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## ANNUAL QUALITY ASSURANCE REPORT (AQAR)

OF

DARRANG COLLEGE



2015-2016

Submitted to:



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

IQAC  
Darrang College  
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AQAR:2015-2016

[IQAC:DARRANG COLLEGE, TEZPUR. ASSAM-784001]

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part - A

#### 1. Details of the Institution

1.1 Name of the Institution

DARRANG COLLEGE

1.2 Address Line 1

P.O.-Tezpur, Dist- Sonitpur

Address Line 2

MAHABHAIRAB ROAD, TEZPUR

City/Town

TEZPUR

State

ASSAM

Pin Code

784001

Institution e-mail address

darrangcollege@gmail.com

Contact Nos.

03712220014

Name of the Head of the Institution:

Dr.Joysankar Hazarika

Tel. No. with STD Code:

03712220014

Mobile:

09435183772

Name of the IQAC Co-ordinator:

Dr. Prabin Kalita

Mobile:

9954060590

IQAC e-mail address:

iqacdc@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. &amp; Date:

EC/54/RAR/089 DATED 08/01/2011

(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)

1.5 Website address:

www.darrangcollege.in

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	81.85	2004	16 Feb 2004 - 15 Feb 2009
2	2 <sup>nd</sup> Cycle	B	2.82	2011	8 Jan 2011 - 7 Jan 2016
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

15-06-2004

1.8 AQAR for the year (for example 2010-11)

2015 - 2016

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 2010 -2011 SUBMITTED TO NAAC ON 31-10-2011
- ii. AQAR 2011 -2012 SUBMITTED TO NAAC ON 31-10-2012
- iii. AQAR 2012 -2013 SUBMITTED TO NAAC ON 31-10-2013
- iv. AQAR 2013 -2014 SUBMITTED TO NAAC ON 31-10-2014
- v. AQAR 2014 -2015 SUBMITTED TO NAAC ON 12-05- 2016

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)

Vocational and Professional courses are running in the following disciplines:

- Laboratory Technician course
- Computer Certificate courses
- Mobile Repairing Course



1.12 Name of the Affiliating University (for the Colleges)

GAUHATI 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

UGC-Innovative PG programmes

any other (Specify)

DBT- STAR  
COLLEGE,  
BIOTECH  
HUB

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

01

2.4 No. of Management representatives

03

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and

01

Community representatives

2.7 No. of Employers/ Industrialists

02

2.8 No. of other External Experts

1

2.9 Total No. of members

19

2.10 No. of IQAC meetings held : 03

2.11 No. of meetings with various stakeholders:

No.

03

Faculty

01, Staff Council

Non-Teaching Staff Students

02

Alumni

02

Others

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

If yes, mention the amount

Nil

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

NIL

International

☐

National

☐

State

☐

Institution Level

02

(ii) Themes

- Training on Instrumentation and its Application conducted by Department of Bio-technology, dated Nov 15, 2015
- Training on Basic Tools and Techniques of Molecular biology and its Application, conducted by Department of Bio-technology, dated 15<sup>th</sup>-17<sup>th</sup> March, 2016.

2.14 Significant Activities and contributions made by IQAC

1. Actively participated in college admission process
2. Participated in college infrastructure development
3. Orientation program conducted for TDC 1<sup>st</sup> semester students
4. IQAC initiated academic audit
5. Preparation for implementation of infrastructure grant under RUSA
6. Sensitization and community development works conducted

## 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
Workshop and seminar for students	<ul style="list-style-type: none"> <li>Each department has organised workshop, seminar, guest lectures for students</li> </ul>
Value addition programmes	<ul style="list-style-type: none"> <li>Newly admitted students oriented through counselling programme</li> <li>Youth conclave conducted with Rajiv Gandhi National Institute of Youth Development, Sriperumbudur, Tamilnadu (RGNIYD)</li> </ul>
Research and Publication	<ul style="list-style-type: none"> <li>Faculty members were engaged to apply for projects from various funding agencies and they have applied also.</li> <li>Faculty members also published papers in journals</li> </ul>
Initiative is taken for opening up more new PG courses	<ul style="list-style-type: none"> <li>PG classes opened in Botany and 10 students were admitted in the course.</li> </ul>
Preparation for building a new hostel for boys with modern facilities and renovation of Girls hostel	<ul style="list-style-type: none"> <li>New Boys hostel construction initiated</li> <li>Renovation of girls' hostel done</li> </ul>
Renovation of the auditorium and the Commerce Building	<ul style="list-style-type: none"> <li>Painting works of the Department of Commerce and the Auditorium completed.</li> </ul>
Initiative for generation of sports interest amongst students	<ul style="list-style-type: none"> <li>Coaching on Badminton given</li> <li>Coaching on Archery given</li> </ul>

\* Academic Calendar of the year as Annexure-I

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management Syndicate ☒ Any other body ☐

Provide the details of the action taken

- Upgradation of the canteen system, Indoor Stadium, Library facilities.
- Sensitization and community development works conducted
- Renovation of girls common room and boys common room done
- Renovation of students union hall

## Part – B

## 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	3	1	4	
UG	26		7	
PG Diploma				
Advanced Diploma				
Diploma	3		3	
Certificate	2		3	3
Others				1
<b>Total</b>	<b>34</b>	<b>1</b>	<b>17</b>	<b>4</b>
Interdisciplinary	3			
Innovative				

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

Core/ Elective option in UG



(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	6 semesters for UG and 4 semester for PG
Trimester	
Annual	

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

Mode of feedback :

☐ Online ☒ Manual ☐ Co-operating schools (for PEI) ☐

\*Analysis of the feedback in the Annexure-II

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

Nil

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

PG in Geography introduced

Diploma course initiated in Tourism and Travel Management

**Criterion – II****2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
89	43	46	nil	

2.2 No. of permanent faculty with Ph.D.

44

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
02	10	--	--			49		51	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

02 16 49

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	07	10	-
Presented papers	14	57	01
Resource Persons	-	5	03

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

- ICT enabled classrooms
- Interactive board
- Remedial classes conducted for slow learners
- Teachers study materials (soft copy, ppt/pdf presentation) are shared with students

2.7 Total No. of actual teaching days during this academic year

250

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Multiple choice questions for some subjects

2.9 No. of faculty members involved in curriculum restructuring/ revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Curriculum restructuring/ revision/syllabus development	Board of Study	Faculty Development	Curriculum Development
3	3		

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 %
B.A./MAJOR	304		163	121	05	94.4
B.Sc. /MAJOR	129		90	16	-	82.17
B.Com. / MAJOR	119		46	55	04	88.23
PG	29		20.68	72.41	-	93.1

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

The IQAC regularly monitors teaching- learning and evaluation process of the college by gathering feedbacks from the stake holders, analysing and suggesting necessary steps to further improve and smoothen out differences and drawbacks from the system. Besides the Heads of the various Departments are also taken into consideration and their suggestions are also looked into while formulating any plan of action.

## 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	5
UGC – Faculty Improvement Programme	5
HRD programmes	
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the university	2
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	10
Others	1

## 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	28	08	00	00
Technical Staff	01	00	00	01

## Criterion – III

## 3. Research, Consultancy and Extension

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

Faculty members are encouraged from the IQAC to apply for research projects. Notices regarding research related information are shared with the faculty members through notices hung on notice boards. The IQAC gives importance to the new teachers joining the college and sensitizes them on research related matters.

## 3.2 Details regarding major projects

	Completed	On going	Sanctioned	Submitted
Number	1			
Outlay in Rs. Lakhs	Rs.1085000			

## 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2			
Outlay in Rs. Lakhs				

## 3.4 Details on research publications

	International	National	Others
Peer Review Journals	31	26	-
Non-Peer Review Journals	-	01	-
e-Journals	01	-	-
Conference proceedings	02	03	-

## 3.5 Details on Impact factor of publications:

Range	0.39-6.86	Average	3.169	h-index	59	Nos. in SCOPUS	06
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## 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				
Interdisciplinary Projects	2015-2016	UGC		Rs. 104698
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)		DBT		
Any other(Specify)		DBT,DST		Rs. 2238855
Total				Rs. 2343553



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			01		
Sponsoring agencies			Rajiv Gandhi National Institute of Youth Development, Tamilnadu		

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

Experts	Chairpersons	Resource persons
10	--	6

3.13 No. of collaborations International  National  Any other 3.14 No. of linkages created during this year 

3.15 Total budget for research for current year in lakhs:

From Funding agency  Management of University/College Total 

3.16 No. of patents received this year

Type of Patent	Number
National	Applied <input type="text"/> Granted <input type="text"/>
International	Applied <input type="text"/> Granted <input type="text"/>
Commercialised	Applied <input type="text"/> Granted <input type="text"/>

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

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:

University level  State level   
 National level  International level

3.22 No. of students participated in NCC events:

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:

University level  State level   
 National level  International level

## 3.25 No. of Extension activities organized

University forum	--	College forum	03
NCC	07	NSS	04
		Any other	01

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

- Participated in extension activity organised at Tezpur Govt. Girls Multipurpose Higher Secondary School on the occasion of 2<sup>nd</sup> International Yoga Day.
- Survey of socio-economic status of 'Harigaon' the adopted village of college done by NSS group of our college.

## 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	15.5 acre	Nil	--	15.5 acre
Class rooms	56	Nil	--	56
Laboratories	22	Nil	DBT and College Fund	22
Seminar Halls	01	01	RUSA	02
No. of important equipment purchased (≥ 1-0 lakh) during the current year.	--	185	UGC DST	185
Value of the equipment purchased during the year (Rs. in Lakhs)		RS. 311286	--	RS. 311286
Others		Rs. 1337789	--	Rs. 1337789

## 4.2 Computerization of administration and library

- The administrative wing and the library have already been computerised since 2005.
- Use of SOLE software (last upgraded 2007) in the library for efficient location and use of books etc.
- The accounts branch has been using TALLY software.
- The academic branch is using the STUDENT INFORMATION SYSTEM (designed by Parsar India and used as a MIS System)

## 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books + Reference Books	47,914		4768		52,682	
e-Books					80,000+	
Journals	22		03		25	
e-Journals					6010+	
Digital Database						
CD & Video					69	
Others (specify)						



## 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	105	05	23	02	03	01	25	--
Added	01	--	07	--	--	--	5	--
Total	106	--	30	--	--	--	30	--

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

- Access to e-library to all the staff and students
- Biometric attendance for teaching and non-teaching faculty

## 4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs. 130244
ii) Campus Infrastructure and facilities	Rs. 349343
iii) Equipments	--
iv) Others	Rs. 2108203
<b>Total:</b>	Rs. 2587790

## Criterion – V

## 5. Student Support and Progression

## 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC conducts orientation and counselling sessions for the incoming students of UG course and makes them aware of the support services provided to students by the college
- As the General Secretary of students union is a member of IQAC, he/she is directed by the IQAC to motivate and involve the whole students' council body to participate in college related activities.

## 5.2 Efforts made by the institution for tracking the progression

- Through Internal assessment, major tests and university examination results.
- Through Feedback collected from the students of the college.
- Through feedback generated from HODs regarding student's progression.
- Through active participation of students in various academic, cultural and sports related activities at University level, state level and national level.

## 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3066	70		

## (b) No. of students outside the state

72

## (c) No. of international students

Nil

	No	%		No	%
Men	1468	46.81	Women	1668	53.19

Last Year (2014-2015)						This Year (2015-2016)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1009	285	470	1286	04	3054	1080	291	430	1330	05	3136

Demand ratio 1:2.1

Dropout % 2.32%

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

Coaching for competitive examinations have been conducted from the year 2015 and it is maintained by Career Counselling Centre of the College.

No. of students beneficiaries

300

## 5.5 No. of students qualified in these examinations

NET 07 SET/SLET 06 GATE 01 CAT 09  
IAS/IPS etc 04 State PSC 04 UPSC 08 Others 08

## 5.6 Details of student counselling and career guidance

- 12Feb,2016: Corporate training on career options conducted, Resource person: Mukesh Singh and Shyamal Jyoti Saikia
- 18 Feb, 2016: District tobacco control programme conducted, Resource persons: Juri Bhattacharjee and Sanjukta Bhattacharjee
- 12 Mar, 2016: Talk on Tourism development and Travel management, Resource person: Dr. Md. Sakir Hussain
- 19Mar,2016: A talk by Institute of Company Secretariat of India, Resource Person: Chiranjib Sarma
- 30May,2016: Seminar on Career Counselling and Motivation by Potential Institute of Management

No. of students benefitted

215

## 5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	5	3	nil

## 5.8 Details of gender sensitization programmes

- The newly admitted students are given orientation on gender sensitization
- Awareness on misuse of mobile application inside college campus
- Awareness about the impact of ragging among students

## 5.9 Students Activities

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

State/ University level 20 National level 6 International level --

No. of students participated in cultural events

State/ University level 20 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 40 National level -- International level --

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	744	Direct transfer into account
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

## 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

03



5.13 Major grievances of students (if any) redressed:

- Renovation of girls and boys common room done
- Opening of Auditorium for sports activities
- Construction of internal roads
- Soil filling and Up gradation of Outdoor Stadium (College Playground)
- Construction of Drainage around the Playground

### Criterion – VI

## 6. Governance, Leadership and Management

### 6.1 State the Vision and Mission of the institution

#### VISION:

DARRANG COLLEGE STANDS FIRM TO REACH THE TOP AMONG THE BEST INSTITUTIONS OF THE COUNTRY BY GENERATING FRUITFUL SOCIAL, ECONOMIC, CULTURAL AND HUMAN RESOURCES THROUGH PROMOTION OF QUALITY EDUCATION AND THUS TO MOULD THE SOCIETY COPE WITH THE CHANGING NEED OF TIME

#### MISSION:

- TRANSFORM LIVES AND SERVE THE SOCIETY BY PROMOTING PARTICIPATION IN HIGHER EDUCATION.
- TO STRIVE FOR EXCELLENCE IN "TEACHING AND LEARNING" IN A STUDENT-CENTRED ENVIRONMENT AND RESEARCH AND FELLOWSHIP FOR COMMUNITY DEVELOPMENT

### 6.2 Does the Institution has a management Information System

Yes, the college has an administrative management portal which takes care of various activities like admission process - including online form fill up, publication of merit list for admission, admission and maintenance of student data base, attendance and internal assessment. The accounts branch of the college uses tally for all financial matters. The Library of the college has integrated library management system (ILMS) which uses the student data base using bar code engraved in the student identity cards for issue of books and the cataloguing of books and the library data base is maintained using the SOLE, upgraded version-7 software provided by the INFLIBNET of the UGC Library Consortium.

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

#### 6.3.1 Curriculum Development

- The syllabus revision committee of the affiliating University has many members from this College
- The College has on its own has designed and developed various vocational courses on Soft skill development, Spoken English, Value education, Paramedical, , Computer Hardware diploma course and Conservation Ecology- which is approved by Gauhati University

#### 6.3.2 Teaching and Learning

- Teachers study material, PPT slide/ pdf presentations are shared with students
- Use of ICT
- Library provides new reference books for the students
- Healthy interaction in the classroom between students and faculty

#### 6.3.3 Examination and Evaluation

- Periodic major test held
- Pre final examinations held
- Transparency is maintained while holding of examination and during evaluation.,
- Online examination form fill up introduced for end semester examinations

#### 6.3.4 Research and Development

- Research projects bought with collaboration from various collaborating and funding agencies like UGC, DBT, CSIR, DST, ICSSR etc., are going on.
- Faculties members and students' are encouraged to submit research projects / papers
- Departments are encouraged to organise seminars, guest lectures

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- The newly constructed Library with modern amenities is functioning properly
- Wi-fi internet facility is provided in the Library annex.
- The new academic building is under construction with a ability to accommodate twelve academic departments
- The new hi-tech classes with interactive board, LCD projectors and sound system have been started.
- State of the art machines like PCR, GEL- DOC systems, UV-VIS Spectrophotometers with software support has been newly added under DBT star college and DBT hub program, GOI



## 6.3.6 Human Resource Management:

- A team is responsible for the selection, training and assessment of employees supported by the MIS
- Office accountants were given training on Financial Management organised by Gauhati University and Govt. Of Assam, Directorate of Higher Education

## 6.3.7 Faculty and Staff recruitment

- Well qualified faculty and staff are recruited as per requirements against vacancies following the norms laid down by the UGC and Government of Assam as the institution is provincialized under Government of Assam
- Roster system followed during faculty and staff recruitment.
- Ad-hoc teachers and staff are recruited on the above mentioned criteria but the salary structure is determined by the rules laid down by the Governing Body of the Institute.
- Recruitment is purely on the basis of merit and external subject experts from Universities are invited for the interview.

## 6.3.8 Industry Interaction / Collaboration

- MoU with Lokopriyo Gopinath Bordoloi Regional Institute of Mental Health is continuing.
- MoU with PSPL Institute of Professional and Advanced Studies (A unit of Pentacle Systems Pvt. Ltd) is continuing.

## 6.3.9 Admission of Students

- Admission notification is published in leading news papers and college website.
- Admission of students is done through MIS as per the guide line laid down by the state government.
- Online P.G Admission form fill up was introduced by developing software with Parsar India.

## 6.4 Welfare schemes for:

Teaching	Gratuity, Provident Fund, Medical , Loan Facility
Non teaching	Gratuity, Provident Fund, Medical , Loan Facility
Students	Full free fees as per government scheme

## 6.5 Total corpus fund generated

Rs. 4513224

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		No	
Administrative	No		No	

6.8 Does the University/ Autonomous College declare 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?

- Revised guidelines for credit and grading system were provided for semester system at UG level during the session 2013-2014 by the affiliating University. PG courses also follow credit and grading system.
- The college also regularly conducts sessional, periodic and terminal examinations according to the college academic calendar and also takes initiatives to evaluate and publish the results in due time.

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

Since the College is affiliated to the Gauhati University, it has to follow the mandate and guidelines laid down by the University. Also no such initiative was visible.

6.11 Activities and support from the Alumni Association

Go Green initiative was taken

6.12 Activities and support from the Parent – Teacher Association

- Feedback system for quality education was undertaken by inviting parents to give feedback regarding academic performance of the students, their regularity in the classes etc.



## 6.13 Development programmes for support staff

- Welfare through Cooperative Society for financial assistance is fully functioning.
- The Society is giving financial aid to the applicants in need of financial support.
- Annual Dividends are dispersed among the members of the society.

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

- Dustbins in and around the campus are installed
- Students are encouraged by the institution to follow green practices.

## 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.

- E-Books and E-Journals are maintained by the Central Library.
- A 2 day Youth conclave was organised-THEME: **“Understanding the rich Biodiversity of NE India and Empowerment of Youth through life skills in cutting edge tools”** supported by Rajiv Gandhi National Institute of Youth Development (RGNIYD), Seriperumbadur, Tamil Nadu

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

- The internal layout of the indoor stadium is completed.
- Internal roads around the college campus constructed
- Heritage Building of the Institution renovated.
- College field and drainage around the college was developed.
- College beautification with new plantation done around the campus
- Coaching given to students on Badminton and Archery
- Painting of Commerce building done

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

- Functioning of Darrang College Thrift and Credit Co-operative Society Ltd, 2015 among all teaching and non-teaching staff.
- Green chemistry initiated.

*\*Details in annexure III-A & III-B*

7.4 Contribution to environmental awareness / protection

- Plantation of trees on World Environment Day.
- Awareness programme on harmful effect of synthetic colours and promotion of herbal colours in Holi and other festivals.

7.5 Whether environmental audit was conducted?

Yes ☐ No ☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- SWOT analysis of the College is done on the basis of the feedback generated from the students of the college and the existing faculties of various departments.

8. Plans of institution for next year

- More ICT based classrooms are to be added in various departments of the college.
- Procurement of CCTV for installation in college campus.
- Video Conferencing facility in Seminar Hall
- More ICT facilities to Departments



Name Dr. PRABIN Kalita

A handwritten signature in blue ink, appearing to read 'Prabin'.

Signature of the Coordinator, IQAC

Name Dr. Jyotsankar Hazarika

A handwritten signature in blue ink, appearing to read 'Jyotsankar'.

Signature of the Chairperson, IQAC

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