



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		GAUHATI COMMERCE COLLEGE
Name of the head of the Institution		DR. HOMESWAR KALITA
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03612410064
Mobile no.		9435356060
Registered Email		gccgolden@gmail.com
Alternate Email		gcciqac1962@gmail.com
Address		R.G. BAROOAH ROAD
City/Town		GUWAHATI
State/UT		Assam
Pincode		781021
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	DR. AMARENDRA KALITA
Phone no/Alternate Phone no.	03612410064
Mobile no.	9435147991
Registered Email	gcciqac1962@gmail.com
Alternate Email	gccgolden@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.gauhaticommercecollege.in/wp-content/uploads/2021/12/AQAR-Report-2017-18.pdf
4. Whether Academic Calendar prepared during the year	No

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.79	2012	15-Sep-2012	14-Sep-2017

6. Date of Establishment of IQAC	08-Feb-2003
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Educational trip	19-Mar-2019 6	39
Inter College Debate	10-Sep-2018 1	44
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Department of MBA organised another Workshop on the topic: International Trade Awareness Programme on 14 September, 2018

Department of M.Com organised a Workshop on the topic "Recent Trends in Marketing" on 30 October, 2018 Department of M.Com organised another Workshop on the topic "Impact of GST on Various Stakeholders" on 30 October, 2018

Department of English organised a National seminar on the topic: Emerging trends in Finance, Accounting Management of Business with reference to North Eastern Region (Date 28 to 29 Sept, 2018)

Department of MBA organised a Workshop on the topic: Exploring Tourism Potential in North East India on 6 October, 2018

Department of MBA organised a Workshop on the topic: Exploring Tourism Potential in North East India on 6 October, 2018

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Proposed to establish Computer Laboratory	The laboratory was developed as proposed
Decided to make admission system fully online	Admission process was made totally online
Proposed to publish News Bulletin	Two bulletins were published regularly. One by UG departments and another by MBA Department.
Proposed to open BCA course in UG	Governing Body decided to open and passed resolution
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	No
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Being affiliated to Gauhati University, Gauhati Commerce College and all its departments follow the university guidelines. Hence, the academic curriculum, academic calendar, delivery of the programme and evaluation are all strictly based on the instructions of the university. However, teaching manner and delivery speed of the subject topics are decided in the internal meetings of the department which are documented in the form of teaching plans. Faculty members are given the liberty to decide the mode, speed and method of teaching of the curriculum however, within the scope of university and departmental guidelines. The college strictly follows the academic calendar which is prepared well in advance. The academic calendar incorporates all the curricular, co-curricular and extra-curricular activities and is in consonance with the university calendar. On the basis of a properly planned master timetable prepared at the beginning of each semester, a time table is structured for every department. The students are apprised about the syllabus by the concerned subject teachers in their respective classes. Classroom teaching is done using traditional as well as technology-based methods for effective

curriculum delivery. Students are encouraged to participate in classroom lectures, group discussions and class tests to enhance their learning experience. If required, the teachers help the students in solving their queries even beyond the class room hours. From the session 2018-19 onwards, the Department of M.Com has encouraged students to present their seminar papers using power point presentations only. In all the programmes, the students are required to prepare short term projects under the able guidance of the teachers which are evaluated through viva-voce. While preparing these projects, students have a good exposure to the financial, commerce, trade, business and industry related environment around them which prepares them for their future endeavours. Students are also required to prepare assignments on topics related to course curriculum as a part of internal assessment which also prepares them for the upcoming sessional examinations. In the Department of MBA, summer internship projects are arranged for the students. For industry interface and practical knowledge both industry experts and subject experts are invited to impart lectures to the students from time to time by Gauhati Commerce College Centre of Management Studies (GCCMS).

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NA	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Nil	Nil
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Honours and General	615
BBA	General	80

MBA	HR, Marketing, Finance	60
MCom	Accounting & Finance, HRM	120
PGDCA	General	30
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
Feedback obtained is analysed in the staff council and Governing Body meetings and thus necessary action is taken.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PGDCA	General	30	140	28
MCom	Accounting and Finance, HRM	120	345	120
MBA	HR, Marketing, Finance	60	192	67
BBA	General	80	302	80
BCom	Honours and General	615	3442	602
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2088	467	62	14	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
76	57	8	18	1	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The digital revolution has its sway over all spheres of society and education cannot remain an exception in this context. Fortunate is the academic institution to have digital assistance which has undeniably added a newer dimension to the idea of mentorship. The idea of mentorship going around in the institution provides for a specific mechanism of allotting a definite number of students to a mentor teacher who guides the students throughout their studentship in the institution. This entire tenure of studentship is over-brimmed with digital assistance as and when required. Queries in the form of Whatsapp messages, SMSs are too common these days and mentorship has always been open to incorporate all. The mentorship is exercised in its previously-modelled three-fold stages:-- (a) Assigned Project Work: Each and every student is assigned a (Teacher) mentor at the beginning of every academic session, followed by a brainstorming interaction between the mentor and the mentee. After due discussion, all the students are assigned a Project Work by the mentors respectively. Once the objectives of the work are ascertained, the mentee, based on the teacher's advice and the students' academic preference, moves ahead for data collection and experiential outcomes and in every such step, mentorship plays a crucial role. Necessary editing and modifications are taken into account for better performance and thus the Project Work is brought to its successful accomplishment, adding crown of co-operation and co-learning onto the spirit of mentorship. (b) Assistance in Class assignments: The mentor looks into other relevant issues of the mentee especially the responsibility of completing the class assignments lies in between them. In other words, class assignment is yet another medium to enhance the mentorship with more and more learning experiences and with more and more erudite practices. Since the mentor already knows the mentee quite well, the mentor can help his mentees on the basis of mentee-specific needs and weaknesses. Demerits is all that characterise human nature, yet dignified mentorship, as witnessed in this college, mends such demerits for better. (c) Student Support: The mentorship, as its allied function, also helps a student solve his or her problems related to internal and external/ university-conducted evaluation and issues related to career options and other areas concerning the students' overall well being. The support and assistance are provided both offline and online as indicated above. Needless to say that crossing over the limitations of adolescence and stepping into the threshold of youth, more or less every student faces certain psychic troubles owing to peer pressure or due to familial condition - a juncture where reasonable mentorship, as employed effectively and emphatically in this college, can do away with much of such troubles. Quite recurrently, of course, numerous student issues are addressed and in the process mentorship is the idea every student looks up to, cordiality being the outlining force behind everything.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2555	76	1 : 34

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
46	37	9	Nil	25

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level,	Designation	Name of the award, fellowship, received from Government or recognized
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	international level		bodies
2019	Dr. Rupa Deka Pator	Associate Professor	Dr Ambedkar Sahitya Shree Award by Bharatiya Dalit Sahitya Akademi Delhi
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
PGDCA	PG	Semester	28/02/2020	24/02/2020
MBA	PG	Semester	03/06/2019	04/09/2019
MCom	PG	Semester	07/06/2019	15/10/2019
BBA	UG	Semester	28/06/2019	02/09/2019
BCom	UG	Semester	14/05/2019	10/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Internal Evaluation process of the B.Com Course is designed as per the changing Regulation of Gauhati University time to time. For the smooth evaluation process the internal examination is conducted by the Examination Committee of the college in time. The Internal Assessment 20 marks is classified as follows: Sessional Examination, Home Assignment/ GD/ Presentation etc. Class Attendance. Out of total 20 marks 10, 06, 04 are assigned to sessional examination, Home Assignment/ GD/ Presentation etc. Class Attendance. Sessional Examinations of 30 marks for CBCS and 20 marks for Non-CBCS B.Com courses are centrally conducted by the College Examination Committee which is converted to 10. The setting of Question Papers is done by the concern subject teachers as per the allotment of the Head of the Departments. The answer scripts are evaluated by the teachers as per allotment given by the Head of the Departments. The departments make necessary arrangements for Home Assignments / Group Discussion /Presentation etc. for evaluation of 06 marks. The 04 marks for Class Attendance are calculated as under: For 76 to 80 pc 1 mark, 81 to 85 pc 2 marks, 86 to 90 pc 3 marks and above 91 pc 4 marks are assigned. The cumulative of 20 marks calculated by the departments are send to the Central Examination Committee which then upload it to University Portal. The internal evaluation mark for MBA department is 30 which are done based on three parameters as: Mid term/class Test, Attendance and Assignments/Projects/Presentation. The Internal Evaluation of M.Com Department is of 20 marks. Two Sessional Examinations of 20 marks each are conducted. Final marks are calculated as 16 marks for sessional and 4 marks for Seminar Presentation. BBA Department conducts two Mid Term of 50 marks each for Internal Assessment of 20 marks.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic Calendar for 2018-19 has been prepared meticulously by the Academic Committee of the college. The academic calendar functions like the

radar of the ship in orienting the activities of the college. It has been prepared in consonance with the Gauhati University programme and the guidelines given by Gauhati University. The academic calendar of the college streamlines the college activities regarding the conduct of classes, holidays and examinations as per the university guidelines. The academic calendar of the session for the academic year starts from June 2018 to May 2019. It consists of Odd Semester (from June 2018 to December 2018) and Even Semester (from December 2018 to May 2019). The academic calendar includes the dates of re-opening, orientation course, commencement of internal tests, commencement of semester examinations, important functions of the college, student union election, government, local and institutional holidays and all-important information. For each month of the session the academic calendar provides details about working days, teaching days, holidays and up-coming important events to enable the students and faculty to prepare themselves well in advance. The Head of the Department (HoD) is responsible to conduct departmental meetings regularly to ensure the follow up of the directions of academic committee and take feedback of all activities of the departments. The HoD of the concerned department after due discussion with the faculty allocates subjects to the faculty in the department. The faculty members are required to prepare the course objectives, outcomes, lesson plans and assignments in addition to providing a list of references books and text books.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.gauhaticommercecollege.in/course-outcome/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PG	MCom	Accounting and Finance, HRM	107	106	99.06
PG	MBA	HR, Marketing, Finance	48	46	95.83
UG	BBA	General	30	27	90.00
UG	BCom	Honours and General	457	448	98.03

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

NA

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding	Total grant	Amount received
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		agency	sanctioned	during the year
Nil	0	NA	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Emerging trends in Finance, Accounting Management of Business with reference to North-Eastern Region. (National Seminar)	English	28/09/2018
Exploring Tourism Potential in North East India. (Workshop)	MBA	06/10/2018
International Trade Awareness Programme	MBA	14/09/2018
Impact of GST on Various Stakeholders	M.Com	30/10/2018
Recent Trends in Marketing	M.Com	30/10/2018
Promoting Women Entrepreneurship in NE Region	MBA	01/09/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Drama competition	GCC	Gauhati University	01/05/2019	Second Best Drama award
University Level NSS Award	Riaz Ahmed	Gauhati University	01/01/2019	University level NSS award
WUSHU	Rohit Basfor	International Sports Council	01/01/2018	First Prize
The Grandslam- Open Tennis Championship	Harjeet Singh	Assam Engineering College	21/02/2019	First Position
Theater Competition	GCC	IIT, Guwahati	01/01/2019	Best Drama, Best Director and the Best Actor
Inter College Drama Competition	GCC	Don Bosco University, Azara	19/04/2019	Third Best Drama and the Best Director

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation	Name	Sponsored By	Name of the	Nature of Start-	Date of
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Center			Start-up	up	Commencement
NA	NA	NA	NA	NA	Null
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NA	NA	NA

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Null

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Economics	1	Null
International	Economics	8	Null
International	English	1	Null
National	MIL	1	Null
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Accountancy	1
MIL	3
M.Com	4
Information Technology	1
Mathematics statistics	1
BBA	2
MBA	4
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Null	0	NA	Null
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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NIL	NIL	NIL	Nil	Nil	Nil	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	5	3	1
Presented papers	Nil	11	Nil	Nil
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Free medical camp for women (Cervical cancer screening)	Gauhati Commerce College NSS Unit Pratiksha Hospital	3	10
Street play on cleanliness, door to door campaigns against plastic usage	Gauhati Commerce College, NSS Unit	4	43
Summer internship 1.0, Awareness on Swachhta, menace of Plastic, Open defecation, girl child education, handwashing and hygiene	Gauhati Commerce College, NSS Unit	1	20
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Summer Internship, an awareness on bio-degradable,	Gauhati Commerce College 1 ASSAM B.N. NCC coy.	Awareness Campaign	1	30

non-biodegradable, health, hygiene, development of compost pits, cleaning of street, Village library and Village school, tree Plantation				
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Finishing School	Dr. Kaberi Bezbarua, Dr. Majidul Ahmed, Dr. Nipan Nath	RUSA	4
Gunotsav	Dr. Pranjit Nath, Prof. Praneshwar Kalita, Prof. Nipan Nath, Prof. Daisy Das	Sarba Siksha Abhiyan, Govt. of Assam	30

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Co-curriculum Activity	Industrial Visit (Department of MBA)	IGC, Chaygaon, Chatabari Jambari	16/03/2019	16/03/2019	60
Co-curriculum Activity	Educational trip (Department of M.Com)	Sikkim	20/03/2019	25/03/2019	39
Co-curriculum Activity	Educational trip (Department of BBA)	Darjeeling and Sikkim	28/03/2019	04/04/2019	28
Curriculum Activity	Internship	ITC Ltd., NABARD, LIC, Pepsi Co. (Varun	01/06/2018	31/07/2018	46

Beverages),
Meghalaya
Cement Ltd.
(Topcem),
SBI, GCMF
(Amul),
North East
Small
Finance
Bank, Assam
Financial
Corporation
of India,
NEDFi, FCI,
GNRC
Hospital,
Assam Gramin
Vikash Bank,
NRL, Asian
Paints, Big
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Assam Skill Development Mission (ASDM), Assam	25/07/2018	Implementing skill development training in the Banking Financial Service and Insurance Sector, in Assam/GST Account Assistant	3

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
40000000	35725850

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Existing

Seminar halls with ICT facilities	Newly Added
Video Centre	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL 2.0	Partially	2,0	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	26366	2886124	1333	424934	27699	3311058
Reference Books	6591	Nil	169	Nil	6760	Nil
e-Books	50000	11800	50000	5900	100000	17700
e-Journals	3	1181422	Nil	398476	3	1579898
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nil
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	80	2	30	1	0	9	16	50	64
Added	0	0	50	0	0	1	0	50	6
Total	80	2	80	1	0	10	16	100	70

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
DIGITAL AND VIDEO CONFERENCING ROOM NO 4 (DEVELOPED UNDER RUSA PROJECT)	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
200000	96663	Nil	Nil

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The procedures and policies adopted by the College for preserving and using physical, academic and support facilities include: up-gradation of the outdated, amenities well-versed with technology and which augment the quality of institutional life, provide contented and ergonomically efficient spaces and environment for optimal output. The maintenance of physical facilities of the college like classrooms, seminar hall, libraries, computers, projectors are done from the Principals Office. To facilitate these, the College seeks and receives requisitions from the faculty based on curricular requirements like library, sports facilities, classrooms etc. The College assesses the equipment and infrastructure on a regular basis. It awards Annual Maintenance Contracts (AMCs) for its sensitive and heavy equipments through a proper process. For the small-scale maintenance works they are entitled to use the office contingency fund. The College has an in-house team for the maintenance of its Systems and Network and minor hardware daily repair. Computers are regularly updated with anti-virus software to protect them from malicious programs. For all major computer related problems, a service provider is hired. The College ensures that the Library purchases current titles of books and journals and empanels such book distributors who can procure new titles and bring them to the notice of the faculty on a continual basis. The college is well equipped with CCTV cameras to prevent pilferage and overall monitoring and surveillance. The College has active student teams for different Sports that participate on a continual basis in national sports events.

[NA](#)

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	Ishan Uday	355	0
b) International	NA	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Finishing School	29/08/2018	56	Mr. Harsh Khemka, Ph no. 919864056366, Educative
Finishing School	30/08/2018	35	Mr. Harsh Khemka, Ph no. 919864056366, Educative
Finishing School	01/09/2018	91	Ms. Sapna Gupta Sapna Gupta Spoken English Classes Ph no. 919864225887 Dispur, Guwahati- 781006
Finishing School	04/09/2018	128	Ms. Sapna Gupta Sapna Gupta Spoken English Classes Ph no. 919864225887 Dispur, Guwahati- 781006
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NA	Nil	Nil	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
EY, Asian Paints HDFC Bank, Dalmia	123	75	Aditya Birla, Vodafone,	18	9

Cements,
Vivo, Oppo,
Airtel,
Karvy,
Interglobe,
TCS, South
Indian Bank

Topcem,
Aarohan
Foods

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	23	B.Com, M.Com, MBA	NA	Jaipuria School of Business, Ghaziabad, IILM GSM, Kaziranga University, Delhi University, Dibrugarh University, Royal Global University, Gauhati University, Assam Institute of Management, Guwahati, IGNOU, Pune, Institute of Management, Nirma Unv.	M.Com, MBA, Ph.D, PGDM, B.Ed

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
College Week (Sports Cultural)	College	500
Freshers' Welcome	College	500
Dr. Birinchi Kumar Barua Memorial All Assam Inter-Institutional Debating Competition	College	1

6th North East Youth Festival, Representing Assam. (Organised by The Deptt. Of Youth Affairs Sports, Govt. of Tripura)	College	1
North East State Youth Conclave Amalgamation, Representing Assam (Organised by: The Deptt. Of Youth Affairs Sports, Govt. of Sikkim)	College	1
Inter College Central Zone Youth Festival 2018. (Organised By: Sonapur College)	College	1
All Assam Inter SAI Regional Boxing Tournament. (Organised By: SAI National Boxing Academy)	College	1
All Assam Youth and Elite Men and Women Inter District Boxing Championship 2018. (Organised By: Tezpur District Sports Association)	College	1
Chaitanya Kumar Das Memorial 34th Inter District Senior Basketball Championship.	College	1
2nd Indian Open International Grappling Championship (Organised By: Grappling Federation of India)	College	1
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Silver Medal	National	1	Nil	Nil	Debasish Saikia
2018	Certificate of Merit	National	Nil	1	Nil	Manisha Deka

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has an active Students' Body elected through an election process following all given norms. The elected representatives head different wings like Debate and Symposia, Major Games, Minor Games, Cultural etc. They work in tandem with their teacher-in-charges. The Girls' Common Room Secretary's help is sought in matters relating not only to the common room facilities of the girls but also any other matter pertaining to them. The elected student body helps in the organization of different events in the college like College Week Competitions, Freshers' Welcome, Saraswati Puja, Inter-college Competitions etc. They help the College administration in maintaining discipline amongst their fraternity. The Boys' hostel has its own body which again assists the hostel warden in the day-to-day running of the hostel and other varied activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

An 8 Days Workshop held from 15-22 July 2018 in the Dr. B. C. Lahkar Auditorium, on Acting, Grooming and Fitness in association with Trinetra Production. A total of 100 students participated in this workshop. Swachh Bharat Abhiyan programme was organised by ALCOM inside and outside Gauhati Commerce College premises on the occasion of Gandhi Jayanti on 2 October. Commissioning of the statue of Late Dr. Bhagaban Chandra Lahkar, founder Principal, Gauhati Commerce College by noted artist Late Dilip Bhushan Sarma. The cost of the statue was borne by Mr. Aneel Goenka (Alumni, 1985 batch). 2018. The ALCOM presented Best Cadet Awards for Senior Division (SD), Senior Women (SW), Junior Division (JD) and Junior Women (JW) in the Annual Training Camp of 1 Assam BN NCC at Gauhati Commerce College from 4 to 13 July, 2018. A total of 500 cadets participated in the camp. Prof. Umesh Chandra Sarma, Former Principal of GCC, was felicitated at his residence on 3 October, 2018. An appeal for naming the college playground in the name of Prof. Umesh Chandra Sarma was also proposed to the College Authorities by ALCOM. The said proposal was adopted by the college and the ground was named Adhyakho Umesh Chandra Sarma Krirangon on 30 January 2019. The ceremony was organized by the College along with ALCOM where Prof Umesh Chandra Sarma himself cut the ceremonial ribbon.

5.4.2 – No. of enrolled Alumni:

1140

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

(1) In the Annual general meeting new body was formed and discussion was held regarding the statue of founder Principal. (2) In July 1st Battalion NCC camp was held in which there were 500 participants. (3) In July Personality development workshop was held for 8 days, with Trinetra production and 100 numbers participated in training on acting, dancing, grooming, fitness, photography. (4) Swacch Bharat Abhiyan with NSS was held. (5) Felicitated ex-Principal U. C. Sharma. (6) College playground was inaugurated which was participated by Alumnus.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500

words)

The college authority is following the practice of decentralisation and participative style of management over the years. Two best examples the decentralized and participative style of decision making followed in this institution are: **EXAMPLE 1: Formation of Examination Committee.** The Gauhati University conducts the semester based examinations for all its affiliated colleges. As per the directions of the University, standardized practices in semester examinations are followed in the Gauhati Commerce College. However, for smooth conduct of the Examinations an Examination Committee is also formed. This Committee is an excellent example of decentralisation and participative style of management adopted by the college authority. Principal of the college works as the Officer-in -Charge, and the Vice- Principal acts as the Co-ordinator and they are assisted by the other officer -in- Charges for various examinations held other than the University examinations. . Proper authority is delegated to this committee by the appropriate authority to take all the decisions relating to the conduct of various examinations in the college. **Example 2: Formation of Library Committee.** Library is an important part and parcel of an educational institution. If the library of an educational institution is enriched with the necessary resources it helps in boosting the academic as well as research and innovation activities of the faculties as well as the students of the institution. Hence to fulfill this aim a Library Committee is also formed in the college for proper functioning of this important part of the College. The Principal of the college works as the Chairman, the Vice- Principal acts as the Vice-Chairman and the Librarian is appointed as the Convenor of this Committee and they are assisted by few other members selected for that purpose. This Committee is delegated authority by the appropriate authority to take and implement all the library related decisions such as decisions on library resources, ICT in library, Library furniture, fund utilisation etc.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	All admissions into the College in case of undergraduate courses like B.Com. Honours Course (CBCS), BBA (CBCS) course and PGDCA is governed by the admission rules of the Govt. Of Assam and strictly on merit basis, subject to the reservation for caste quota (SC/ST (P)/ST (H)/OBC/MOBC) etc. as per the standing rules of the Govt. of Assam. Decisions of the Admission Committee regarding Admission are final. However, Admission to the M.Com. and MBA courses are offered by college as per the Merit list declared by the Gauhati University, subsequent to the Entrance tests conducted by the university for this purpose.
Industry Interaction / Collaboration	The College does not have any direct collaboration with any industry. But for the greater interest of the

students the college has set up two Placement Cells, one is for H.S., B.Com. BBA, PGDCA M.COM. Department and the other one is for MBA Department. These cells contacts with the industries, companies and other organisations from time to time for campus recruitment.

Human Resource Management

The total number of vacancies and selection and recruitment process of both teaching and non-teaching staff is strictly regulated by the Directorate of Higher Education and the College Governing Body. The faculties are given opportunities to participate in general and specific training programmes like induction programmes, refresher courses, faculty development programmes and workshops etc. They are provided with semester time-tables well in time and accordingly the classes are taken. Conducting Seminars, workshops, talks etc. are also encouraged and held for the students.

Library, ICT and Physical Infrastructure / Instrumentation

The college Library is using SOUL 2.2 software for library management. As on 2018-2019 the total number of books in the library is 26366, Number of Reference books is 6591 and the number of journals subscribed by the library is 18. Moreover, the library also subscribes 50000 E-Books and 03 E-Journals. The availability of RUSA and other grants made it possible to buy books for the library, enhance its IT related infrastructure, and procure instruments / computers for various departments. During the period 2018-19, besides 36 number of normal classrooms the total number of SMART classes in the college are 11 and there are 02 Seminar Halls with ICT facility , 01 auditorium with sitting capacity of approx.500 persons, 01 Video Centre and 02 Computer Labs etc. Besides for security issues many CCTV cameras are also installed in the classrooms and other important locations of the college.

Research and Development

The institution could not do much in the field of research and development due to certain constraints. But the authority is trying to give the faculties as well as the students of the institutions ample opportunities to undertake research and development activities.

<p>Examination and Evaluation</p>	<p>As per the directions of the Gauhati University, standardized practices in semester examinations are followed in the College. For smooth conduct of the examinations an Examination Committee is also formed of which Principal of the college works as the Officer-in-Charge, and the Vice-Principal acts as the Co-ordinator and they are assisted by the other officer-in-Charges. Internal Assessment is done through assignments, class tests, sessional/ terminal examinations, and class presentations etc. The faculties of the institution are also very actively involved in the whole evaluation process as examiner, scrutinisers and Head Examiners of the semester examination answer scripts and students projects/dissertations etc. The faculties of the institutions are also appointed as the examiners for taking the viva-voca of the undergraduate and post graduate students of other affiliated colleges.</p>
<p>Teaching and Learning</p>	<p>To make the teaching learning process more effective and attractive gradually ICT enabled student centric teaching methodology has been adopted in the College. Special mentoring is done for advanced learners. The College organizes workshops, lectures, talks and seminars for students and teachers. The teachers are also motivated and deputed to attend various workshops, seminars and orientation courses organised by various institutions and govt. bodies from time to time. The mission of encouraging creative and collaborative engagement in curricular and co/extracurricular activities is fulfilled through activities like Annual College Week, Events and Fests etc. With a view to increasing employability, PG programmes like M.Com. , M.B.A. and PGDCA have been introduced.</p>
<p>Curriculum Development</p>	<p>Gauhati Commerce College is an affiliated college to Gauhati University, Guwahati-Assam. It is not directly involved in the curriculum development, but the faculties of the institute are selected as member of the Academic Council of Gauhati University and also as members of CCA i.e. Committee of Courses of Study ,Gauhati University . Their ideas and opinions</p>

are taken into account in the Curriculum Development of the undergraduate courses run under the Gauhati University.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	An academic calendar is being used for planning the academic year. Public Address system in the form of Notice Board for the students as well as the faculties is installed for communication of information to them. Meeting intimations and other information are circulated through formal Whatsapp groups in addition to the hard copy.
Administration	In the administration of the college there is still partial implementation of e-governance. The important notices and informations are sent to the faculties in the formal Whats app groups in addition to the hard copies circulated among them. Moreover all the important notices especially regarding admissions are uploaded in the college website from time to time. Attendance of staff is obtained by both manual and Biometric mode. Leave tracking and application for teaching and non-teaching staff is maintained manually. Administrative office is also partially computerized.
Finance and Accounts	In the accounts and finance section of the college all the work is done manually through pen and paper and with the use of computers both. Still in this section due to certain constraints there is no implementation of e-governance.
Student Admission and Support	The students' admission is done completely in the conventional mode.
Examination	All the examinations are also conducted in the conventional mode. Examination Schedules, Seating Arrangements and other details of examinations are displayed on the College notice board.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial	Name of the professional body for which membership	Amount of support
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		support provided	fee is provided	
2019	Pranabjyoti Sarma	AICTE Workshop	NA	9645
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NA	NA	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Academic Enrichment Programme, NDIM	1	03/11/2018	03/11/2018	1
FDP on Contemporary Issues in Marketing Management Business Strategy	1	10/12/2018	12/12/2018	3
Faculty Academic Enrichment Programme, NDIM	1	03/11/2018	03/11/2018	1
FDP on "Emerging Dimensions of Management Education" Assam Institute of Management	1	02/02/2019	02/02/2019	1
FDP on "Emerging Dimensions of Management Education" Assam Institute of Management	1	02/02/2019	02/02/2019	1

UGC Sponsored Short-term course on "Disaster Management"	1	30/10/2018	05/11/2018	7
Short-term course on "Research Methodolgy"	1	14/03/2019	20/03/2019	7
UGC Sponsored Refresher Course on Teacher Education (IDC) UGC-HRDC-Gauhati University	1	27/02/2020	19/03/2020	21
UGC sponsored Refresher Course on "Woman Studies Empowerment"	1	06/08/2018	26/08/2018	21
Refresher course on Environment Studies, HRDC, Gauhati University	1	24/09/2018	14/10/2018	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Fully equipped library with Internet facility, Playground, Canteen facility , Day care centre, College admission to wards, Free medical camp for staff, Maternity benefits, Wi-Fi facility.	Fully equipped library with Internet facility, Playground, Canteen facility , Day care centre, College admission to wards, Free medical camp for staff, Maternity benefits, Wi-Fi facility, Adequate pure drinking water, Sanitation: Clean and hygienic wash rooms, Festival advance.	Fully equipped library with Internet facility, Playground, Canteen facility , Wi-Fi facility, Adequate pure drinking water, Sanitation: Clean and hygienic wash rooms.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

INTERNAL AUDIT: The Internal Audit was carried out by A. J. Das Associates. The

team did thorough checking and verification of all vouchers of the transactions that were carried out in the period 2018-2019. Any clarifications required were set aright immediately. The institution maintained separate bank accounts for each fund with various banks. The transactions of these funds were also recorded properly in separate cashbooks. The balances of these accounts were duly reconciled with the books of accounts maintained. **EXTERNAL AUDIT:** External audit was conducted but report is still awaited.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	IQAC
Administrative	No	NA	Yes	GB

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The parent -teacher meet is organised regularly where the issues concerning the students are discussed seriously.

6.5.3 – Development programmes for support staff (at least three)

1. The staff members engaged in night duties are given quarter facilities 2. The temporary staff of the college are treated at par and given equal share in decision making 3. The office staff are given extra allowances for over duty

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Improvement of Infrastructure like video-conference hall. 2. Construction of Separate toilet facilities for girls students and lady members. 3. ICT Facilities in the College. 4. E-resources in the College Library. 5. Gymnasium hall for students with required equipment.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	National Seminar on	28/09/2018	28/09/2018	28/09/2018	300

Emerging Trends in Finance, Accounting and Management of Business with Reference to north Eastern Region

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Measures initiated by the Gauhati Commerce College Women's Forum for celebration of International Womens day	08/03/2009	Nil	Nil	Nil
Gauhati Commerce college day care centre was set up for young children of teaching and non teaching staff	Nil	Nil	Nil	Nil
Gauhati Commerce college in association with AkhilBharatiyaVidyarthiParishad held a free self defence camp "Mission Shahasi" for girl students	26/10/2018	Nil	25	5

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. The College has taken initiative for facilities of alternate energy as such Solar Energy Panels have been set up to conserve energy 2. Gauhati Commerce College has following LED bulbs installed in the premises: LED Tube light, 200 Watt LED, 80 Watt LED, 75 Watt LED, 50 Watt LED, 45 Watt LED. 3. Restricted entry of automobiles: Gate at the main entrance with gatekeeper. 4. Use of bicycles by students, teaching and non-teaching staff of the college. 5. Ban on use of plastic in the college premises. 6. Landscaping with trees and plants Around 300 varieties of all types of plants in the campus. 7. World Environment Day is observed every year in the college campus by planting trees. 8. Solid Waste Management: Each and every department of Gauhati Commerce College as well as administrative office create some waste and dumped in small waste bin located in the department. Each building has several dustbins placed from where housekeeping staffs take the wastes. Bio-degradable wastes are effectively converted to fertilizer by composting technology inside the college campus. A vermicomposting unit required some biodegradable waste to convert these as fertilizer. After segregation of biodegradable waste from canteens and Hostel are dumped in the composting unit in the college campus. This fertilizer is used for the plants and trees in the campus. College discourages uses of plastic particularly single use plastics in campus. College produces lot of paper waste. Paper wastes from Academic Blocks, Library, Administrative offices are disposed through vendors. The wastes are properly stacked in designated place and later disposed through vendors for proper waste management. College promotes digital platform to reduce the usage of paper for communication and sharing documents. 9. Waste recycling system: Degradable solid waste collected from canteen and Hostel are dumped in the Vermicompost Unit to make some Organic fertilizer which are used for plants and trees in the campus. 10. Water Conservation facilities available in the institution: Bore well available, Wetland within the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3
Rest Rooms	Yes	3
Any other similar facility	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	02/07/2018	28	Summer internship p 1.0	Awareness campaign on use of single use plastic, girl child education, hygiene m	21

						aintenance	
2018	1	1	02/10/2018	1	Swachta Pakhwada	Cleanliness Drive	20
2018	1	1	08/09/2018	1	Blood Donation Camp	To meet the needs of the needy people	50
2018	1	1	05/06/2018	1	World Environment Day	Awareness to conserve the environment	25
2018	1	1	01/08/2018	15	Swachta Pakhwada	Water conservation	30
2018	1	1	25/12/2018	1	Free medical camp	To meet the need of the needy people	70

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Gauhati Commerce College Students' Conduct and Disciplinary Code	Nil	Gauhati Commerce College has a strict code of conduct and disciplinary code and abides strictly to them. This code of conduct and disciplinary code is practiced everyday year after year.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Unity Day	31/10/2018	31/10/2018	80
World cancer day (Poster Making)	04/02/2019	04/02/2019	6
International Yoga Day	21/06/2018	21/06/2018	50
Republic day	26/01/2019	26/01/2019	200
Independence Day	15/08/2018	15/08/2018	180
Water Conservation (SwachtaPakhwada)	01/08/2018	15/08/2018	30

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Ban on consumption of tobacco inside the campus.
2. Preservation of Wetland.
3. Landscaping with trees and various kind of medicinal plants.
4. LED bulbs installed in the college premises.
5. Ban on use of plastic inside the college campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Gauhati Commerce College Women's Forum was set up on March 2005. Since then it has taken several measures for the welfare of the student community. One of the initiatives taken by the forum is that it gives financial assistance to the meritorious students who are economically not sound. For that purpose a one time financial Assistance is given to meritorious girl students, one from HS 1st year and one from B.Com 1st Semester. The amount contributes is Rs. 3000 and Rs. 4000 respectively.
2. Department of M.Com, GCC felicitate the rank holders to appreciate their hard work.
3. The Research and Publication Cell of the College publishes important works having social and literary values. One such publication is MAHAPURUSA MADHAVADEVAS NAMGHOSA, a famous holy scripture in Assamese rendered into English verse with English transliteration and edited by Dr. Purnanada Saikia (Retired Professor of this College).
5. The retired teachers are felicitated every year in the teachers day on 5 September.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

[NA](#)

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college is distinct because it offers a dedicated course in Commerce alone. Commerce as a discipline is job oriented as it enhances accounting skills, knowledge of business laws and rules, financial systems and institutions. Gauhati Commerce College has a vision to become a leading centre of excellence, imparting quality business education along with moulding students' character and career through a holistic approach. Knowledge liberates man from bondage of ignorance and illusions- The College seeks to present itself as a major centre of learning for the advancement, dissemination and use of knowledge in the region. Starting with the enrolment of a meagre 300 students, in this span of 59 years, the student number at the degree level stands at over 3000. The college has expanded to incorporate post-graduation course in Commerce in 1992-1993. To expand the specialised courses available in commerce stream, BBA course was introduced in the year 2007-2008, MBA course in 2009 and PGDCA course in 2005. The college takes pride in contributing to shaping students' character, to sensitise students to being good human beings and conscious citizens, the college wings of NSS, NCC Coy (Army) and Bharat Scouts and Guides Unit, play an active role. The NSS wing established in 1971 connects the college to rural communities through the various social services undertaken in villages. The NCC Army Wing established in 1984-85, actively participates in the celebration of National events. The Scouts and Guides Activities were introduced in the college from the session 2002-2003. Since inception, it has undertaken various community service project community development projects, besides undertaking Awareness Programme. The success of any educational institution is reflected in producing students exhibiting professional competence in respective work fields. Gauhati Commerce College is stand alone in its alumni forming a pool of well-known entrepreneurs, businessmen of the region. A majority number of Chartered Accountants in North-East India have

Gauhati Commerce College as Alma-mater. This is in addition to the absorption in other professional areas, as reflected in college databank statistics. The institution aims not only to identify employment opportunities for the students through its 'Placement Cell' constituted in 2003, but also to be a base for churning out employment creators. The college has a futuristic vision of being an incubator hub for entrepreneurs. With a view to motivating the youths to becoming job creators, the institution has organised number of workshops, talks on entrepreneurship development. It has also tied up with the Government of Assam in Assam's 'start-up' initiative to support to trigger a start-up movement. Entrepreneurial interests are encouraged through the curriculum as well as by the teacher interventions.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1. To start short term add on and certificate courses. 2. To make the Library and Office fully automated. 3. To make the College multi-disciplinary autonomous College.