

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, 2015 to June 30, 2016)

Part - A

AQAR for the year (for example 2015-16)

Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

Address Line 2

City/Town

State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

9435474993

IQAC e-mail address:

manashi_123@hotmail.com
drmanashigogoiborgohain@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 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)

1.5 Website address:

www.nlbcitycollege.org.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	73:00	2006	5years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

15/07/2010

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

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*)

AQAR____(DD/MM/YYYY)

AQAR____(DD/MM/YYYY)

AQAR____(DD/MM/YYYY)

AQAR____(DD/MM/YYYY)

1.10 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Type of Institution	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>		
	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input type="checkbox"/>		
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>		
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>				

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		

Others (Specify)

ITI, KKHSOU, ODL,
DODL, Beautician
(April, 2018) etc.

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	N/A		
University with Potential for Excellence	N/A	UGC-CPE	N/A
DST Star Scheme	N/A	UGC-CE	N/A
UGC-Special Assistance Programme	N/A	DST-FIST	N/A
UGC-Innovative PG Programmes	N/A	Any other (<i>Specify</i>)	N/A
UGC-COP Programmes	N/A		

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	01
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	01
2.9 Total No. of members	15
2.10 No. of IQAC meetings held	08

2.11 No. of meetings with various stakeholders: No. Faculty

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

- Human rights and legal issues.
- Entrepreneurship development programmes by NSS.

2.14 Significant Activities and contributions made by IQAC :

Departmental Seminar / Workshops / Awareness Programme / Discussions / Talks etc.

ate	Department	Seminar/Workshop/Group Discussion	Topic
	Education		1. "Philosophical Thoughts: With Special Reference to Indian Philosophy." 2. "Educational Psychology & Role of Educational Psychology in Classroom Teaching" 3. "Use of Educational Statistics in Education: With Special Reference to Mean, Median, Mode and Quartile Deviation." 4. "Constitutional Provisions of Education regarding Women and Children" 5. "A Comparative Study of Primary Education in UK and India"
20 th Aug. 2014	Economics	Workshop (Departmental)	1. Topic "2013-14 Budget Policy of India"

10 th Sept. 2014		Seminar (Departmental)	2. Topic “Recent Industrial Development of Assam”
24 th Feb. 2015		Group Discussion	3. Topic “Personality Development”
	Political Science		1. ৰাজনীতিৰ প্ৰতি প্ৰধান প্ৰশ্নৰ উত্তৰত, ৰাজনীতিৰ উৎপত্তি আৰু বিকাশ
			2. Thoughts of Hobbes and Locke: A comparative Study.
8 th Oct. 2014	Assamese	Group Discussion	1. অসমত ৰাজনীতিৰ প্ৰতি প্ৰধান প্ৰশ্নৰ উত্তৰত, ৰাজনীতিৰ উৎপত্তি আৰু বিকাশ
22 nd & 23 rd April, 2015		Seminar	2. অসমত ৰাজনীতিৰ প্ৰতি প্ৰধান প্ৰশ্নৰ উত্তৰত, ৰাজনীতিৰ উৎপত্তি আৰু বিকাশ
24 th April, 2015		Group Discussion	3. অসমত ৰাজনীতিৰ প্ৰতি প্ৰধান প্ৰশ্নৰ উত্তৰত, ৰাজনীতিৰ উৎপত্তি আৰু বিকাশ
	Sociology		Globalization and Economic Development of Rural Society : A Case Study of Khamtighat Deori Gaon , Jokai Dibrugarh . Assam .
	Anthropology		<ol style="list-style-type: none"> 1. Recent advances in pre-Historic are Archeological Research in Assam. 2. Ethno Archeological Research in North East India! Problem and prospects. 3. Health Status among Adolescence girl child of Dibrugarh District. 4. Indigenous cultural Resources of Dibrugarh District or Indigenous cultural Resources and contemporary issues and challenges. 5. Superstition and social disintegration-Role of Religion. 6. Diversity in language, literature and culture of Assam. 7. Status of women “Major tribes and community of Assam. 8. Marriage among the Tea Tribes.

2.15 Plan of Action by IQAC/Outcome

The plans 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 *

S. No.	Plan of Action	Achievements
01	Committees were made by head of the institution.	Committee members followed & worked in the given committee as per instructions.
02	Admission Plan.	Admissions were taken by the admission committee as per total seats allotted on merit basis. Reservation policy was followed as per state govt. rules.
03	To prepare time table by the Academic Committee	Timetable was prepared by the academic committee and instructions were provided to follow it by all the Faculty members.
04	To prepare attendance register & daily dairy.	All teaching faculty maintained the attendance register and daily dairy. Students were motivated to attend Classes regularly.
05	To conduct extension activities.	N.S.S. and Red Ribbon club conducted difference extension like tree plantation programmes and awareness for cleanliness of classrooms and college campus etc.
06	To plan for maintaining examination and Evaluation records.	In-semester, annual examination and evaluation were conducted as well as records were maintained evaluated by the teachers.
07	To celebrate college week.	Students participated in different indoor & outdoor games like athletics, badminton, cricket, Rangoli, Mehndi, Essay Writing, Singing, Dancing etc.
09	To attend Orientation Programme and Refresher Course	A few teachers successfully attended Orientation Programme.
10	To organize college level & state level workshop in collaboration with KKHSOU	IQAC of the college in collaboration with KKHSOU study organized a state level FDP on 14 th July to 19 th July, 2015.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate any other body

Provide the details of the action taken

Part – B

Criterion – I

I. 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	02 (KKHSOU) 11(IGNOU)	----	---	
UG	03:BA-Regular mode under Dibrugarh University (DU), BA-under Open Distance Learning (DU) & BA under KKHSOU	----	----	
PG Diploma	02 (KKHSOU)	----		
Advanced Diploma	----	----		
Diploma	D. El. Ed. KKHSOU----	----		
Certificate	07:ITI-Motor Mechanic Vehicle, Diesel Mechanic, Welder Electrician, Fitter, Draught man(Civil) & Beautician	----		
Others	01:HS		01:Beautician Course	01:Yoga Training
Total	13	00	01	01

Interdisciplinary	Multi-disciplinary Course	----	----	----
Innovative	01:Inclusive Education			Moral Education, Gandhian Thought

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

(ii) Pattern of programmes:

Pattern	Number of programmes

Semester	BA Regular-09 , KKHSOU- ,
Trimester	----
Annual	ODL(DU)-- ,HS--

1.3 Feedback from stakeholders* (On all aspects)
 Mode of feedback : Alumni Parents Employers Students
 Online Manual Co-operating schools (for PEI)

*Please provide an analysis of the feedback in the Annexure

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

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

Yes, A Yoga Training Centre has been established in the College for free yoga training to the students, teachers and staff members.

Criterion – II

2. Teaching, Learning and Evaluation

2.1: Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
32	27	---	---	15

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
-	01	-	-	-	-	-	-	01	-

2.4: No. of Guest and Visiting faculty and Temporary faculty

2.5 :Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers			
Resource Persons			

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

- Teaching through Chart paper, Colored Audio visual aids,
- Computer, projector, green board has been introduced.
- Students are encouraged to present seminar papers in the classrooms. Remedial
- Remedial Teaching programmes are conducted.
- Whatsaap groups are formed for learning activities and necessary guidance are given to the learners
- Field work is applied by the department of Anthropology and Education.
- Survey method applied by department of sociology.

2.7: during this academic year 186

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

- Open Book Examination,
- Double Valuation,
- MCQ

2.7 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 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 %
U.G. Regular	Major	94	Nil	65.95%	11.7%	Nil	96.87%
	General	105	Nil	Nil	31.4%	7.6%	39.04%
U.G.DODL		146	Nil	Nil	16.4%	44.5%	60.95%
U.G. KKHSOU							
H.S.		271	Nil	11.07%	6.64%	56.08%	73.8%
IGNOU							

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

- Encourages the departments to introduce open book, double evaluation, seminar and discussion etc.
- Discussions, seminars were organized to cope up with the new changes in the ongoing teaching-learning methods.
- The Student feedback is collected, analyzed and forwarded to the concerned authority for taking

- necessary action.
- The IQAC is instrumental in organizing necessary meetings of different committees and HODs relating to routine of semester system etc.
- Encourages the teachers for Remedial Teaching for academically weak students and students who have not passed out University examination.

2.13 Initiatives undertaken towards faculty development:

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	04
Staff training conducted by the university	01 soft skill,
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

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	05	-	-	-
Technical Staff	02	-	-	01

Criterion – III

3. Research, Consultancy and Extension

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

- The IQAC encourages the departments to organized of academic workshops, seminars by noted academicians with a view to offer new avenues of research.
- To encourages the teachers to publish the Research papers, articles, books etc in ISBN, ISSN.
- The HODs of the departments are encouraged to conduct and collect research activities.

3.2 Details regarding major projects

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

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			
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

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 organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total	01	Alumni association	15000/-	15000/-

3.7 No. of books published i) With ISBN No. ii) 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

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			1		4
Sponsoring agencies					

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

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 From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	N/A
	Granted	N/A
International	Applied	N/A
	Granted	N/A
Commercialized	Applied	N/A
	Granted	N/A

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
		02				

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
 NCC NSS Any other

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

- 10 days NSS camp in Mendrakala.
- Manav Shrinkhlala Rally.
- Shachhrata Jagrukta Rally.
- NCC Camp
- Tree Plantation and Cleaning Programme by NSS
- Cultural Rally (College week Opening)
- World Environment Day Rally by NSS and Eco Club;
- International Womens ' Day Rally
- World Literacy Day Rally
- Aids Day Rally by Red Ribbion Club.

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	01			14B-3K-16Ls
Class rooms	17			
Laboratories/ Practical Room	BA 02 ITI 04			
Seminar Halls	01			
No. of important equipment purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		35000/-		
Other				

4.2 Computerization of administration and library

<ul style="list-style-type: none"> • All the functions of the administration have been carried out with the help of the college Management. • Admissions are being carried out through Bank challan. • Transaction of Library documents is done through library Management.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value

Text Books	7008		197		7205	
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)	02	@Rs- 7x2x365da ys =5110/-				

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Department	Others
Existing	10	01	Available	----	01	Computer, Printer & Scanner 01	Computer 01	Reprographic Service (Xerox)- 02
Added	Laptops 02	----	Available	----	----	Laptop-01	Laptop-01	Audio-Visual Aids/projector -01
Total	12	01	Available	----	01	02	02	03

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

A two days workshop on Computer Basics was organized by IQAC for faculty development on 3rd and 4th Nov, 2014.

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total:

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The IQAC tries to enhance awareness about Student Support Services through the member of Cultural Department, Music Cell, Sahitya Chora, Sports Cell, NCC, NSS, Community Cell, Women Cell, Red Ribbon Club.
- The IQAC informs the students about the support services during the Orientation Programme held at the beginning of the academic session.
- Information about the support services are given in the institutional website which are regularly updated by the IQAC.
- The IQAC monitors and guides the activities of the various cells and committees formed to support the students.

5.2 Efforts made by the institution for tracking the progression:

- Feedback about the staff is taken from the students
- Analysis of result is done and students who got high marks are motivated for higher education , competitive examination and professional course examination.
- Results of previous year is compared to the current results for analysing students progress.
- . The Alumni Association of the college tries to maintain a record of the outgoing students.
- The departments also keep records of alumni engagement and achievement in

5.3(a) Total Number of students

UG	PG	Ph. D.	Others
-	-	-	-

03

No	%

No	%

(b) No. of students outside the state

(c) No. of international students Men Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
237	28	642	297	---	1204	257	38	538	233	---	1066

Demand ratio 1.1-2% Dropout %: 15% in U.G. & 07% in P.G.

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

Some workshops, lectures and short term training session are organized by the Career Counseling Cell of the college. (Seminar / Workshop, Quiz..., Discussions.)

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET 01 GATE CAT
IAS/IPS etc. State PSC UPSC Others

As an undergraduate college this does not apply

5.6 Details of student counseling and career guidance

- Short term Computer Course :
- ITI Training :
- Career counselling programme on
- Display of information of current affairs from time to time in notice board,
- Information regarding vacancies in different fields are displayed.
- Reading material, visiting faculty lectures are organized for self-employment & finance.
- Counseling cell committee takes care of the students' problem.

No. of students benefitted

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
N/A	N/A	N/A	N/A

5.8 Details of gender sensitization programmes

• Discussion on “Witchcraft as social evil”.

5.9 Students Activities

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

State/ University level National level International level

Basket Ball 02, Volleyball 02, Athletics 02.

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		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organized / initiatives: - Book fair

Fairs: State/ University level National level International level

Exhibition: State/ College level National level International level

5.12 No. of social initiatives undertaken by the students

- 1) Flood relief programme,
- 2) Cleanliness programme,
- 3) Tree plantation programme,

5.13 Major

Date	Department	Seminar/Work	Topic
------	------------	--------------	-------

- Improvement of Students` washroom and pure drinking water.
- Asked for Cycle stand.

Criterion -VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The college is the outcome of the selfless efforts of the renowned educationist late Nandalal Borgohain. He established the institution with a hope to upgrade the remote rural area to a level of City. He also wanted to contribute to minimize the problem of educational institutions to fulfill the needs of ever increasing number of students. He wanted to offer higher educational opportunities to all. He introduced a number of vocational and job oriented courses to minimize the problem of employment in the state. He was serving for continuing education since the inception of the college. Established in 1992 NLBCC, Dibrugarh stepped into the glorious Silver Jubilee year is co-educational institution of Higher Education situated in South-Western part of Dibrugarh town at Nirmali Gaon was established by renowned educationist Late Nandalal Borgohain. The college is an affiliated institution under Dibrugarh University in 1997. The college was awarded "B" Grade by NAAC with the Institutional Score 73.00 with effect from 23rd November, 2005. It offers Higher Secondary Programmes in Arts and Commerce and Degree Programmes in Arts Stream. The college is an affiliated institution under Dibrugarh University in 1997. The college was awarded "B" Grade by NAAC with the Institutional Score 73.00 with effect from 23rd November, 2005. It offers Higher Secondary Programmes in Arts and Commerce and Degree Programmes in Arts Stream. The college attempts to augment the quality of education as well as to create a hygienic atmosphere in the campus.

The Vision or motto of the College is- *To Lead all ahead towards excellence.*"

MISSION:

- To offer Educational Opportunities for all.
- To offer Technical, Vocational or Job oriented Courses.
- All round development of the students as well as the teachers.
- Promote Higher Educational Opportunity.
- To help
- and encourage all the willing persons including housewives, working adults & socio-economically backward sections of the society, to fulfill their thirst for knowledge.
- To offer education at the doorsteps of the learners.

6.2 Does the Institution has a management Information System

yes

Head of institution takes care of the management.

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

6.3.1 Curriculum Development

A few faculty members are member of board of studies, chairperson & member of academic council.

6.3.2 Teaching and Learning

- Students are involved in project works, departmental workshops, assignments to enhance their knowledge, interactive and creative skills.
- Students are motivated to use ICT in their seminar presentations.
- Guest faculties are invited to deliver lectures in relevant topics to students to enrich the learning process in related areas.
- Feedbacks are taken from students and parents and necessary actions have been taken to improve the teaching – learning process.

6.3.3 Examination and Evaluation

- Double valuation and open book evaluation.
- Continuous evaluation of students through class tests, assignments & seminars.
- Two internal examinations were conducted in each semester.

6.3.4 Research and Development

- Encourages faculty and students to publish papers in Peer Reviewed & Referred Journals.
- The research cell maintains records of the research works done by the teachers with the help of students.
- The college has spends 20,000/- per annum for research work initiated by respective departments.

6.3.5 Library, ICT and physical infrastructure/ instrumentation.

Number of books has been increased
Steps taken for providing ICT facilities.
Fully automated Xerox machines for copying of question papers.

6.3.6 Human Resource Management

Teaching and Non-teaching staff have been engaged and reshuffled into different committees as well as cells according to their potentialities for smooth functioning of the college.

6.3.7 Faculty and Staff recruitment:

The institution follows policies laid down by UGC and the Govt. Of Assam for the recruitment of faculty and staff.

6.3.8 Industry Interaction / Collaboration:

Plastic Industry

6.3.9 Admission of Students

- Well communicated admission process with course features highlighted through prospectus. Admission is given on the basis of merit and reservation for ST, SC, OBC, MOBC, Tea tribes as per govt. rules.
- Special Seats also reserve for extra-curricular activities.

6.4 Welfare schemes for

Teaching	
Non-Teaching	
Students	

6.5 Total corpus fund generated

Curricular Aspect	Teaching, Learning & Evaluation	Research, Consultancy & Extension	Infrastructure & Learning Resources	Student Support and Progression	Governance, Leadership and Management	Innovations and Best Practices

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	NO	NO	MO
Administrative	YES	Directorate of Finance, Kar Bhawan, Guwahati	YES	Personal Auditor (C.A.)

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?

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

N/A

6.11 Activities and support from the Alumni Association

Alumni association meets have been organized. Financial supports have been given for ICT facilities.

6.12 Activities and support from the Parent – Teacher Association

- To improve basic facilities.
 - To inform parents about different activities organized.
 - To inform parents about their kids for future progression.

6.13 Development programmes for support staff

- The college sends the teachers and the non-teaching staff to attend workshop organized by the parent university on Examination Reforms.
 - The institution ensures about the effective implementation of examination reformed by the parent University

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

- Plastic free College campus.
 - Tree plantation programmes.
 - Dustbins are available in campus.
 - LED/CFL bulbs are used to conserve energy.

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.

- Special classes for Girls
 - Gender friendly washroom and separate scooty stand.
 - Remedial teachings for academically weak students.
 - Provided learning materials (Books) facility for the poor students.

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

- Personal counseling.
- Health Check-up, Blood grouping and Hemoglobin Check-up: under the initiative of department of Education, Political Science and Anthropology.

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

- Adaptation of villages for Holistic Development through NSS & community cell.
- Free Sports training of Badminton, Football etc.
- Free Yoga training

**Provide the details in annexure (annexure need to be numbered as i, ii, iii)*

7.4 Contribution to environmental awareness / protection

- Cleanliness drive at college campus.
- Scientific naming of plants in college campus.
- Polyethylene free programme.

7.5 Whether environmental audit was conducted?

Yes

No

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

- Strength:
Increasing student enrolment ratio; upgrading trend of results/ betterment of results; qualified, enthusiastic and experienced faculty and staff are the strengths of the institution.
- Weakness:
Limited ICT facilities, Lack of own playground, lack of provincialized posts, lack of vocational programmes and proper linkage are the weaknesses of the institution.
- Opportunities:
Scope for provision of more vocational programmes, computer education to the students, etc.
- Threat:
Frequent appointment of teachers in government duties such as elections, GUNOTSAV etc are the threat aspects to the institution.

8. Plans of institution for next year

- To focus on more linkages and collaborations with local industry, institutions etc.
- To train students for competitive examinations.
- To train the students for employment by incubation centre.

Name

Signature of the Coordinator, IQAC

Name

Signature of the Chairperson, IQAC