

Internal Quality Assurance Cell: JDSG College, Bokakhat
The Annual Quality Assurance Report (AQAR) of the IQAC

The Annual Quality Assurance Report for the period of July 1, 2012 to June 30, 2013

Part – A

1. Details of the Institution

1.1 Name of the Institution

JDSG College

1.2 Address Line 1

PO Bokakhat

Address Line 2

Bokakhat

City/Town

Dist. Golaghat

State

Assam

Pin Code

785612

Institution e-mail address

jdsgcollegelibrary@gmail.com/principal@jdsgcollege.edu.in

Contact Nos.

91-9954451703

Name of the Head of the Institution:

Dr. Jayanta Gogoi

Tel. No. with STD Code:

03776-268082

Mobile:

9954451703

Name of the IQAC Co-ordinator:

Shri GN Saikia

Mobile:

91-94351-54114

IQAC e-mail address:

jdsgiqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

BC/60/RAR/01

1.5 Website address:

www.jdsgcollege.edu.in

Web-link of the AQAR:

http://www.jdsgcollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		2003	2003-2008
2	2 nd Cycle	B	2.78	2012	2012-2017
3	3 rd Cycle	In process			

1.7 Date of Establishment of IQAC: DD/MM/YYYY

24 July, 2003

1.8 AQAR for the year

2012-2013

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

i. AQAR 2012-2013 29/05/2018

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science
Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Dibrugarh University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

UGC COP on Travel and Tourism under the XI Plan

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Undertook a Training Programme on Public Speaking and Personality Development for the students
2. Sensitization Programme on Wild Life Protection, specially the one horned Rhino of the Kaziranga National Park
3. Organized an orientation Programme for the BA 1st Semester students on issues of nation building
4. Counselling Programme on Mass Media and Careers.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<p>1. Encouraging and helping at least 05 faculty members to undertake Doctoral Research Programmes</p> <p>2. Appointing a Sports Counsellor keeping in view the abundance of sports talents in the college and in the locality</p> <p>3. Organizing a Workshop on Finance and Accounting in Higher Educational Institutes for the Non-Teaching staff of the college</p> <p>4. Organizing a Training Programme on Computer Applications for the students at a nominal fee</p>	<p>1. 05 faculty members enrolled for Ph.D and all of them were granted FDP by the UGC</p> <p>2. Ms. Rita Rai has been appointed as Sports Counsellor</p> <p>3. Organized a Workshop on Finance and Accounts in HEIs for the Non-Teaching staff of the college where teachers also participated in large numbers</p> <p>4. Started a Computer Training Programme for the Degree students</p>

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes

Management Syndicate Any other body

Provide the details of the action taken

The AQAR was placed before the College Management and before a staff meeting of the college. The staff meet approved the AQAR with suggestions of modifications which were incorporated in the final draft of the AQAR for the year 2012-13.

Criterion – I**1. Curricular Aspects**

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	02			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	02			
Others				
Total	04			

Interdisciplinary	02			
Innovative	01			

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	√
Trimester	x
Annual	x

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback: Online Manual Co-operating schools (for PEI)

***Please provide an analysis of the feedback in the Annexure**

(Analysis of the feedback from the above stakeholders is enclosed in a separate sheet)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The college being an affiliated one under Dibrugarh University, it does not have any right to devise its syllabi. It adopts the modified/revised syllabi as and when Dibrugarh University asks us to do after issuing Ordinances/Notifications for the UG Programmes.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others (Part-time)
	40	18	22 including the Librarian	0	03

05

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	03	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

0

0

Temporary 03

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	02	20	10
Presented papers	02	10	10
Resource Persons		02	02

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The college has laid emphasis on use of ICT in teaching. A Digital Classroom has been constructed exclusively for the purpose. Besides, special classes are organized for the students to clear their doubts. Quizzes on topics of syllabi are also organized. Additional remedial classes are held for the slow learners.

2.7 Total No. of actual teaching days during this academic year	259 days
2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)	<p>Generally the college follows the rules fixed by the affiliating (Dibrugarh) University and Assam Higher Secondary Education Council in case of Examination and Evaluation and has little scope to go for any reform. But as an exception the college encourages faculty members to return the copies/photocopies of examination answer scripts to students and get the scripts signed by them/their parents. Sometimes report cards of exams are sent to the parents.</p>
2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	01 (Sri GN Saikia, Department of History)
2.10 Average percentage of attendance of students	75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	174	Nil	7	43	133	76.4
B.Com	22	Nil	1	6	19	86.4

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The IQAC contribute towards the Teaching & Learning processes in the following manner:

The IQAC devises annually a calendar of events to complement with the teaching learning and evaluation process. It encourages faculty members, non-teaching staff, students, alumni and parents to active part in bringing about positive changes in the teaching learning process. Moreover, IQAC also organizes special programmes on the use of ICT in teaching and evaluation. It also encourages students, in collaboration with the librarian of the college, to develop the reading habit among them. There is a provision to award the Best Library User from among the students which ignites the spirit of learning among students.

As regards Monitoring and Evaluation of the Teaching & Learning process, the IQAC undertakes the following measures:

- a. The IQAC devises and distributes feedback system from students regarding outcome and effects of teaching by the faculty members.
- b. The feedback forms are also devised for parents/guardians to get an impression of the effects and outcome of teaching and learning of their sons/daughters/wards.
- c. Such feedback forms are analysed and the impressions/findings are communicated to the concerned teachers so as to rectify the shortcomings, as and when detected. Positive changes are thus brought to the system.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	01 (Workshop on Accounting and Auditing)
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	01 (vice Putu Acharya retired)		04
Technical Staff	01 (Sri PP Sarmah-Library Bearer)			

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The IQAC, through its Research and Consultancy Cell encouraged the Faculty Members to go for Doctoral Research and for undertaking Major/Minor Research Projects. The IQAC also took initiative to publish a Newsletter highlighting the major achievements of the Faculty Members in the areas of research.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01 (Mrs. SS Baruah)		
Outlay in Rs. Lakhs	1.5 lakhs			

3.4 Details on research publications

	International	National	Others
Peer Review Journals	Nil	Nil	Nil
Non-Peer Review Journals	Nil	05	05
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	01	02

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2 Years	UGC	1.5 lakhs	1.5 lakhs
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (<i>other than compulsory by the University</i>)				
Any other(Specify)				
Total			1.5 lakhs	1.5 lakhs

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

02 (Dr. Arun Kumar Bora and Mrs. Ruli Khanikor)

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year 01 (Jayanta Das with Prof. Joelle Smatdza, Paris)

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
Nil						

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

Dr. (Mrs.) Nandita Kakoti, Dr. (Mrs. Rubi Borah)

02

3.19 No. of Ph.D awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

100

Sub-Division/District Level

3.22 No. of students participated in NCC events: **No NCC Wing in the College**

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC: **No NCC Wing in the college**

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

The Centre for the Study of Human Rights carried out a field study cum awareness drive in the rural fringe areas of the Kaziranga National Park near the college on various issues relating to domestic violence and police atrocities where a good number of people responded.

The IQAC of the college organized three such extension activities. One programme was organized on Wild Life and Bio Diversity Conservation in association with the Press Club of Bokakhat in the wake of the large number of poaching cases of rhinos and other wild life in the Kaziranga National Park. One awareness and sensitization programme was organized on the Lokpal Bill.

One more programme was organized by the IQAC on Personality Development and Stress Management by the Young Learners in the wake of the rising number of suicide cases among the students where Mr. Ujjal Hazarika, noted television and Voice over Air artiste, was present.

Extension activities were organized by various college forum in the year.

One by the Centre for the Study of Human Rights

Three by the IQAC on Protection of Wild Life and Bio Diversity and Awareness Programme on Lokpal Bill and another on personality development and stress management by the young students.

02 programmes were organized by the Entry Into Services Cell of the college. TET/NET appearing students were trained under the scheme.

02 programmes were organized by the Career Counselling Cell of the College to create awareness and to provide specialized knowledge about various career options available to students having interests in various fields.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	52 bighas	2000 sq.ft.New Girls' Hostel	UGC	45 lakhs
Class rooms	36	01 Digital Classroom	UGC and Tea Board	10 lakhs
Laboratories	01			
Seminar Halls		01 (Digital Classroom)	UGC	20 lakhs
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	00	Teaching equipments worth 22 lakhs	UGC	22 lakhs
Value of the equipment purchased during the year (Rs. in Lakhs)	50 lakhs	50 lakhs	UGC, Tea Board	50 lakhs
Others				

4.2 Computerization of administration and library

The house keeping operation of the library has been done by the SOUL-1 software provided by INFLIBNET Centre. Moreover, library provided the reprographic facility, internet surfing/downloading/printing, accessing to E-resources like E-Books from INFLIBNET N-List Programme

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	18375	584442	541	99120	18916	683562
Reference Books	2799	361866	74	53372	2873	415238
e-Books	-	5000	-	5000	-	10000
Journals	1810	77025	218	13965	2028	90990
e-Journals	-	5000	-	5000	-	10000
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	60	6000	Nil	Nil	60	6000
Others (specify)	217	25000	Nil	Nil	217	25000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	100	01	10	02	02	07	07	
Added	02		Total 10 VPN connections					
Total	100	01	10	02	02	07	07	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

All the teaching departments have been equipped with one laptop each so that teachers can have access to computers and prepare e-contents and also use ICT in the classrooms. Almost all teachers can use computers. Besides, some teachers have undergone Refresher Course in Computers and ICT elsewhere. Students can have full access to computers in the computer lab and in the college library. The library has been connected with UGC-INFLIBNET.

4.6 Amount spent on maintenance in lakhs:

i) ICT

0.5

ii) Campus Infrastructure and facilities

2.0

iii) Equipments

2.0

iv) Others

1.0

Total:

5.5

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC held an awareness programme on facilities available in the college, personality development and stress management among the learners. The IQAC also organizes special feedback campaign to create awareness about the support services and provides them ample scope and opportunities to give vent to their inconveniences, hardships, etc.

5.2 Efforts made by the institution for tracking the progression

The college has the tutor-ward system in place. Slow learners are given extra classes. Remedial classes are held for the SC, ST, OBC and Minority students and also for the slow learners across all students. Results are analysed and shared with all teaching

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1250			

(b) No. of students outside the state

00

(c) No. of international students

00

Men

No	%

Women

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
301	80	93	302	08	784	291	75	103	295	10	774

Demand ratio: 105%

Dropout: 25%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

A number of training programmes were organized under the Entry into Services scheme funded by the UGC. Special coaching classes were organized for the TET/NET appearing students. The career counselling cell of the college also organizes such coaching for competitive examinations periodically.

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

The college has a Career Counselling Cell which organizes career counselling programmes from time to time where distinguished career consultants are invited for specialized training. At least three such programmes are organized annually.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
No record/data			

5.8 Details of gender sensitization programmes

The college is a co-educational institute and notably there are more girls than boys in the college. No such situation has arisen till now to sensitize the students about genders. However, on the occasion of the International Women’s Day such sensitization programmes are organized.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution (SAF)	30	55,000
Financial support from government (SC, ST, OBC Scholarship)	42	1,20,693
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: No such situation arose during the year

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Education for social justice and peace

6.2 Does the Institution has a management Information System

No, no MIS has been put in place as of now

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The present structure of UG level of education under the University system does not provide any scope for the college to devise and develop curriculum on its own. However, the college encourages supplementing the curriculum developed by Dibrugarh University by way of supply of additional books and other learning materials as well as by organizing field visits, etc. The college also devises ways to organize group discussions, seminars, quizzes, etc in order to realize the full benefits of the curriculum.

6.3.2 Teaching and Learning

The college takes appropriate steps to ensure maximum number of teaching days and sees to it that the syllabi is completed in time. It also encourages teachers to use ICT optimally in the classroom. Learners are given the freedom to have their feedback on teaching and learning. The feedback is analysed and remedial measures are taken directly with the concerned teachers/issues. The college conducts periodic sessional /unit tests the evaluation of which is shared with the learners and sometimes with their parents. Learners showing good performance are felicitated in public.

6.3.3 Examination and Evaluation

Apart from the academic schedules and the examinations as per the University guidelines, the college conducts examinations on its own and adopts a time bound evaluation process. The evaluated scripts are handed over to the students and get them returned after obtaining their signatures. The college also conducts specially designed quizzes to aid the curriculum.

6.3.4 Research and Development

The college encourages its faculty members and students to undertake research programmes/projects having societal relevance, most particularly those which might help towards improving the living standards of the people of the fringe areas. The students are assigned project works accordingly. The students of the Education, History and Economics undertake project works accordingly. The faculty members are granted special leave to facilitate them to go for field works and research. They are encouraged to avail the Faculty Development Programme of the UGC.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college library has instituted two awards-one each for students and teachers-under the Title 'Best Library User Award' in order to help augmenting reading habits among them. The library is kept open even for the public and visitors to the Kaziranga National Park and other places of tourist importance. There are reprographic facilities both for the students and public in the library.

The college encourages teachers and students to have access and to acquire expertise on the use of ICT. Most of the teachers use ICT in the classrooms so that learners get an attractive and entertaining learning ambience.

The physical infrastructure is being improved phase-wise so that there may a physical face-lift and learners can get best of the physical facilities within the institution's limitations. Digital or smart classrooms will be constructed gradually, phase-wise keeping in view the financial resources of the college.

6.3.6 Human Resource Management

The teachers and the non-teaching staff has been imbued with a value system so that the students, at the centre-stage of all endeavours, can become worthy citizens by tapping their best potentialities and so that they can become human resources in the real sense of the term. Periodical training programmes, workshops, seminars, etc are organized for the teaching, non-teaching staff and the students so that the human resources within them can get a boost and optimally utilized.

6.3.7 Faculty and Staff recruitment

In case of faculty and staff recruitment all the rules and regulations in force of the state and central governments are abided by. Recruitments are made strictly as per UGC/State Government guidelines and attention is paid to the fact that there may not be any deviation from the set rules and regulations. While recruiting attention is also paid to the tenets of transparency, good governance, social justice and inclusiveness.

6.3.8 Industry Interaction / Collaboration

The college has created a good ambience where collaborative learning has always been a characteristic. The grant by the Tea Board of ABITA is an outcome of this industrial collaboration. The college also promotes such collaborations by providing its infrastructure to the industries and PSUs for organizing seminars, discussions, awareness programmes, etc in its campus with the faculty members and students.

6.3.9 Admission of Students

In case of admission all rules of reservations for the SC/ST/OBC/ PWD, etc are followed. There are reserved seats for the learners with extraordinary talents in the field of sports, culture, etc. Admissions are held on the basis of merit and as per the stated mission and vision of the college. Attention is paid to the tenets of inclusiveness and social justice.

6.4 Welfare schemes for	Teaching	01
	Non teaching	01
	Students	08

6.5 Total corpus fund generated 2.0 lakhs

6.6 Whether annual financial audit has been done Yes No

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

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

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not applicable in case of our college

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

No such efforts are being made at present

6.11 Activities and support from the Alumni Association

The Alumni Association extends its full help and cooperation during the times of needs. At present keeping in view the ensuing Golden Jubilee Celebrations of the college in 2014, the Alumni Association is making full efforts to make the occasion a grand success.

6.12 Activities and support from the Parent – Teacher Association

The Parent-Teacher Association makes valuable feedback for the improvement of overall academic and administrative ambience of the college. The Association helps the college authority to organize periodic meetings for evaluation of the progress of the college in general and the students in particular.

6.13 Development programmes for support staff

The support staff are treated with love and care. An atmosphere is created so that they can work with dignity, love and complete devotion. During the time of festivities they are paid special incentives from the college fund. Besides, special training programmes, etc are also organized for these staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

It is noted with pride that there is sufficient greenery in the college campus. Trees are planted annually and taken care of. There is greenery in at least 35% of the total land area of the college. There is a small tea garden in the college which is being maintained keeping in view the general environmental policy of the college. Besides, the college campus has been declared a Tobacco Free area. Environmental Education has been made practical by way of encouraging students to take up environmentally sensitive issues as projects.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

The Digital Classroom has been an innovation. The setting up of the Computer Lab has been yet another innovation in the college. These two innovations have made the teachers, learners and others associated with a college explore learning with new horizons.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The college authority held two meetings with the staff to consider and evaluate various issues post assessment and accreditation by the NAAC. It was decided that a holistic approach be made to address the short comings as indicated by the NAAC Peer Team in their Report submitted to the college. It was also decided to expedite the process to meet up/address/fulfil the issues pointed out by the NAAC Peer Team. It is seen that a number of plans taken in the beginning of the year were fulfilled at the end of the year.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Among the good practices of the college, mention may be made of:

1. Admissions to most of the socially and economically backward students of the locality who are otherwise deprived of higher education elsewhere.
2. Leveraging relationships with local industries and societies/social groups and sharing its infrastructure and other resources with the local public.

7.4 Contribution to environmental awareness / protection

It is noted with pride that there is sufficient greenery in the college campus. Trees are planted annually and taken care of. There is greenery in at least 35% of the total land area of the college. There is a small tea garden in the college which is being maintained keeping in view the general environmental policy of the college. Besides, the college campus has been declared a Tobacco Free area. Environmental Education has been made practical by way of encouraging students to take up environmentally sensitive issues as projects.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

After the retirement of Dr. Bibeka Nanda Sarmah, the college is passing through a transient stage since the charges have been entrusted in the hands of Principal-in-charges. Hence, there have been temporary inconveniences to collect and collate data as well as report preparation. Delays have been caused as a result of this which we regret here.

8. Plans of institution for next year

1. To encourage more teachers to undertake doctoral research.
2. To focus and devise ways to increase class attendance of students.
3. To undertake more projects for students.
4. To increase the social outreach programmes.
5. To leverage and collaborate with the locality in disseminating education to the rural masses.
6. To appoint, even on a contractual basis, an instructor for physical education keeping in view the good performance of students of the college in sports.
7. To explore ways to open some curriculum on Performing Art Forms.

Sd/- SRI GOPIKANANDA SAIKIA

Coordinator, IQAC

Sd/- DR. JAYANTA GOGOI

Chairperson, IQAC