



OFFICE OF THE PRINCIPAL  
**KHAGARIJAN COLLEGE**

P.O: Chotahaibor, Nagaon (Assam), PIN: -

782003ESTD: 1972

Office-03672-230085, Mobile:9864403390, 8638726781

E-mail: khagarijancollege1@gmail.com

Ref.No:-

Date: -

From,

Dr. Ramesh Nath, M.Sc, B.Ed, Ph.D

Principal & Secretary

AQAR 2023-24

Criterion V Metric No: 5.1.3

**Capacity building and skills enhancement initiatives  
taken by the institution**

Principal  
Khagarijan College

Principal  
Khagarijan College  
Nagaon (Assam)


### 5.1.3.: Capacity Building and Skills Enhancement Initiatives Taken by the Institution Including the following: Soft Skills, Language and Communication Skills, Life Skills (Yoga, Physical Fitness, Health and Hygiene) ICT/ComputingSkills

Capacity-building initiatives and skill enhancement initiatives play a vital role in preparing students for the dynamic job market. Khagarijan College has undertaken various capacity-building initiatives in key areas such as yoga, physical fitness, soft skills, ICT, and language communication. Additionally, the college has introduced Add-on courses, training programs, seminars, health and yoga and awareness campaigns to enhance students' capabilities. For the academic year 2023-24, Khagarijan College has further expanded its initiatives by organizing a Job Mela to create opportunities in the tourism and hospitality sectors. This initiative aims to connect students with industry professionals and potential employers, providing them with career prospects in these growing fields. The summary reports regarding the programs in these fields are as follows:

#### **Institutional Courses of Soft Skills and Communication**

##### **Creative Writing Add-on Course**

The Assamese department at Khagarijan College offers a Creative Writing Add-on Course, aimed at developing students' writing skills. The course covers various genres like poetry, fiction, and non-fiction. The students are encouraged to express themselves creatively, and were given feedback and guidance from experienced writers. The Convenor of the course is Dr. Jonaram Nath, HoD, Department of Assamese, Khagarijan College, Nagaon.



**Add on Course on  
Creative Writing**  
Department of Assamese  
Session: 2023-2024  
Course Code: CW20214

Details of the Students Enrolment:

Sl No.	Roll No.	Name of Students	Course Code	Signature
1	1	Abrizjal Islam	CW 20214	A
2	2	Bijoy Dindimoga	"	B
3	3	Bibit Kar	"	Bibit Kar
4	4	Bishnu Priya Das	"	B
5	5	Chinnay Borza	"	Ch
6	6	Deepjyoti Borza	"	Deep
7	7	Fardhana Sultana	"	F
8	8	Itabiba Khanam	"	Ita
9	9	Jyotishmita Das	"	J
10	10	Joy Ram Ingti	"	J
11	11	Kanphana Sarbia	"	K
12	12	Koustav Jyoti Borza	"	K
13	13	Kuki Krishna Phukan	"	Kuki
14	14	Lakhyajit Borah	"	L
15	15	Muba Lil Ahmed	"	M
16	16	Nabima Begum	"	NB
17	17	Niki Saikia	"	N
18	18	Nitarmoni Grew	"	N
19	19	Payib Das	"	P
20	20	Pillumoni Begum	"	P
21	21	Rahit Das	"	R. Das
22	22	Rishard Kangsa Barik	"	R
23	23	Nahid Ayan Ahmed	"	N
24	24	Puja Das	"	P
25	25	Pallab Jyoti Nath	"	P
26	26	Rasor Banya	"	R
27	27	Rantu Das	"	R
28	28	Sumera Ehatun	"	S
29	29	Sadma Kanta Bar	"	S
30	30	Anupam Das	"	A
31	31	Anil Barman	"	A
32	32	Abhisit Sutradhar	"	A
33	33	Emradul Islam	"	E
34	34	Biswajit Saikia	"	B.S
35	35	Ankur Acharjee	"	A


  
 In-charge of the Dept. Assamese  
 Khagarijan College  
 Nagaon, Assam

Figure 1: Student List of Creative Writing Add-on Course

### Functional English Certificate Course

The Functional English (Add on Course) is offered by the English department to allow a platform for interested students to improve their English proficiency skills; as well as experiment with the four essential skills of Listening, Speaking, Reading and Writing. Helmed by the Convenor Ms. Maitreyee Dutta, Assistant Professor, Dept of English, Khagarijan College, Nagaon.



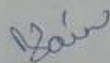
**Add-On Course  
For the Session: 2023-24  
Department of English**

**List of the Students admitted for the Session:**

Course Name: Functional English Certificate Course  
Course Code: AOCFE2  
Course Coordinator: Maitreyee Dutta  
Academic Year: 2023-2024

Sl.No	Roll No.	Name of the Student
01	FE2302/01	Henry Timung
02	FE2302/02	Sariumta Hanse
03	FE2302/03	Ergima Khatun
04	FE2302/04	S.D. Saracho Bey Senoth
05	FE2302/05	Hosta Bahadur Thapa
06	FE2302/06	Albira Sultana
07	FE2302/07	Massakin Aktar Ahmed
08	FE2302/08	Pritom Bordoloi
09	FE2302/09	Ronit Ekka
10	FE2302/10	Juwastion Ingti
11	FE2302/11	Manai Kramsapi
12	FE2302/12	Cleanson Timung
13	FE2302/13	Sarbong Kro
14	FE2302/14	Klarson Tisso
15	FE2302/15	Binong Tokbi
16	FE2302/16	Longkiri Hanse
17	FE2302/17	Langkamar Terang
18	FE2302/18	Robina Beypi
19	FE2302/19	Renuka Ronghangpi
20	FE2302/20	Sarjit Ronghang
21	FE2302/21	Prem Prakash Chauhan

The admitted list of students is verified and endorsed by the HEI.

  
(Dr. Ramesh Nath)  
Principal  
Khagarijan College  
Nagaon, Assam  
Principal  
Khagarijan College  
Nagaon (Assam)

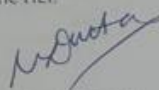
  
(Maitreyee Dutta)  
Course Coordinator  
Add On: Functional English  
Coordinator  
Functional English

Figure 2: Student List of Functional English Add-on Course

## Retail Trade and Data Management by the Department of Commerce

The Department of Commerce, under the coordinatorship of Professor Dhanesh Sharma, Head of the Department (HoD) of Commerce, has launched an initiative focusing on Retail Trade and Data Management in the academic session 2023-24. This initiative aims to equip students, researchers, and professionals with in-depth knowledge of modern retail business operations, coupled with data-driven decision-making skills that are crucial in today's competitive market.



**ADD-ON COURSE ON RETAIL TRADE AND MANAGEMENT**  
**COURSE CODE: COM-RTM-2324**  
**ACADEMIC YEAR: 2023-2024**

Admitted List of Students:

Sl. no	Roll No	Name of the Student
01	COM/23-24/A-01	MOHIT SHARMA
02	COM/23-24/A-02	KARAN SHARMA
03	COM/23-24/A-03	VANSH BHARATIA
04	COM/23-24/A-04	MANAV MORE
05	COM/23-24/A-05	AFJAL HUSSAIN
06	COM/23-24/A-06	TAFFAJUL HUSSAIN
07	COM/23-24/A-07	HUNMILY TERONPI
08	COM/23-24/A-08	LISHA RONGPHASPI
09	COM/23-24/A-09	KA -ET RONGHANPI
10	COM/23-24/A-10	ANIMA ENGTIPI

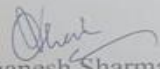
  
(Dhanesh Sharma)  
Course Co ordinator  
Course Co ordinator  
Add-on Course  
Khagarijan College

Figure 3: Student List Retail Trade and Data Management Add-on Course

## Capacity Building and Skills Enhancement Initiatives

### Talk on New Education Policy

**Date of Event: 05-08-2023**

**No. of Participants: 46**

A talk on 'New Education Policy 2020' was conducted by Dept of Education, Khagarijan College on 05/08/2023 from 10:30 AM onwards in the Conference Hall of the college. Mr. Chow Kotong Lungking, Assistant Professor, Dept of Education & Coordinator, KKHSOU, Khagarijan College Centre served as the resource person for the session. He enlightened the students on the present scenario of the education system with the changes made by NEP and highlighted the opportunities present for new learners. Mr. Dhanesh Sharma, HoD, Dept of Commerce also gave interesting insights and encouraged the students to explore the vast field of opportunities. The programme was moderated by Dr Deepak Sarkar, Assistant Professor, Dept of Education who concluded the session with the Vote of Thanks. A total of 46 students attended the programme.





## **Career Awareness Programme**

**Date of Event: 17-08-2023**

**No. of Participants: 82**

A Career Awareness Programme was organised by the Guwahati North Eastern Chapter of EIRC of ICSI in association with Dept of Commerce Khagarijan College, Nagaon, on 17/08/2023 at Conference Hall from 1:30 PM. C.S. Nikhil Jatin Ganghwal, Chairman of NE Chapter ICSI, CS Pravin Kumar Chhajer ex-Chairman of NE Chapter of ICSI, Amit More, Director of Study Centre, Nagaon and Chiranjib Sarma Roy, In-Charge Guwahati NE Chapter ICSI graced the session as resource persons. They interacted with the students and informed them regarding various career opportunities. A total of 82 participants attended the event.



## **Seminar on Entrepreneurship**

**Date of Event: 21-08-2023**

**No. of Participants: 73**

The Department of Commerce, Khagarijan College, organized a Seminar on Entrepreneurship on 21/08/2023 to celebrate World Entrepreneurship Day. The session was presided over by the Principal of Khagarijan College, who also served as the resource person and delivered a talk on “Opportunities and Challenges of Youths of Assam.” A total of 73 participants attended the session.



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Principal  
Khagarijan College  
Nagaon (Assam)

## **Interdisciplinary Faculty Exchange Program Entrepreneurship: Opportunities and Challenges for the Youth of Assam**

**Date of Event: 30-08-2023**

**No. of Participants: 34**

On August 30, 2023, an interdisciplinary faculty exchange program was held with a focus on the theme of "Entrepreneurship and Opportunities and Challenges for the Youth of Assam." The event aimed to discuss and explore the implications of the National Education Policy (NEP) 2020 and its emphasis on multidisciplinary education.

Mr. Dhanesh Sharma, Head of the Department of Commerce, served as the resource person for the program.

The program was inaugurated by Mrs. Umme Salma, the Head of the Department of Economics. Her opening remarks set the tone for the day's discussions, emphasizing the importance of interdisciplinary approaches in higher education. The program was attended by students from the Department of Economics, who actively engaged in discussions.

Mr. Dhanesh Sharma, an expert in the field of Commerce and entrepreneurship, played a pivotal role in the program. He shared his insights on the importance of entrepreneurship in



driving economic growth in the region. His presentation delved into the practical aspects of starting and managing businesses, shedding light on the intricacies and strategies required to succeed in an entrepreneurial venture. This insight was invaluable to the participants.



## Seminar on Tourism

**Date of Event: 27-9-2023**

**No. of Participants: 30**

The Department of Commerce, Khagarijan College, organised a Seminar on tourism on 27/09/2023 to celebrate World Tourism Day. Mr Rayhanul Ahmed, HoD, Dept of History, Khagarijan College, graced the occasion as the Resource Person and delivered a talk on “Tourism and Green Investment”. A total of 30 students attended the session.



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Khagarijan College  
Nagaon (Assam)

## Induction Programme

**Date of Event: 09-11-2023**

**No. of Participants: 44**

The Khagarijan College Study Centre of Krishna Kanta Handiqui State Open University organized an Induction Programme for the newly admitted Undergraduate and Post Graduate learners on 09/11/2023. The programme was started from 12:00 Noon. The objectives of the programme were delivered by Chow Kotong Lungking, Coordinator of the study centre. Dr. Ramesh Nath, Principal of the college delivered the welcome speech. Sjt. Sarat Hazarika, Head, Department of History, Nowgong Girls' College and Coordinator, Krishna Kanta Handiqui State Open University Nowgong Girls' College Study Centre attended as the chief guest in programme. In his speech Sjt. Sarat Hazarika highlighted the different aspects of ODL system and services provided by university in terms of examinations, Assignments, E-SLM, Mobile App, Examination App, Library facilities etc. He also urged the learners to the learners to engage themselves in their study for better future and availed the facilities provided by the university. In addition, he aware the learners that the degrees awarded by the university is equivalent to the degrees awarded by the other regular university. Dr. Jonaram Nath, Vice-Principal of the college attended the programme as the guest of honour. In his address, Dr. Jonaram Nath urged the learners to avail every possible help from the academic counselors of the study centre. The programme also attended by 15 Academic Counselors of the study centre from different disciplines. Moreover, a total number of 29 newly admitted learners of both Under Graduate and Post-Graduate level were attended the programme.



## **Pragya Initiative: Capacity Building Workshop on "How to Prepare for B.Ed/D.El.Ed & other teaching careers?"**

**Date of Event: 20-11-2023**

**No. of Participants: 39**

As a part of the Pragya Initiative taken up by the Dept of English, Khagarijan College, a Capacity Building workshop on 'How to Prepare for B.Ed/D.El.Ed & other teaching careers?' was organized on 20/11/2023 for the holistic development of the students. This initiative is aimed at ensuring a well-rounded interdisciplinary and multidisciplinary understanding of students that can aid them well in future examinations and life as a whole. Mr Ujjal Paul, Assistant Professor, Dept of Economics (M. A, D.El.Ed, NET), Ms Purabi Bordoloi, Assistant Professor, Dept of Assamese (M.A, B.Ed., NET) and Ms Indrani Boruah, Assistant Professor, Dept of English (M.A, B.Ed.) served as the resource persons for the session coordinated by Maitreyee Dutta, Assistant Professor, Dept of English. Mr Ujjal Paul informed the students aspiring to become teachers about the way to approach this professional line through courses like D.El.Ed. He also informed about preparation strategies for entrance examinations and gave a thorough overview about NET. Ms. Purabi Bordoloi gave a step by step direction about gaining admission for B.Ed courses, and the TET examination. Ms Indrani Boruah participated in an interactive session where she answered various queries about admission cost, entrance patterns, job availability etc. A total of 39 students attended the programme.



## **Training and Demonstration Programme on Samarth Portal**

**Date of Event: 25-11-2023**

**No. of Participants: 14**

A training and demonstration programme on Samarth Portal was organized on 25/11/2023 from 11:30 AM onwards in the Conference Hall of the college for capacity building of the faculty members and staff regarding the updating of Employee Profile in the Portal. Ms Maitreyee Dutta, Assistant Professor, Dept of English & In-charge of Data Management of Samarth Portal Khagarijan College conducted a live demonstration about the Portal and the requirements for

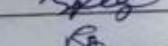


updating it. Dr. Ramesh Nath, Principal of the college insisted the faculty members to update the profiles as it would be an essential requirement in the future job life. A total of 14 members attended the session.

A training cum demonstration programme is conducted for the college staff on 25-11-2023 from 11:30 AM onwards to discuss regarding the following:

- ① Overview of the Samarth Portal
- ② Updating Employee Profile in Samarth Portal
- ③ Others.

### Signature of Members Present

- |                            |   |
|----------------------------|---|
| 1) Dr. Ramesh Nath         |  |
| 2) Masimul Haque Akanda    |  |
| 3) Ashadul Alam Choudhury  |  |
| 4) Dr. Swapan Kumar Mishra |  |
| 5) C. K. Luster            |  |
| 6) Githintha Shyam         |  |
| 7) Bismita Peg             |  |
| 8) Rophan Ahmed            |  |
| 9) Ujjal Paul              |  |
| 10) Sonarain Nath          |  |
| 11) Deepankar Sarker       |  |
| 12) Sharna Marang          |  |
| 13) Rupali Jankharia       |  |
| 14) Nabeesa Begum          |  |

## Voter Awareness Programme

**Date of Event: 19-12-2023**

**No. of Participants: 56**

A Voter Awareness and Registration Camp is organized by Khagarijan College in association with Nagaon District Election Office, Nagaon, Assam on 19/12/2023 at 10:30 AM in the college Conference Hall. Sri Rupam Nath, AERO, Sri Anupam Ranjan Lahkar, AERO, Mr Nabajyoti Bora, Computer Operator and Mr Jogeswar Kharikap from District Election Office attended the session. Dr Ramesh Nath, Principal of the college presided over the session. The students were made aware about the oncoming election and their duty as a citizen to take part in them as well as informed about the registration process for new voters. A total of 44 students attended the session along with 12 faculty members.



## Seminar on “Money Wise”

**Date of Event: 29-01-2024**

**No. of Participants: 29**

A Seminar is organized by Dept of Commerce, Khagarijan College on 29/01/2024 on “Moneywise: let your money grow for you”. Mr Ankit Dadhich, Mr Saugat Sarkar and Mr Dheeraj Deora graced the session as resource persons and informed the participants about wise investments, proper financial planning and saving strategies. A total of 29 participants attended the session.





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Principal  
Khagarijan College  
Nagaon (Assam)

## **Programme on Stress Management**

**Date of Event: 03-02-2024**

**No. of Participants: 35**

A programme on “Stress Management, gadget screen time and building relationships” was organized by the Dept of Commerce, Khagarijan College, on 03/02/2024. The resource persons Gunjan Jain, Babita Agarwal and Khushboo Dugar graced the occasion as resource persons for the session. They engaged in hands-on demonstrations about strategies to manage stress and balance screen time to have healthy relationships. A total of 35 participants attended the session.



*Bain*  
Principal  
Khagarijan College  
Nagaon (Assam)

## **Job Mela in the Tourism and Hospitality Sector**

**Date of Event: 04-02-2024**

**No. of Participants: 66**

The Career Counselling Cell of Khagarijan College, in collaboration with Net Skill Foundation, Nagaon, organized a Job Mela in the Tourism and Hospitality sector on 4th February 2024. The event aimed to provide career opportunities and industry insights to 66 participants from the college. Recruiters conducted interactive sessions and preliminary interviews, shortlisting candidates for further rounds. The initiative successfully bridged the gap between job seekers and employers, enhancing employability skills. Participants appreciated the exposure and guidance received. The event concluded with positive feedback, reinforcing the importance of such career-oriented programs in educational institutions.



## Training Programme on Youth Empowerment

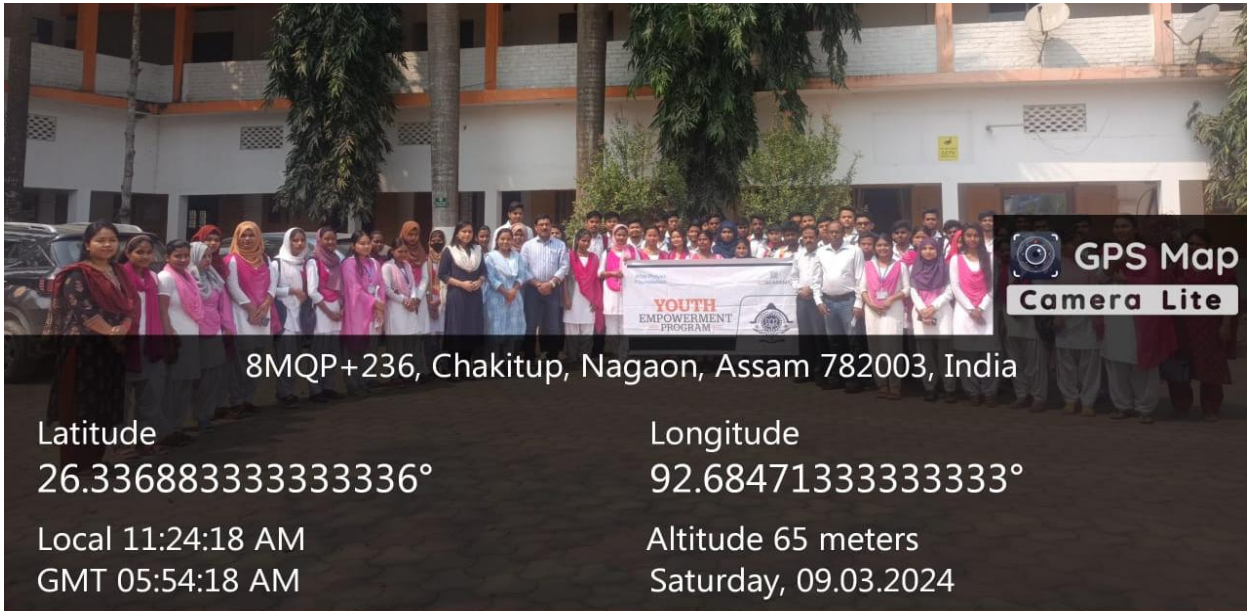
**Date of Event: 15<sup>th</sup> Feb 2024 – 10<sup>th</sup> March 2024**

**No. of Participants: 60**

A placement related training programme on Youth Empowerment was conducted by IQAC, Khagarijan College in collaboration with ICT Academy, Industry Partner of the Institution from 15/02/2024 to 10/03/2024. The Inaugural session on 15/02/2024 was graced by Mr. Sunil Bora, Senior Soft Skill Trainer, ICT Academy and Mr. Biplob Dasgupta, Relationship Manager, ICT Academy. This programme was conducted under the CSR Initiative by Atos Prayas Foundation. A total of 60 students attended the training programme and were equipped with the knowledge and expertise of Communicating with Impact – Voice Process through valuable hands-on training. This entire event was helmed by Ms. Jharna Morang, Coordinator of ICT Activities in Khagarijan College.





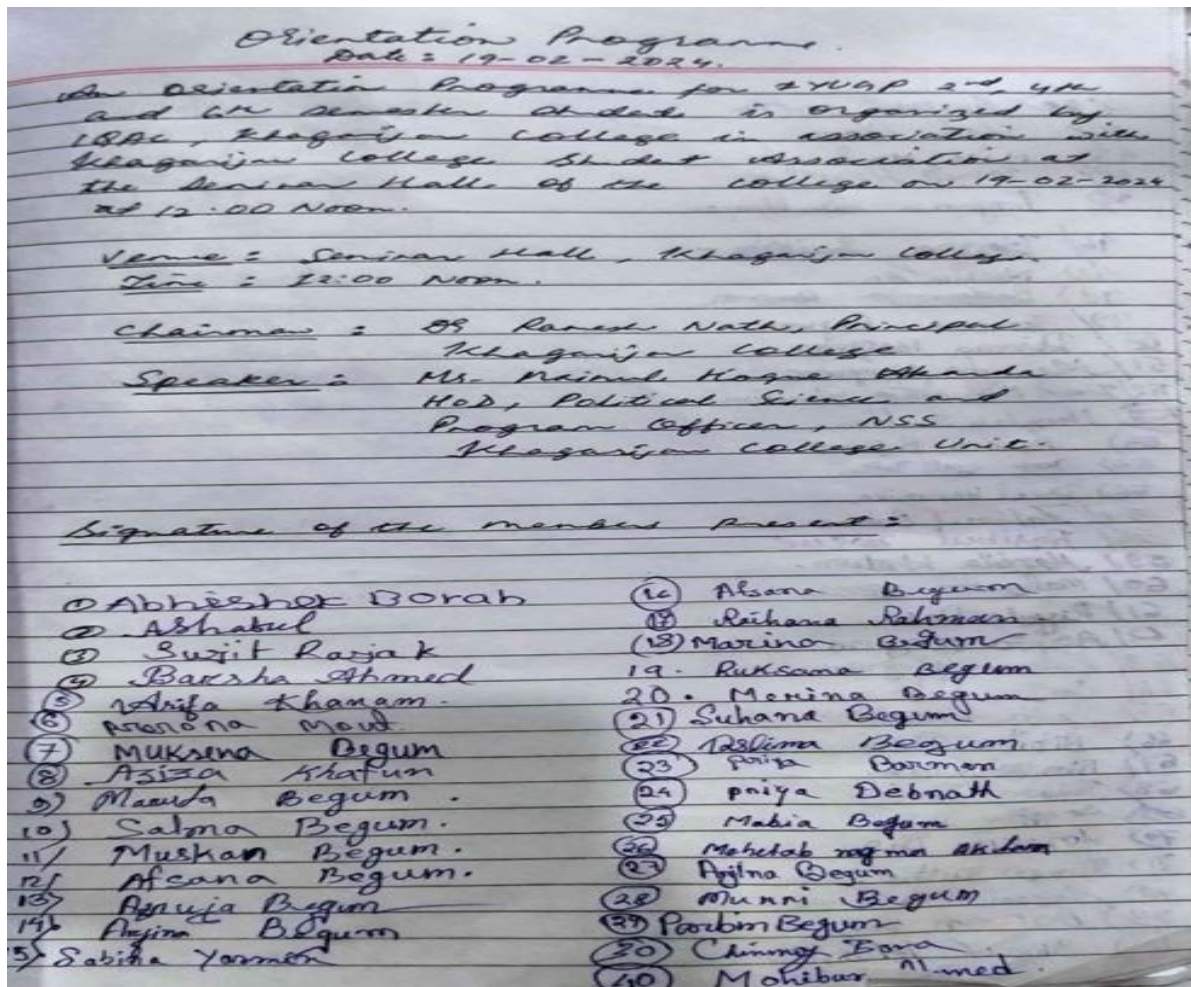


## **Orientation Programme**

**Date of Event: 19-02-2024**

**No. of Participants: 96**

An Orientation Programme for FYUGP 2<sup>nd</sup> and 4<sup>th</sup> semester students is organized by IQAC Khagarijan College in association with Khagarijan College Students' Association on 19/02/2024 at 12 Noon. Dr Ramesh Nath, Principal of the college chaired the session. Mr. Mainul Hoque Akanda, HoD, Dept of Political Science & Program Officer, NSS Unit, Khagarijan College graced the session as the Speaker. He highlighted various nuances about FYUGP and explained different avenues of opportunities that students can avail. A total of 96 students attended this session.



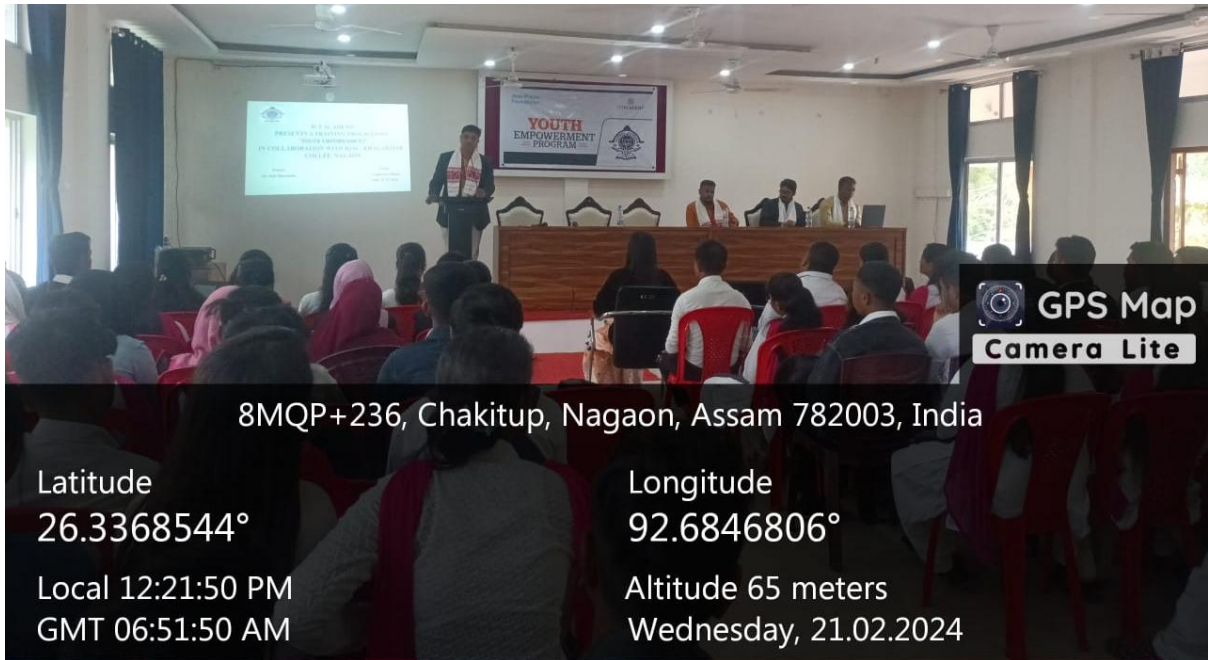
## Youth Empowerment Programme

**Date of Event: 21-02-2024**

**No. of Participants: 60**

The third phase of the Youth Empowerment programme by ICT Academy under CSR Initiative by Atos Prayas Foundation was conducted on 21/02/2024. The meeting was graced by Mr Biju Majumdar, Technical Session Trainer, Mr Subhash Upadhyay, State Head Assam, ICT academy, Mr Narendra Kumar, Senior Project Head, Biplob Dasgupta, Relationship Manager, ICT Academy. Mr Majumdar spoke on his experience in training the students of the college and encouraged all to make the best use of the skills gained during this activity. Mr Upadhyay and Mr Kumar appreciated the eagerness of the students and also appreciated the efforts of the college coordinator Ms. Jharna Morang. The session was attended by 60 students.





### Skill Yatra Awareness Programme

**Date of Event: 28-02-2024**

**No. of Participants: 59**

A Skill Yatra Awareness Programme is organized by Soft Skill Management Cell, Khagarijan College in association with Assam Skill Development Mission and Nagaon District Administration on 28/02/2024 from 10 AM onwards. The session was presided over by Principal of the college. Snigdha Bharali, Senior trainer ASDM, Bedika Saikia, Exam Coordinator ASDM, and Manisha Kahataniar, Assistant Trainer attended the session. They highlighted and informed the students about various skill development courses and the ways in which the students can avail the best capacity building training to become employable. A total of 59 students attended the session.



## Lecture Session on “Health & Hygiene”

**Date of Event: 08-03-2024**

**No. of Participants: 89**

A Lecture Session on “Health & Hygiene” and “Women Empowerment” was organized by Women Cell on the occasion of International Women’s Day 2024 on 08/03/2024 from 11 AM onwards. The Programme was helmed by Rupali Talukdar, Secretary of the Cell and hosted by Maitreyee Dutta, Assistant Professor, Dept of English. A total of 89 students attended the session. Dr. Ramesh Nath, Principal of the college inaugurated the session with a Welcome Address. The Resource Person Mrs. Queen Bora from Saroj Devi Foundation spoke extensively on the need to maintain cleanliness especially in context to menstrual hygiene. Mr. Srimanta Hazarika from Saroj Devi Foundation spoke on the dangerous diseases that end up troubling women due to lack of hygiene. Mrs. Nirmala Devi from Motiram Bora H.S. spoke on the need to empower women. After these technical sessions, students from Khagarijan College also spoke on Women empowerment and the need to maintain hygiene.



## Career Awareness Programme

**Date of Events: 22-03-2024**

**No. of Participants: 58**

A Career Awareness Programme is conducted on 22/03/2024 by Royal Global University (MoU Partner institute) in association with Khagarijan College, Nagaon, Assam in the Conference Hall of the college. Mr. Rikh Roy, Assistant Professor, Royal School of Commerce, Royal Global University; Mr Tirthraj Gohain, Assistant Professor, Royal School of Communication & Media, Royal Global University and Ms. Ananya Banik, Assistant Professor, Royal School of Commerce, Royal Global University attended the session as Resource Persons. After the Welcome Address by Principal of the college, the resource persons interacted with students regarding various career interests and career opportunities guiding

them about various avenues available to them in the future. A total of 58 students attended the session.



*Bair*  
Principal  
Khagarijan College  
Nagaon (Assam)

## **Induction Programme**

**Date of Event: 20-04-2024**

**No. of Participants: 13**

An Induction Programme for the newly admitted Undergraduate and Post Graduate learners of Khagarijan College Study Centre of Krishna Kanta Handiqui State Open University is held on 20/04/2024. The programme was started from 12:30 PM. The objectives of the programme were delivered by Chow Kotong Lungking, Coordinator of the study centre. Dr. Ramesh Narh, Principal of the College and Centre-in-Charge attended as the chief guest in programme. In his speech, Dr. Ramesh Narh highlighted the different aspects of ODL system and services provided by university in terms of examinations, Assignments, E-SLM, Mobile App, Examination App, Library facilities etc. He also urged the learners to the learners to engage themselves in their study for better future and availed the facilities provided by the university. In addition, he aware the learners that the degrees awarded by the university is equivalent to the degrees awarded by the other regular university. Chow Kotong Lungking, Coordinator of the study centre urged the learners to avail every possible help from the academic counselors of the study centre. The programme also attended by Academic Counselors of the study centre from different disciplines and newly admitted learners of both Undergraduate and Post-Graduate level were attended the programme.





## International Yoga Day

**Date of Events: 21/6/2024**

**No. of Participants: 40**

Khagarijan College celebrated International Yoga Day on 21st June 2024 with great enthusiasm. A total of 40 students participated in the event, which highlighted the importance of yoga for physical and mental well-being. Dr. Rameswar Kurmi, Assistant Professor, Department of History, demonstrated various yoga steps and explained their significance in leading a healthy lifestyle. The session helped students understand the benefits of regular yoga practice. The event concluded with a collective meditation session, leaving participants inspired and rejuvenated.

