



# YEARLY STATUS REPORT - 2023-2024

## Part A

### Data of the Institution

#### 1. Name of the Institution

Gauhati Commerce College

- Name of the Head of the institution **Dr. Amarendra Talukdar**
- Designation **Principal i/c**
- Does the institution function from its own campus? **Yes**
  
- Phone no./Alternate phone no. **03612410064**
- Mobile no **7002052985**
- Registered e-mail **gccgolden@gmail.com**
- Alternate e-mail **amarendraubin@gmail.com**
- Address **R.G. Barooah Road**
- City/Town **Guwahati**
- State/UT **Assam**
- Pin Code **781021**

#### 2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
  
- Location **Urban**
  
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Gauhati University**
- Name of the IQAC Coordinator **Dr. Kaberi Bezbarua**
- Phone No. **03612416589**
- Alternate phone No. **03612410064**
- Mobile **9864032233**
- IQAC e-mail address **gcciqac1962@gmail.com**
- Alternate Email address **gccgolden@gmail.com**

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

<file:///C:/Users/gcciq/Downloads/AQAR-%20Report%202022-23-6.pdf>

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

**Yes**

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

<https://www.gauhaticommercecollege.in/wp-content/uploads/2022/08/ACADEMIC-CALENDAR-2022-23.pdf>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 2</b>	<b>B++</b>	<b>2.94</b>	<b>2023</b>	<b>14/02/2023</b>	<b>13/02/2028</b>
<b>Cycle 1</b>	<b>B</b>	<b>2.79</b>	<b>2012</b>	<b>15/09/2012</b>	<b>14/09/2017</b>

**6. Date of Establishment of IQAC**

**08/02/2003**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

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

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

**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

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

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

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

**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)**

**Faculty Development Program, Research Methodology Workshop. Entrepreneurship Fair for students. Career Counseling.**

**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
<b>Faculty Development Program, Research Methodology Workshop. Entrepreneurship Fair for students. Career Counseling.</b>	<b>Faculty Development Program, Research Methodology Workshop. Entrepreneurship Fair for students. Career Counseling.</b>

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

- Name of the statutory body

Name	Date of meeting(s)
<b>Nil</b>	<b>Nil</b>

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

## Part A

### Data of the Institution

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Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022-23	19/02/2024
<b>15. Multidisciplinary / interdisciplinary</b>	

The College has taken several steps to develop the institution as a centre of excellence in different areas of Human Resource Development and as an epicentre of business education for sustained employment and growth of our youth. In keeping with the objective of the NEP the college will further mobilize its Research & Publication Cell for quality research work both for on campus personnel as well as off campus personnel. The college has an open mind about collaboration with the National Research Foundation and other leading institutes for joint research work. The College has B. Com, BBA, M.Com, MBA and PGDCA courses. In future, the College will take a multidisciplinary approach in order to ensure the unity and integrity of all fields of knowledge. The college has always been dedicated to the spread of commerce education and to achieve the national objective of ATMANIRBHAR BHARAT. So, while incorporating multidisciplinary perspective in the college mainstream, the institute plans to adopt the streams that will make the graduate's future ready in terms of commerce, trade, business, finance, etc by embracing technology in dissemination of courses like BCA, Data Analytics, etc. Commercial activities of any region will be actually fruitful and result oriented with a proper, wholesome understanding of the geography, history, cultural back drop and the sociological framework. Thus, the disciplines of Economics, Geography, History can seamlessly be incorporated in the curriculum structure. As a small forward, the BCA course has been initiated from next academic session.

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

The students under NEP program has been enrolled under ABC

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

The focus of the college is to inculcate a basic trait of conceptual clarity, critical thinking and pragmatism about the socio- economic environment, among students. The reality that lies ahead of graduates is to be absorbed in employment and to be equipped with employability. The college, in keeping with the goals of NEP, realises that graduates who will be job seekers, need to gradually be replaced by job givers, wealth creators and employers. The goal of 'Atma Nirbhar Bharat' can be realised through incorporation of programmes on Entrepreneurship Development and grooming of potential entrepreneurs. So, the Entrepreneurship Development Cell of the college will seek to motivate and prepare students to walk the path of entrepreneurship.

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

Country's progress cannot be delinked from its past. India is an ancient civilization and the modern world recognises the wholesomeness of Indian Civilization. Gauhati Commerce College is also a participating institution in the nation's past and building strong bridges to the future. Along with the skills of Accountancy, knowledge of Commercial Law and Financial Operations, the college runs healthy continuous activities that seek to develop healthy, harmonious individuals with institutional and social synergy. Some of the activities of Community Service, Practice of Yoga, Cultural and Social Programmes for students and by students, Creative and Performing Arts, Languages Skills Good Citizenship Training through awareness of a clean, green environment, saving water, conservation of the eco-system, Swachh Bharat Abhiyan, NSS, NCC Day, observing the Independence Day and the Republic Day, etc. The college has large collection of medicinal trees and plants which aims to preserve the traditional medicinal knowledge and treatments, Saksham, a newly constituted group is at a nascent stage aimed to develop all- rounded wholesome personalities and good citizens of India. GCC encourages all its students to integrate themselves into the spirit of Indianness with a consciousness of the best of Assamese Tradition.

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

Gauhati Commerce College has charted a trajectory of building student personality in sync with the real world, as the spirit of the NEP 2020 envisages. A balance of preparing students through strict mechanisms of classes, assignments, internal and external exams along with shaping well- rounded individuals fit for employment and good citizenship is the mission of the college. The course content of the papers of the curriculum are all designed to prepare the student for the applied, practical fields of Finance, Accountancy and Management. The Possibilities that are open to a commerce Graduate are immense. Besides, the curriculum grooms the graduate to a fairly equipped with skills and the readiness to learn on the job. Pragmatism, practical skills counter balanced with theoretical knowledge of commerce and Accounting is also given the edge of innovation and analysis through a small but powerful research component in the curriculum.

**20.Distance education/online education:**

The College adopts ICT system in class rooms and uses other ICT medium or virtual platforms for disseminating knowledge and information to students as well as mentoring them. The faculty members' uses varied technological tools viz. Online Platforms (Zoom Meeting App, GoogleMeet, YouTube,etc), PowerPoint Presentation, Web Links, Audio Lessons and Videos for Teaching Learning Activities. During COVID -19 lockdown, the classes were exclusively taken in Online Mode but thereafter the Faculty Members resorted to blended mode for the benefit of the students. This offers flexible time frame to the students and provide them the ability to learn at their own pace and convenience. WhatsApp groups are created for both the current students as well as Alumni in order to stay in contact and also to maintain quick communication.

## Extended Profile

### 1.Programme

1.1	156
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	2731
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	347
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	791
-----	-----

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 Number of full time teachers during the year		<b>74</b>
File Description		Documents
Data Template	<a href="#">View File</a>	
3.2 Number of sanctioned posts during the year		<b>43</b>
File Description		Documents
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1 Total number of Classrooms and Seminar halls		<b>43</b>
4.2 Total expenditure excluding salary during the year (INR in lakhs)		<b>511</b>
4.3 Total number of computers on campus for academic purposes		<b>148</b>
<b>Part B</b>		
<b>CURRICULAR ASPECTS</b>		
<b>1.1 - Curricular Planning and Implementation</b>		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
Gauhati Commerce College is an affiliated college of Gauhati University and so all the departments of the college follow the curriculum as prescribed by the parent University. All the courses are offered in semester mode. Effective curriculum delivery is		

ensured and documented through a well-planned time table, teaching plan, academic calendar, workload distribution and systematic evaluation. The time table is planned meticulously giving due weightage to all the subjects and is made available in the college website as well as notice boards. Teaching plans are prepared department-wise so as to impart lessons in a planned manner. The record of the topics covered in class is maintained by each department. The subjects that require practical training are taught in hybrid mode i.e online as well as offline. Department of Accountancy of B.Com. imparts practical training to all the students of B.Com. 3rd Semester who have opted for the subject 'e-Filing of Returns'.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The college has an effective and continuous system of internal evaluation. An examination committee is constituted for this purpose. There is a separate arrangement of an Examination Branch Room with the required infrastructure which also has a Strong Room, especially for storing the confidential documents relating to examination. If the students have any exam related query, they can approach the examination committee members who guide them. The internal examinations are conducted by the college in accordance with the academic calendar. The decisions regarding the examinations are taken in a meeting in which the Principal, HODs of all the departments and Examination Committee members are present. The internal evaluation is based on student's attendance, home assignments, seminar presentations and internal examinations, as applicable. Sessional tests are held for the students every semester and there is a provision for conducting repeat sessional examination for those students who miss the main sessional test on genuine grounds. For project dissertations, marks are allotted on the basis of project work submitted by the students and corresponding Viva. Important notices relating to examinations are uploaded in the college website.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

**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**

**A. All 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	<a href="#">View File</a>

## 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**

4

File Description	Documents
Any additional information	No File Uploaded
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)**

2

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

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

152

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

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

In order to promote quality in education and broaden the horizon of learning beyond the curriculum, the faculty members organise various programs with the aim to enhance curricular value for students on issues relevant to professional ethics, gender, human values, environment and sustainability. The college has an active Women's Forum where all the teaching and non-teaching women employees of the college are active members. Women's Day is celebrated every year where students are encouraged to participate in plays and dramas on gender equality. Not only the girls students but even the boys participate in the programmes on Women's day. As a part of environment and sustainable practices, tree plantation is done in the college campus by the teachers and students of the college on various occasions. The college has an active NSS and NCC unit that spreads awareness about environment sustainability, importance about health and hygiene, organises blood donation camps, paints the public walls with social messages and has also adopted a village at Chapaidong, Bonda, Guwahati.

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.	No File Uploaded

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

04

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

357

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

B. Any 3 of the above

<b>from the following stakeholders Students Teachers Employers Alumni</b>	
File Description	Documents
URL for stakeholder feedback report	<a href="https://gauhaticommercecollege.in/IOAC">https://gauhaticommercecollege.in/IOAC</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
<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>
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://gauhaticommercecollege.in/IOAC">https://gauhaticommercecollege.in/IOAC</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 students admitted during the year</b>	
<b>973</b>	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>
<b>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)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
<b>331</b>	

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

Special attention is paid to slow learners and differential care is given to advanced learners. Need based special classes are conducted for advanced learners and slow learners. There is committee of teachers in the name of "Super 30 Club" which oversees the arrangement and planning of special classes for advanced learners. In the class schedule tutorials are planned for the slow learners.

The college organizes an induction programme under the aegis of Freshers' Social for newcomers in each course separately. During the programme, the Principal of the College instils the ethos of the college in the minds of students, following which, there is a day-long programme where Teachers interact with students to motivate them and give direction on the course of study, smart preparation and potential career options related to commerce education.

In order to recapitulate the completed topics and to provide revision of the topics, mini quiz rounds are conducted in the class-room level for the slow learners. Students are provided with remedial classes on a daily-basis. In certain instances Special Repeat Classes are also organized to enable the learning process of the weak students. Prior to examination, students undertake presentation of topics with due assistance from the faculty. In addition, students also take up short-assignments.

To enhance the learning process of the advanced learners, there are personality development programmes, workshops on specific topics, online seminars by experts to open further avenues of specializing in commerce subjects.

File Description	Documents
Paste link for additional information	Nil
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
2731	72

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

Instead of individualism, it is socialism that provides for the institutional ideology which the students have to grow as a complete social being. Time-Table is prepared twice in every academic session so as to cater to several needs, both objective and subjective. The prescribed rule of 75% attendance is followed strictly helping the students to benefit the most from college classes while the practice of submitting Home Assignments in each subject extend them orientation to their gamut of knowledge.

The Workshops and Talks, Group Discussions and Brain Storming Sessions held from time to time guide the students in matters of participative learning. Such initiatives not simply help the students learning by experience but they also hone up their problem-solving methodologies, ultimately enhancing the quality and virtue of experiential learning.

While Project Works, IT Sessions and Industrial Visits, MBA Annual Fest Quasofiesta exemplify participatory learning, Case Studies Inter-college Debate and Music Competition, Regular Quizzes on various occasions, Class Presentation are the instances cueing problem-solving attributes.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

For fulfilling the purpose of teaching and learning the college functions with ICT tools as listed below:----

- A well-equipped Computer Lab comprising of 50 Computers in IT and PGDCA Departments 30 in the MBA Department.
- Desktop Computers and Laptops in all the departments with sufficient power back up.
- A total of 17 Numbers of Class rooms fitted with Projectors for better learning experience.
- One Smart Class Room-cum-Conference Hall with Video Conferencing and Interactive Board facilities.
- Ample numbers of Printers, Scanners and photocopier are available in the Departments, College Library, Principal's Office, College Examination Office.
- One Big Auditorium and One Seminar Hall with Projector, mike facilities available.
- Online Classes taken by using Zoom, Google Meet, Google Classroom, You tube etc.
- Such Digital Library resources as N-LIST, NBL, NBL-NECG .
- The entire College Campus is equipped with Wi-Fi connection.

The faculty members, as shown hereunder, use various ICT methods as per their requirement.

- Computer Lab is used to teach MS Word, MS Excel, MS PowerPoint, SQL to the students of B.Com as a part of the subject of Computer Application in Business.
- Seminar and Conference rooms are used for conducting, Guest Lectures, Competitions and Talks by Experts for both syllabi-centric and commerce-centric benefits of the students.
- MCQ based assignments are provided for the students by using the link of Google Forms.
- Occasionally Recorded Audio-clips are also used for better and clear understanding of certain complicated topics.
- Online Project presentations are conducted by the different

guides.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

### 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

72

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

### 2.4 - Teacher Profile and Quality

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

38

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**

41

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**

916

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 mechanism of internal assessment in Gauhati Commerce College is based on the prescribed guidelines under NEP 2020. As such the College has the provision of transparent Sessional / Internal Examination for every Semester for both UG and PG courses. The college has an established Examination Committee which is responsible for conducting the Internal Examination of 40/30/20 Marks (NEP and existing CBCS Course) of all B.Com students centrally while the Department of MBA, M.Com and BBA conduct examinations of the students respectively.

For centrally conducted Internal Examinations, the college has a provision of initially conducting a meeting of the Principal, the

Vice-Principal, all the Head of the Departments and the Examination-in-Charges for the fixation of dates and other related matters for smooth functioning of the examination. Accordingly the Examination Branch / departments notify the Time Schedule for the examination well in advance for the convenience of the students and faculty members. The Evaluation of the answer sheets are done by the concerned teachers of the departments as per the recommendation of the Head of Departments. Due care is taken for judicious correction of the scripts and the final marks of internal evaluation. After the submission of the Cumulative Marks by all the departments in a prescribed format, the Examination Committee after proper verification uploads them in the University Portal for further action.

There are provisions for Re-Sessional Examinations for the absentee students having such genuine grounds as severe medical condition and other academic compulsion or co-curricular engagement.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

As practised, after the completion of each stage of Internal Assessment, the examinees are allowed to go through the marks they have scored in the respective subjects and in case of any error, the concerned teacher in consultation with the Head of the department verifies the mark and correct, if the claim holds valid. Only after confirmation from all the departments in this regard the award list is uploaded in the University Portal earlier than the deadline, followed by utmost care undertaken in case of any discrepancy in internal assessment in the uploaded format. Any student who fails to appear his/her Sessional Examination due to ailing condition, the concerned Professors-in-Charge make provision for sick room as well.

If there is any grievance reported by any student on internal assessment marks after the declaration of Final results by the university, the case is immediately forwarded to Examination Office for verification. The Examination Committee, in this regard, checks and verifies the marks in the student's mark sheet

and with the submitted copy of marks by the Head of Departments in no time. In case of any discrepancy occurring in the marks, the student is advised to write an application to the Controller of Examinations, Gauhati University duly forwarded by the Principal of the College and the Original correct mark is resend to the University by the College. AS follow-up action, contact is maintained with the student at personal level until the grievance is fully addressed.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

. All the programmes offered by the college and the outcomes of the stated programs are uploaded in the college website in details. Besides, the students are informed about the details of the program through the college prospectus published at the beginning of every academic session. . The objectives of the courses offered by the college are addressed by the Principal of the college on the day of admission to the teachers, students and the parents and accordingly all the stake holders are made aware about the goals of excellence the institution aspires to achieve.

As the first step, various induction and orientation programmes are organised to communicate with the students about the learning outcomes and course outcomes. The questions like why a given Unit has been incorporated into the Course and how that Unit contextualises itself with the overall Course are often the areas the students ponder over The well-established alumni are invited to the classroom and formal meetings 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. Teachers are motivated to participate in various workshops, seminars, FDPs to enrich their teaching learning and evaluation process The ways in which the students in their last semester accentuate their point of views in regard to numerous socio-economic issues prove the degree to which both the Course

and Programme Outcomes are taken into account for comprehension, appreciation and execution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The known parameters, both qualitative and quantitative, as found in the institution are as follows:-----

**Evaluation Process:** Evaluation process of attainment of programme outcomes and course outcomes are primarily based on the direct evaluation as guided by Gauhati University. It consists of end semester examination by university, internal examination (Sessional) by the institution, provision of assignment, presentation on the assignment prepared, quiz etc.

**Feedback Evaluation:** There is also a student feedback domain in the college website to learn about students' feedback of the CO and PO.

**Provisions of Placement:** Placement cell of the institute provides regular information about successful students employed in various departments. . Commerce alumni are generally absorbed in the banking sector, insurance sector and financial institution. They are also serving several government departments and also have established their own enterprises and business. Some of our students progress towards working as registered chartered accounts.

**Avenues of Higher Studies:** Attainment of PO and CO is also evaluated by student progression to M. Com. M.B.A. C.A. C.S, C.M.A. and Research etc. courses in various institutions all over India. On the face of contemporary multidisciplinary approaches the PO and CO will have to cater to the need of the students meandering through various corporate and government sources. It has been a common practice on the part of the institute to execute the theoretical framework into the academic praxis.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

### 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

791

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	No File Uploaded
Paste link for the annual report	Nil

### 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://gauhaticommercecollege.in/IQAC>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	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 teachers recognized as research guides (latest completed academic year)

#### 3.1.2.1 - Number of teachers recognized as research guides

8

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<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

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

**INNOVATIONS:**

i. GCC HAAT organised by the Department of M. Com in April, 2024.

**Patents (2023-24):**

i. Dr. Mayuri Sarma, Dr. Kaberi Bezbarua, Dr. Sumadhur Roy and Dr. Dhriti Das were granted an International Patent in respect of an invention described and claimed in complete specification deposited at the Patent Office under the number 2023/03842 by Republic of South Africa on 26th April 2023.

ii. Dr. Amarendra Talukdar and Hemanta Kr. Deka were granted a patent by The Patent Office, Government of India in respect of a design related to Customer Feedback Kiosk under Design No. 401996-001 on 12th of December, 2023.

**Publication of Books (2023-24):**

**TRANSFER OF KNOWLEDGE:** Various steps has been taken

A) For Students:

B) For Teachers:

C) For Society:

(Details in the Attachment)

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

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

22

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

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

01

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

13

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>

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

##### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

11

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

### 3.4 - Extension Activities

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

Altruism and inculcation of awareness through such altruism have always been the forte of the institution. Accordingly, such extension activities as free medical check-up, Health and Nutrition Programme sensitised the participating students in matters of their own healthcare and gender-specific hygiene. While the experience of undertaking activities like Blood Donation, awareness programme on polio and sapling Plantation in the adopted villages guided the students to be socially more responsible, the street play on Drug Abuse prohibited them from choosing the wrong path. These are the regular recurrent activities motivating the young minds in the right direction. As a student community from commerce stream the students are inspired to take part in various platforms associated with creating employment opportunity on a self-sufficient level. Vocational training was conducted on cutting and sewing in March, 2023, organised by NSS Unit and Rotary Club, Guwahati South. The training had helped not only to the villagers of the adopted village but also to the students by intimating them on how the inkling of the concepts of small and cottage industry may actually serve the society at a larger scale, sensitising remaining the subtle force beneath all these.

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

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

3.4.2.1 - Total number of awards and recognition received for extension activities from

**Government/ Government recognized bodies year wise during the year****1**

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

**3.4.3 - 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**

**3.4.3.1 - 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**

**27**

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

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

**485**

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>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

8

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

6

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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.

**Elaborated as**

1. **Reading and Learning resources:** The infrastructure and supplies needed for libraries, labs, computer centres, and modern classrooms.

2. **Support facilities:** Hostels, canteens, auditoriums, seminar rooms, case study rooms, documentation centres, greenbelts, sports fields, and nurseries.

3. **Amenities:** Water for drinking, restrooms, parking for cars, solar power sources, and power generators.

The class timing is scheduled to make optimum use of the physical infrastructure of the College. Further, efforts are been made to develop and improve infrastructure, support facilities and amenities in order to provide excellent learning experience and environment. The college has two computer labs with adequate capacity to accommodate all the students. Students are encouraged to visit the computer lab frequently and to use it. Additionally, each department has a departmental library with sufficient books and materials.

The college has made investments in many solar plants at various sites in order to guarantee a consistent and dependable electricity supply. CCTV cameras are installed to monitor and maintain security surveillance, allowing staff to react to emergencies quickly and avoid accidents. In every lab and building at the college, there is a fire suppression system in place.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The college has two volleyball courts, two badminton courts, one pavilion, boys and girls' common room, one auditorium and state of the art Gymnasium to make the students and faculties physically fit. Different, yoga and cycling clubs have also been formed

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

46

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

78.58

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)

**Data Requirement: Provide a description of library with**

- Name of the ILMS software- Soul 3.0
- Nature of automation -(partially)
- Version -2.0
- Year of automation- 2008

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

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

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

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

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

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

5.68

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**

45

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 comprehensive IT facilities which are regularly updated under the guidance of Information & Technology department. The entire campus benefits from Wi-Fi accessibility for both students and faculty. It has a 100 Mbps 1:1 dedicated lease line service with unlimited data, while the MBA department (GCMS) additionally enjoys a 20 Mbps broadband connection. These services sufficiently meet the college's demands. The central computer lab houses 100 desktops, half of which were newly acquired in the last academic year. Additionally, the MBA department features a computer lab with 35 computers. Across various departments, the college has a total of 148 computers, including desktops and laptops. All desktop computers are connected via a high-speed LAN network. These facilities are meticulously and consistently maintained to ensure smooth IT operations. The college also maintains an up-to-date website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**4.3.2 - Number of Computers**

148

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

**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)**

24.29

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.

Different committees are working for the maintenance of the college's physical infrastructure, such as the library, sports facilities, and classrooms, etc. The committees such as Technical and asset purchase and maintenance committee, Cleanliness monitoring, beautification and garden management committee, library committee, Construction committee, College playground development committee, Committee for yoga and wellness, etc. On a regular basis, the College evaluates the infrastructure and equipment. It uses an appropriate procedure to award Annual Maintenance Contracts (AMCs) for its delicate and large equipment. They are allowed to spend the office contingency money for the minor maintenance tasks. The Gymnasium is regularly cleaned and serviced through subscription collected from the students and faculties for the maintenance. The College has an internal team for daily minor hardware repairs as well as system and network maintenance. Antivirus software is updated frequently to safeguard computers from harmful programmes. A caretaker is designated by the College as the nodal person to receive and address complaints. For ordinary issues, his team includes a handyman, electrician, and plumber. The College also makes sure that the Library buys current titles of books and journals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

## 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

645

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

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

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

645

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**

B. 3 of the above

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

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
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>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	A. All 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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of placement of outgoing students during the year</b>	
<b>5.2.1.1 - Number of outgoing students placed during the year</b>	

16

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

80

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**

4

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

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

10

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
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 )**

An active students' Union is in place elected through an election process following the laid down norms. Different wings Debating and Symposium, Games, Culture etc are headed by these elected representatives. They help in organising different programmes like College Week Competitions, Saraswati Puja Celebrations, Cultural Competitions. They also help in students' participation in events organized by Gauhati University and other colleges/ government bodies. The GCC hostel boarders also engage actively in the college programmes. They help the administration in ensuring discipline amongst the student community.

File Description	Documents
Paste link for additional information	Nil
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**

6

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 alumni of Gauhati Commerce College lend active support to the college through class-room engagements, talks on career opportunities soft skill development programmes. They are also actively engaged in social activities like cleanliness and plantation drives. They have also offered financial help to students, exteachers and the college at large during moments of need. Whenever the occasion demands, the alumni association is there to help out. They have played a leading role during the Golden Jubilee celebrations of the college and the boys' hostel and diuring NAAC peer Team Visit to the college.

Registration number is RS/KAM(M)-02/263/364 of 2022-2023

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### VISION OF THE COLLEGE

To become one of India's leading centre of excellence imparting business education of the highest standard.

#### MISSION OF THE COLLEGE

To serve the people of the North-East by striving for the spread of business education and academic excellence.

#### MOTTO OF THE COLLEGE

Dissemination of information and knowledge as a centre of excellence in higher education by imparting quality education and pursuing research studies.

Response: The College seeks to present itself as a major centre of learning for the advancement, preservation, dissemination and use of knowledge in this developing NE region of the country. It encourages enrolment of students from different cross-sections of the society. The college tries to imbibe into its students a rounded personality of professional competence, self-confidence and positive attitude. The college has attempted to fulfil its vision and mission by adopting various perspective plans from time to time as per the need of the hour and implements them through the process of delegation of authority and participative management style and for that from time to time various Committees, Cells, Centres and Bodies are formed

File Description	Documents
Paste link for additional information	Nil
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.

**Case study:** The administrative responsibilities have been well segregated among the faculty members and non-teaching staff. At the core of this decentralized process, the Staff Council of the Gauhati Commerce College has been formed of which the entire teaching faculty of the college are the members and the Principal of the college acts as the Chairman of this committee. All the important decisions relating to the day-to-day administration and academic issues of college are undertaken in the Staff Council meetings of the College. Moreover, the constitution of various committees and the delegation of authority and responsibilities to the members and Conveners of the various committees ensure a decentralized and participative method of functioning. The college authority also includes students' representatives in the various Committees and Cells and as per the necessity they are delegated with the required authority and responsibility.

Some such committees are:

Committee for Preparation and Amendments to the Constitution of Gauhati Commerce College Students' Union.

Ragging Vigilance Committee

Grievances Redressal Cell etc.

Apart from these committees, various Centres and cells are also formed and Faculty members are responsible for supervising and managing the routine activities of these committees, Cells and Centres.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The extensive goals of the strategic plan associated with Gauhati Commerce College are primarily committed to provide quality higher education and research facility along with inculcating among the

students' fraternity the zeal for entrepreneurship. The college is giving special emphasis on promotion of entrepreneurship as well as women empowerment. For this purpose, the college is organizing various vocational training programs as well as workshops for the students as well as the community. Example of one such recent activity is that Gauhati Commerce College NSS Unit in collaboration with the Rotary Club of Gauhati South organised a 'Vocational Training Program on Cake Making and Decoration' for the women of the two adopted villages of the Gauhati Commerce College viz. Chapaidang village and Rajabari village on 11th March, 2024. In this training program 30 village women had participated actively. Shikha Das, a former student of Gauhati Commerce College, who is now a baker and an entrepreneur, acted as the trainer. The main purpose of organising this vocational training program is to motivate and guide the women of the said villages to start their own entrepreneurial venture even by working from home. This will help the participants in developing self-confidence on their own capacities and economically support their family. Dr. Sweta Pegu and Dr. Sumadhur Roy from Gauhati Commerce College and Nawajyoti Sarma, Priyama Goswami and Chandan Rajkhowa from Rotary Club, Guwahati acted as program coordinators.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://gauhaticommercecollege.in/pdf/Institutional-Development-Plan.pdf">https://gauhaticommercecollege.in/pdf/Institutional-Development-Plan.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.

Gauhati Commerce College is permanently affiliated to Gauhati University, Guwahati, Assam. It is having three-tier system for governance. It is governed by Ministry of Education, Government of Assam. At management level the college is governed by President, Secretary and other members of Governing Body. At college level, Principal is the apex of the internal administration and is assisted by Vice-Principal, HOD's, staff and IQAC. For service conditions and rules, the college follows rules and regulations laid down by Education Department, Govt. of Assam. Recruitment for Permanent posts (Grant-in-aid) are done as per the norms of the Govt. of Assam and UGC. Recruitment for Temporary posts are done

as per the norms set by Governing Body keeping in view the norms of the Govt. of Assam and UGC. Promotion is allotted as per govt. Guidelines in case of undergraduate courses. There is no provision of promotion in self-financed departments

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://gauhaticommercecollege.in/pdf/OrganogramN.pdf">https://gauhaticommercecollege.in/pdf/OrganogramN.pdf</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

#### Welfare measures for teaching and non-teaching staff

Gauhati Commerce College has a welfare mechanism in place for teaching and non-teaching staff.

#### 1. Fully equipped library with Internet facility

The library has a huge volume of books, journals, magazines and newspapers which can be accessed by all employees. Internet facility is available.

## 2. Playground

The college playground provides a place for all sorts of games to be played.

## 3. Canteen facility

The canteen provides good quality foods at a reasonable rate. Employees can place order of food on their own choice.

## 4. Day care centre

The day care centre provides a facility to the employees for keeping their children during the working hours.

## 5. Gymnasium

A fully equipped gymnasium, with all modern amenities, is set up for workouts.

## 6. College admission

Priority is given in the college admission to the wards of the teaching and non-teaching staff.

## 7. Free medical camp for staff

To keep on monitoring the health of its employees, free medical camps are organized from time to time.

## 8. Maternity benefits

Maternity benefits are provided to the women employees as per norms.

## 9. Wi-Fi facility

Wi-Fi facility available across the college campus

## 10. Adequate pure drinking water

Pure drinking water is available at different locations within the college campus

## 11. Sanitation

Clean and hygienic wash rooms, separately for males and females, are set up at different locations of the college campus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**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**

**NIL**

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**

**02**

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

24

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

#### staff

The college follows the rules and regulations prescribed by the Director Higher Education, Government of Assam for the Performance

**Appraisal of teaching and non-teaching staff.**

The following is the description of the Performance Appraisal of the teaching staff.

1. Academic qualification from HSLC till Post Graduation.
2. Research Degrees such as M.Phil, Ph.D./D. Phil, D.Sc/D. Litt
3. Appointments held prior to joining to this college, designation, salary grade etc.
4. Posts held after joining this institute.
5. Period of teaching experience both at PG & UG levels.
6. Research Experience
7. Field of specialization under subject/ discipline
8. Academic Staff College Orientation/ Refresher Course/Summer School/ any other course attended.
9. API Scores awarded based on Lectures/ Seminars/Tutorials/Practical/ Contact Hours.
10. API score based on Preparation and imparting of knowledge/instruction as per curriculum & syllabus enrichment by providing additional resources to students.
11. API score based on use of Participatory and innovative Teaching-Learning Methodologies/ Audio-visual teaching aid, Updating of subject Content, Course Improvement etc.
12. API score based on examination Duties Assigned and Performed

File Description	Documents
Paste link for additional information	Nil
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

Our college maintains finance and accounts regularly. The institution conducts internal and external financial audits regularly. **INTERNAL AUDIT:** The internal financial audit was conducted periodically by reviewing and cross checking every transaction at multiple points. All employees and student bearers were informed of proper and valid documentation proof to be attached in support of all transactions and expenses which they had wanted to get reimbursed from college. This process ensures that proper record and justification is available for all expenditures and payments done. So far there have been no major findings/observations. Minor errors/omissions as and when pointed out by the audit team were immediately corrected/ rectified and necessary precautionary steps have been taken to avoid recurrence of such errors in future.

**EXTERNAL AUDIT:** External audit was also conducted elaborately by the external auditors. The entire accounts department staff engaged with them providing necessary supporting documents and explanations to satisfactorily address all queries. Being a provincialized college/public institution, the college itself took a leading role in external financial audit periodically to maintain the maximum level of transparency. We also made the audit reports public by uploading it on the college's website.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**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

The College mobilized its funds mainly from Government of Assam, UGC and RUSA on various heads of expenditure. Funds received had been spent on payment of salary. Each and every amount received is at par with the budget allocation. The resource mobilization policy of the college focuses on achieving the goals and target of the institution ensuring accountability and transparency. The college mobilized its resources from the self financing and professional courses namely MBA, BBA, M.Com, PGDCA. Resource mobilization was also carried out by Students fees, Interest on Corpus fund, etc. Funds generated were used for maintenance and development of the college. The College gets some amount by conducting external examinations. The Centre of KKH State Open University contributes in fund generation. The CA Examination centre is another source of income. The auditorium is given on rent for public uses. Optimal utilisation of resources was ensured through-

1. Allocation of adequate funds for effective teaching learning practices.
2. Utilisation of budget to meet day-to-day operational and administrative expenses and maintenance of fixed assets.
3. Enhancement of library facilities.
4. Funds were also utilised for development and maintenance of infrastructure of the college.
5. Some funds were allocated for NCC and NSS as part of social responsibilities.

Main motto of resource mobilization and optimal utilisation of

resources is to put Gauhati Commerce College on benchmark and quality teaching and unique growth of the students.

File Description	Documents
Paste link for additional information	Nil
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

Internal Quality Assurance Cell has developed a collaborativemechanism to build and ensure a quality culture at the institutional level. With a view to make college administration more dynamic, IQAC has been conducting administrative audit from time to time. Besides, workshops and special talks are being organized by IQAC in collaboration with the different departments and aslo other institutions and organisations. These programmes focus on imparting know ledge to students on various emerging areas of trade, commerce and business and enhancing skill and efficiency of the faculties in dealing with classroom programmes. The college does not have any form alparent-teacher association.However, the college conducts several practices and activities such as "Induction programme" before the academic session begins. The college also organizes "Parents Teacher Meet" from time to time to appraise the parents/guardians about the academic progress made by the students and also together feedback from the parents about the academic and non-academic problems encountered by the student. Additionally, the college establishes contacts with the parents of the students under special circumstances. The governing body meeting are also held regularly for betterment and progress of the College

File Description	Documents
Paste link for additional information	Nil
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 teaching-learning environment in the college is becoming more and more digitalized with the installation of ICT in a good number of classrooms. A larger section of young students are now able to use technology proficiently, which helps them to achieve better learning outcomes. In order to enhance the skill and efficiency of the faculty members in teaching in a highly digitalized environment, orientation programmes are being organized by IQAC in collaboration with the IT department of the college. The classes are also being conducted in the hybrid mode and test taken through Google forms to keep the students and the teachers abreast of the GIG economy. The quality of teachers and their continuing professional education and training remain central to these orientation programmes. Feedback is collected from all stakeholders-from Students through Feedback Proforma, Mentee Feedback, from parents through Parents-Teacher Meetings, from Alumnithrough-Alumni Meet & Interactions. Feedback is also obtained from the Teachers and office staff. The feedback is then analysed and the insights obtained are implemented and shared with the stakeholders.

File Description	Documents
Paste link for additional information	Nil
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)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
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)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Measures initiated by the institution for the promotion of gender equity during the year.

#### Gender equity and Sensitization

The Gauhati Commerce College Women's Forum was set up in March 2005, since then, it has taken several measures for promoting gender equity and several gender sensitization programs.

The annual gender sensitization action plan includes:

- International Women's Day 2024 was celebrated by GCCWF on 07/03/24 with the theme "Inspire Inclusion". A Talk on "Let's Talk Periods- from Menstruation to Menopause" by Dr. Kanchan Murarka was organised on this occasion.
- is a self defence group which was constituted on 14/10/22 to promote self confidence and welfare of the girl students of the college campus.

#### Specific facilities provided for women in terms of Safety and Security

- Sanitary napkin disposal machines in Girls Common Room.
- Cell for prevention of harassment to women staff and girls students

- Students mental wellness centre
- Grievances Redressal Cell
- Ragging vigilance committee

Weblink in prospectus

Annual activities

Observation of Sexual Harassment at Workplace Prevention Week was organised by Cell for the Prevention of Harassment to Women Staff and Girl Students, Women's Forum and NSS from 4th- 9th December, 2023. The GCCWF also completed two training programs for girl students in collaboration with Mahindra company.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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

C. Any 2 of the above

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

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

### 1. Solid Waste Management

Every department of Gauhati Commerce College as well as administrative offices create some waste and dump it in a small

waste bin located in the department. Each building has several dustbins placed from where housekeeping staff collect the wastes. Biodegradable wastes are effectively converted to fertilizer by composting technology inside the college campus. The college discourages uses of plastic; particularly single use plastics in campus. Paper wastes are disposed off through vendors. The college promotes digital platforms to reduce the usage of paper for communication and sharing documents.

## 2. Waste recycling system

Biodegradable 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. The college has a green belt. The organic fertilizer produced in the Vermicompost unit is used for trees and plants in this belt.

## 3. E-Waste Management

GCC has efficient mechanism to dispose E wastes generated from various sources like computer laboratory, Academic and Administrative Offices and it replaces old equipments with new ones.

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="#">View File</a>

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

C. Any 2 of the above

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

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1.Restricted entry of automobiles</b> <b>2.Use of bicycles/ Battery-powered vehicles</b> <b>3.Pedestrian-friendly pathways</b> <b>4.Ban on use of plastic</b> <b>5.Landscaping</b>	<b>A. Any 4 or All of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>D. Any 1 of the above</b>
<b>File Description</b>	<b>Documents</b>
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>
<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</b>	<b>B. Any 3 of the above</b>

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**

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).

- The institution celebrates the biggest festival of Assam, 'Bohag Bihu' (April) with all the faculty members, staff members and students with folk songs, music, Bihu dance and traditional food.
- The institution also takes initiatives to celebrate 'Bhogali Bihu' to enjoy the local delicacies which are eaten at the time of Bihu (January) along with the regional dance forms and music performed and participated by all the members of the college.
- The institution has committed itself towards the promotion of tolerance and harmony towards other cultures, regions, languages and other ethnic diversities.
- The institution also celebrates Saraswati Puja with its stakeholders with excellent division of work among teacher, staff and student groups. During this festival, an exhibition is also organized to encourage students to display their art work, craft work etc. Wards of teachers and staff also participated in the same.
- To inculcate tolerance and harmony amongst various groups inside and outside the institution, Unity Day and Peace Day are celebrated.

- The auditorium of the institution is also used for conducting various cultural and regional functions. It is also let out to various other organizations for events related to promotion of art, culture, traditions, customs, etc.

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	No File Uploaded

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

- To adhere to the Constitutional obligation of our country, Republic Day, Independence Day and Constitution day are celebrated every year with participation of all the stakeholders of the college.
- As part of our Constitutional obligation, the college also conducts voting awareness programmes for students above 18 years of age.
- As part of our Constitutional obligation and duty to serve the nation, the faculty and staff members of the college perform the election duties as Presiding Officers, Polling Officers and impart training to various other institutions on election duties.
- To keep up with the Swachh Bharat Abhiyan of the Government, the institution regularly cleans its campus and has implemented strict rules for the faculty members, staff members and the students to keep the campus clean and environment friendly. Also, many programmes are held in the college with active participation from the students to spread awareness of the Swachh Bharat initiative.

- The institution has also constituted various committees for sensitization of students and employees. The committees as such are:
- Students Disciplinary Action Committee (Refer page 59 of prospectus 2023-24)
- Ragging Vigilance Committee (Refer page 60 of prospectus 2023-24)
- Students Welfare Committee
- Grievance Redressal Cell for students and employees (Refer page 63 of prospectus 2023-24)
- Cell for the prevention of harassment to women, staff and girls' students. (Refer page 63 of prospectus 2023-24)
- Students' mental wellness center. (Refer page 63 of prospectus 2023-24)

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

**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	No File Uploaded

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

The institution regularly celebrates/organizes various national and international commemorative days, events and festivals.

The list of events celebrated is as follows:

- Independence Day
- Azadi ka Amrit Mahotsav
- Constitution Day
- Peace Day
- Unity Day
- International Yoga Day
- Republic Day
- World Environment Day
- International Women's Day
- NSS Day
- NCC Day
- Teachers Day
- The International Day against Drug Abuse and Illicit Trafficking

## . Mental Wellness Day

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

**First Best Practice: EMPHASIS ON ENTREPRENEURSHIP**

**2. Objectives of the Practice:**

To inculcate entrepreneurial spirits among students and society.

**3. The Context:**

Creation of a vibrant environment in the campus for inculcating an entrepreneurial zeal among students.

**4. The Practice:**

- Preparation of entrepreneurship project reports and exhibition cum sale for local entrepreneurs
- "Rural Immersion Programme cum Field visit" at a rural hut in Bhutan.
- Shark Pups competition among students to unleash their entrepreneurial ideas.
- An awareness session supported by North- Eastern Council.
- 30 days entrepreneurial skill development programme supported by MSME was held in the college.

**5. Evidence of Success:**

Web page in College website titled "Our Entrepreneurs" to showcase the zeal of students in business.

6. Problems Encountered and Resources Required:

Paucity of funds to create infrastructural facilities for entrepreneurship incubation center.

Second Best Practice: SKILL DEVELOPMENT AND EMPLOYABILITY

1. Objectives of the Practice:

Making students market ready for employment.

1. The Content: Effective skill development opportunities

1. The Practice:

The college promotes various initiatives like-

- GST and Tally Training and Gain Employability and Be Future Ready by Mahindra
- Seminar for bank and insurance sector employability
- Effective means of communication training and Mock interview sessions
- Preparation of UGC NET/SLET
- Creating Awareness on Career Planning and Development
- Vedic Maths and LATEX
- Start up case studies

1. Evidence of Success:

Internship in different organizations.

1. Problems Encountered and Resources Required: Lack of Finance

File Description	Documents
Best practices in the Institutional website	<a href="https://gauhaticommercecollege.in/pdf/Best%20Practices/BEST_PRACTICES_of_GCC_2023_2024.pdf">https://gauhaticommercecollege.in/pdf/Best%20Practices/BEST_PRACTICES_of_GCC_2023_2024.pdf</a>
Any other relevant information	<a href="https://gauhaticommercecollege.in/ProductsDisplay">https://gauhaticommercecollege.in/ProductsDisplay</a>

### 7.3 - Institutional Distinctiveness

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

The college is distinct because it offers a dedicated course in Commerce alone. 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. In the span of 60 years, the student number at the degree level stands at over 3000. The college expanded to incorporate post-graduation course in Commerce in 1992-1993. To expand the specialised courses, BBA course was introduced in the year 2007-2008, MBA course in 2009 and PGDCA course in 2005. 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. Gauhati Commerce College is stand alone in its alumni forming a pool of wellknown entrepreneurs, businessmen of the region. A majority number of Chartered Accountants in North- East India have Gauhati Commerce College as Alma-mater. 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. 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.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

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

1. Holding of National and International Seminars and Workshops on important topics. 2. Developing linkages of the departments with the society and the different offices of the government, business houses, etc. 4. The IQAC plans to conduct the Energy and Environment Audit. 5. Development of Library facilities to facilitate research among the stakeholders. 6. To Motivate the Faculty members to increase of research publications in UGC Care journals, Scopus and other leading journals. 7. Development of hybrid means of teaching-learning. 8. Increasing the number of computers for students.

8. Upliftment of the College Library

9. Upliftment of 9. Opening of Humanities and other streams.

10) Community Service

10) Holding of Motivational Programs for the Faculty and Mental Health Programs for the Students.