



# YEARLY STATUS REPORT - 2020-2021

## Part A

### Data of the Institution

#### 1. Name of the Institution

MORAN COLLEGE

- Name of the Head of the institution

Dr. Mitali Konwar

- Designation

Principal

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

9435031768

- Mobile No:

8638251866

- Registered e-mail

Collegemorán@gmail.com

- Alternate e-mail

moran.college@rediffmail.com

- Address

Moran College, Moranhat, Dist: Charaideo

- City/Town

MORANHAT

- State/UT

Assam

- Pin Code

785670

#### 2. Institutional status

- Type of Institution

Co-education

- Location

Rural

- Financial Status

UGC 2f and 12(B)

- Name of the Affiliating University **Dibrugarh University**
- Name of the IQAC Coordinator **Dr. Rajib Hazarika**
- Phone No. **8638006001**
- Alternate phone No. **8638006001**
- Mobile **8638006001**
- IQAC e-mail address **morancollegeiqac@gmail.com**
- Alternate e-mail address **Collegemorán@gmail.com**

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

<https://morancollege.com/iqac#1642390247432-1ee593e7-26a0>

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

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://morancollege.com/wp-content/uploads/2022/01/2020-21.pdf>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>73.05</b>	<b>2004</b>	<b>04/11/2004</b>	<b>03/11/2009</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.77</b>	<b>2012</b>	<b>15/09/2012</b>	<b>14/09/2017</b>

**6. Date of Establishment of IQAC**

**08/01/2005**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Nil</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>

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

**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

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

**1**

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report

[View File](#)

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

- If yes, mention the amount

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

Celebrating international yoga day on 21st June, 2021

Induction programme for newly admitted students

IQAC has checked and certify the API score of the faculty members for promotion under CAS

Organized a Two day international Workshop on Essential Skills and Moral Values for Career Development of teachers: Global Perspective.

Organized a students' webinar on "Negotiating Life with non-academic performances" on 29-06-2021

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

Plan of Action	Achievements/Outcomes
1. To contribute some amount of Money from all the teaching and non-teaching staff of the College to Chief Minister Care fund for helping the situation against covid-19 Pandemic.	Contributed
2. To form a Covid-19 Protocol committee for carry out the SOP imposed by the Govt. of Assam for smooth running of Admission process and Examination.	Formed two different committees with two senior faculty members as coordinators. One for Science faculties and the other for Arts faculties.
3. To collect the feedbacks from the outgoing students of the college	Feedback collected, analysed and took the necessary actions based upon the feedback report.
4. To hold Induction Programme for 1st semester.	Held the programme in online mode
5. To prepare an academic calender and College news letter for the session 2020-21	Prepared and uploaded the academic calender to college website.
6.To submit the college annual data to AISHE	Submitted the data to AISHE on 26-02-2022

13. Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>MORAN COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Mitali Konwar</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>9435031768</b>
• Mobile No:	<b>8638251866</b>
• Registered e-mail	<b>Collegemor@gmail.com</b>
• Alternate e-mail	<b>moran.college@rediffmail.com</b>
• Address	<b>Moran College, Moranhat, Dist: Charaideo</b>
• City/Town	<b>MORANHAT</b>
• State/UT	<b>Assam</b>
• Pin Code	<b>785670</b>
<b>2.Institutional status</b>	
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>
• Financial Status	<b>UGC 2f and 12(B)</b>
• Name of the Affiliating University	<b>Dibrugarh University</b>
• Name of the IQAC Coordinator	<b>Dr. Rajib Hazarika</b>
• Phone No.	<b>8638006001</b>

• Alternate phone No.	8638006001				
• Mobile	8638006001				
• IQAC e-mail address	morancollegeiqac@gmail.com				
• Alternate e-mail address	Collegemor@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://morancollege.com/iqac#1642390247432-1ee593e7-26a0">https://morancollege.com/iqac#1642390247432-1ee593e7-26a0</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://morancollege.com/wp-content/uploads/2022/01/2020-21.pdf">https://morancollege.com/wp-content/uploads/2022/01/2020-21.pdf</a>				
<b>5.Accreditation Details</b>					
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Cycle 2	B	2.77	2012	15/09/2012	14/09/2017
<b>6.Date of Establishment of IQAC</b>			08/01/2005		
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	NA	NA	NA	NA	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			1		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional			No		

website?	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
Celebrating international yoga day on 21st June, 2021	
Induction programme for newly admitted students	
IQAC has checked and certify the API score of the faculty members for promotion under CAS	
Organized a Two day international Workshop on Essential Skills and Moral Values for Career Development of teachers: Global Perspective.	
Organized a students' webinar on "Negotiating Life with non-academic performances" on 29-06-2021	
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**13.Whether the AQAR was placed before statutory body?**

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

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

Year	Date of Submission
2020-21	26/02/2022

**15.Multidisciplinary / interdisciplinary**

The instituion is offering one year Postgraduate Diploma in



Computer Application (PGDCA) course that deals with the tenets of computer applications or computer science. The objective of the course is to introduce the students to the theoretical and practical aspects of computer software and programming. Graduates from the course can work in various roles such as Technical Architect, Software Developer, UX Developer, Programmer, System Analyst, Database Administrator, Independent Consultant etc.

The institution will focus on working on multidisciplinary approach of study by making courses like gender education, women studies, art and theatre, creative arts, positive education, environmental education etc. available for all the various streams students with the implement of NEP.

The College has more than 3000 students from different social groups and cultures. The college has taken the necessary steps to teach more than one language. The college is offering Choice-Based Credit System (CBCS) under the parent university, Dibrugarh University. The college is encouraging the students to select multidisciplinary and interdisciplinary courses in their future academic programmes. Under the NEP 2020, the college will try to offer more new multidisciplinary and interdisciplinary studies for new students.

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

The College is affiliated with Dibrugarh University, Dibrugarh, Assam. The university manages the Academic Bank of Credit for all courses under Dibrugarh University. The College has provided the Academic Bank of Credit (ABC) information to all the teachers. The institution organises orientation programme at the beginning of every academic session, where the Principal and teachers of various departments provides a brief of the CBCS system and course to the freshers.

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

Vocational training and skill development is a concurrent subject as skill knowledge is the driving force of economic growth and social development. The economy becomes more productive and innivtive through the existence of more skilled human resources. Keeping in view to create more skilled human resources, the instituion is planning to adopt both certificate and diploma course under NSQF. It is planned to motivate the students to register themselves to certain skill based coueses offered by NSQF as the curriculum is suitable mix of general educaton and skill development components.

In a major move towards ensuring vocational exposure, Dibrugarh University has already offered certain vocational and skill development courses under the whole Undergraduate Programme. These courses are compulsory for the fulfilment of the Bachelor's Degree. Ability Enhancement Courses (AECC) and Skill Enhancement Courses (SEC) are provided by the institution as a part of its curriculum. AECC courses include the development of soft skills and communicative skills. Among the list of SEC course provide by the University, the institution offers Travel and Tourism Management, NSS and Vermicompost under CBCS system of Bachelor's Degree.

The college has made significant efforts to motivate all the students and teachers to enhance their skills through online and offline modes. It is a continuous process. The college has organised many programmes in on-campus and off-campus modes in collaboration with many organisations like Dibrugarh University; State College of Teacher Education, Kohima Nagaland; Department of Philosophy, Sri Venkateswara University, Andhra Pradesh; Department of Education, IQAC, North-Eastern Hill University, Shillong, Meghalaya, ICT Academy and some other institutions. The college has organised skill-oriented programmes under IQAC and NSS. In the coming days, the college will offer a few skills-oriented courses for students. The Department of Philosophy is taking care of Value-based Education through co-curricular and extra-curricular activities (embroidery, handicraft, tiffin, knitting etc).

In the Computer Education Centre, the institution is offering various skill based courses like one year Advanced Diploma in Computer Application (ADCA), 6 months Diploma in Computer Application (DCA) and 6 months Diploma in Web Technology. Currently, the institution is offering certificate course in swimming (for 1 month/3 months/6 months) in the Moran College Swimming Pool. Beauty and Beautician course is also offered by the institution for the empowerment of girls and women of the region.

To enhance the academic, personal and professional skills of students, various departments organises student seminars and group discussion. In addition, the NSS unit is progressively and continuously engaging in providing its services to various social activities that contributes to humanities.

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

1. The Moran College has organised training programmes for teachers to teach in multi-languages. The College offers courses in both Assamese and English medium. The teachers teach using Indian languages, Hindi, and Assamese, including Indian English and all other possible languages as the students of the institution belongs to various linguistic backgrounds. The NEP 2020 has given a roadmap to integrate these aspects into Higher Education.
2. The college has taken appropriate steps to integrate culture into teaching-learning. The College celebrates the birthdays of national leaders, World Environmental Day and other international days, Bihu festivals and other Indian festivals to familiarise the Indian Culture. NSS Unit of Moran College is continuously rendering service to the College and the Public, i.e., Blood Donation camp with Indian Red Cross Society, Vaccination programme, Clean and Green Programmes, Plantation drive Awareness programmes on Traffic rules, celebrating International Yoga Day, International Youth Day, celebrating Azadi ka Amrit Mahotsav etc. The NEP 2020 has given priority to these activities.
3. The College has provided a good number of training programmes to all the teachers and students to undertake Online Courses in general and SWAYAM courses, Future learn courses in particular. The IQAC and the Department of Philosophy have initiated 400+ online educational programmes in collaboration with North-Eastern Hill University, Shillong, Meghalaya and Sri Venkateswara University, Tirupati, Andhra Pradesh.
4. The selected teachers in the college have gone through the training programme in STEM (Science, Technology, Engineering and Mathematics). The college is encouraging the students to undergo STEM courses under extra-curricular and co-curricular activities.

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

The college is going to take the necessary steps to prepare the Curriculum of the UG Programmes based on the Learning Outcome. What the students learnt after undergoing the programme is more important than simply what the students are going to learn. Outcome-Based Education is essential to producing quality graduates. The main aim of Outcome-Based Education is to prepare the graduate for employment. As the institution is planning to set up a Research Cell to promote and encourage research based education and research works among students and teachers, so that

students can learn about the basics of resaerch and apply them in future academic career and innovative practices.

## 20.Distance education/online education:

Distance Education, Online Education, e-Education, Digital Education, and Hybrid Education are essential. Moran College has taken the necessary steps to provide all students with distance education in Assamese and is planning to start online education. The College has Krishna Kanta Handiqui State Open University (KKHOSU) Centre. The college has organised many programmes through Online Mode to encourage students.

During the global pandemic, the institution provides online education to all the students through online video platforms like Zoom, Google meet, etc. All the study materials were provided both in class wise whatssApp groups and google classroom.

## Extended Profile

### 1.Programme

1.1

17

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

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

### 2.Student

2.1

2211

Number of students during the year

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

2.2

456

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

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

2.3	423
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	48
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	49
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	85
Total number of Classrooms and Seminar halls	
4.2	3.91
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	45
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 institution follows a systematic and transparent mechanism to**

ensure effective curriculum delivery for the holistic development of the students. The curriculum and the academic calendar follows by the institution is developed by the parent institution Dibrugarh University. The academic session of 2020-21 was initially started online mood due to Covid-19 pandemic. The principal of the institution appoints two coordinators for both Arts and science stream who prepare the time-table of classes and monitors the classroom proceedings and progression regularly. The time table during the online mood was purely student friendly. The concerned head of every departments discuss the syllabus and time-table with other faculty members and allotted the classes and distributes the syllabus among them. Every teacher used different ICT tools such as Google Classroom, Zoom, You Tube streaming etc. for better explanation of the topic. Once the offline class has started, every department conducted students' seminar, assignments, field projects etc. to enrich the learning process. At departmental level, the concerned head monitors the progression of syllabus. Each teacher maintains academic work diary to record daily teaching learning activities. Tutorial and remedial classes are organised for slow learners and also review classes are organised in which previous question papers are discussed by all the departments.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://dibru.ac.in/regulation-syllabi-of-ug-cbcs/">https://dibru.ac.in/regulation-syllabi-of-ug-cbcs/</a>

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

As an affiliated institution of Dibrugarh University, the institution follows the Academic Calendar prepared by the parent institution. Dibrugarh university has adopted Choice Based Credit System as per UGC guideline and introduced credit based grading system from academic year 2019-20. The institution has adopted the same and in the institutional level CIE adheres to various actions which includes-

1. For internal assessment two sessional tests are held for the students. Marks allotted for sessional tests are 10 marks, assignments for 5 marks and attendance for 5 marks.
2. Course-wise and paper-wise assignments are given to the

students.

3. Seminars and project works are given to the students. The topics for seminars and project works are selected according the related topics of the syllabus. Every student of honours course are encouraged to present seminal paper in departmental level.
4. Marks awarded for all the above heads are displayed in the departmental notice board before the end of every academic session.
5. To Bring the uniformity in evaluation, special tests are held for slow learners.
6. Assignments are given more than the required for practice.
7. For the courses with practical examination, external examiners are appointed from the parent university for internal evaluation of the students.
8. For science stream,

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://morancollege.com/wp-content/uploads/2022/01/2020-21.pdf">https://morancollege.com/wp-content/uploads/2022/01/2020-21.pdf</a>

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

**C. Any 2 of the above**

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

## 1.2 - Academic Flexibility

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

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

14

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>



### 1.3 - Curriculum Enrichment

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

As an affiliated college of Dibrugarh University, the institution follows the curriculum that is developed by the University. In the curriculum, there are various cross cutting issues which are relevant in the following areas:

**Professional Ethics-** The institution has Career Guidance & Placement cell which organised different activities including special talk on 'Job Interview Preparation', 'Competitive Examination Preparation' etc. on regular basis. The NSS unit of the institution also organises a Students' Haat (Market) to promote business ethics among students.

**Gender-** To provide counselling to students and to deal with safety and security issues of students, the institution has Grievance Redressal Cell . The campus of the institution is secured with CCTV. The institution provides safe and secure facilities for the girls. The Women cell of the institution organises International Women Day annually.

**Human Values-** To nurture the moral, ethical and social values of students, the institution celebrates days of national and international importance as Republic Day, Women's Day, Independence Day, etc. Blood Donation Camp is regularly organised by the Red Ribbon Club of the institution.

**Environment and Sustainability-** Although the students studies environmental related topics included in their prescribed syllabus, the institution organises several programme for environment and sustainability.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

4

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

129

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://morancollege.com/wp-content/uploads/2022/05/Student-Satisfactory-Survey-2020-21-1-1.pdf">https://morancollege.com/wp-content/uploads/2022/05/Student-Satisfactory-Survey-2020-21-1-1.pdf</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

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

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

1184

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

581

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The following actions are taken for slow and advanced learners:

- The institution has the provision of weekly remedial classes for the slow learners which helps them to improve subject knowledge with the result of catching up with their peers.
- Mentor- Mentee System are encouraged both for slow an advanced learners providing personal counselling and also monitoring their personal progress. The mentor nurtures the students and strengthen their various capabilities for overall personality development.
- Tutorial by teachers are taken weekly which enable the teacher and the slow learners to work and interact with close proximity in there problem solving.
- Personal attention is provided by respective Subject teachers. Apart from remedial and tutorial classes the teacher arranges extra classes on request of both slow as well as advanced learners.
- The faculties take keen interest in motivating and encouraging the advanced learners to strive for higher goals.
- Career counselling programmes are organised for both advanced and slow learners for better career planning.
- The advanced learners are motivated to participate in interactive activities like seminars, group discussion, debates in an out of syllabi content and participation in various cultural extracurricular competitions in or out of the institution.

File Description	Documents
Link for additional Information	<a href="https://morancollege.com/seminars">https://morancollege.com/seminars</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
2298	46

File Description	Documents
Any additional information	No File Uploaded

**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

Moran College adopts various student centric programs to enhance the overall performance of the students and to ensure students involvement in all aspects. All the departments carry out innovative programs in the form of project work, group discussion, field survey, seminar, workshops, debates etc. Moran College focuses on the student centric methods to build up lifelong learning skills for students.

Specifically, the students centric methodology include-

1. Project work: the topics of project work are selected on the basis of their experiential learning of various concepts.
2. Field Visit: Faculties of various departments identifies and conduct field visits for those places which are academically significant.
3. Participation in competitions at various level: Students are encouraged to take part at various inter- and intra-institutional, interstate competitions.
4. Guest Lecture: Eminent academicians and experts are often invited to the institution to deliver speeches and experiential talks for betterment of the students.
5. Team Work: All Departments of the institution organizes student centric activities to promote the team work spirit among the students such as Camp of NSS, Village Adoption, Tree plantation, Cleanliness Camps, health awareness programs, students' Market etc. to learn the art of living.
6. Debates: To promote thought process among the students debates on various burning issues are conducted in a regular manner.
7. Group Discussion: Group discussions are regularly conducted among the students to instill argue-mental way of learning.
8. Quizzes: Quizzes are conducted in the institution on various

occasions.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://morancollege.com/students-centric-methods-moran-college">https://morancollege.com/students-centric-methods-moran-college</a>

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

The teachers of Moran College uses appropriate ICT enabled tools for effective teaching-learning process. Institute has projectors and smart boards to conduct ICT enable classes. During the Covid pandemic, faculty of the institute uses video platforms such as Zoom, Google meet, Google classroom, Youtube live streaming, etc.to conduct online classes.The Library is fully automated and provides access to over 9,000 online journals and 22 databases. Prominent among them are J-Stor, Project Muse, Oxford University Press, Emerald Management, EBSCO Business Source Elite, PsychArticles, Indiastat.com, World eBook Library, Routledge, Oxford University Press (e-books),

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://morancollege.com/ict">https://morancollege.com/ict</a>

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

**2.3.3.1 - Number of mentors**

46

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

## 2.4 - Teacher Profile and Quality

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

46

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

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

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

16

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

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

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

895

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

## 2.5 - Evaluation Process and Reforms

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

The Institution follows continuous internal assessment to strengthen the effectiveness of both teaching and learning process. Continuous internal evaluation helps to keep systematic records of performance of student activities periodically. For continuous assessment process the evaluation of every course is divided into two assessments - internal with 20% weightage and external with 80% weightage. The internal assessment comprises of assignment, group discussion, seminars, project works, etc. along with two sessional examinations. The deadline based submission of assignments and project works are evaluated by the faculty members of the respective departments and announces the performance of the students. The faculty members of the institutions update the scores and performance of the internal assessment at the departmental notice board on a regular basis to provide early indication of the performance of the students. For the sessional examinations, a separate examination cell comprising teaching and non-teaching staff is formulated. The allotment of the invigilation duties, seating arrangements and schedule of the examinations are controlled by the examination cell. The question papers for the sessional examinations are prepared as per the norms of the parent university. The institute maintains strict and impartial vigilance for smooth conducting of the examinations.

The institution makes the students aware of the evaluation process through the following initiatives: 1. The institution conducts orientation programs at the beginning of each semester. 2. Academic calendar provided by the parent university with examination dates. 3. Display of results and marks in the college and department notice board



File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://morancollege.com/wp-content/uploads/2022/05/E86D3A87-8803-493B-92C7-ED387DC0E5F2.pdf">http://morancollege.com/wp-content/uploads/2022/05/E86D3A87-8803-493B-92C7-ED387DC0E5F2.pdf</a>

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

According to guidelines of the parent university, the institution follows the internal evaluation system. The teachers and the administration of the institution effectively communicate with the students for taking needful actions as response against any grievances.

- The examination results are put on the notice boards of respective departments.
- In case of any queries or doubts among students regarding the marks, they can approach the respective teachers.
- After completion of the sessional exams, the declaration of results are completed within 15 days from the date of last examination.
- In case a student failed to appear in the sessional exam due to medical urgencies or unavoidable circumstances, there is a provision for allowing them to appear in the exam on a later date decided by the department.
- The concerned department efficiently follow the guidelines of paper setting (for the sessional exams).
- While paper setting, the questions are set with a view of preparing the students for final exams.
- For active participation and better understanding of the subject matter, the department conducts seminars, group discussions, debate, group activities, poster presentation and internal assessment marks are evaluated from the said activities based on the performance of students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://morancollege.com/wp-content/uploads/2022/08/Grievences_AI.pdf">http://morancollege.com/wp-content/uploads/2022/08/Grievences_AI.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

All the programmes offered by the institution under Dibrugarh University containing the program outcome, program specific outcome and course outcome are uploaded in the college website. A brief summary of the overall course and programs are also included in the college prospectus. At the beginning of each session, departmental induction programs are organized for the newly admitted students and they are informed about course syllabus and evaluation pattern. Besides, renowned alumni and guest lecturers are invited to the classroom to interact with the students and teachers about the relevance of the course in their academic and professional journey and to suggest for further development of the course. In addition, teachers are motivated to participate in various workshops, seminars, FDPs to enrich their teaching learning and evaluation process and to develop methods of evaluation of learning outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://morancollege.com/wp-content/uploads/2022/03/Course-Outcome-Program-Outcome-Program-Specific-Outcome.pdf">http://morancollege.com/wp-content/uploads/2022/03/Course-Outcome-Program-Outcome-Program-Specific-Outcome.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The Institution follows continuous internal assessment to strengthen the effectiveness of both teaching and learning process. The continuous assessment process consists of internal

with 20% weightage and external with 80% weightage. The entire evaluation process is formulated giving emphasis on the course outcome, learning outcome and overall performance of the students. The internal assessment comprises of assignment, group discussion, seminars, project works, etc. alongwith two sessional examinations, whereas the external assessment includes written examination for which question papers are set by the parent university.

The deadline based submission of assignments and project works are evaluated by the faculty members of the respective departments and announces the performance of the students. The faculty members of the institutions update the scores and performance of the internal assessment at the departmental notice board on a regular basis to provide early indication of the performance of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://morancollege.com/wp-content/uploads/2022/03/Course-Outcome-Program-Outcome-Program-Specific-Outcome.pdf">http://morancollege.com/wp-content/uploads/2022/03/Course-Outcome-Program-Outcome-Program-Specific-Outcome.pdf</a>

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

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

571

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://morancollege.com/wp-content/uploads/2022/08/Annual_Report.pdf">http://morancollege.com/wp-content/uploads/2022/08/Annual_Report.pdf</a>

## 2.7 - Student Satisfaction Survey

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

<https://morancollege.com/wp-content/uploads/2022/05/Student-Satisfactory-Survey-2020-21-1-1.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)**

**NIL**

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

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

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

**NIL**

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

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

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

5

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

6

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

3

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Due to global pandemic, there was no specific neighborhood community work during the year 2020-2021. Although, several webinars and online workshops were conducted for faculty and students which helped in their holistic development. Students from the institution as well as students from other institutions also participated in the webinars and workshops. The webinars were conducted on areas like Mental health issues, Human Rights and Yoga.

As a part of social work, the institution provided sufficient amount of money to PM CARES FUND. The fund was raised to provide relief to the COVID-19 pandemic affected people.

File Description	Documents
Paste link for additional information	<a href="https://youtu.be/0-pLoaHZCEA">https://youtu.be/0-pLoaHZCEA</a>
Upload any additional information	No File Uploaded

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

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

NIL

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

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

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with

**industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

9

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

998

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

**3.4 - Collaboration**

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

NIL

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

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

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

NIL

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has adequate facilities for teaching learning viz, Class rooms, Laboratories, Computing equipment.

The institution has well designed administrative Block, Common room for girls and boys, well furnished exclusive Computer and Science labs, the facility of computerization of Salary Account (COSA), Class rooms, Digital room constructed as per UGC and University norms. For the enhancement of ICT, College has ICT teaching aids, like slide projector, video camera, DVD Multimedia Computer and CCTV Camera. The policy of the Management is to provide quality educations to the rural students as the most of the students of the college are from rural areas. The management is generous to assist the students financially.

The institution has utilized 1.08 Crores MHRD under RUSA scheme for constructions of class rooms for providing necessary and better infrastructure. DST has funded to purchase equipments to the various departments of the Science faculty. Local te gardens, OIL/ONGC provide funds for building construction and purchase of furniture. DBT has sponsored Biotech hub which is going on in our College.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://morancollege.com/ict">https://morancollege.com/ict</a>

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

The outdoor stadium is spacious one to accommodate approximately 200 spectator around the boundary with a pavilion equipped with all necessary provisions. The play ground of Moran College was selected for football under the Dibrugarh University scheme of One CollegeOne Game. Inter college football etc. are organized in the play ground throughout the year. Inter college Cricket competition is also held here. Recently the college has also introduced Basketball in view of the demand of the students. There is also provision for Volleyball in the play ground. We may take pride in the fact that Moran College women's volleyball team became runner-up in 2017 and the Boys team was the runner-up in Inter Colleg volleyball competition in 2018. The play ground being the only one equipped with the necessary facilities it is frequently used by the local sports organization and agencies also. Indoor Games: The college has a large copious Indoor stadium in which Indoor Games facilities - Badminton, Table Tennis and Taekwondo are available. The college has a Swimming Pool which is used for coaching both men and women. There are two gymnasiums in the main campus, one for men and the other for women.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://morancollege.com/sports-cultural-facilities">https://morancollege.com/sports-cultural-facilities</a>

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

16

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://morancollege.com/ict">https://morancollege.com/ict</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

3.85

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

#### 4.2 - Library as a Learning Resource

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

Moran college Library was started along with the establishment of the Moran College in 1964 in order to cater the academic and research needs of the faculty, research scholars (D.U), students, officers and non-teaching staff and local people. The Moran College Library is housed in a three-storied building on the campus. It is a place of attraction for the students. The library has been aiming to supplement the knowledge of the students, which they acquire from their teachers. Presently the library is under the control of full-fledged library staff.

The library is fully automated with Online Public Access Catalogue (OPAC). The students can search books with KOHASoftware, OPAC etc. The Library has Card Catalogue System, based on AACR II

and Dewey Classification System (DDC) (22nd Edn). Now the Library operates its day to day works computerized using OPAC. The cloud computing system has been set up in the Library and OPAC facility is given to its users. The Library has been connected with INFLIBNET's N-LIST Programme. It provides 31, 35,000 e-books and 6000 e-journals. The library also provides free Internet to its students and teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="http://morancollege-opac.koha.co.in/">http://morancollege-opac.koha.co.in/</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.11

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

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

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

125

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The college has upgraded its IT facilities including WI-FI frequently as per the needs and requirements in the last five years. The college has recently upgraded the internet connection bandwidth from 4 Mbps to 20 Mbps. The college has upgraded its IT facilities with increasing number of computers, Printers, Scanners, smart boards, Xerox machines, dynamic website and various software.

The teaching and learning process is enhanced through incorporating ITC tools, INFLIB, NET to the learners to enhance learning capabilities. The students, Teachers and non-teaching staffs are also encouraged to use various academic and administrative software.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://morancollege.com/ict">https://morancollege.com/ict</a>

##### 4.3.2 - Number of Computers

83

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

### 4.3.3 - Bandwidth of internet connection in the Institution **A. ? 50MBPS**

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

## 4.4 - Maintenance of Campus Infrastructure

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

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

3.85

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

Laboratory, Library, Indoor Stadium, Swimming Pool, Computers and Class room are an integral part of the institution. The college has well defined procedure for repairing and maintenance activities to ensure time bound maintenance of work. At the beginning of each session, various committees are constituted to look into the matter of maintaining and running various physical and support facilities. Recently one new conference cum seminar hall is completed.

The college has been maintaining and utilizing physical facilities as follows:

- All the physical, academic and support facilities are

maintained through various committee like Purchase Committee, Library Committee, Construction Committee, Campus Beautification Committee, Tree Plantation Committee, Fishery Committee.

- The indoor stadium as well as the swimming pool are maintained by separate committees.
- Library committee takes care of the library matters and functions.
- Each departmental laboratory has Laboratory Bearers for proper maintenance of the laboratory.
- The colleges also have a Hostel Committee which manages the Hostel maintenance and proper utilization of the Hostel facilities.
- Separate staffs are appointed for housekeeping.
- The maintenance work related to equipment furniture, electric work, plumbing, water tank etc. is maintained on daily basis.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://morancollege.com/wp-content/uploads/2022/08/Commitees.pdf">https://morancollege.com/wp-content/uploads/2022/08/Commitees.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

440

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

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

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

5

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

E. none of the above

File Description	Documents
Link to institutional website	<a href="#">NA</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

350

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

350

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

C. Any 2 of the above

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

## 5.2 - Student Progression

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

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



16

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 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

79

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

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

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

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

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

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

8

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

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

Due to lockdown during global pandemic, the institution could not physically engaged students in any administrative, co-curricular and extracurricular activities. However, the institution ensures student participation and representation in the following administrative, co-curricular and extracurricular activities over the past few years:

Active participation of the students in different curricular and co-curricular activities is initiated by the institution to represent themselves for the smooth functioning of different aspects of college activities.

- There is active participation of students in various committees of the college such as departmental associations, anti-ragging committee, NSS advisory committee, yearly magazine editorial board, student's forum etc.
- Departmental representatives from each department are selected on the basis of academic and non-academic excellence.
- These forums and various committees play a significant role in decision making process.
- Student representatives provide a helping hand in the process of admission, exam and scholarship from submission etc.
- Majority of the students actively involve and participate in NSS, cultural activities, Saraswati Puja, Independence Day programme, various days of state, national and international importance etc. depicting the student friendly relation with

the institution.

- The students are actively engaged in various activities like Swachh Bharat Abhiyan, Blood Donation Camp, Awareness programme etc. and they are involved in successful completion of the event.
- With the help of student representatives of various committees, cultural events and competitions, plantation drives in and out of college premises are organized and successfully completed trying to upgrade the image of the institution in the society.

File Description	Documents
Paste link for additional information	<a href="https://morancollege.com/sports-cultural-facilities">https://morancollege.com/sports-cultural-facilities</a>
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The instituion do not have any registered Alumni Association at present.

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

#### 5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

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

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The college tries to provide quality education to students and create a healthy academic environment. As the students are from different socio-economic background and religious linguistic communities, therefore the college takes up various activities and programmes to cater their various needs. The college follows courses and curriculum under CBCS which are up-to-date and relevant as prescribed by Dibrugarh University. The teachers of the college uses ICT-enabled tools for effective teaching-learning of the students which helps the students to compete in the current world.

File Description	Documents
Paste link for additional information	<a href="https://morancollege.com/about-us/vision-and-mission">https://morancollege.com/about-us/vision-and-mission</a>
Upload any additional information	No File Uploaded

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

The institution follows a decentralized and participative style of functioning. Day to day governance is administered through various committee based decisions. It reflects decision making, planning and administration, and office management. The institution is

managed by a regularly constituted governing body. The principal heads the academic and administrative activities of the institute and forms various committees for bringing improvement in the governance of the institute.

The college administration plays a significant role in the development and implementation of various policies, programs and initiatives that are associated with the vision and mission of the college. The administration establishes the smooth functioning in all the areas like admissions, accounts and finances, record keeping, supervision and maintenance. The academic coordinators ensure proper implementation of academic calendar and are responsible for conformation and observation of academic activities. As a part of quality improvement, IQAC monitors the academic and administrative activities.

The institution promotes a culture of participative management through various committees like Strategic Plan and Development Committee, Student Welfare Committee, NSS committee, Plantation and Cleanliness Committee, Extension Service Committee, Library Management Committee, Career and Counseling Committee, Anti-Raging Committee to name a few.

File Description	Documents
Paste link for additional information	<a href="http://morancollege.com/wp-content/uploads/2022/08/Committees.pdf">http://morancollege.com/wp-content/uploads/2022/08/Committees.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

The institution has witnessed much development in the last few years in respect to infrastructure and academics. A strategic plan and development committee was formed with a view to discuss the growth and development of the institution. The committee consisted of the Principal, the faculty members of different departments and two alumni members. The goals of the committee are as follows:

1. To foster an environment for effective academic growth and development.
2. To promote excellence in teaching-learning process.

3. To maintain and inculcate values, ethics and discipline among students.
4. To promote ICT-enabled education.
5. To review the governance and administrative scheme efficiently.
6. To focus on infrastructural development.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://morancollege.com/wp-content/uploads/2022/08/Strategic.pdf">http://morancollege.com/wp-content/uploads/2022/08/Strategic.pdf</a>
Upload any additional information	No File Uploaded

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

The Organization structure is constituted based on the guidelines of the UGC, State Government, Dibrugarh University and management for the functioning of the institution. The college has the following administrative bodies.

Govt. of Assam, Governing Body and Principal are the administrative bodies; while the principal and HODs deal with the academic matter of the college. The Governing Body (GB) members are nominated by the Government and by the affiliating university. The Governing Body comprises of the chairperson, principal as the member secretary and members. The members are selected by the government from different fields and two members are nominated by the affiliating university (i.e. Dibrugarh University). The college has different committees and cells for smooth functioning of academic, administrative and other activities. These are:

1. Student Welfare Committee
2. Govt. and UGC Program Observation Committee
3. Library Arrangement Committee
4. Career Counselling and Guidance Committee

5. Reseation and PublicationCommittee

6.Extension Service Committee

7. Social Responsibility Committee

8. NSS Committee

9. Sexual Harrasement Committee

10. Anti-Ragging Committee

11. Stress Management Committee

12. Women's Cell

13. Creative Writing Cell

14. Placement Cell

The service rules, recruitment and promotional policies are followed in accordance with the regulations of the UGC as well as the state government. The admission procedures are look after by the admission committee in accordance with the rules of the state government. The admission committee consists of the Pricipal, Vice-Principal and HODs of the various departments (office).

File Description	Documents
Paste link for additional information	<a href="https://morancollege.com/organogram">https://morancollege.com/organogram</a>
Link to Organogram of the Institution webpage	<a href="https://morancollege.com/organogram">https://morancollege.com/organogram</a>
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

For the welfare of the faculty, non-teaching staff and students of the college, the Moran College Teachers' Unit has anonymously formed the Moran College Thrift Society to generate funds through contribution and undertake welfare schemes.

The welfare scheme includes helping the economically weak meritorious students financially to undertake higher studies. Apart from this, Moran College Thrift Society also provide financial help for medical expenses to faculty and non-teaching staff undergoing treatment. Financial needs of the faculty and non-teaching staff for the purpose of marriage and construction of houses are provided regularly. In the time of Covid pandemic, the society also contributed for relief of the common people.

The Moran College Thrift Society serves as the main source of fund to any welfare scheme serving the faculty, non-teaching staff and student efficiently and effectively in the long run.

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

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

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



0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

1

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

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

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

20

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

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

Moran College follows the UGC and DHE (Assam) Regulations on Minimum Qualifications for the Appointment of Teachers and other Academic Staff in the College. After the completion of one academic year at the institute, the performance of all the employees is assessed each year. This is done through a "Self Appraisal" form which is submitted by the faculty at the end of the year. The performance of each faculty member is assessed according to the Academic Performance Appraisal (API). The faculty members are informed well in advance of their due promotion. Faculty members whose promotions are due are recommended based on their API. The API filled by the Faculty Member is checked and verified by the Heads of the Departments, followed by the office of the Principal and then send to the IQAC. The API of a faculty verify by the DPC (Internal) headed by Coordinator IQAC and prepare a report for the same.

All non-teaching staff is also evaluated through the annual performance appraisal. The various parameters for staff members are assessed under different categories such as character, abilities in respective departments, hard-working capacity, discipline, reliability, relations and co-operations with colleagues, students and the public.

On satisfactory performance, all teaching staff members are granted promotions and financial up-gradation under the PBAS Scheme following the UGC guidelines and of DHE (Assam).

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

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

The institution conducts internal financial audits regularly (upto 2019). But internal audit did not take place during the year 2020-2021 due to the global pandemic (lockdown). The Governing Body of the college monitors proper and efficient use of available financial resources by the Principal. The Principal is mainly responsible for financial management of the institution. The institution receives funds from the state government, RUSA for the employees and other development activities.

File Description	Documents
Paste link for additional information	<a href="https://morancollege.com/wp-content/uploads/2022/05/6.4.1_1556880041_2737.pdf">https://morancollege.com/wp-content/uploads/2022/05/6.4.1_1556880041_2737.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

**NIL**

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

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

Being a provincialized college, the salary of permanent teaching and non-teaching staffs are provided by Govt. of Assam. Additional funds are generated through the fees paid by the students for salary of contractual, part-time teaching and non-teaching staff.

The financial sources of the college are:

- Salary grants are received from the govt. of Assam.
- Admission, tuition and other fees are collected by the college from students, Hostel fees received from girl's hostel, bank interest, fines and the fee charged for issue of certificate.
- Income generated through self-finance PGDCA course.

Optimum utilization of financial resources:

The following steps are adopted by the college for the optimal utilization of resources:

- Requirements of all departments are sought by the principal.
- Purchase committee/principal works out the budget plan.
- Purchase committee then sanctions the budget and purchase the materials through the principal office.

The entire major funds are utilized under different heads from development fund as follows:

1. Library books-journal
2. Repair, maintenance and renovations
3. Printing and stationary
4. Equipments and consumables
5. Furniture and Fixture.
6. Software and internet charges.

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

In the last four years the policy of the college has been to achieve quality in its academic front by increasing enrollment which yields a very good result. In the pursuit for quality assurance, quality up-gradation, assessment and accreditation, and institutionalization the college has formed the Internal Quality Assurance Cell on 08.01.2005. Since then IQAC has become instrumental in suggesting a number of quality improvement measures in the college. The college has a policy to improve the program option for the students by introduction of professional courses. The IQAC analyzed the professional courses needed in the rural area and recommended them to the authority.

1. IQAC works for augmentation of teaching-learning facilities by implementing ICT-enabled teaching-learning process.

2. IQAC encourages and strengthens research work, skills among faculty members

3. IQAC serves as one of the central body to maintain communication and coordination among various committees and cell of the institution.

4. IQAC collaborates various departments and organizations to conduct workshop and seminars, and celebrate various days of national and international importance.

Besides the above, IQAC has taken the following initiatives for the institutionalization of the quality culture of the college:

- Preparation of perspective plan.
- Preparation of academic calendar
- IQAC meets periodically
- Preparation and submission of AQAR.
- Collection of feedback from students.

File Description	Documents
Paste link for additional information	<a href="https://morancollege.com/igac">https://morancollege.com/igac</a>
Upload any additional information	No File Uploaded

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

The college reviews its teaching learning process, structure and methodologies of operation and learning out comes at periodic intervals through IQAC. Teaching learning process, structure and methodologies of operations:

- Workload of every teacher is in strict compliance with the university and UGC norms.
- Time table adherence is strictly monitored
- Lesson Plan for each semester is prepared by each faculty members.
- The college employed various student centric learning methods like class seminars, field visit, survey, etc.
- Collection of Self Appraisal Form (API) from faculty.
- The learning process is monitored through continuous evaluation, regular examinations and submissions of assignments and seminars.
- Students feedback are collected for evaluating the quality of teaching-learning process of the institution.

#### Learning Outcomes

- Number of students opting for higher education has increased.
- Students learning outcomes are reviewed through class test, assignments, class seminars, field project, and appointment of proctor, internal assessment tests and University examinations.
- University results are analyzed at department level and IQAC made suggestions in this regard.
- Use of ICT in teaching and learning encouraged.

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://morancollege.com/igac#1642390355560-8cee0d75-7e1f">https://morancollege.com/igac#1642390355560-8cee0d75-7e1f</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

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

The institution has been providing education to ensure gender equity. The institution established a women's cell with an objective to sensitise and equip students with the issues related to gender sensitization. International women's day was observed with a view to promote awareness on sexual harassment of women. A poster making competition was held among students to spread awareness about the crimes against women. The NSS unit performed a street play to create awareness against eve teasing.

The institution has taken measures to enhance security specially

of girl students on campus and ensures a full proof vigilant system by installing CC cameras at the key places in the campus and also in the classrooms. The institution has different committees- student's grievance cell as well as disciplinary committee and it aims zero tolerance against eve teasing, harassment and ragging.

A separate common room is provided by the institution to meet the personal needs of the girl students. There is also a separate Gymnasium for girls where they can exercise, facilitating the girls to keep themselves physically fit.

The institution also provides hostel facilities for outstation girl students. A sanitary pad disposing machine is also available in the hostel.

File Description	Documents
Annual gender sensitization action plan	<a href="#">N/A</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">N/A</a>

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

**Different types of waste generated in the college and their disposal**



Types of waste Particulars Disposal method E-Waste  
 Computers,electrical and electronic parts Direct selling Plastic  
 waste Plastic water bottles and other plastic containers, wrappers  
 etc Direct selling Solid wastes Damaged furniture, paper waste,  
 paper plates, food wastes Reuse after maintenance energy  
 conversion Chemical wastes Laboratory waste Neutralise with water  
 Waste water Washing, urinals, bathrooms Soak pits Glass waste  
 Broken glass wares from the labs Direct selling Sanitary Napkin  
 Napkin Incinerator

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">NOT AVAILABLE</a>
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** C. Any 2 of the above

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

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** B. Any 3 of the above

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

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

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

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

**E. None of the above**

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

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

**C. Any 2 of the above**

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

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

Moran college has always been working for providing an inclusive environment for their students. As mentioned earlier, the college has students from various cultural, regional, linguistic, communal and socio-economic background. So from its establishment, the college is protecting the harmony of this diversity and also providing equal opportunities to all students. The college celebrates various constitutional days and days of national and international importance. The college celebrates festivals such as Saraswati Puja, Brahma Putra Utsav, etc. and also encourage participation of students in Youth Festival, various Inter-college and University competitions. The teachers are encouraged by the college authority to take up democratic approach while dealing with various aspects of teaching-learning.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The Moran College takes various measures and programmes to sensitize students and employees of the institution so that they understand the values, rights, duties and responsibilities as the citizens of the country. During the academic year, the college organized cleanliness drive, blood donation drive, contributes to CM

release fund (whenever needed), provides financial assistance to family of deceased employees from welfare fund, and to students for treatment of severe medical emergency (applicable to economically poor students). The college also raises funds for economically poor students through Teachers' Unit to support their education. The college has functioning committees such as Anti-Ragging committee, Grievance Redressal committee, Library committee, Hostel committee, Women's Cell, etc. for maintaining equality and equity among the students and employees of the institution. In this way, it helps them to sensitize and create awareness of their constitutional obligations. During this academic year, the NSS unit of the college had undertaken most of the activities involving teachers and students that sensitizes about the values, rights, duties and responsibilities as a citizen of India.

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

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

**4. Annual awareness programmes on Code of Conduct are organized**

**A. All of the above**

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The college organizes and celebrates various national and local festivals as well as International Days for inculcating cultural and social integrity among the students. The college also celebrates birth and death anniversaries of renowned personalities for making the students aware of the past and their contribution in the national development.

National /State Festivals/ Divas as observed by the college

- Independence Day (on 15th August)
- Republic Day (on 26th January)
- Teachers' Day (on 5th September)
- Women's Day (on 8 March)
- World Earth Day (on 22th April)
- World Environment Day (on 5th June)
- National Science Day ( on 28th February)
- World Health Day (on 7th April)
- World Malaria Day (25th April)
- International Yoga Day (21 st June)
- World Literacy Day (on 8th September)
- World Peace Day (on 21 September)
- World Disaster Day (on 13th October)
- United Nations Day (on 24th October)
- National Education Day (on 11th November Day)
- World Sanitation Day (on 19 th November)
- World Aids Day (on 1st December)

Birth /Death Anniversaries

- Silpi Divas (17 th january)
- Bishnu Rabha Divas (20 th June)

- Gandhi Jayanti (2 October)
- Sudhakantha Dr. Bhupen Hazarika Divas (on 5th November)
- Bir Chilarai Divas (7th February)

During the year 2020-2021, the institution celebrated Earth's Day, International Yoga Day, World Philosophy Day, Independence Day and Republic Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

1. **Eco-Friendly Campus:** The institution has been practicing to maintain an eco-friendly campus from its inception. The institution adopts various strategies like plantation drive, cleanliness drive, increasing the use of more LED lights than CFL, installation of dustbins etc. The campus is covered with a mix of old and young trees, ornamental shrubs and herbs and it helps in pollution prevention. In order to promote environmental awareness among faculties and students, IQAC in collaboration with various departments organizes Earth Day, World Environment Day, Water Day, etc.

2. **Village Adoption:** The institution has adopted Dakhin Borpathar Village near Moran town with an aim to empower the marginalized and vulnerable groups in the village particularly the women, the youth and the children of the community to inspire the rural communities to dream, plan, mobilize forces and resources for sustainable development of each member who can realize his/her full potential and create such ecosystem for positive behavioral transformation.

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

### 7.3 - Institutional Distinctiveness

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

In regard to distinctiveness, Moran College has been dedicatedly imparting higher education to students from various socio economic background across the radius of 30 km under three districts - Sivasagar, Charaideo, and Dibrugarh. The population is mostly based on agriculture and tea plantation and 80 percent of them fall under BPL category. Therefore, the college has been providing quality education with ICT enabled teaching learning process, digitalized library facilities (OPAC) and facilities for co-curricular activities. In this process the college has been promoting equality and equity in education catering to the needs of students having educational, social, economic linguistic, religious, political differences. In spite of challenges, Moran College has been contributing in human resource development. Keeping a democratize approach, Moran College has been engaging in educating students to excel in academics as well as success in life. The college provides quality education and prepares students to keep pace with the competitive world. The college creates necessary infrastructure systematically and continuously with the need of future vision. It provides adequate physical infrastructure facilities such as classrooms, conference halls, library building with spacious reading room, administrative building, hostel facilities for girls, playground, indoor stadium and swimming pool as well as separate gym for gents and ladies. There is a large auditorium for performing various student related events throughout the year. The college has been providing extension and outreach activities to the nearby areas.

## 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 institution follows a systematic and transparent mechanism to ensure effective curriculum delivery for the holistic development of the students. The curriculum and the academic calendar follows by the institution is developed by the parent institution Dibrugarh University. The academic session of 2020-21 was initially started online mood due to Covid-19 pandemic. The principal of the institution appoints two coordinators for both Arts and science stream who prepare the time-table of classes and monitors the classroom proceedings and progression regularly. The time table during the online mood was purely student friendly. The concerned head of every departments discuss the syllabus and time-table with other faculty members and allotted the classes and distributes the syllabus among them. Every teacher used different ICT tools such as Google Classroom, Zoom, You Tube streaming etc. for better explanation of the topic. Once the offline class has started, every department conducted students' seminar, assignments, field projects etc. to enrich the learning process. At departmental level, the concerned head monitors the progression of syllabus. Each teacher maintains academic work diary to record daily teaching learning activities. Tutorial and remedial classes are organised for slow learners and also review classes are organised in which previous question papers are discussed by all the departments.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://dibru.ac.in/regulation-syllabi-of-ug-cbcs/">https://dibru.ac.in/regulation-syllabi-of-ug-cbcs/</a>

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

As an affiliated institution of Dibrugarh University, the institution follows the Academic Calendar prepared by the



parent institution. Dibrugarh university has adopted Choice Based Credit System as per UGC guideline and introduced credit based grading system from academic year 2019-20. The institution has adopted the same and in the institutional level CIE adheres to various actions which includes-

1. For internal assessment two sessional tests are held for the students. Marks allotted for sessional tests are 10 marks, assignments for 5 marks and attendance for 5 marks.
2. Course-wise and paper-wise assignments are given to the students.
3. Seminars and project works are given to the students. The topics for seminars and project works are selected according the related topics of the syllabus. Every student of honours course are encouraged to present seminal paper in departmental level.
4. Marks awarded for all the above heads are displayed in the departmental notice board before the end of every academic session.
5. To Bring the uniformity in evaluation, special tests are held for slow learners.
6. Assignments are given more than the required for practice.
7. For the courses with practical examination, external examiners are appointed from the parent university for internal evaluation of the students.
8. For science stream,

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://morancollege.com/wp-content/uploads/2022/01/2020-21.pdf">https://morancollege.com/wp-content/uploads/2022/01/2020-21.pdf</a>

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

C. Any 2 of the above

**Curriculum for Add on/ certificate/  
Diploma Courses Assessment /evaluation  
process of the affiliating University**

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

**1.2 - Academic Flexibility**
**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**
**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

14

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

As an affiliated college of Dibrugarh University, the institution follows the curriculum that is developed by the University. In the curriculum, there are various cross cutting issues which are relevant in the following areas:

**Professional Ethics-** The institution has Career Guidance & Placement cell which organised different activities including special talk on 'Job Interview Preparation', 'Competitive Examination Preparation' etc. on regular basis. The NSS unit of the institution also organises a Students' Haat (Market) to promote business ethics among students.

**Gender-** To provide counselling to students and to deal with safety and security issues of students, the institution has Grievance Redressal Cell . The campus of the institution is secured with CCTV. The institution provides safe and secure facilities for the girls. The Women cell of the institution organises International Women Day annually.

**Human Values-** To nurture the moral, ethical and social values of students, the institution celebrates days of national and international importance as Republic Day, Women's Day, Independence Day, etc. Blood Donation Camp is regularly organised by the Red Ribbon Club of the institution.

**Environment and Sustainability-** Although the students studies environmental related topics included in their prescribed syllabus, the institution organises several programme for

**environment and sustainability.**

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year****4**

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships****129**

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>D. Any 1 of the above</b>
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<b>No File Uploaded</b>
Any additional information(Upload)	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://morancollege.com/wp-content/uploads/2022/05/Student-Satisfactory-Survey-2020-21-1-1.pdf">https://morancollege.com/wp-content/uploads/2022/05/Student-Satisfactory-Survey-2020-21-1-1.pdf</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
<b>1184</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

581

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## **2.2 - Catering to Student Diversity**

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

The following actions are taken for slow and advanced learners:

- The institution has the provision of weekly remedial classes for the slow learners which helps them to improve subject knowledge with the result of catching up with their peers.
- Mentor- Mentee System are encouraged both for slow an advanced learners providing personal counselling and also monitoring their personal progress. The mentor nurtures the students and strengthen their various capabilities for overall personality development.
- Tutorial by teachers are taken weekly which enable the teacher and the slow learners to work and interact with close proximity in there problem solving.
- Personal attention is provided by respective Subject teachers. Apart from remedial and tutorial classes the teacher arranges extra classes on request of both slow as well as advanced learners.
- The faculties take keen interest in motivating and encouraging the advanced learners to strive for higher goals.
- Career counselling programmes are organised for both advanced and slow learners for better career planning.
- The advanced learners are motivated to participate in interactive activities like seminars, group discussion, debates in an out of syllabi content and participation in various cultural extracurricular competitions in or out of the institution.

File Description	Documents
Link for additional Information	<a href="https://morancollege.com/seminars">https://morancollege.com/seminars</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
2298	46

File Description	Documents
Any additional information	No File Uploaded

### 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

Moran College adopts various student centric programs to enhance the overall performance of the students and to ensure students involvement in all aspects. All the departments carry out innovative programs in the form of project work, group discussion, field survey, seminar, workshops, debates etc. Moran College focuses on the student centric methods to build up lifelong learning skills for students.

Specifically, the students centric methodology include-

1. Project work: the topics of project work are selected on the basis of their experiential learning of various concepts.
2. Field Visit: Faculties of various departments identifies and conduct field visits for those places which are academically significant.
3. Participation in competitions at various level: Students are encouraged to take part at various inter- and intra-institutional, interstate competitions.
4. Guest Lecture: Eminent academicians and experts are often invited to the institution to deliver speeches and experiential talks for betterment of the students.
5. Team Work: All Departments of the institution organizes student centric activities to promote the team work spirit among the students such as Camp of NSS, Village

Adoption, Tree plantation, Cleanliness Camps, health awareness programs, students' Market etc. to learn the art of living.

6. **Debates:** To promote thought process among the students debates on various burning issues are conducted in a regular manner.
7. **Group Discussion:** Group discussions are regularly conducted among the students to instill argue-mental way of learning.
8. **Quizzes:** Quizzes are conducted in the institution on various occasions.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://morancollege.com/students-centric-methods-moran-college">https://morancollege.com/students-centric-methods-moran-college</a>

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

The teachers of Moran College uses appropriate ICT enabled tools for effective teaching-learning process. Institute has projectors and smart boards to conduct ICT enable classes. During the Covid pandemic, faculty of the institute uses video platforms such as Zoom, Google meet, Google classroom, Youtube live streaming, etc.to conduct online classes.The Library is fully automated and provides access to over 9,000 online journals and 22 databases. Prominent among them are J-Stor, Project Muse, Oxford University Press, Emerald Management, EBSCO Business Source Elite, PsychArticles, Indiastat.com, World eBook Library, Routledge, Oxford University Press (e-books),

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://morancollege.com/ict">https://morancollege.com/ict</a>

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



**2.3.3.1 - Number of mentors**

46

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

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

46

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

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

16

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

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

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

895

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

### 2.5 - Evaluation Process and Reforms

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

The Institution follows continuous internal assessment to strengthen the effectiveness of both teaching and learning process. Continuous internal evaluation helps to keep systematic records of performance of student activities periodically. For continuous assessment process the evaluation of every course is divided into two assessments - internal with 20% weightage and external with 80% weightage. The internal assessment comprises of assignment, group discussion, seminars, project works, etc. along with two sessional examinations. The deadline based submission of assignments and project works are evaluated by the faculty members of the respective departments and announces the performance of the students. The faculty members of the institutions update the scores and performance of the internal assessment at the departmental notice board on a regular basis to provide early indication of the performance of the students. For the sessional examinations, a separate examination cell comprising teaching and non-teaching staff is formulated. The allotment of the invigilation duties, seating arrangements and schedule of the examinations are controlled by the examination cell. The question papers for the sessional examinations are prepared as per the norms of the parent university. The institute maintains strict and impartial vigilance for smooth conducting of the examinations.

The institution makes the students aware of the evaluation process through the following initiatives: 1. The institution conducts orientation programs at the beginning of each

semester. 2. Academic calendar provided by the parent university with examination dates. 3. Display of results and marks in the college and department notice board

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://morancollege.com/wp-content/uploads/2022/05/E86D3A87-8803-493B-92C7-ED387DC0E5F2.pdf">http://morancollege.com/wp-content/uploads/2022/05/E86D3A87-8803-493B-92C7-ED387DC0E5F2.pdf</a>

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

According to guidelines of the parent university, the institution follows the internal evaluation system. The teachers and the administration of the institution effectively communicate with the students for taking needful actions as response against any grievances.

- The examination results are put on the notice boards of respective departments.
- In case of any queries or doubts among students regarding the marks, they can approach the respective teachers.
- After completion of the sessional exams, the declaration of results are completed within 15 days from the date of last examination.
- In case a student failed to appear in the sessional exam due to medical urgencies or unavoidable circumstances, there is a provision for allowing them to appear in the exam on a later date decided by the department.
- The concerned department efficiently follow the guidelines of paper setting (for the sessional exams).
- While paper setting, the questions are set with a view of preparing the students for final exams.
- For active participation and better understanding of the subject matter, the department conducts seminars, group discussions, debate, group activities, poster presentation and internal assessment marks are evaluated from the said

activities based on the performance of students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://morancollege.com/wp-content/uploads/2022/08/Grievences_AI.pdf">http://morancollege.com/wp-content/uploads/2022/08/Grievences AI.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

All the programmes offered by the institution under Dibrugarh University containing the program outcome, program specific outcome and course outcome are uploaded in the college website. A brief summary of the overall course and programs are also included in the college prospectus. At the beginning of each session, departmental induction programs are organized for the newly admitted students and they are informed about course syllabus and evaluation pattern. Besides, renowned alumni and guest lecturers are invited to the classroom to interact with the students and teachers about the relevance of the course in their academic and professional journey and to suggest for further development of the course. In addition, teachers are motivated to participate in various workshops, seminars, FDPs to enrich their teaching learning and evaluation process and to develop methods of evaluation of learning outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://morancollege.com/wp-content/uploads/2022/03/Course-Outcome-Program-Outcome-Program-Specific-Outcome.pdf">http://morancollege.com/wp-content/uploads/2022/03/Course-Outcome-Program-Outcome-Program-Specific-Outcome.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The Institution follows continuous internal assessment to strengthen the effectiveness of both teaching and learning process. The continuous assessment process consists of internal with 20% weightage and external with 80% weightage. The entire evaluation process is formulated giving emphasis on the course outcome, learning outcome and overall performance of the students. The internal assessment comprises of assignment, group discussion, seminars, project works, etc. alongwith two sessional examinations, whereas the external assessment includes written examination for which question papers are set by the parent university.

The deadline based submission of assignments and project works are evaluated by the faculty members of the respective departments and announces the performance of the students. The faculty members of the institutions update the scores and performance of the internal assessment at the departmental notice board on a regular basis to provide early indication of the performance of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://morancollege.com/wp-content/uploads/2022/03/Course-Outcome-Program-Outcome-Program-Specific-Outcome.pdf">http://morancollege.com/wp-content/uploads/2022/03/Course-Outcome-Program-Outcome-Program-Specific-Outcome.pdf</a>

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

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

571

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://morancollege.com/wp-content/uploads/2022/08/Annual_Report.pdf">http://morancollege.com/wp-content/uploads/2022/08/Annual_Report.pdf</a>

## 2.7 - Student Satisfaction Survey

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

<https://morancollege.com/wp-content/uploads/2022/05/Student-Satisfactory-Survey-2020-21-1-1.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)**

**NIL**

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

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

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

**NIL**

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

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

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

5

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

6

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

3

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

Due to global pandemic, there was no specific neighborhood community work during the year 2020-2021. Although, several webinars and online workshops were conducted for faculty and students which helped in their holistic development. Students from the institution as well as students from other institutions also participated in the webinars and workshops. The webinars were conducted on areas like Mental health issues, Human Rights and Yoga.

As a part of social work, the institution provided sufficient amount of money to PM CARES FUND. The fund was raised to provide relief to the COVID-19 pandemic affected people.

File Description	Documents
Paste link for additional information	<a href="https://youtu.be/0-pLoaHZCEA">https://youtu.be/0-pLoaHZCEA</a>
Upload any additional information	No File Uploaded

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

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

NIL



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

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

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

9

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

998

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

**3.4 - Collaboration**

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

**NIL**

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

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

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

**NIL**

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

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

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

The institution has adequate facilities for teaching learning viz, Class rooms, Laboratories, Computing equipment.

The institution has well designed administrative Block, Common room for girls and boys, well furnished exclusive Computer and Science labs, the facility of computerization of Salary Account

(COSA), Class rooms, Digital room constructed as per UGC and University norms. For the enhancement of ICT, College has ICT teaching aids, like slide projector, video camera, DVD Multimedia Computer and CCTV Camera. The policy of the Management is to provide quality educations to the rural students as the most of the students of the college are from rural areas. The management is generous to assist the students financially.

The institution has utilized 1.08 Crores MHRD under RUSA scheme for constructions of class rooms for providing necessary and better infrastructure. DST has funded to purchase equipments to the various departments of the Science faculty. Local te gardens, OIL/ONGC provide funds for building construction and purchase of furniture. DBT has sponsored Biotech hub which is going on in our College.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://morancollege.com/ict">https://morancollege.com/ict</a>

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

The outdoor stadium is spacious one to accommodate approximately 200 spectator around the boundary with a pavilion equipped with all necessary provisions. The play ground of Moran College was selected for football under the Dibrugarh University scheme of One CollegeOne Game. Inter college football etc. are organized in the play ground throughout the year. Inter college Cricket competition is also held here. Recently the college has also introduced Basketball in view of the demand of the students. There is also provision for Volleyball in the play ground. We may take pride in the fact that Moran College women's volleyball team became runner-up in 2017 and the Boys team was the runner-up in Inter Colleg volleyball competition in 2018. The play ground being the only one equipped with the necessary facilities it is frequently used by the local sports organization and agencies also. Indoor Games: The college has a large copious Indoor stadium in which Indoor Games facilities - Badminton, Table Tennis and Taekwondo are available. The college has a Swimming Pool which is used for coaching both men and women. There are two gymnasiums in

the main campus, one for men and the other for women.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://morancollege.com/sports-cultural-facilities">https://morancollege.com/sports-cultural-facilities</a>

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

16

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

16

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://morancollege.com/ict">https://morancollege.com/ict</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

3.85

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

## 4.2 - Library as a Learning Resource

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

Moran college Library was started along with the establishment of the Moran College in 1964 in order to cater the academic and research needs of the faculty, research scholars (D.U), students, officers and non-teaching staff and local people. The Moran College Library is housed in a three-storied building on the campus. It is a place of attraction for the students. The library has been aiming to supplement the knowledge of the students, which they acquire from their teachers. Presently the library is under the control of full-fledged library staff.

The library is fully automated with Online Public Access Catalogue (OPAC). The students can search books with KOHA software, OPAC etc. The Library has Card Catalogue System, based on AACR II and Dewey Classification System (DDC) (22nd Edn). Now the Library operates its day to day works computerized using OPAC. The cloud computing system has been set up in the Library and OPAC facility is given to its users. The Library has been connected with INFLIBNET's N-LIST Programme. It provides 31, 35,000 e-books and 6000 e-journals. The library also provides free Internet to its students and teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="http://morancollege-opac.koha.co.in/">http://morancollege-opac.koha.co.in/</a>

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

**C. Any 2 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.11

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

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

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

125

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The college has upgraded its IT facilities including WI-FI frequently as per the needs and requirements in the last five years. The college has recently upgraded the internet connection bandwidth from 4 Mbps to 20 Mbps. The college has upgraded its IT facilities with increasing number of computers,

Printers, Scanners, smart boards, Xerox machines, dynamic website and various software.

The teaching and learning process is enhanced through incorporating ITC tools, INFLIB, NET to the learners to enhance learning capabilities. The students, Teachers and non-teaching staffs are also encouraged to use various academic and administrative software.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://morancollege.com/ict">https://morancollege.com/ict</a>

#### 4.3.2 - Number of Computers

83

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

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

A. ? 50MBPS

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

3.85

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

Laboratory, Library, Indoor Stadium, Swimming Pool, Computers and Class room are an integral part of the institution. The college has well defined procedure for repairing and maintenance activities to ensure time bound maintenance of work. At the beginning of each session, various committees are constituted to look into the matter of maintaining and running various physical and support facilities. Recently one new conference cum seminar hall is completed.

The college has been maintaining and utilizing physical facilities as follows:

- All the physical, academic and support facilities are maintained through various committee like Purchase Committee, Library Committee, Construction Committee, Campus Beautification Committee, Tree Plantation Committee, Fishery Committee.
- The indoor stadium as well as the swimming pool are maintained by separate committees.
- Library committee takes care of the library matters and functions.
- Each departmental laboratory has Laboratory Bearers for proper maintenance of the laboratory.
- The colleges also have a Hostel Committee which manages the Hostel maintenance and proper utilization of the Hostel facilities.
- Separate staffs are appointed for housekeeping.
- The maintenance work related to equipment furniture, electric work, plumbing, water tank etc. is maintained on daily basis.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://morancollege.com/wp-content/uploads/2022/08/Commitees.pdf">https://morancollege.com/wp-content/uploads/2022/08/Commitees.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

440

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

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

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

5

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

**E. none of the above**

File Description	Documents
Link to institutional website	<a href="#">NA</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**350**

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

**350**

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**C. Any 2 of the above**

**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**

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

## 5.2 - Student Progression

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

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

16

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 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

79

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

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

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

0

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

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

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

8

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

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

Due to lockdown during global pandemic, the institution could not physically engaged students in any administrative, co-curricular and extracurricular activities. However, the institution ensures student participation and representation in the following administrative, co-curricular and extracurricular activities over the past few years:

Active participation of the students in different curricular and co-curricular activities is initiated by the institution to represent themselves for the smooth functioning of different aspects of college activities.

- There is active participation of students in various committees of the college such as departmental associations, anti-ragging committee, NSS advisory committee, yearly magazine editorial board, student's forum etc.
- Departmental representatives from each department are selected on the basis of academic and non-academic excellence.
- These forums and various committees play a significant role in decision making process.
- Student representatives provide a helping hand in the process of admission, exam and scholarship from submission etc.
- Majority of the students actively involve and participate in NSS, cultural activities, Saraswati Puja, Independence Day programme, various days of state, national and international importance etc. depicting the student friendly relation with the institution.
- The students are actively engaged in various activities like Swachh Bharat Abhiyan, Blood Donation Camp, Awareness programme etc. and they are involved in successful completion of the event.
- With the help of student representatives of various committees, cultural events and competitions, plantation drives in and out of college premises are organized and successfully completed trying to upgrade the image of the institution in the society.

File Description	Documents
Paste link for additional information	<a href="https://morancollege.com/sports-cultural-facilities">https://morancollege.com/sports-cultural-facilities</a>
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

The instituion do not have any registered Alumni Association at present.

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

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

E. &lt;1Lakhs

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The college tries to provide quality education to students and create a healthy academic environment. As the students are from different socio-economic background and religious linguistic communities, therefore the college takes up various activities and programmes to cater their various needs. The college follows courses and curriculum under CBCS which are up-to-date and relevant as prescribed by Dibrugarh University. The teachers of the college uses ICT-enabled tools for effective teaching-learning of the students which helps the students to compete in the current world.

File Description	Documents
Paste link for additional information	<a href="https://morancollege.com/about-us/vision-and-mission">https://morancollege.com/about-us/vision-and-mission</a>
Upload any additional information	No File Uploaded

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

The institution follows a decentralized and participative style of functioning. Day to day governance is administered through various committee based decisions. It reflects decision making, planning and administration, and office management. The institution is managed by a regularly constituted governing body. The principal heads the academic and administrative activities of the institute and forms various committees for bringing improvement in the governance of the institute.

The college administration plays a significant role in the development and implementation of various policies, programs and initiatives that are associated with the vision and mission of the college. The administration establishes the smooth

functioning in all the areas like admissions, accounts and finances, record keeping, supervision and maintenance. The academic coordinators ensure proper implementation of academic calendar and are responsible for conformation and observation of academic activities. As a part of quality improvement, IQAC monitors the academic and administrative activities.

The institution promotes a culture of participative management through various committees like Strategic Plan and Development Committee, Student Welfare Committee, NSS committee, Plantation and Cleanliness Committee, Extension Service Committee, Library Management Committee, Career and Counseling Committee, Anti-Raging Committee to name a few.

File Description	Documents
Paste link for additional information	<a href="http://morancollege.com/wp-content/uploads/2022/08/Commitees.pdf">http://morancollege.com/wp-content/uploads/2022/08/Commitees.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

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

The institution has witnessed much development in the last few years in respect to infrastructure and academics. A strategic plan and development committee was formed with a view to discuss the growth and development of the institution. The committee consisted of the Principal, the faculty members of different departments and two alumni members. The goals of the committee are as follows:

1. To foster an environment for effective academic growth and development.
2. To promote excellence in teaching-learning process.
3. To maintain and inculcate values, ethics and discipline among students.
4. To promote ICT-enabled education.
5. To review the governance and administrative scheme efficiently.



**6. To focus on infrastructural development.**

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://morancollege.com/wp-content/uploads/2022/08/Strategic.pdf">http://morancollege.com/wp-content/uploads/2022/08/Strategic.pdf</a>
Upload any additional information	<b>No File Uploaded</b>

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 Organization structure is constituted based on the guidelines of the UGC, State Government, Dibrugarh University and management for the functioning of the institution. The college has the following administrative bodies.

Govt. of Assam, Governing Body and Principal are the administrative bodies; while the principal and HODs deal with the academic matter of the college. The Governing Body (GB) members are nominated by the Government and by the affiliating university. The Governing Body comprises of the chairperson, principal as the member secretary and members. The members are selected by the government from different fields and two members are nominated by the affiliating university (i.e. Dibrugarh University). The college has different committees and cells for smooth functioning of academic, administrative and other activities. These are:

1. Student Welfare Committee
2. Govt. and UGC Program Observation Committee
3. Library Arrangement Committee
4. Career Counselling and Guidance Committee
5. Reseation and PublicationCommittee
- 6.Extension Service Committee
7. Social Responsibility Committee

8. NSS Committee
9. Sexual Harrasement Committee
10. Anti-Ragging Committee
11. Stress Management Committee
12. Women's Cell
13. Creative Writing Cell
14. Placement Cell

The service rules, recruitment and promotional policies are followed in accordance with the regulations of the UGC as well as the state government. The admission procedures are look after by the admission committee in accordance with the rules of the state government. The admission committee consists of the Pricipal, Vice-Principal and HODs of the various departments (office).

File Description	Documents
Paste link for additional information	<a href="https://morancollege.com/organogram">https://morancollege.com/organogram</a>
Link to Organogram of the Institution webpage	<a href="https://morancollege.com/organogram">https://morancollege.com/organogram</a>
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

For the welfare of the faculty, non-teaching staff and students of the college, the Moran College Teachers' Unit has anonymously formed the Moran College Thrift Society to generate funds through contribution and undertake welfare schemes.

The welfare scheme includes helping the economically weak meritorious students financially to undertake higher studies. Apart from this, Moran College Thrift Society also provide financial help for medical expenses to faculty and non-teaching staff undergoing treatment. Financial needs of the faculty and non-teaching staff for the purpose of marriage and construction of houses are provided regularly. In the time of Covid pandemic, the society also contributed for relief of the common people.

The Moran College Thrift Society serves as the main source of fund to any welfare scheme serving the faculty, non-teaching staff and student efficiently and effectively in the long run.

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

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

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

<b>year</b>	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>
<b>6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year</b>	
<b>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</b>	
1	
File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>
<b>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.)</b>	
<b>6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year</b>	
20	

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

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

Moran College follows the UGC and DHE (Assam) Regulations on Minimum Qualifications for the Appointment of Teachers and other Academic Staff in the College. After the completion of one academic year at the institute, the performance of all the employees is assessed each year. This is done through a "Self Appraisal" form which is submitted by the faculty at the end of the year. The performance of each faculty member is assessed according to the Academic Performance Appraisal (API). The faculty members are informed well in advance of their due promotion. Faculty members whose promotions are due are recommended based on their API. The API filled by the Faculty Member is checked and verified by the Heads of the Departments, followed by the office of the Principal and then send to the IQAC. The API of a faculty verify by the DPC (Internal) headed by Coordinator IQAC and prepare a report for the same.

All non-teaching staff is also evaluated through the annual performance appraisal. The various parameters for staff members are assessed under different categories such as character, abilities in respective departments, hard-working capacity, discipline, reliability, relations and co-operations with colleagues, students and the public.

On satisfactory performance, all teaching staff members are granted promotions and financial up-gradation under the PBAS Scheme following the UGC guidelines and of DHE (Assam).

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	<b>No File Uploaded</b>

#### 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 instituion conducts internal finacial audits regularly (upto 2019). But internal audit did not take place during the year 2020-2021 due to the global pandemic (lockdown). The Govering Body of the college monitors proper and effiecient use of available financial resources by the Principal. The Principal is mainly responsible for financial management of the instituion. The instituion receives funds from the state govrnment, RUSA for the employees and other development actvities.

File Description	Documents
Paste link for additional information	<a href="https://morancollege.com/wp-content/uploads/2022/05/6.4.1_1556880041_2737.pdf">https://morancollege.com/wp-content/uploads/2022/05/6.4.1_1556880041_2737.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

**NIL**

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

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

Being a provincialized college, the salary of permanent teaching and non-teaching staffs are provided by Govt. of Assam. Additional funds are generated through the fees paid by the students for salary of contractual, part-time teaching and non-teaching staff.

The financial sources of the college are:

- Salary grants are received from the govt. of Assam.
- Admission, tuition and other fees are collected by the college from students, Hostel fees received from girl's hostel, bank interest, fines and the fee charged for issue of certificate.
- Income generated through self-finance PGDCA course.

Optimum utilization of financial resources:

The following steps are adopted by the college for the optimal utilization of resources:

- Requirements of all departments are sought by the principal.
- Purchase committee/principal works out the budget plan.
- Purchase committee then sanctions the budget and purchase the materials through the principal office.

The entire major funds are utilized under different heads from development fund as follows:

1. Library books-journal
2. Repair, maintenance and renovations

3. Printing and stationary
4. Equipments and consumables
5. Furniture and Fixture.
6. Software and internet charges.

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

### 6.5 - Internal Quality Assurance System

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

In the last four years the policy of the college has been to achieve quality in its academic front by increasing enrollment which yields a very good result. In the pursuit for quality assurance, quality up-gradation, assessment and accreditation, and institutionalization the college has formed the Internal Quality Assurance Cell on 08.01.2005. Since then IQAC has become instrumental in suggesting a number of quality improvement measures in the college. The college has a policy to improve the program option for the students by introduction of professional courses. The IQAC analyzed the professional courses needed in the rural area and recommended them to the authority.

1. IQAC works for augmentation of teaching-learning facilities by implementing ICT-enabled teaching-learning process.

2. IQAC encourages and strengthens research work, skills among faculty members

3. IQAC serves as one of the central body to maintain communication and coordination among various committees and cell of the institution.

4. IQAC collaborates various departments and organizations to conduct workshop and seminars, and celebrate various days of national and international importance.



Besides the above, IQAC has taken the following initiatives for the institutionalization of the quality culture of the college:

- Preparation of perspective plan.
- Preparation of academic calendar
- IQAC meets periodically
- Preparation and submission of AQAR.
- Collection of feedback from students.

File Description	Documents
Paste link for additional information	<a href="https://morancollege.com/iqac">https://morancollege.com/iqac</a>
Upload any additional information	No File Uploaded

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

The college reviews its teaching learning process, structure and methodologies of operation and learning out comes at periodic intervals through IQAC. Teaching learning process, structure and methodologies of operations:

- Workload of every teacher is in strict compliance with the university and UGC norms.
- Time table adherence is strictly monitored
- Lesson Plan for each semester is prepared by each faculty members.
- The college employed various student centric learning methods like class seminars, field visit, survey, etc.
- Collection of Self Appraisal Form (API) from faculty.
- The learning process is monitored through continuous evaluation, regular examinations and submissions of assignments and seminars.
- Students feedback are collected for evaluating the quality of teaching-learning process of the institution.

#### Learning Outcomes

- Number of students opting for higher education has increased.
- Students learning outcomes are reviewed through class test, assignments, class seminars, field project, and appointment of proctor, internal assessment tests and

**University examinations.**

- **University results are analyzed at department level and IQAC made suggestions in this regard.**
- **Use of ICT in teaching and learning encouraged.**

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	<b>No File Uploaded</b>

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://morancollege.com/igac#1642390355560-8cee0d75-7e1f">https://morancollege.com/igac#1642390355560-8cee0d75-7e1f</a>
Upload e-copies of the accreditations and certifications	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
Upload details of Quality assurance initiatives of the institution (Data Template)	<b>No File Uploaded</b>

**INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 - Institutional Values and Social Responsibilities**

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

**The institution has been providing education to ensure gender equity. The institution established a women's cell with an objective to sensitise and equip students with the issues**

related to gender sensitization. International women's day was observed with a view to promote awareness on sexual harassment of women. A poster making competition was held among students to spread awareness about the crimes against women. The NSS unit performed a street play to create awareness against eve teasing.

The institution has taken measures to enhance security specially of girl students on campus and ensures a full proof vigilant system by installing CC cameras at the key places in the campus and also in the classrooms. The institution has different committees- student's grievance cell as well as disciplinary committee and it aims zero tolerance against eve teasing, harassment and ragging.

A separate common room is provided by the institution to meet the personal needs of the girl students. There is also a separate Gymnasium for girls where they can exercise, facilitating the girls to keep themselves physically fit.

The institution also provides hostel facilities for outstation girl students. A sanitary pad disposing machine is also available in the hostel.

File Description	Documents
Annual gender sensitization action plan	<a href="#">N/A</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">N/A</a>

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

**Different types of waste generated in the college and their disposal**

**Types of waste Particulars Disposal method E-Waste**  
**Computers, electrical and electronic parts Direct selling**  
**Plastic waste Plastic water bottles and other plastic**  
**containers, wrappers etc Direct selling Solid wastes Damaged**  
**furniture, paper waste, paper plates, food wastes Reuse after**  
**maintainance energy conversion Chemical wastes Laboratory waste**  
**Neutralise with water Waste water Washing, urinals, bathrooms**  
**Soak pits Glass waste Broken glass wares from the labs Direct**  
**selling Sanitary Napkin Napkin Incinerator**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<b>No File Uploaded</b>
Geo tagged photographs of the facilities	<a href="#">NOT AVAILABLE</a>
Any other relevant information	<b>No File Uploaded</b>

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

**C. Any 2 of the above**

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

### 7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

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

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

E. None of the above

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

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>C. Any 2 of the above</b></p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Moran college has always been working for providing an inclusive environment for their students. As mentioned earlier, the college has students from various cultural, regional, linguistic, communal and socio-economic background. So from its establishment, the college is protecting the harmony of this diversity and also providing equal opportunities to all students. The college celebrates various constitutional days and days of national and international importance. The college celebrates festivals such as Saraswati Puja, Brahmaputra Utsav, etc. and also encourage participation of students in Youth Festival, various Inter-college and University competitions. The teachers are encouraged by the college authority to take up democratic approach while dealing with various aspects of teaching-learning.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The Moran College takes various measures and programmes to sensitize students and employees of the institution so that they understand the values, rights, duties and responsibilities as the citizens of the country. During the academic year, the college organized cleanliness drive, blood donation drive, contributes to CM release fund (whenever needed), provides financial assistance to family of deceased employees from welfare fund, and to students for treatment of severe medical emergency (applicable to economically poor students). The college also raise funds for economically poor students through Teachers' Unit to support their education. The college has functioning committees such as Anti-Ragging committee, Grievance Redressal committee, Library committee, Hostel committee, Women's Cell, etc. for maintaining equality and equity among the students and employees of the institution. In this way, it helps them to sensitize and create awareness of their constitutional obligations. During this academic year, the NSS unit of the college had undertaken most of the activities involving teachers and students that sensitizes about the values, rights, duties and responsibilities as a citizen of India.

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this**

A. All of the above

regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff  
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The college organizes and celebrates various national and local festivals as well as International Days for inculcating cultural and social integrity among the students. The college also celebrates birth and death anniversaries of renowned personalities for making the students aware of the past and their contribution in the national development.

National /State Festivals/ Divas as observed by the college

- Independence Day (on 15th August)
- Republic Day (on 26th January)
- Teachers' Day (on 5th September)
- Women's Day (on 8 March)
- World Earth Day (on 22th April)
- World Environment Day (on 5th June)
- National Science Day ( on 28th February)
- World Health Day (on 7th April)
- World Malaria Day (25th April)
- International Yoga Day (21 st June)
- World Literacy Day (on 8th September)
- World Peace Day (on 21 September)



- World Disaster Day (on 13th October)
- United Nations Day (on 24th October)
- National Education Day (on 11th November Day)
- World Sanitation Day (on 19 th November)
- World Aids Day (on 1st December)

#### Birth /Death Anniversaries

- Silpi Divas (17 th January)
- Bishnu Rabha Divas (20 th June)
- Gandhi Jayanti (2 October)
- Sudhakantha Dr. Bhupen Hazarika Divas (on 5th November)
- Bir Chilarai Divas (7th February)

During the year 2020-2021, the institution celebrated Earth's Day, International Yoga Day, World Philosophy Day, Independence Day and Republic Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

**1. Eco- Friendly Campus:** The institution has been practicing to maintain an eco-friendly campus from its inception. The institution adopts various strategies like plantation drive, cleanliness drive, increasing the use of more LED lights than CFL, installation of dustbins etc. The campus is covered with a mix of old and young trees, ornamental shrubs and herbs and it helps in pollution prevention. In order to promote environmental awareness among faculties and students, IQAC in collaboration with various departments organizes Earth Day, World Environment Day, Water Day, etc.

**2. Village Adoption:** The institution has adopted Dakhin Borpathar Village near Moran town with an aim to empower the

marginalized and vulnerable groups in the village particularly the women, the youth and the children of the community to inspire the rural communities to dream, plan, mobilize forces and resources for sustainable development of each member who can realize his/her full potential and create such ecosystem for positive behavioral transformation.

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

### 7.3 - Institutional Distinctiveness

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

In regard to distinctiveness, Moran College has been dedicatedly imparting higher education to students from various socio economic background across the radius of 30 km under three districts - Sivasagar, Charaideo, and Dibrugarh. The population is mostly based on agriculture and tea plantation and 80 percent of them fall under BPL category. Therefore, the college has been providing quality education with ICT enabled teaching learning process, digitalized library facilities (OPAC) and facilities for co-curricular activities. In this process the college has been promoting equality and equity in education catering to the needs of students having educational, social, economic linguistic, religious, political differences. In spite of challenges, Moran College has been contributing in human resource development. Keeping a democratize approach, Moran College has been engaging in educating students to excel in academics as well as success in life. The college provides quality education and prepares students to keep pace with the competitive world. The college creates necessary infrastructure systematically and continuously with the need of future vision. It provides adequate physical infrastructure facilities such as classrooms, conference halls, library building with spacious reading room, administrative building, hostel facilities for girls, playground, indoor stadium and swimming pool as well as separate gym for gents and ladies. There is a large auditorium for performing various student related events throughout the year. The college has been providing extension and outreach activities to the nearby areas.

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

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

Moran College prepares plan of action for the next academic year. The most notables are -

- To motivate faculty members for extension activities and publish research in quality journals.
- To set up a Mental Health Club for students.
- To form an Alumni Association in the college.
- To develop a Translation Forum.
- To encourage teachers to develop e-content and take up minor projects.
- To introduce Add-on courses by each department of the college.