

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

OF
DARRANG COLLEGE

I. Details of the Institution

I.1 Name of the Institution

DARRANG COLLEGE

I.2 Address Line 1

DARRANG COLLEGE

2016-2017

Address Line 2

MAHABHAIRAB ROAD

City/Town

TEZPUR

Submitted to:

State



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Pin Code

784001

Institution e-mail address

darrangcollege@gmail.com

Contact No.

03712220014

IQAC

Darrang College

Tezpur - 784001, Assam

E-mail: darrangcollege@gmail.comWeb Site: www.darrangcollege.in

Phone: 03712-220014

Fax: 03712-225409

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

I. Details of the Institution

I.1 Name of the Institution

DARRANG COLLEGE

I.2 Address Line 1

DARRANG COLLEGE

Address Line 2

MAHABHAIRAB ROAD

City/Town

TEZPUR

State

ASSAM

Pin Code

784001

Institution e-mail address

darrangcollege@gmail.com

Contact No.

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. & 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)

EC/54/RAR/089 Dated 08/01/2011.

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 st Cycle	B++	81.85	2004	16th February 2004 to 15th February 2009
2	2 nd Cycle	B	2.82	2011	8 th January 2011 to 7 th January 2016
3	3 rd Cycle				
4	4 th Cycle				

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

15-06-2004

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

2016-2017

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
- vi. AQAR 2015 -2016 SUBMITTED TO NAAC ON 15-12-2017

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 ☒

(e. g. 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 Course

- Tourism and Travel Management
- Laboratory Technician Course
- Computer Hardware and Software Certificate Course
- B.Sc. Bio-Technology
- 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
community representatives

01

2.7 No. of Employers/ Industrialists

02

2.8 No. of other External Experts

01

2.9 Total No. of members

19

2.10 No. of IQAC meetings held : 04

2.11 No. of meetings with various stakeholders: No. 0 Faculty 03 (STAFF COUNCIL)

Non-Teaching Staff Students

2+3

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. 03 International National State 01 Institution Level 02

(ii) Themes

- National School of Drama organised Workshop
- Biotech Seminars:
 - i. Training on mushroom cultivation and (entrepreneurship development) -02 November, 2016
 - ii. Interactive talk on "Recent advances & Scope in Biological Sciences" - 26th December, 2016.

2.14 Significant Activities and contributions made by IQAC

1. IQAC took steps towards decentralisation by forming sub committees for timely and smooth operations.
2. Participated in College infrastructure development
3. Orientation program and counselling session conducted for TDC 1st semester students
4. IQAC also took significant steps towards environmental conservation.
5. Installed water cooler for students and staff, generator, CCTV.
6. Introduced video conferencing in the seminar hall.
7. Assisted in processing API score for promotion of Assistant / Associate Professors

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"> Each department has organised workshop, seminar, guest lecture for students Commerce Department organised seminar on GST
Opening of PG in Geography	<ul style="list-style-type: none"> 15 students were admitted in PG-Geography and classes started from August 2016
Initiatives taken for completion of the under construction Boys Hostel	<ul style="list-style-type: none"> Construction of boys hostel in the completion stage
Proposal was taken for enacting a street play on social theme with the students of the college on environmental awareness	<ul style="list-style-type: none"> A street play on Swach Bharat was organised by the students
Plan for organising Intercollege Sports event for the Colleges of Gauhati University	<ul style="list-style-type: none"> Intercollege Gauhati University Sports events in Badminton, Boxing and Archery competition was organised
Plan to Open Tourism and Travel Management (TTM) course	<ul style="list-style-type: none"> Department of Tourism and Travel Management opened and 24 students admitted.

* 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:

- Up gradation of Indoor stadium completed with state of the art sports infrastructure.
- Reforms taken in admission procedure, evaluation to make it more transparent and holistic.
- Video conferencing introduced.
- CCTV installed in library and College corridors.
- CCTV installed in the entrance of the College Girls' Hostel for enhanced security.
- Digitisation completed in Library and Wi-Fi installed.
- Green boards in New Academic Building classrooms installed.
- Shifting of eleven Departments to New Academic Building.
- New Computer Centre opened with dedicated generator set in the New Academic Building.

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	04		04	
UG	26		07	
PG Diploma				
Advanced Diploma				
Diploma	03		03	
Certificate	02		03	03
Others				
Total	35		17	03
Interdisciplinary	03			
Innovative				

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

- Core/ Elective option in Undergraduate course
- CBCS in Postgraduate course

(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 ☐ Parents ☒ Employers ☐ Students ☒
 (On all aspects)

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.

Yes, in PG Courses of Assamese, Zoology, Botany and Geography CBCS has been introduced. Value added course for PG 2nd semester in Assamese introduced as per guidelines of Gauhati University.

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

- Professional BSc Biotechnology course
- Psychology Major Started in Undergraduate Course
- Three year Bachelor's Degree Course in Travel And Tourism Management opened

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
89	47	42		54

2.2 No. of permanent faculty with Ph.D.

46

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
04	10					54		58	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

16

54

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	02	01	--
Presented papers	08	31	09
Resource Persons	--	--	02

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

- Students are encouraged to set question papers in order to know about their perspectives.
- ICT based classes taken.
- Mentoring is done among the students by the faculties of the respective departments.

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

251

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	Curriculum Development workshop
05	01	

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	333		48.05	31.53	2.10	81.68
B.Sc. /MAJOR	130		63.08	10.00	--	73.08
B.Com. / MAJOR	117		39.32	52.13	5.98	97.43
Post Graduate	40		67.50	30.00	--	97.50

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & 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. The Heads of the various Departments act as advisory body to IQAC and their suggestions are always 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	06
UGC – Faculty Improvement Programmes	06
HRD programmes	
Orientation programmes	02
Faculty exchange programmes	01
Staff training conducted by the university	02
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	06
Others	02

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	--	--
Technical Staff	01	--	--	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 by the IQAC to apply for research projects and publication of their findings in reputed journals as well as the Journal (North East Journal of Contemporary Research 'NeJCR', No 1 Vol-II) published from the College. Notices regarding research related information are shared with the faculty members through notice boards. The IQAC interacts with the new teachers joining the college and encourage them on research related matters.

3.2 Details regarding major projects

	Completed	On going	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs	0.8 Lacs			

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	08	16	--
Non-Peer Review Journals	--	04	--
e-Journals	--	--	--
Conference proceedings	--	04	01

3.5 Details on Impact factor of publications:

Range 0.40-6.315 Average 3.2 h-index 59 Nos. in SCOPUS 06

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	2016-2017	DBT		Rs. 1445000
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)		DBT		
Any other(Specify)		Indian Institute of Entrepreneurship		Rs. 133770
Total				Rs. 1578770

3.7 No. of books published i) With ISBN No. 09 Chapters in Edited Books 25

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

NIL

3.11 No. of conferences organised by the institution:

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

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

Experts	Chairpersons	Resource persons
05	02	03

3.13 No. of collaborations

International National Any other

3.14 No. of linkages created during this year

03

3.15 Total budget for research for current year in lakhs:

From funding agency Rs. 15,78,770 From Management of University/College

Total Rs. 15,78,770

3.16 No. of patents received this year

Type of Patent	Number
National	Applied
	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	Distt.	College
Nil						

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

04

06

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 02 Any other

3.21 No. of students Participated in NSS events:

University level State level 30National level International level

3.22 No. of students participated in NCC events:

University level State level 269National 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 02National level International level

National level International level

3.25 No. of Extension activities organized

University forum College forum 05

NCC 06 NSS 03 Any other

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

- Aid given by the teachers unit of the college to the victims of flood in Assam.
- Socio-economic survey conducted by the Department of Geography

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	NA	15.5 acre
Class rooms	56	44	Planning and Development, Govt. of Assam & College Fund	100
Laboratories	22	06		28
Seminar Halls	02	01	RUSA; ASSAM GOVT.	03
No. of important equipment purchased (≥ 1-0 lakh) during the current year.	--	26	UGC DST	26
Value of the equipment purchased during the year (Rs. in Lakhs)	--	Rs. 12,30,570		Rs. 12,30,570
Others	--	Rs. 2,20,222		Rs. 2,20,222

Build up Area

4.2 Computerization of administration and library

- The administrative wing and the library have already been computerised since 2005 and now it is being regularly upgraded.
- Use of SOLE software (last upgraded 2007) in the library for efficient use of books, to locate the numbers of the required books etc.
- The accounts branch has been using TALLY software and the academic branch is using the STUDENT INFORMATION System (designed by the COLLEGE and used as a component of MIS System).

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books + Reference Books	52682		4389		57071	
e-Books					31,35,000 ⁺	
Journals	25		10		35	
e-Journals					6010 ⁺	
Digital Database						
CD & Video	69				69	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	106	05	30	02	03	01	30	--
Added	--	--	--	--	--	--	--	--
Total	106	05	30	02	03	01	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 the students
- Internet facilities to all departments of the college
- Wi-Fi installed in the Library building

4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs. 3,42,745/-
ii) Campus Infrastructure and facilities	Rs. 4,06,000/-
iii) Equipment	Rs. 64,505/-
iv) Others	Rs. 15,47,444/-
Total:	Rs. 23,60,694/-

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 and PG courses and makes them aware of the support services provided to students by the college
- Student support services are published in the admission prospectus and the College website-www.darrangcollege.in
- 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 to participate in college related activities.
- Student feedback is analysed to meet the grievances faced by students.

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
3376	90		

(b) No. of students outside the state

74

(c) No. of international students

Nil

	No	%		No	%
Men	1592	45.93	Women	1874	54.07

Last Year (2015-2016)						This Year (2016-2017)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1080	291	430	1330	05	3136	1472	342	456	1188	08	3466

Demand ratio 1: 2.02 Dropout % 0.079%

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

350

5.5 No. of students qualified in these examinations

NET	07	SET/SLET	05	GATE	01	CAT	04
IAS/IPS etc		State PSC		UPSC		Others	02

5.6 Details of student counselling and career guidance

- 22 NOV,2016: Counselling for Civil Service examinations, Spokesperson: Swapnil Tombe (Assistant Commissioner, Tezpur)
- 2nd Feb, 2017: Vocational Training on Bamboo Crafts, Spokesperson: Neera Sharma (Social Worker)
- 21st Feb, 2017: organised India Educational Foundation Scholarship Programme(Graduate studies in United States , GRE ,TOFEL ,PhD), Spokesperson: Sudarshan Saha(Programme Manager)
- 17th March, 2017: organised talk with the initiative of International Institute of Fashion Designing, Spokesperson: Chinki Agarwal, Centre Head of North East Fashion designing.
- 19th sep,2017:organised talk with the initiative of Institute of Company Secretariat of India; Spokesperson: Chiranjib Sarma (officer in charge),Munindra Kalita
- 10 oct,2017: National Mental Health Day Seminar; Spokesperson: Dr Aparajita Barua, Dr Kankan Pathak

No. of students benefitted

429

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
01	20	12	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
- Programme on gender sensitisation conducted.

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	--	--
Financial support from government	555	Direct Beneficiary Transfer
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

5.13 Major grievances of students (if any) redressed:

1. Water cooler installed in New Academic Building.
2. Toilets of Girls' Common room renovated.

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 members from this College who take active part in the formulation the syllabus.
- The College has on its own has designed and developed various vocational courses on soft skill development, value education, paramedical, computer hardware diploma course
- The departments of the college also take initiatives to provide a holistic approach while implementing the prescribed syllabus.

6.3.2 Teaching and Learning

- Teachers study material, PPT slide/ pdf presentation are shared with students
- Use of ICT
- Main Library as well as departmental libraries of the respective departments provides new reference books for the students.
- Students are encouraged to think for themselves and learn by group discussions.
- Regular student mentoring is done.
- Individual contact with slow learning students is maintained.

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 from fill up done in the end semester examination.

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.
- Faculty members and students' are encouraged to submit research projects / papers.
- To inculcate in the young minds the spirit of research, students are asked to present seminar papers and do field study.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The newly constructed Library with modern ICT facilities is functioning properly.
- Wi-fi internet facility is functioning properly in the library annexe.
- The new academic building is opened and twelve departments were accommodated in the building with modern facilities.
- 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.

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 done on the basis of merit and external subject experts from universities are invited for the interview.

6.3.8 Industry Interaction / Collaboration

- MoU with Lokopriya Gopinath Bordoloi Regional Institute of Mental Health is continuing. Laboratory training courses of our students are going on regular basis under this MoU.

6.3.9 Admission of Students

- Admission notification is published in leading newspapers and College website.
- Admission of students is done through MIS as per the guide lines laid down by the state government.
- Introduction of online admission and submission of application form was introduced successfully.
- Admission process was changed to publication of Cut-off marks for the first time from the previous publication of merit position list.
- Introduction of online examination form fill up
- Introduction of hassle free cashless financial transaction.

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 / College full or half free fees.

6.5 Total corpus fund generated

Rs. 4513224

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

7 Whether Academic and Administrative Audit (AAA) have 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.
- University introduced CBCS in the Postgraduate level
- 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?

At present there are no autonomous colleges under Gauhati University.

6.11 Activities and support from the Alumni Association

Alumni assemble regularly and put forward their suggestions for the college academic and all round development.

6.12 Activities and support from the Parent – Teacher Association

- Parent-teacher meetings are convened for giving various information regarding the College academic matters and rules and regulations pertaining to discipline, attendance and examinations
- Verbal Feedback system is there where parents can come and meet the teachers of the departments when the need arises.

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 Dividend is 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.
- New trees are planted in the college campus besides regular gardening work.

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.

- Teachers guide the passed out students regarding their career and job prospects.
- Conducts special training programme on advanced aspects of the curriculum.
- Psychological counselling of the students is conducted.
- Counselling for the Freshers' are held regularly where inputs regarding college discipline, rules and regulations, library rules, examination rules etc. are given.

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

- Each department has organised workshop, seminar, guest lecture for students
- 15 students were admitted in PG in Geography besides the other departments running smoothly
- Construction of boys hostel completed with full-fledged operational facilities
- Training was imparted to students on sports such as Badminton, archery, football
- Water cooler installed for students and staff
- Wi-Fi is functioning in the central library and administrative building.

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

- Feedback is regularly maintained and assessed for smooth conduct of College activities.
- Procurement of Library Books on the basis of students demands register.

*Best Practice (Annexure III-A & III-B)

7.4 Contribution to environmental awareness / protection

- Plantation of trees on World Environment Day.
- Cleanliness drive conducted in the college campus.
- Awareness programme on environmental effect of use of Fire Crackers in Diwali.

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

- Plan for procurement of desk and benches for the New Academic building
- Construction of internal roads in the College Campus
- Construction of new college gate
- Installation of busts of founder president of GB and founder principal of the college.
- Environmental audit to be done.
- Construction of New College Canteen
- Set up of Language Laboratory
- Plan to install solar light for campus lighting
- Expansion of reading room of library as an annexe in the nearby newly constructed building (supported by North East Council, Govt. of India)
- Plan to set up Health Centre and Day care Centre.



Name

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Name

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Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC
