



YEARLY STATUS REPORT - 2020-2021

| Part A | |
|--|-----------------------------|
| Data of the Institution | |
| 1.Name of the Institution | HAJI ANFAR ALI COLLEGE |
| • Name of the Head of the institution | DR. MAMUN AZAM BARBHUIYA |
| • Designation | PRINCIPAL |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 03674299989 |
| • Mobile No: | 9435739006 |
| • Registered e-mail | iqachajianfar1986@gmail.com |
| • Alternate e-mail | haaacdaboka@gmail.com |
| • Address | HAJI ANFAR ALI COLLEGE |
| • City/Town | DOBOKA : HOJAI |
| • State/UT | ASSAM |
| • Pin Code | 782440 |
| 2.Institutional status | |
| • Affiliated / Constitution Colleges | |
| • Type of Institution | Co-education |
| • Location | Rural |
| • Financial Status | Grants-in aid |

| | | | | | |
|---|---|------------------------------|-----------------------------|----------------|-------------|
| • Name of the Affiliating University | Gauhati University | | | | |
| • Name of the IQAC Coordinator | Dr. Adidur Rahman | | | | |
| • Phone No. | 03674299989 | | | | |
| • Alternate phone No. | 9345235981 | | | | |
| • Mobile | 7002953202 | | | | |
| • IQAC e-mail address | iqachajianfar1986@gmail.com | | | | |
| • Alternate e-mail address | adidurrahman7@gmail.com | | | | |
| 3. Website address (Web link of the AQAR (Previous Academic Year)) | http://haac.ac.in/upload/agar/1643706320.pdf | | | | |
| 4. Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://haac.ac.in/upload/library/Academic%20Calendar%202020-21-1.pdf | | | | |
| 5. Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 1 | C++ | 66.8 | 2005 | 21/09/2005 | 20/09/2012 |
| Cycle 2 | B | 2.41 | 2016 | 19/02/2016 | 18/02/2021 |
| 6. Date of Establishment of IQAC | | | 12/05/2008 | | |
| 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 | |
| Institution | RUSA | Central and State Government | 2019-20 | 10,000,000 cr. | |
| 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 | 1 | |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | View File | |
| 10.Whether IQAC received funding from any of the funding agency to support its activities during the year? | No | |
| <ul style="list-style-type: none"> If yes, mention the amount | | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | | |
| <p>1. Online regular classes through college portal during covid-19 period. 2. Organised webinars involving teaching, non-teaching and students of the institution.during covid - 19 period 3. Uploading e-learning study materials for the students in the college website. 4. Organising community service as part of social responsibility during covid-19 period.</p> | | |
| 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 | |
| <p>1. Preparation and submission of pending AQAR. (2) Proposed to continue online classes through college portal. (3) The IQAC resolved to update teachers CV in the college portal. (4) To organise webinar involving teachers and students of the institutitution.</p> | <p>1. The IQAC has achieved in the preparation of pending AQAR of 2018-19 and 2019-20. The pending AQAR were submitted following COVID-19 protocol. (2) During the Covid-19 period, the regular classes continued online for the academic benefits of students community. (3) The teachers have successfully uploaded their CV in the college portal. (4) The institution has organised a number of Webinar during Covid-19 period.</p> | |

| | |
|--|--------------------|
| 13. Whether the AQAR was placed before statutory body? | Yes |
| <ul style="list-style-type: none"> Name of the statutory body | |
| Name | Date of meeting(s) |
| Governing Body | 15/06/2021 |
| 14. Whether institutional data submitted to AISHE | |
| Year | Date of Submission |
| 2022 | 22/04/2022 |
| 15. Multidisciplinary / interdisciplinary | |
| <p>The Haji Anfar Ali College has incorporated inter-disciplinary scheme as prescribed in the Choice Based Credit System (CBCS). The college strictly follows the scheme of courses endorsed by its affiliated University-the Gauhati University for Undergraduate (UG) programme. The college is the single steam Arts College with humanities and social sciences. It encourages the students to opt for subjects of their interest of any discipline. The subject combinations are explicitly provided to the students through counseling before taking admission. Besides, the compulsory computer course provide opportunity to students to learn the basic computer competence. The students are trained extensively to develop their skill to meet the future challenges.</p> | |
| 16. Academic bank of credits (ABC): | |
| <p>The Haji Anfar Ali College is permanently affiliated to the Gauhati university and we follow the prescribed curriculam of the affiliating University. As affiliated college the academic bank of credits will be followed as and when commences by the University.</p> | |
| 17. Skill development: | |
| <p>The students of Haji Anfar Ali College are encouraged to develop their skills through training and organizing various programmes in the college.</p> <ul style="list-style-type: none"> The college has introduced Compulsory Computer Course for all students. The students attend the theoretical and practical classes in the computer lab. The computer course and skills acquired by the students increases the chances of their | |

employability.

- The students of the college participate in various community services through the NSS unit of the college. This provides an ample opportunity to the students to acquire skills as how to face and solve social problems. The volunteers group of students of NSS unit provided commendable service during covid pandemic to the local community.
- Apart from that, the students are the members of different cell and committees in the college. During the course of activity in the college, they acquire knowledge and skills in academic and extra-curriculum areas.
- The students are encouraged to undertake project work as part of Semester End Internal Examination. The departmental project work provides an opportunity to learn skill about how to collect and analyse data for research work.

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

The Haji Anfar Ali College has a comprehensive system of syllabus to impart Indian knowledge system by including traditional languages and long cherished rich culture of our society.

- Students are encouraged to choose any regional language including Assamese at the time of admission.
- The college organise cultural programmes as part of Annual College Week and on other occasions. In respect of our traditional culture, the local traditional Assamese, Karbi and Bodo tribal songs and dances are performed in the cultural programme of the college week.
- The students of the college also organise cultural procession wearing cultural dresses and traditional ornaments in the locality.
- The college organise every year the International Mother Language Day. The students and faculty of the college take active participation in the programme. The programme obviously helps in disseminating the knowledge of our traditional languages among the students of the college.

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

The main priority and thrust area of the Haji Anfar Ali college is to execute the Outcome Based Education (OBE) in the teaching-learning process. The college emphasizes on training of all faculty members OBE to achieve the goal of student centric education instead of teacher's centric education. As such there is necessity to redesign, develop and adopt measures for students learning through

the attainment of outcomes. This requires collective efforts of all faculty members of the college. The college strives for implementing the OBE in the following aspects:

- **Curriculum Planning:** The College follows the prescribed affiliating University syllabus. The syllabuses are distributed among the teachers by respective HoDs of the departments. On the basis of syllabus distribution, the teachers prepares teaching-learning plan to cover the whole syllabus in the academic session.
- **Compulsory Computer Course:** The students are encouraged to complete certificate programmes under Compulsory Computer Course of the college. The programme increases basic knowledge of computer and the employability opportunities for students.
- **Training Programme for Teachers:** The teaching faculties are inspired to undergo various training programmes including certificate course, faculty development programmes (FDP). A number of teachers have already completed the minor research projects in different areas.
- **Research Culture:** The college tries to promote research culture among the faculty members and students. The college has a Research and Publication Committee which tries to promote and encourages the teachers for research work including minor and major project work, publication of research articles in referred journals.
- **Community Service:** The College has different cells and committees involve with different specific extension works in the community as part of social responsibility. The NSS unit of the college participates in varied activities in the locality. The students become aware of the social problems by participating in community services.
- **Communicative English:** Keeping in mind the growing importance of English language as a lingua franca, the college has introduced language lab for students. The language lab is provided all facilities including computers and can accommodate 30 students in one batch.

20.Distance education/online education:

The Haji Anfar Ali College is committed to providing all round educational facilities to its students as part of its social responsibility. It is the only premier institution in the region

imparting not only the regular mode of education but also provides opportunities for distance education.

(a) Distance education:

- The Haji Anfar Ali College is affiliated to the Krishna Kanta Hadique State Open University, (Distance learning institution of Higher Education of the Government of Assam).
- The college is recognised Study Centre of the KKHSOU.
- The Study Centre is run by a Coordinator assisted by a committee headed by the Principal of the college.
- The Study Centre follows both the UG and PG courses.
- The Study Centre is accorded examination study centre by the KKHSOU.
- The Study Centre has a separate office room in the college campus.
- (b) Online Education: The college provide ample facilities for online education to its students. During COVID-19 period the online mode has proved instrumental in providing educational facilities to the Home-Locked students community. A few steps taken so far to provide online education are:
 - The college has maintained its portal for providing inline education- haaconline.org.in
 - The students can access or log in the portal easily through their registered mobile number and Unique ID
 - The students can submit their requirements of notes, discussion or analysis of topic, etc. to a particular teacher of the department.
 - The teachers prepares notes, answers of questions as per requirements of the students which can be downloaded at any time as soon as it is uploaded.
 - The students submits their Home Assignment copies in online mode.
 - The college has its separate whatsapp group semester wise.

Extended Profile

1. Programme

1.1

166

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

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student2.1 **1230**

Number of students during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.2 **250**

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

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.3 **155**

Number of outgoing/ final year students during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.Academic3.1 **18**

Number of full time teachers during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.2 **18**

Number of Sanctioned posts during the year

Extended Profile

1. Programme

| | |
|--|------------|
| 1.1 | 166 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2. Student

| | |
|------------------------------------|-------------|
| 2.1 | 1230 |
| Number of students during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|--|------------|
| 2.2 | 250 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|---|------------|
| 2.3 | 155 |
| Number of outgoing/ final year students during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3. Academic

| | |
|--|-----------|
| 3.1 | 18 |
| Number of full time teachers during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|--|----|
| 3.2 | 18 |
| Number of Sanctioned posts during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|---|----------------|
| 4.Institution | |
| 4.1 | 09 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 62,91272/- INR |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 65 |
| 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 Haji Anfar Ali College strictly follows the curriculum prescribed by its affiliating University throughout the academic session. The College prepares its own curriculum planning before the commencement of each academic session. The affiliating University prescribed syllabus of each semester is distributed among the teacher of each department. The HoDs of each department distributes copies of syllabus among the teachers of the department. The distributed syllabus is circulated among the students at the commencement of each academic session. On the basis of distribution, the teachers of each department prepares teaching plan on the basis of syllabus prescribed by the affiliating University. The head of the institution supply log book to each department to record their daily classes. The log book are provided month wise and preserved for academic record. The untouched portions of topic or unit of syllabus are covered by tutorial and remedial classes.

During the year, due to Covid -19 pandemic and subsequent lockdown situation the classes were suspended for usual class room teaching. Accordingly, the college adopted online method of teaching-learning and evaluation process. The daily online classes of respective teacher were notified to the college website. The online classes taken during the period may be referred to college website:

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | http://www.haaonline.org.in/discussion_view.php |

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

The Haji Anfar Ali College strives in number of ways to adhere to the academic calendar for the continuous internal evaluation. Following are a few steps taken in this regard:

- (1) The college is adhered to the academic calendar prepared by the affiliated University, which is mandatory.
- (2) The college has its own academic calendar which is prepared by the Academic Committee for compilation of academic calendar and uploaded in the college portal. The committee is assigned duties to prepare its own academic calendar and schedule for implementation of extracurricular and co-curricular activities.
- (3) The college conducts external examination as per the programme prescribed by the affiliating University.
- (4) For the continuous internal evaluation, the evaluation process such as class test, unit test, sessional examination, and departmental filed work are conducted as per academic calendar of the college.
- (5) As part of semester end internal examination, special sessional examination is also held after a gap of fifteen to twenty days for the students carrying poor marks in the first attempt. This is done through proper notification and special care

is taken by personal mentoring, remedial classes.

| File Description | Documents |
|--------------------------------------|---|
| Upload relevant supporting documents | View File |
| Link for Additional information | https://haac.ac.in/upload/library/Academic%20Calendar%202020-21-1.pdf |

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

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

1.2 - Academic Flexibility

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

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

7

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

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

1

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template) | View File |

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

1230

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

1230

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

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

For the promotion of human values, professional ethics and code of conduct for various stakeholders, the Haji Anfar Ali College have taken a number of steps which includes:

- Ethical code of conduct are displayed in the institutional websites.
- The college displays ethical codes to be followed by students in the banners and hoarding in the campus.
- The prospectus of the institution manifests some dos and don'ts which contains some ethical code of conduct for the

students such as displaying good demeanor in the campus, maintaining congenial peaceful atmosphere for in the library, notice for clean and green campus, protection of college property, participation in curricular and extra-curricular activities etc.

- The college organizes talks, workshops on gender issues and observes of national and international women's days.
- To ensure a green and environment friendly campus, the college has declared the campus a green plastic free zone, emphasis on the use of LED bulbs and to make proper use of recycle dustbin for safe environment

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum | View File |

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

6

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

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

0

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

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

C. Any 2 of the above

| File Description | Documents |
|--|---------------------------|
| URL for stakeholder feedback report | View File |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | View File |
| Any additional information(Upload) | View File |

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

B. Feedback collected, analyzed and action has been taken

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://haac.ac.in/upload/igac_file/1669392707.pdf |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1230

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

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

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

137

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

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

During the period of covid-19 , the offline method of learning was the only option for the students. The methods adopted for both slow and advanced learner were:

- Regular online classes through college portal.
- Online classes through Google Meet as per class routine.
- Uploading class notes for slow learners in the college portal with downloading facility.
- Frequent communication with teachers by creating Whatsapp Group semester wise.
- Live discussion for awarness of students about online mode of examination through college website.
- Special Semester End Internal Examination for the poor scorer after guidance and counselling and remedial classes. This is taken specially for slow learners.

| File Description | Documents |
|-----------------------------------|---|
| Link for additional Information | http://www.haaonline.org.in/classvideos.php |
| Upload any additional information | View File |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 1230 | 18 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

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

During the year for covid-19 pandemic, the students of the college were encouraged to participate online scheduled classes through portal. The classes were held through Google Meet. Whatsapp groups were created for better communication with students. Required class notes were uploaded to the college portal by the teachers of respective departments with downloading facility. The Assignments of students are submitted and evaluated online through college portal.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | http://www.haaonline.org.in/ |

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

The Haji Anfar Ali college makes a very conscious effort to use ICT tools to enhance the teaching-learning process. The college has one ICT enabled class room and the other class rooms are also

provided ICT enabled tools including laptop, microphone and speaker. The computer lab of the college has more than 65 computers. The students learn to use to ICTs for their studies in the computer lab. Each department of the college has been provided computer facility with printer for better teaching-learning. The classes are also taken through power point presentation. During lockdown period, the online classes were taken through college portal using ICT tools of the college. Apart from that the college has organised a number of webinars including National Webinar on the Computer Education in National Education Policy-2020 by the Digital Cell of the college.

All the teachers are encouraged to use the ICT tools for making the teaching-learning process more effective. During covid-19 period, all the teachers extensively utilised the ICT tools for taking online classes. The teachers and students used online library facilities for remote access to e-resources including e-books, e-journals, The Digital Cell of the college helps in utilizing the ICT tools in the college.

Presently, the ICT enabled smart class room along with computer lab is under construction at the new building . The scheme was granted under RUSA developmental fund.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | https://haac.ac.in/facilities.php |

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

14

| File Description | Documents |
|---|---------------------------|
| Upload, number of students enrolled and full time teachers on roll. | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

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

18

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

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

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

06

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template) | View File |

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

2.4.3.1 - Total experience of full-time teachers

25

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

2.5 - Evaluation Process and Reforms

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

The Haji Anfar Ali College has initiated a formidable mechanism for the continuous internal evaluation process at the institution level. The internal assessment of the students constitutes an integral part of the Semester End Final Examination conducted by the affiliating University. The college has initiated the following steps for making the internal assessment more transparent in terms of frequency and mode. Semester End Internal Examinations are held as per the Academic Calendar of the college. Internal Examination Committee of the college headed by the Vice-Principal of the college as academic in-charge arranges and conducts the examination. The examination programme schedule, setting of question papers, invigilation duty list of teachers are uploaded in the college website. The teachers evaluate the answer scripts and distribute evaluated answer scripts to the students for clarification of doubt. The college makes arrangement for second internal examination for the slow learners who carry poor marks in the first examination. The marks of internal examination are submitted to the Principal for final submission to the affiliating University.

During the year for Covid-19 pandemic, internal examination could not be held. Instead, assignments were submitted online by the students through the college website for assessment.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://haac.ac.in/assesment.php |

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

The internal assessment of the students constitutes an integral part of the teaching-learning process. The college has initiated reforms from time to time for making the internal assessment more transparent. The internal examination related anomalies or grievances are redressed by following the essential steps:

- Semester End Internal Examinations are held as per the Academic Calendar of the college. Holding of examination, evaluation period, declaration of results and submission of marks are submitted as per scheduled time. This makes the students and teachers aware about the time-bound schedule of the examination.
- The Vice-Principal is the academic in-charge arranges and conducts the examination and tries to resolve examination related grievances in consultation with the Principal.
- The examination schedules, setting of question papers, invigilation duty list of teachers are uploaded in the college Website. The Principal can reschedule examination if he deems it necessary.
- The HoDs of departments can initiate steps to resolve any grievances including evaluation and scrutiny of answer scripts of students if raised. The HoDs tries to resolve the grievances of students in consultation with the Principal.
- The college has Grievance and Redressal Committee to look into any matters of students including internal examination.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://haac.ac.in/upload/c_file/1675620744.pdf |

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 Haji Anfar Ali College follows the curriculum of its affiliating University. The college implements the latest CBCS syllabus prescribed by the affiliating University.

- **Teachers:** The teachers of the college are well aware of the programme and course outcomes. At the commencement of each academic session, the print copies of syllabus are distributed among the teachers by the HoDs of concerned departments for preparing teaching/lesson plan. Each of the paper prescribed by the affiliating University contains its specific objectives and course outcomes.
- **Students:** The students seeking to take admission in different subjects are given proper guidance and counseling. The departmental mentors assist the students to choose the subjects of their interest after going through the outcomes of different courses. The prospectus of the college contains detailed list of subjects and papers which provide the opportunity to students to select subject combination and other options. The college website contains elaborate list of course outcomes semester wise. Apart from that, the students are given option to alter the courses even after taking admission.

| File Description | Documents |
|--|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://haac.ac.in/upload/igac_file/1669385854.pdf |
| Upload COs for all courses (exemplars from Glossary) | View File |

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

The website of the college contains programme and course codes of each department. The college has its Academic Committee to assess the programme outcomes and course outcomes in every academic session. The in-charge of the Academic Committee is the Vice-Principal of the college with other nominated members. The committee meets regularly to assess the course outcomes especially in the wake of declaration of results of each semester by the affiliating University. The committee discusses the outcomes and suggest measures for their improvement of results.

Besides, the college has an Internal Examination Committee to conduct Semester End Internal Examination as per academic calendar of the college. The internal examination Committee notify the examination time table, collect question papers from respective departments, distributes invigilation duty to teachers. The

results are declared by respective departments and the poor scorer in the examination are provided opportunity to re-appear in the Special Semester End Internal examination after proper counseling through remedial and tutorial classes. After evaluation, the results sheets are submitted to the Principal by the HoDs of respective departments for submission to the affiliating University.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://haac.ac.in/upload/c_file/1684820003.pdf |

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

285

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | https://haac.ac.in/upload/annual/1668155199.pdf |

2.7 - Student Satisfaction Survey

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

https://haac.ac.in/upload/igac_file/1668608619.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| e-copies of the grant award letters for sponsored research projects /endowments | View File |
| List of endowments / projects with details of grants(Data Template) | View File |

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

0

| File Description | Documents |
|---|---------------------------|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | View File |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | 0 |

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**

5

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

3.2 - Research Publications and Awards

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

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

0

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

5

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

During the period the college organises a number of extension activities by following the Covid-19 protocol issued by the Government of Assam. The programmes are organised not only in the

college premises but also around the neighbourhood areas of the college with involvement of Cells and Committees in association with NSS unit of the college. The extension activities in the surrounding communities substantially helped the people to be aware of Covid -19 and its affects thereafter. The distribution of relief among the needy people by teachers of the college had deeper meaning of humanity and social responsibility. The involvement of students with extension activities helps them to grow their organising capacity building, leadership, awareness about the real problem of the society.

Following are the extension activity carried out during the period:

- Involvement of teachers as volunteers at the Covid-19 Transit camp at sarupather, Doboka.
- Relief distribution by teachers among the needy and economically weaker sections of people in the interior villages.
- Megha Covid-19 vaccination camp at the college.
- Celebration of International Yoga Day in association with North East Rural Welfare Society (NGO) maintaining social distance in the college.
- Health Check-up programme in the college by Medical Cell in association with Physical Fitness Centre of the college.
- The college turned into a Community Quarantine Centre during the period.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://haac.ac.in/upload/igac_file/1668595558.pdf |
| Upload any additional information | View File |

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

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

2

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year(Data Template) | View File |
| e-copy of the award letters | View File |

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

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

5

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

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

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

3

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

3.4 - Collaboration

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

2

| File Description | Documents |
|---|---------------------------|
| e-copies of linkage related Document | View File |
| Details of linkages with institutions/industries for internship (Data Template) | View File |
| Any additional information | View File |

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

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

4

| File Description | Documents |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | View File |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The physical facilities for teaching-learning in the college include:

(A) Class Rooms: The College has 9 rooms for classes. Among them 3 numbers of Halls are there with sitting capacity of 300 students.

(B) Computer Lab: The College has a computer lab with 50 computers

with printing and projector facility.

(C) Auditorium: The college has a Auditorium with sitting capacity of 500 audience. It is used for organizing cultural events, programmes, celebration of important days.

(E) Examination and Mico Zone office: The college has separate confidential examination and micro zone office room.

(F) Accounts and Audit Office: The college has separate account office for keeping accounts and finance.

(G) Distance and Open Learning office: The college has separate office for conducting distance and open learning education under Krishna Kanta Handiqui State Open University.

(H) Language Lab: The College has a language lab with computer facility.

(I) Community College: The college has a community college room.

(j) NSS office: The college has a separate NSS office for conducting its activities.

(k) Physical Fitness Centre: The College has Physical Fitness Centre with all modern tools and facilities including running electronic machine, weight lifting tools, and special mat for physical exercise.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://haac.ac.in/facilities.php |

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

During the year for covid-19, Annual College Week could not be held. However, the college has adequate games and sports facilities which include:

(A) Indoor Games: The College has multipurpose indoor stadium with 75x75 feet width and breadth with sports facilities for indoor games such as (i) Badminton (ii) Table Tennis (iii) Carom (iv)

Chess etc.

(B) Outdoor Games: The College provides outdoor game facilities to its students including (i) Foot ball. (ii) Cricket. (iii) Volleyball. (iv) Basket Ball. (v) Kabaddi etc. The college has football play ground for organizing foot ball, cricket and basket ball court.

(C) Annual College Week: Every year the college holds Annual College Week which includes cultural events, quiz competition, debates, extempore speech etc.

(D) Inter College Sports Competition: The College also organise inter-district college competition in badminton in the indoor stadium.

(E) Physical Fitness Centre: The Physical Fitness Centre is equipped with facilities such as electronic running machine, weight lifting, special mats for physical exercise. The facilities are accessible to teaching and non-teaching staff and students of the college.

(F) Yoga Events: The College observes International Yoga Day every year and signed MoU with Lanka Yoga Niketan for yoga practice.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://haac.ac.in/upload/igac_file/1669188447.pdf |

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

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

01

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://haac.ac.in/facilities.php |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

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

51,63,393.00 INR

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

4.2 - Library as a Learning Resource

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

The library of the Haji Anfar Ali College is known as SNB Central Library. The Central library is fully automated with SOUL 2.0 version ILMS (Integrated Library Management System). The OPAC is also available in the library system. The Central library has 3 functional computers with internet facility as used by teachers and students.

The Central library provides all possible facilities to its readers and has a spacious reading room which can accommodate 100 students. There are well furnished library counter for receiving and issuing books by SOUL 2.0 software. The library maintains it faily attendance register for entry and exit of visitors in the library. The library issues smart library card for both teachers and students. Books can only be issued by using smart library

card.

The Central library of the college has a collection of 10520 text books 6595 reference books subscription of 6 numbers journals in English and Assamese. The library is a life time subscriber of N-LIST and has a access to 2 lakhs e-books and 5000 e-journals. All the teaching staff and students have access to e-resources under N-LIST.

Recently, the library planning to upgrade the software frpm SOUL 2.0 to 3.0 .

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional Information | https://haac.ac.in/library.php |

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

D. Any 1 of the above

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | View File |

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)

15,22,594.00 INR

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

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

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

102

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

4.3 - IT Infrastructure

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

The Haji Anfar Ali College always stressed to place the IT infrastructure development and their maximum uses by teachers and students as its top priority. The campus of the college is provided BSNL Wi-Fi facilities with two numbers of fibre net connection for students and teachers. The IT infrastructures of the college are regularly maintained by expert firm group -S.S Technologies, Guwahati, Assam. They help in updating and maintaining IT equipments including computers, computer lab, library software, CCTV, LCD Projectors.

The college expend fair budget for updating IT facilities in order to provide quality education and make them available to teachers, students and office staff of the college.

The Compulsory Basic Computer Education for All (CBCEA) is run by the college under faculty guest teacher of computer helps in maintaining regularly the existing IT infrastructure including installation of UPS, software application and hardware equipments, LCD Projector, internet and Wi-Fi facility for better IT infrastructure management.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://haac.ac.in/assests/Career%20Oriented%20Programme.pdf |

4.3.2 - Number of Computers

65

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| Student – computer ratio | View File |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description | Documents |
|--|---------------------------|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | View File |

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)**

51,63,393.00 INR

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts. | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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

The Haji Anfar Ali College has well maintained systems and procedures for utilizing its available physical, academic and support facilities including language lab, computer lab, Central library, games and sports items and complex, existing class rooms, departmental blocks and offices.

- There are appointed staff to maintain the physical facilities including buildings, classes, offices, garden, electricity, entrance gate, hostels.
- Cleaning of floor and wash room is regular activity maintained by staff appointed for the purpose.
- The ICT facilities and equipments of computer lab is supervised by the Computer guest faculty.
- The house keeper maintains the stocks and reports the verification of stocks at the end of every year to the Principal.
- Different Cells and Committees of the college submit their requirement to the Principal through the coordinators.
- The HoDs of all departments are responsible for maintaining records of departmental assets and prosperities. The HoDs are to submit reports of physical facilities and academic records to the Principal.
- The collected reports on physical and support facilities are placed before the Governing Body of the college for discussion. The Governing Body is authorized to take decision in this regard.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://haac.ac.in/facilities.php |

| 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 | |
| 1291 | |
| File Description | Documents |
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |
| 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year | |
| 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year | |
| 96 | |
| File Description | Documents |
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |
| 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 | https://haac.ac.in/facilities.php |
| Any additional information | No File Uploaded |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

0

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

0

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

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

B. Any 3 of the above

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

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

0

| File Description | Documents |
|---------------------------------------|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |

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

5.2.2.1 - Number of outgoing student progression to higher education

4

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | View File |
| Details of student progression to higher education | View File |

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

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

government examinations) during the year

2

| File Description | Documents |
|-------------------------------------|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | View File |

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.**

0

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

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

The Haji Anfar Ali College has a democratically elected body called as Haji Anfar Ali College Students' Union (HAACSU) to represent the students of the college. The union is constituted every year as per the academic calendar of the college. The election to the HAACSU is held free and fair means under the surveillance of a district administrative officer. The Principal happens to be the Returning officer. One senior teacher is appointed by the Principal as Assistant Returning Officer for conducting the election smoothly. The election related code of conduct are notified and circulated before the actual date of

poll. The polling of votes, counting of ballots and declaration of results take place in the same day. The oath taking ceremony of elected members takes place on the day as decided by the Principal of the college.

The union body holds important portfolios such as President, Vice-president, General Secretary, sports and cultural secretary, magazine secretary, girl's common room secretary etc. The HAACSU strive for the development of the college, social service in nearby areas of the college as part of extracurricular activity.

During the year election to the HAACSU could not be held for Covid-19

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://haac.ac.in/student_union.php |
| Upload any additional information | View File |

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

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

0

| File Description | Documents |
|---|---------------------------|
| Report of the event | View File |
| Upload any additional information | View File |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template) | View File |

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Haji Anfar Ali College has a Alumni Association which plays a significant role towards the development of the college especially with extracurricular and developmental activities including community developmental programme, college week, fresher's social and celebration of important days in the college. However, the alumni association of the college is yet to be registered.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://haac.ac.in/alumni.php |
| Upload any additional information | View File |

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

E. <1Lakhs

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Haji Anfar Ali College has its specific mission and vision to achieve which are reflective in the following:

(a) Principal as the Administrative & Academic Head:

The Principal plays a significant role in the governance of the college. For effective administration, the principal maintain coordination among staff, students and guardians. He maintains constant touch with all HoDs as administrative head of the college.

(b) The Governing Body (GB):

The GB is the supreme body responsible for implementing the goals and objective of the college. It consists of Principal as chairperson, President, University representatives and members. It possesses numerous powers including financial, developmental plan, approval for the promotion of staff etc..

(c) Role of IQAC:

The IQAC plays a major role for quality education. Meetings of the IQAC are convened periodically and chalk out developmental plans and takes initiatives to implement them..

(d) Cells and Committees:

Cells and Committees are constituted for the purpose of implementing the goal, objective and values of the institution. They work as the right hand of the principal for smooth functioning of activities.

(e) HAACSU:

The Haji Anfar Ali College Students Union (HAACSU) is the democratically elected body which represents the student of the college.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://haac.ac.in/corevalues.php |
| Upload any additional information | View File |

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

During the period the college continued to maintain its practices of decentralisation. The covid-19 had compelled the college authority to find an alternative way of maintaining the process of decentralization. The online meetings of the Principal with staff and students were held for academic and non-academic activities. All the work are done through college portal during the time.

The leadership in the college is effectively implemented through decentralization of authority and activity. The Principal is the administrative head of the college. However, there is decentralization of authority to different Cells and committees. Various cells and Committees are authorised to organise and conduct programmes. Similarly, the Vice-Principal possesses the

authority look after the academic activities of the college. Decisions regarding a particular department are taken by the Principal in consultation with their respective HoD of that department. The HoDs of respective departments are authorised to distribute syllabus, prepare teaching-learning plan and maintain log book. The IQAC coordinates all the academic and non-academic activities of the college.

The participatory management in the college is ensured through the engagement of varied activities of teaching and non-teaching staff, representatives of Governing Body, students and members of alumni, members of students union and members of guardian forums.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://haac.ac.in/ |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Haji Anfar Ali College has its approved master plan to implement in different phases. Different schemes sanctioned by the Government and Non-Government agencies are deployed according to the master plan of the college.

The college has its Building Construction committee to supervise the building related construction work in the college. Similarly, the college has separate Purchase Committee to purchase related goods, items and other equipments. As per the plan, the construction related works are distributed according to the tenders which are made available in the college website.

The college focuses on the soft skill development and maximum possibility of employability of students after their graduation. For which the college is tied up with S.S. Technologies, Guwahati for maintain college website and ICT tools.

The college has introduced Compulsory Computer Course for all students with appointed Guest Faculty of Computer. For practical and theoretical classes, the computer lab has sitting arrangement

of 50 students in one batch. The certificate issued after completion of course increase employability in Government as well as in private sectors.

During the period, the college is chosen for grant under RUSA and 50 per cent of grants have been released. The works of construction under RUSA grants include:

- Library extension for reading room and purchase of books.
- Purchase of equipments for Physical Fitness Centre.
- ICT enabled class room building along with computer lab.
- Purchase of computer and ICT tools.
- Boundary wall.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://haac.ac.in/facilities.php |
| Upload any additional information | View File |

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

The Haji Anfar Ali College has a system of participatory management of its academic and administrative activities through decentralisation. The Principal is the academic and administrative head of the college and provide leadership and proper guidance in formulating and executing various planning with the involvement of the teaching and non-teaching staff, library staff and Governinh Body of the college.

- The Principal follows the circulars and instructions issued by the Director of Higher Education (DHE), Government of Assam regarding appointment, promotion and service rules its staff. The Principal maintains the service book of the employees and keep under his custoday. Both teaching and non-teaching can avail the benefits of all permitted leaves, GPF, medical benefits etc.
- It is mandatory to get approval and passed of all the appointment of teching and non-teaching staff, programmes and developmental planning relating to college in the

Governing Body. It is the highest body consists of the Principal, University representatives, guardian members, representatives of teaching and non-teaching staff possessed with powers of management of the college, budget approval, planning for development of the college. The Governing Body is the highest decision making body in the college.

- The HoDs of all the department and different Cells and Committees works as the right hand of the Principal in implementing different policies and programmes. The IQAC as coordinating body monitor the activities of cells and committees. The Student Union and Alumni of the college also perform numerous activities in a decentralized manner.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://haac.ac.in/ |
| Link to Organogram of the Institution webpage | https://haac.ac.in/upload/igac/1669024626.jpg |
| Upload any additional information | View File |

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

A. All of the above

| File Description | Documents |
|---|---------------------------|
| ERP (Enterprise Resource Planning) Document | View File |
| Screen shots of user interfaces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc (Data Template) | View File |

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Haji Anfar Ali College has taken a number of effective welfare measures for its teaching and non-teaching staff. During the Covid-19 period the college has provided the same welfare schemes to its staff which includes:

(a) Welfare measures for Teaching and Non-teaching staff:

- Both the teaching and non-teaching staff members can avail the financial benefits through the Thrift & Credit Society of the college.
- During the period the teaching and non-teaching staff could avail the leave facility including maternity leave by women faculties as per the service rule of the Government of Assam.
- Library facilities are made available including e-journals to teaching staff during covid-19 period.
- The teaching and non-teaching staff are provided college canteen facilities during day time.
- Both teaching and non-teaching staff are provided Physical Fitness Centre facilities for regular physical exercise.
- The teaching and non-teaching staff of the college are provided sports facilities including badminton, volleyball, basket ball and foot ball play ground.
- Medical Cell of the college assist the employees and students in health related issues.
- The college provide insurance facilities to its employees as per the rules of the Government of Assam.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://haac.ac.in/facilities.php |
| Upload any additional information | View File |

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

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

0

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

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

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

1

| File Description | Documents |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | View File |
| Reports of Academic Staff College or similar centers | View File |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

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

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

3

| File Description | Documents |
|---|---------------------------|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | View File |
| Upload any additional information | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

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

The Haji Anfar Ali College has adopted the following measures for the evaluation of performance of its teaching and non-teaching staff:

- (i) Constant self monitoring of the departments by the Principal of the college.
- (ii) Assessment of departmental activities by the concerned Departmental HoDs and submit the report to the Principal periodically.
- (iii) The students evaluation report of teachers are collected through feed back. The feedback report are analysed and discussed in the Governing Body meeeting and actions are taken accordingly. The Goberning Body advises the poor performing teachers in the form of suggestionand appeal.
- (iv) The Principal of the college collect information on the functioning of teaching and non-teaching form the visitors to the college including guardians, officials, alumnies. The remedial actions are taken on the basis of collected information.
- (v) The Principal of the college maintain the sevice book of the teachers and record their performance in it.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://haac.ac.in/Performance%20Appraisal%20System.pdf |
| Upload any additional information | View File |

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 account of the college are audited internally as well as externally. The internal auditor is nominated by the Principal of the college with the approval of the Governing Body. The external auditors are Government appointed auditor. They are assisted by the Principal and office staff of the college during audit period. The audited statements of accounts and reports of auditors are placed before the Governing Body for further examination and its approval.

During the period, there was no internal as well as external audit for covid 19 protocol.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://haac.ac.in/iqac_sub.php?id=12 |
| Upload any additional information | View File |

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

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

0

| File Description | Documents |
|---|---------------------------|
| Annual statements of accounts | View File |
| Any additional information | View File |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

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

The Haji Anfar Ali College tries its best to mobilise the resources properly. The grants that college receives mainly comes from Government, Non-government and its own resources including cultivable land to generate revenues.

- During the period period the college has been sanctioned RUSA grant for the development of infrastructure of the college.
- The college received no funds from non-governmental agencies during the period.
- The college generates a lot of revenues by leasing its land for paddy cultivation.
- The college also utilise its resouces to generate income as it has water reservoir tank (pond) is given on lease for fish firming.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://haac.ac.in/upload/mou/1681372198.pdf |
| Upload any additional information | View File |

6.5 - Internal Quality Assurance System

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

The Haji Anfar Ali College has been consistently maintaining high academic standards and good institutional social responsibilities through the activities of IQAC. The IQAC of the college has been taking measuresto carry out and implement the initiatives and responsibilities of the college. The two best practicesthat were

institutionalised as a result of the initiatives taken by the IQAC during the period are-

(1) Implementation of teaching-learning through Online classes: The online classes were introduced with the effort of the IQAC to cope up with the situation as a result of Covid-19 pandemic. The classes were held regularly according to daily class routine by the teachers through college website. The students were provided facilities and options to ask for any required study materials from the teacher with download facilities.

(2) Departmental Webinar: The IQAC of the college has taken initiative to organise at least one webinar by each department during the period. The teachers and students were motivated to participate and interact in such programme. A number of webinars were organised by departments involving teachers and students with invited key note speakers. The initiatives taken by IQAC proved fruitful and benefitted both teachers and students during covid-19 period.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://haaconline.org.in/classvideos.php |
| Upload any additional information | View File |

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

The IQAC of Haji Anfar Ali College involves in implementing various teaching-learning methodologies throughout the academic year. The IQAC discusses and reviews the academic and extra-curricular aspects of the college at its meeting and tries to implement the resolutions taken unanimously. At the commencement of new academic session, the coordinator of the IQAC initiates discussion with departmental HoDs regarding teaching-learning plan, distribution of syllabus, maintenance of log book etc. Apart from that the IQAC take initiative to organise programmes, workshops, seminars, talks, celebration of days of national and international importance.

The IQAC maintain coordination among the teachers and students so

that the learning process becomes cooperative. The Cells and Committees of the college work as the wing of academic and non-academic activities. The IQAC helps to achieve the targeted goals through the cooperation of Cells and Committees.

During the period, the IQAC played a major role towards the improvement of various activities which includes:

- (1) Introduction of online teaching-learning.
- (2) Formation of Whatsapp Groups Semester wise.
- (3) Online evaluation methods through college portal.
- (4) Motivated to organizing Webinars by various departments through Google Meet.
- (5) Organised online workshop and discussion on important topics through college website.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://haaconline.org.in/classvideos.php |
| Upload any additional information | View File |

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

C. Any 2 of the above

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | https://haac.ac.in/upload/annual/1668155199.pdf |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The Haji Anfar Ali College is situated in a rural area and emphasizes on the upliftment of rural women through social education. The college believes that by imparting proper education to women education may result in eradicating poverty, social evils, superstitions and growing violence in the society. Since, establishment, the college has achieved a lot in this regard as more than 60 per cent of the total students are women.

The college has taken a number of steps for the promotion of gender equity:

- Organise awareness programme such as International Women's Day, International Mother Language day.
- Women Cell is there to provide counseling to girl students in academic and non-academic activities. During covid-19, the Women Cell organised virtual celebration of international Children Day.
- Women Hostel remains under strict control of the hostel warden and Principal of the college.
- The college has separate girl's common room with all facilities.
- The college has separate departmental block for women teaching staff members.
- The college campus is kept 24 hours strict surveillance by CC TV Camera.
- Guards are there for day-night security in the campus.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | <p><u>(1) Seminar/ workshop/talks on gender related issues; (2) celebration of of national and international women's days;(3) Equal opportunity to girls students for representation to the Student Council.</u></p> |
| 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 | <p><u>The college has adopted a number of steps to provide specific facility to women. Among them the most notable are: (a.) Safety and security: • The college has provided 24 hours security guard to its campus. • The college is kept under strict surveillance of CC Camera. • The college has a gate keeper at the main entrance gate during day time and night watch man. • The Women Hostel remains under strict control of the hostel warden and Principal of the college. (b) Counseling: • The college has a Women Cell to provide counseling to girl students. • There are two female teaching staff have free access for girls students for counseling. • The women cell organise different programmes on gender issues. • During covid-19, the women cell organised virtual celebration of international Children day. (c) Girls Common Room: • The college has separate girl's common room with sitting and adjacent washroom facilities. • The college provided separate departmental block for women teaching staff with attached washroom facilities.</u></p> |
| <p>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</p> | <p>C. Any 2 of the above</p> |
| | |

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

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

The Haji Anfar Ali college is committed to clean and environment friendly campus. As the college is a single stream Arts college and does not generate any harmful laboratory waste. The steps taken for the management of garbage are:

- The garbage and waste generated by the college are collected at an interval by the town committee garbage carrier van. It is situated in Doboka town under Ward No.10.
- The college has constructed a number of concrete waste containers in the premises.
- The wastes generated in the Girls Hostel are disposed as per the norms of waste disposal.

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | https://haac.ac.in/facilities.php |
| Any other relevant information | View File |

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

B. Any 3 of the above

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

| | |
|--|-------------------------------------|
| 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 | A. Any 4 or All of the above |
| File Description | Documents |
| Geo tagged photos / videos of the facilities | View File |
| Any other relevant documents | View File |
| 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 | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | View File |
| Any other relevant information | View File |
| 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- | D. Any 1 of the above |

reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies
of reading material, screen reading

| File Description | Documents |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| Details of the Software procured for providing the assistance | View File |
| Any other relevant information | View File |

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 Haji Anfar Ali College is committed to achieve its goal in maintaining an environment of harmony and tolerance among the students. It respects socio-cultural, economic, religious, linguistic diversities of the students community which obviously reflected in the academic and administrative activities of the college. Following are a few initiatives taken at the institutional level for maintaining unity in diversity:

- The college follows the UGC norms and appointment procedure of the DHE, Government of Assam in the matter of appointment of its teaching and non-teaching staff.
- Cent percent admission privileges to SC, ST, OBC, MOBC students by relaxation of the entry marks.
- Full assistance for Government scholarships to SC, ST, OBC, MOBC and religious minority students through the Scholarship Cell of the college.
- Provides compulsory computer certificate course to all students.
- Provides community service by the students and staff as part of social extension service through Cells and Committees.
- Celebrated National, International Girl Child Day and International Women's Day.
- Organised Webinar and online discussion during covid-19 on relevant issues including education, economy, gender.
- The celebrated and observed national and international days

of importance such as Constitution Day, International Mother Language Day, National Integration Day to inculcate values among the students of the college.

| File Description | Documents |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |
| Any other relevant information | View File |

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

During the period, for covid-19 pandemic the college has organised webinars, talks, live discussion and virtual celebration in association with various department through platform of Google Meet. The main objectives behind organising such programmes were to aware the students and employees about their rights and duties as incorporated in the Constitution of India.

- The Department of Political Science has organised virtual celebration of 75th UN Day on 24 Oct, 2020, through Microsoft team -YouTube.
- The Department of History in association with the Women Cell of the college has organised virtual celebration of International Day of Girl Child on 11 Oct, 2020 through Microsoft team: YouTube.

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

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

B. Any 3 of the above

students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | No File Uploaded |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

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

The Haji Anfar Ali College celebrates and organizes national and international commemorative days, events and festivals throughout the academic session. During the year, for Covid-19, the college celebrates the following events virtually:

- The Department of Political Science has organised virtual celebration of 75th UN Day on 24 Oct, 2020, through Microsoft team -YouTube.
- The Department of History in association with the Women Cell of the college has organised virtual celebration of International Day of Girl Child on 11 Oct, 2020 through Micro soft team: YouTube.
- Organised programme on International day of Yoga maintaining social distance in the college campus.

In general, it is the inherent duty of the college to organises national festivals, birth/death anniversaries of great Indian personalities, The celebration of these days helps to inculcate values, learn ther lession of unity and integrity, social responsibility and love for the constitutional ideals. These days are: -

(a) The Constitution Day.

(b) Independence Day.

- (c) The Republic Day.
- (d) World Environment Day.
- (e) National Integration Day.
- (f) Teachers Day.
- (g) Gandhi Joyanti.
- (h) International Womens Day.
- (i) International Mother language Day.
- (j) Netajis birth day.
- (k) The United Nations Day.
- (l) International Human Rights Day.
- (M) International Girl Child Day.

| File Description | Documents |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

7.2 - Best Practices

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

There are a number of practices that the college tried to implement as per the manual of the NAAC format provided. Among them the best practice may be identified as:

(1) **Emphasis on Girl Child Education:-** Growing number of enrolment of girls students in comparison with boys student ensuring gender equality. The college is situated in a religious minority

inhabited area with lesser literacy rate of girl child enrolled for higher education. The college since its establishment strived hard to disseminate the message of higher education for girl child along with boys in the locality. The college achieved its target after a long years of its strenuous efforts to equalise the literacy rate among boys and girls. At present, more girl child are enrolled in comparison to boys in the college.

(2) Cells and Committees: Participatory management of activities by different Cells and Committees through decentralisation is another notable practice have been implemented by the college. The academic as well as the non-academic activities are performed by the Principal with the assistance of employees and students of the college. The cells and committees are consists of a convener and members and possess authority to function for which they are created. The Principal is the chairman and coordinates all the cells and committees.

| File Description | Documents |
|--|---------------------------|
| Best practices in the Institutional web site | View File |
| Any other relevant information | View File |

7.3 - Institutional Distinctiveness

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

The Haji Anfar Ali College always stick to the principles and goals, objective and core values that have been displayed in the admission prospectus and website of the college. The inculcation of socio-cultural and ethical values helps students folks to be responsible citizen of the society. For this purpose, the college organises different programmes including celebration of cultural events, religious festivals, talks on ethics and code of conduct of the college, cleanliness drive, community service, awarness program on Word Environment Day, International Mother Language Day, Induction Programme, Meet Your Principal for the new comers, annual freshers social program, celebration of Teachers' Day every year. The sole objective of celebration of all these events are to produce good citizen with sound morality.

| File Description | Documents |
|--|---------------------------|
| Appropriate web in the Institutional website | View File |
| Any other relevant information | View File |

7.3.2 - Plan of action for the next academic year

- Digital magazine.
- Adoption of a primary school from neighbouring areas.
- Open Air Theatre (OAT) in the campus.
- ATM facility in the campus.
- Publication of a research based Book.