per GU.
2. **Regular Assessment:** the college conduct internal assessment regularly by following the academic calendar at specified intervals throughout the course for constant motivation and draw the interest of the students.
3. **Multiple Modes of Assessment:** The College applied multiple assessment methods like sessional examinations; unit tests, assignments, presentations, debates, group discussions, and practical examinations, etc. for comprehensive evaluation of students' performance.
4. **Objective Evaluation:** The assessments are conducted by the college to achieve the PO, PSO, CO and in a fair manner based on predetermined outcomes.
5. **Feedback:** The evaluated answer scripts are returned to the concerned students for constructive feedback, highlighting the strength, weaknesses, and necessary suggestions for further improvements.
6. **Reassessment:** The departments also conduct 2nd sessional examinations if required, for the students who have been unable to attend in the previous sessional examination with valid reasons or who have failed to get the required marks to pass.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.westgoalparacollege.ac.in/add_course.php">http://www.westgoalparacollege.ac.in/add_course.php</a>

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

In order to ensure transparency, efficiency, and timeliness in

dealing with internal examination and other related grievances, West Goalpara College has established the mechanism that outlines the steps and procedures that are followed in addressing grievances.

1. Grievance Redressal Cell: The Grievance Redressal Cell (GRC) receives and resolves all forms of complaints including internal examinations related complaints.

2. Grievance Submission: The college sets some offline complaint cum suggestion box within the campus to receive complaints and open the box in intervals of two days. Moreover, grievances are also received in detail through WhatsApp, Email, and online portals.

3. Investigation: The members of GRC directly investigate the complaint or sometimes set up an investigation committee comprising of faculty members, staff, and students to look into the grievances.

4. Use of Technology: The classrooms and the entire college campus are under CCTV surveillance and it makes the grievance process more efficient. Besides, the online portal helps in filing grievances, tracking their status, and receiving updates.

5. Timelines for Resolution: All the grievances are addressed within a week including investigation, review, and necessary resolutions.

6. Appeals Process: The complainant can appeal the process if dissatisfied with the decision of the grievance redressal cell. The GRC reviews the grievances with further investigation within a week.

7. Record-Keeping: The College maintains records of all complaints and their resolutions for future reference and analysis.

8. Feedback: Feedback is collected from the students on the effectiveness of the grievance redressal mechanism for further improvements in the process.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.westgoalparacollege.ac.in/view_album.php?id=1">http://www.westgoalparacollege.ac.in/view_album.php?id=1</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The West Goalpara College has emphasized very much on student-centric outcome-based education (OBE) and focused on the learning outcomes and promises to achieve the different learning levels of the cognitive domain. All the faculties are very much aware of the program outcome (PO) of each discipline, the program-specific outcome (PSO) of each subject, and the course outcomes (CO) of each course mentioned in the syllabus. To be aware the PO, PSO, and CO, college have taken the following measures:

1. Identification of Outcomes: The faculties of each department have identified the learning objectives such as program outcomes, program-specific outcomes, and course outcomes of their respective subjects and courses for their further use.
2. Preparation of Outcomes: After identifying the objectives like PO, PSO, and CO a set of outcomes are prepared by the each department in terms of general, specific, and Bloom's taxonomy level and usages throughout the session.
3. Publication of Outcomes: All the department of the college has prepared the course outcomes, and all these collectively uploaded as a single file in the college website for teacher and student concerns. Moreover, each department attach the list outcomes on the departmental notice board for students' information at the beginning of every semester.
4. Awareness on Outcomes: The department organises some programme on learning outcomes to ensure that all the students and teacher are very much aware about different outcomes and their importances.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.westgoalparacollege.ac.in/poco.php">http://www.westgoalparacollege.ac.in/poco.php</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The attainment of program outcomes and course outcomes is evaluated by the college through a variety of methods, including assessments, examinations, projects, presentations, and other types of assignments.

Program outcomes are typically broad learning goals that describe what students are able to do after completing a program of study. Examples of program outcomes include critical thinking, effective communication, and ethical decision-making. These outcomes are usually evaluated through a combination of assessments that are designed to measure students' mastery of the knowledge and skills associated with each outcome.

Course outcomes, on the other hand, are more specific learning goals that describe what students should be able to do after completing a particular course. Course outcomes are usually aligned with program outcomes and are evaluated through a variety of assessments, such as quizzes, exams, papers, projects, and presentations.

The college uses various tools and techniques to assess the attainment of program outcomes and course outcomes, such as rubrics, surveys, standardized tests, and other forms of assessment. The results of these assessments are used to evaluate the effectiveness of the program and course design and to make improvements where necessary to ensure that students are achieving the desired learning outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.westgoalparacollege.ac.in/poco.php">http://www.westgoalparacollege.ac.in/poco.php</a>

### 2.6.3 - Pass percentage of Students during the year

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

232

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1684912476.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1684912476.pdf</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[http://www.westgoalparacollege.ac.in/ss\\_analysis.php](http://www.westgoalparacollege.ac.in/ss_analysis.php)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

3

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

<b>3.2 - Research Publications and Awards</b>	
<b>3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year</b>	
<b>3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year</b>	
6	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>
<b>3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year</b>	
<b>3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year</b>	
15	
File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>
<b>3.3 - Extension Activities</b>	
3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<p>The different cells of West Goalpara College have been carried out the various extension activities in the neighborhood community. A number of extension activities have been undertaken by NSS Unit, Women Cell, Health Care Cell, Students Union Body of the college to sensitize the students to social issues like environment, health and fitness, property rights, women empowerment, population issues, menace of drugs etc. and have contributed immensely to their holistic development. A 'Voluntary Blood Donation cum Awareness Camp' has been organized by Team Humanity Goalpara and IQAC, West Goalpara College in the institution during the year. The NSS Unit organized one day</p>	

cleanliness program and has performed a 'Plantation Program' on the occasion of World Environment Day during the year. Women Cell of the College observed the 'International Women Day' and NSS Unit of the college organized 'International Yoga Day' in the college during the year.

File Description	Documents
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1684473384.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1684473384.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

3

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

2

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

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

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

135

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

1

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

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

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

3

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

The college has provided adequate infrastructure and physical facilities for effective teaching-learning processes. Here are some important facilities which are available in a college:

1. **Classrooms:** The College has 28 nos. classrooms and these are well-decorated, well-ventilated, well-lit, and equipped with comfortable seating arrangements, blackboards or whiteboards, and audio-visual aids like projectors and screens.

2. **Laboratories:** Science and computer labs are well-equipped with instruments, chemicals, and computers to provide hands-on learning experiences for students in different science departments.

3. **Library:** The College has a well-stocked library and is automated with two ILMS software packages for efficient management, streamlined circulation, improved access to information, and enhanced reporting and analytics for library staff and users. The library has comfortable seating arrangements for students to access e-books and online resources.

4. **Computing Equipment:** The College provide a computer lab consisting of 30 computers to support the learning of students

in various courses. The college also provides high-speed internet connectivity for students to access online resources.

5. **Administrative Offices:** The College has administrative offices for student services, financial aid, and other administrative functions with well-equipped IT facilities.

7. **Cafeteria:**

8. **Teachers Common Room:**

9. **Campus Electrification:**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1683784069.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1683784069.pdf</a>

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

The college have adequate facilities for cultural activities, sports, and games (indoor, outdoor), a gymnasium, and a yoga center for the overall development of students. These facilities provide the opportunity to engage students in physical activities, and artistic pursuits that improve their creativity, self-expression, and physical and mental well-being, as well as develop skills such as teamwork, leadership, and time management.

Here are some specific facilities provided by the college to the students:

1. **Indoor Sports Facilities:** A college has facilities for indoor sports like badminton, table tennis, basketball, volleyball, squash, etc.

2. **Outdoor Sports Facilities:** The College provides facilities for outdoor sports such as football, cricket, hockey, athletics, etc. The college has a playground, a running track, and a separate area for each sport.

3. **Gymnasium:** A trainer and well-equipped gymnasium are



available to the students for strength training, cardiovascular exercises, and other fitness activities.

4. Yoga Centre: The College has a yoga center facility for promoting wellness and stress management which regular yoga classes, meditation sessions, and other wellness programs.

5. Cultural Activities: The college has a dedicated auditorium and cultural committee for music, dance, drama, and other performing arts. This can include practice rooms, music, and dance studios, and a stage with proper lighting and sound equipment.

6. Gaming Facilities: Indoor games like chess, carom, and other board games are available for the students to help them relax and fresh.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1684399049.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1684399049.pdf</a>

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

5

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1683196985.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1683196985.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year

**(INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****45.41**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

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

Central Library, West Goalpara College was established in the year 1981. The College library has a collection of over 20112 copies (Twenty Thousand one hundred Twelve) of text and reference books covering a wide range of subjects. Besides useful journals, magazines and newspapers are subscribed regularly. The institution is in the process of acquiring online research journals to suffice the academic needs of the teachers and students. In the Reading Room, attached to the library, reference books, journals, magazines and newspapers can be consulted. The library has e-resources corner.

**Library Automation:**

- Name of ILMS Software: KOHA Version: 22.05
- Nature of Automation: Fully
- Year of Automation: 2016 Library
- Website & OPAC Link: <http://wgc-opac.kohacloud.org>

**Digital Library:**

- Name of Digital Library Software: DSPACE
- Version: 6.3
- Nature of Digitization: Partially
- Year of Digitization: 2017
- Digital Library Website Link:

<http://wgc.digitallibrary.co.in:88> Library Services:

#### Library Services:

- 1. Library Services:
- 2. On-Line Public Access Catalogue (OPAC),
- 3. OPAC via Mobile cum Web OPAC
- 4. Internet & E-mail
- 5. E-Resources (NLIST): College has already registered itself with the N List Programme through which it can access over 6000+ E-journals and 200000+ E-books.
- 6. E-Resource Browsing Centre
- 7. Inter-Library loan
- 8. Reprographic Facilities

#### Support Link:

1.<http://www.westgoalparacollege.ac.in/upload/facility/1683716580.pdf>

2.<http://www.westgoalparacollege.ac.in/upload/facility/1683710096.pdf>

3.<http://www.westgoalparacollege.ac.in/upload/facility/1683709809.pdf>

4.<http://www.westgoalparacollege.ac.in/upload/facility/1683709599.pdf>

5.<http://www.westgoalparacollege.ac.in/upload/facility/1683710495.pdf>

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1683709809.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1683709809.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

1.15

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

250

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The college has provided IT facilities, including Wi-Fi to ensure that all the students and faculties can access the latest technology and stay connected to the internet at all times. It is very much important for online learning and research, as well as for accessing online resources such as e-books and academic

journals. For reliable and fast Wi-Fi connectivity the college provided the opportunity to access the Reliance-Jio network, which is further upgraded by connecting through BSNL broadband facilities with a speed limit of 200 MB per second. Moreover, the college increases the number of smart boards and projectors in the classroom and increases the number of computers in the office and laboratory. Regular updates to library automated software and other IT facilities help to improve the high-quality learning environment, security and protect sensitive information from cyber threats, and to keep the systems secure. Therefore, IT facilities area smart move for college that provide our students and faculties with the best possible learning and research environment.

Support Link:

<http://www.westgoalparacollege.ac.in/upload/facility/1683720591.pdf>

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1683356826.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1683356826.pdf</a>

#### 4.3.2 - Number of Computers

78

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

47.55

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The college has some specific established systems and procedures for maintaining and utilizing physical, academic, and support facilities like laboratory, library, sports complex, computers, classrooms, and laboratory. Shortly these are included as follows:

1. **Library Facilities:** KK Sandique Central Library of the college is well equipped with two automated software packages and an adequate number of books, journals, and e-resources. Moreover, each department of the college has a departmental library with an adequate number of books.

2. **Sports Complex Management:** Sports complexes of the college such as athletic fields, gyms, etc. are maintained through cleaning schedules, equipment maintenance, and protocols for field and court maintenance.

3. **Computers and Technology:** The College regularly maintains and uses computer facilities like IT support for computer labs, classrooms with smart boards, classrooms with large display systems, and other technology-based learning spaces.

4. **Classroom Management:** Classrooms of the college are regularly

maintained including cleaning and equipment management. In addition, colleges have established procedures for scheduling and managing classroom usage, including protocols for classes cancellations, late arrivals, and emergency situations.

**5. Laboratory Management:** The laboratory of the college are regularly upgraded almost in every semester and maintained that includes cleanliness, equipment maintenance, scheduling of practical classes for different semesters and practical exams.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1683355984.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1683355984.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

33

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**B. 3 of the above**

File Description	Documents
Link to institutional website	<a href="http://www.westgoalparacollege.ac.in/facilities.php">http://www.westgoalparacollege.ac.in/facilities.php</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

1

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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>



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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

26

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

1

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

Student's engagement in administrative, co-curricular, and extra-curricular activities plays a vital role in students to develop their leadership, teamwork, organizational, problem-solving, and communication skills which are essential for success in their academic, personality development, and professional lives. Here are some ways to facilitate students.

1. Created Opportunities for Student Involvement: The President and General Secretary of the Students Council in administrative tasks such as membership in the RUSA Committee, and membership in the Grievance Cell.
2. Provided Training and Support: Students are trained and supported before engaging in administrative tasks, and co-curricular and extra-curricular activities to ensure their roles and responsibilities and allowed to participate in district and university-level programs.
3. Encouraged Student Involvement: Students are encouraged to organize and participated in co-curricular and extracurricular activities and give them the freedom to develop their ideas providing guidance and support as needed.
4. Offered Incentives: Students have offered incentives like certificates of achievement, recognition, or scholarships to encourage students to participate and engage in activities.
5. Created a Diverse Range of Activities: The Students' Council is very much active in various activities which offer a diverse range of scope to the students. This could include sports, drama, music, debate, robotics, awareness programs, and community service activities.

File Description	Documents
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/gallery.php">http://www.westgoalparacollege.ac.in/gallery.php</a>
Upload any additional information	<a href="#">View File</a>

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

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

45

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 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

The West Goalpara College has an alumni association though it is not registered. The Alumni Association contributes significantly to the development of the college through financial and other support services. Here are some major ways in which the Alumni Association contributes to the development of the college:

1. **Financial Support:** The alumni association provides financial support to the college through various means, such as donations, fundraising events, and sponsorships. This helps the college to fund research programs, scholarships, and other initiatives that enhance the educational experience of students.
2. **Career Development:** Alumni Association helps current students and recent graduates by providing career guidance and networking opportunities. This includes mentorship programs, job fairs, and other events that connect students with alumni who work in their fields of interest.
3. **Community Engagement:** Alumni association plays an important role in building a community around the college. They organize events such as homecoming celebrations, reunions, and volunteer opportunities that allow alumni to stay connected to the college.
4. **Networking:** Alumni Association has a WhatsApp group that connects students with potential employers and other

career opportunities. Moreover, each department also has its own departmental WhatsApp group for alumni.

5. Advocacy: Some alumni are engaged with policymakers like membership in IQAC, construction committee, RUSA committee, etc.
6. Volunteering: Some alumni do volunteer their time and expertise to support the institution through various activities such as organizing events, speaking at conferences, serving on advisory boards, and providing guest lectures.

File Description	Documents
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/view_album.php?id=1">http://www.westgoalparacollege.ac.in/view_album.php?id=1</a>
Upload any additional information	<a href="#">View File</a>

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

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### Vision:

- To build good institutions to produce good human capital.
- To organize a knowledge society towards making a knowledge economy.
- To make over the center of higher education by comprehensive contribution to civil society.
- To kindle the light of society and to focus on women's education on the campus, outreach, and beyond where conservatism still prevails.
- To create a scholastic atmosphere strengthening the four pillars of learning for reshaping education- (i) Learning to know, (ii) Learning to do, (iii) Learning to be, and (iv) Learning to live together.

**Mission:**

- To impart quality teaching and facilitate learning of the highest standard.
- To emphasize curricular and co-curricular activities towards making 'Perfection in men'.
- To implement the academic programs for vertical expansion in diverse disciplines and horizontal expansion from learning to research and innovation.

The college exercises decentralization of responsibilities in tune with the vision and mission:

- The Principal is the Member Secretary of the GB and the IQAC plays a dynamic role in planning and implementing academic governance and infrastructural development.
- The members of the teaching and non-teaching staff, students, alumni, and parents are also included in various decision-making bodies of the college.
- The Principal & Secretary executes the policies and decisions of the GB with the support of various cells, committees, and departments.
- Principal cum Secretary and the GB together with the departments, cells, and other stakeholders execute policies to accomplish the vision and mission.

File Description	Documents
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1684407472.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1684407472.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A decentralized and participatory management strategy has been adopted by the West Goalpara College and is being carried out under the direction of the Principal, the IQAC, and numerous committees and cells. The constitution and procedures of the Governing Body reflect collaborative management and a decentralized viewpoint. The Principal's Office functions as the central hub of administration, and the IQAC sets policy. In collaboration with the HODs and faculty, the academic coordinator oversees the teaching-learning process. Every year,

as we create new rules for the College, we take into account the opinions of the Students' Union and the comments we get from stakeholders. The success of developing policies and carrying them out in the realm of academic affairs depends on the Internal Quality Assurance Cell. The college has established 27 committees and cells to oversee, modulate, and carry out a variety of academic actions and rules, co-curricular and extracurricular activities, and outreach programs.

File Description	Documents
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/feed_backsystem.php">http://www.westgoalparacollege.ac.in/feed_backsystem.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The West Goalpara College has set a few institutional strategic goals that are intended to be attained through several perspective plans to fulfill the mission and vision. These objectives, which include creating effective teaching and learning processes, upholding discipline, and fostering students' overall development through participation, as well as employee advancement and welfare, increasing placements, promptly resolving grievances, alumni interaction, and outreach initiatives, are based on the needs of the students and the institute as a whole. The activity that was effectively carried out during this period by the strategic strategy is developing an efficient teaching-learning procedure. This session resulted in a revolution in the teaching-learning process. The teaching-learning process was launched in "online mode" for the first time. There were a number of difficulties for both educators and students. Teachers in the classroom have to acquire a range of online teaching methods. But they stepped up to the plate and each one of them readied themselves by taking part in faculty development programs, training sessions, and webinars. As a result, the class proceeded as planned, with regular student evaluations through tests, quizzes, assignments, etc. In order to understand the problems they were having, feedback from the students was also requested throughout this period. The evaluation criteria were also modified to assist the students in

handling the challenge.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1684407472.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1684407472.pdf</a>
Upload any additional information	No File Uploaded

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

The college is provincialized by the Government of Assam and governed and regulated by the Director of Higher Education, Assam. The Principal is the top administrative official of the institution and also the Member-Secretary of the Governing Body (G.B). The IQAC, HoDs, support personnel, and other internal organizations provide the Principal & Secy. with assistance in all administrative and academic problems. Associate Professors and Assistant Professors support the concerned HoDs in leading the departments' internal operations. With the assistance of the Library Assistant and the Library Bearer, the Librarian manages the library. The Principal is assisted by the Grade IV staff, Senior Assistant, Junior Assistant, and Assistants. Every internal group has a convener or coordinator who, in a perfect world, is a senior instructor and who has the backing of the other participants, including the pupils. The principal serves as the chairman of these internal bodies. The college's affiliation with Gauhati University streamlines the approval, affiliation, examination, and evaluation processes for all academic programs.

File Description	Documents
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1684411654.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1684411654.pdf</a>
Link to Organogram of the Institution webpage	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1683379139.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1683379139.pdf</a>
Upload any additional information	<a href="#">View File</a>



<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>B. Any 3 of the above</b>
File Description	Documents
ERP (Enterprise Resource Planning)Document	<b>No File Uploaded</b>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p><b>Welfare measures provided:</b></p> <ul style="list-style-type: none"> <li>• Safe drinking water facility</li> <li>• Emergency first aid facility</li> <li>• Seminar Hall for the presentation of papers and meetings, etc.</li> <li>• Various types of leaves</li> <li>• OPS &amp; NPS/ Provident Fund</li> <li>• Periodical pay revision (as per Govt. norms)</li> <li>• Day Care Centre facility for lactating mothers</li> <li>• Well-equipped Teachers' Common Room</li> <li>• Library facility with E-books &amp; E-journals/reprography/, reading room/ computer lab/ Internet/ Printing facility</li> <li>• Gymnasium facility, outdoor/indoor sports facility.</li> <li>• Hygienic canteen</li> <li>• Modern toilet</li> <li>• Security Measures ( through CCTV surveillance)</li> <li>• Free Wi-Fi facility</li> <li>• 24x7 power backup.</li> <li>• Parking Area</li> </ul>	

File Description	Documents
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1683611179.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1683611179.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

4

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

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

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

4

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

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

Each year, student opinions are gathered to assess the effectiveness of the teaching staff. The input is therefore analyzed, and further actions are carried out while maintaining

the required confidentiality. The College Authority and IQAC communicate with each teacher who receives a low rating in order to suggest improvements. HoDs maintain daily logs of their academic and extracurricular activities, which the IQAC occasionally reviews. Records of the numerous actions and events are kept in a Register that is maintained by the departments and cells.. The Principal & Secy reports to the Governing Body (G.B.) of the college for any quality issues involving the administration, teaching-learning process, and other issues. For promotional materials that are confirmed by the IQAC and added to the DPC as needed, API is kept by U.G.C. norms. Promotions are only given based on a teacher's performance. The Directorate of Higher Education receives Annual Confidential Reports from the Principal regarding every member of the teaching and non-teaching staff and takes appropriate action.

File Description	Documents
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/fb_teacher_file.php?c=5">http://www.westgoalparacollege.ac.in/fb_teacher_file.php?c=5</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

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

The College maintains three different types of auditing procedures: internal audits performed by the governing body when necessary (but not mandated). The College then contacts the government to request a local audit, a specialized audit carried out by a chartered accountant to create an audited utilization certificate for a variety of funds approved and granted by the Government of Assam and UGC, etc. The college's most recent audit covered the years 2015 and 2016. The audit report did not uncover any significant issues, but the governing body did address all of them before they were submitted for disposal. In response to the college authority's request for the government to review the college accounts, two audit officers were hired, and the college accounts from 2017 to 2022 were audited.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

.80

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

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

##### Sources of funds:

1. UGC Grants: Being under 2F and 12B as per the UGC Act and Permanent Affiliation of the University, we receive grants from UGC and RUSA.
2. Fees: Charged as per the university and government norms from students of granted and self-financed courses.
3. Salary Grant: Received from State Government. An annual budget of estimated salary grants is sent to the state government which includes salaries of the Permanent teachers and non-teaching staff.
4. The College sometimes receive fund from Stakeholders/nongovernment bodies/individuals/Philanthropists.

##### Resource utilization policy/procedures:

1. Funds are allocated for Orientation Programmes/Workshops/Interdisciplinary activities/training programs. The budget is utilized to meet operational/administrative expenses and maintenance of fixed assets. Funds are utilized every year for the enhancement of library facilities and the development/maintenance of infrastructure. Some funds are allocated for social service activities as a part of social responsibilities. 2. The Purchase Committee ensures that purchases are done by the rules.

3. The Governing Body of the college takes the review of mobilization of funds and utilization of these sources periodically in their meetings.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

Each department of the college is required to create a Course File that serves as a self-reflection of the department's performance by the guidelines of IQAC. The Course file reflects the Programme outcomes, Course Outcomes, academic calendar, syllabus, teaching, and assessment methods for each unit of the syllabus, consolidated attendance statement of students, result analysis, specimen copies of evaluated answer scripts of class tests, assignments, tutorials, lab records, semester examination records with the highest average and marginal pass, etc. The IQAC periodically reviews the course file and makes suggestions for further improvements.

The IQAC of the college promoted green practices to promote a clean, green campus and to maintain a sustainable environment. To raise the pupil's awareness of environmental issues, meetings, and competitions were organized. The proper use of the dustbins has been advocated among the students. Departments and Cells have been told to use paper responsibly. The campus plantation programs were promoted in and outside the college..

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Feedback reports are collected from various stakeholders i.e. students, Alumni, and Parents in order to evaluate the teaching-learning procedure and performance of the teaching team. After the collection of feedback, the input is examined maintaining necessary secrecy. A faculty receiving a poor grade is suggested for improvements by the IQAC and College Authority. HoDs keep records of daily academic and co-curricular activities in a Log Book which is periodically monitored by the ICAC. Departments and Cells maintain a Register where records of the various activities are maintained.

File Description	Documents
Paste link for additional information	<a href="http://www.westgoalparacollege.ac.in/fb_t_eacher_file.php?c=5">http://www.westgoalparacollege.ac.in/fb_t_eacher_file.php?c=5</a>
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.westgoalparacollege.ac.in/fb_teachers_file.php?c=5">http://www.westgoalparacollege.ac.in/fb_teachers_file.php?c=5</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The West Goalpara College has privileged right to promote advanced technical education and to ensure women's empowerment through gender equality. To promote women's education, the College makes consistent efforts. The West Goalpara College organizes several training programs, seminars, workshops, etc. on gender equality and sensitization workshop on girl empowerment through self-defense in association with the Red Ribbon Club and NSS wings of the institute. However, the College provides some general information on measures that hastaken to promote gender equity. These measures include under the followings-

1. Providing equal opportunities: The College include ensuring that both men and women have access to the same resources, such as education, training, and employment opportunities.
2. Addressing unconscious biases: Institution has taken steps to identify and address any unconscious biases thataffecting their policies and practices, such as implementing training programs for employees or using gender-neutral language in communications.
3. Implementing policies and procedures: The College adopt policies and procedures that promote gender equity, such as creating a code of conduct that prohibits discrimination and harassment based on gender.
4. Promoting work-life balance: The Collegesupport employees



in balancing work and personal life responsibilities by offering flexible work arrangements, parental leave, and other benefits that allow employees to better manage their work and personal obligations.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1684236058.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1684236058.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1683972456.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1683972456.pdf</a>

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

**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

West Goalpara College is a higher education institution located in the district of Goalpara, Assam, India. The college has been working towards sustainable development and has implemented solid waste management, E-waste management, and Liquid waste management for managing degradable and non-degradable waste. For managing non-degradable waste, the college has implemented a system for segregation at source. The waste generated at the college is segregated into different categories such as plastic, paper, and metal, and sent for recycling. The college has also installed dustbins at various locations in the college campus to collect waste and ensure that it is disposed of appropriately. Moreover, the college conducts regular awareness campaigns and

educational programs to sensitize students, staff, and the local community about waste management practices. The college also organizes tree plantation drives and encourages the use of eco-friendly products. So, West Goalpara College has implemented several facilities for managing degradable and non-degradable waste. By implementing such measures, the college is playing its role in preserving the environment and promoting sustainable development.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="http://www.westgoalparacollege.ac.in/upload/facility/1682666364.pdf">http://www.westgoalparacollege.ac.in/upload/facility/1682666364.pdf</a>
Any other relevant information	<a href="#">View File</a>

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The West Goalpara College provides a comprehensive environment. The initiatives are taken to promote better education, economic upliftment to the needy and set communal harmony. The College has conducted lectures in the villages for increasing their environmental and ethical awareness. The extension activities are targeted toward enabling a holistic environment for student development. The College has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation. The West Goalpara College celebrates various programs such as culture, Yuba Utsav, etc. to teach tolerance and harmony to the students. The Gender Equality Policy focuses on equal access, opportunities, and rights for women and men. By providing a barrier-free environment, needed facilities, and human and technological assistance, the departments of the college hastakes continuous efforts to make the differently-abled students feel included in every part of the activity of the college. The College has revised the curriculum with the inclusion of topics related to human rights, peace, tolerance, love, compassion, harmony, promotion of social values, and awareness of environmental protection.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The West Goalpara College has been sensitizing students and employees of the College to their constitutional obligations, values, rights, duties, and responsibilities as citizens for creating a well-informed and responsible society. The College has taken the following steps to achieve this goal:

**Conduct regular awareness campaigns:** The College has organized regular awareness campaigns and seminars on the Constitution and its provisions. These campaigns were organized by the Department of Political Science in collaboration with IQAC and legal experts, and other government bodies to provide accurate and updated information to students and employees.

**Provide access to relevant resources:** The College provided access to relevant resources such as books, videos, and online resources that cover the Constitution and its provisions.

**Foster a culture of respect for constitutional values:** The College fosters a culture of respect for constitutional values such as liberty, equality, justice, and fraternity. This could be achieved by promoting these values through the conduct of the college, its policies, and its interactions with students and employees.

**Encourage participation in civic activities:** The College encouraged participation in civic activities such as voting, community service, and public debates. This step help students and employees to understand the practical applications of the Constitution and their roles as citizens.

Through these steps, the college createan environment that fosters awareness and understanding of constitutional obligations, values, rights, duties, and responsibilities among its students and employees, thereby contributing to the

development of a responsible and well-informed society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

C. Any 2 of the above

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

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

The West Goalpara College has celebrates various national and international commemorative days, events, and festivals. Our college celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff, and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love, and Happiness throughout.

**Republic Day** - The College celebrates Republic Day on 26th January every year, commemorating the adoption of the Indian constitution and spreading the message that India is the largest democratic country in the world.

**Independence Day** -It is celebrated every year on the 15th of August, parades and flag hoisting are organized, and is celebrated to mark the freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

**Gandhi Jayanti** - It is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein a pledge is taken by students and staff.

**Yoga Day** - It is celebrated on 21st June every year. The yoga Instructor organizes the yoga camp and a speech is conducted to make everyone aware of it.

**Voters Day** - It is celebrated on 25th January wherein the students are given awareness of their duties and rights as loyal citizens.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice-I (Title of the Practice: Remedial Class)

#### Objectives of the Practice:

The objective of Remedial classes, are designed to provide additional instruction and support to students who are struggling with certain subjects or skills. These classes aim to help students catch up to their peers and improve their

understanding and performance in specific areas. The main goal of Remedial Classes in short as-

1. Improve Students' academic Performance
2. Enhance Learning Skill
3. Provides Individual support
4. Build Confidence

Best Practice-II Title of the Practice: Campus Cleaning

Objectives of the Practice:

1. Create healthy Environment
2. Make campus clean and Green
3. Encourage the students to participate in Swacchata Programme
4. Environmental Responsibility

The Background: The background of campus cleaning of West Goapara College recognizes the significance of cleanliness and hygiene in providing a safe and supportive environment for learning, promoting a positive image for the College, and ensuring compliance with regulatory requirements. It involves a multi-faceted approach that considers health and safety, student satisfaction, environmental responsibility, and collaboration among different stakeholders within the campus community.

for more details: <http://www.westgoalparacollege.ac.in/upload/bestpractices/1684241892.pdf>

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3 - Institutional Distinctiveness

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

West Goalpara College's dedication to delivering high-quality instruction, encouraging research and innovation, cultivating a dynamic cultural environment, and interacting with the neighbourhood are what make it unique as an institution. The



college has a specific institutional identity that makes it stand out from other universities in the area. The college recognises the significance of its part in giving the aspirations of those in its immediate vicinity form. The institute wants to give students the chance to learn the disciplines they need to in order to obtain the degree they want. Students from groups that are socially disadvantaged, such as the tribal and minority communities, are given a platform by the college. Keeping in view the distinctive vision of our college, it has the capacity to accommodate both girls and boys in the hostels who come from "char "areas and other backward places. To promote inclusive education, to maintain universal brotherhood the college celebrates all religious festivals like Swaraswati Puja, Tithi of Sankardeva, Biswa Nabi divas, Viswa Karma Puja etc.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

1. To observe and celebrate National and International Days to temperate moral/ethical and scientific values.
2. To arrange more career guidance programs
3. To provide holistic value-based education.
4. To provide amenities and sports facilities.
5. To create a clean, green campus for the college
6. To collect and analyze feedback forms for all-round development.
7. To provides ICT-based education.
8. To develop the laboratory infrastructure and well-equipped classrooms.