



OFFICE OF THE PRINCIPAL

B. B. KISHAN COLLEGE, JALAH

(NAAC Accredited 'B' Grade)

P.O.-Jalahghat, Dist.- Baksa, BTAD (Assam), PIN – 781327

www.bbkishancollege.in :: email – bbkc123@yahoo.co.in

Ref: BBKC/AQAR/3687/2018

DATE: 23.05.2018

To
The Hon'ble Director, NAAC
Nagarbhavi, Bangalore-560007
Karnataka, India

Track ID: ... ASCOGN12122....

Sub: Submission of AQAR for the Session 2013-14.

Respected Sir,

I have the honour to submit herewith the AQAR for the Session 2013-14 of B. B. Kishan College, Jalah, P.O- Jalahghat, Dist. Baksa, BTAD, Assam for your kind information and needful action.

With sincere regards-

Yours faithfully;

(Dr. Keshab Basumatary)
Principal
B.B. Kishan College, Jalah

Annual Quality Assurance Report

(AQAR)



SESSION: 2013 -14

(July 1, 2013 to June 30, 2014)

B.B.KISHAN COLLEGE, JALAH
P.O- JALAHGHAT: DIST. BAKSA: BTAD: ASSAM-781327

<http://bbkishancollege.ac.in>

Part – A

I. Details of the Institution

1.1 Name of the Institution

B. B. KISHAN COLLEGE, JALAH

1.2 Address Line 1

P.O. - JALAHGHAT

Address Line 2

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City/Town

BAKSA

State

ASSAM

Pin Code

781327

Institution e-mail address

bbkc123@yahoo.co.in

Contact Nos.

9401259567

Name of the Head of the Institution:

SRI CHAKRADHAR DEKA

Tel. No. with STD Code:

03666-269007

Mobile:

9401259567

Name of the IQAC Co-ordinator:

DR. DEWAN NAZRUL QADIR

Mobile:

9435025377

IQAC e-mail address:

bbkc123@yahoo.co.in

1.3 NAAC Track ID (For ex. MHC0GN 18879)

ASCOGN12122

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/35/079 dated February 28,
2005

1.5 Website address:

www.bbkishancollege.ac.in

Web-link of the AQAR:

www.bbkishancollege.ac.in/AQAR2013-14

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	73.75	2005	2010
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

03.02.2002

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

2013-14

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

- i. AQAR _____ 2012-13 _____ (21/05/2018)
- ii. AQAR _____ 2013-14 _____ (23/05/2018)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

- **Computer Education** under Computer Society of India, Mumbai, (CCA, DCA, PGDCA).
- **Distance and Open Learning (IDOL)** under GU (both UG & PG).
- **BPP, BA, BCA, D.El.Ed** under K.K. Handique State Open University.
- **10+2 classes** under Assam Higher Secondary Education Council.

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	<input type="text" value="-"/>		
University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other (<i>Specify</i>)	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="04"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="-"/>
2.4 No. of Management representatives	<input type="text" value="-"/>
2.5 No. of Alumni	<input type="text" value="-"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="--"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8 No. of other External Experts	<input type="text" value="--"/>
2.9 Total No. of members	<input type="text" value="05"/>

2.10 No. of IQAC meetings held

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

2.14 Significant Activities and contributions made by IQAC

- Meetings were conducted with different stake holders.
- Students' Feedback on Teachers was obtained for the year.
- Academic audit was conducted and follow up action was taken.
- Faculty Members are encouraged for pursuing Research Activities.
- Prepared the Academic Calendar of the College.

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
Beginning Construction Work for Administrative Building	Construction work started of the Administrative Building.
Creation of Conducive Educational Environment	Remedial classes have been taken
Research Activity	Motivates and encourages teachers to pursue Ph. D. Degree 02nos. Of teachers have completed Ph.D and teachers have undertaken Ph. D programme
Feed Back from students as well as teachers	Implemented through corrective measures
Career Oriented Service	Extended to students through suggestions and guidance

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Approved with minor modifications and suggestions

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	-	-	-
UG	02	-	-	-
PG Diploma(PGDCA)	-	-	01	-
Advanced Diploma	-	-	-	-
Diploma(DCA& D.El Ed)	-	-	02	-
Certificate (CCA)	-	-	01	-
Others	-	-	-	-
Total	04	-	04	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Bachelor of Arts (B.A.)

With Major: Compulsory subjects: English, Modern Indian Language (Assamese)/Alternative English, Computer Skill/Communicative Skill, Multi-Disciplinary Course, Environmental Studies

Serial No	Major subject	General subjects (any one)
1.	Assamese	Bodo, Political Science, History, Mathematics, Economics, Education, Philosophy, Statistics, Environmental Studies
2.	Bodo	Bodo, Political Science, History, Mathematics, Economics, Education, Philosophy, Statistics, Sanskrit, Environmental Studies
3.	Economics	Bodo, Political Science, History, Mathematics, Education, Philosophy, Statistics, Environmental Studies
4.	Education	Bodo, Political Science, History, Mathematics, Economics, Philosophy, Statistics, Environmental Studies
5.	English	Bodo, Political Science, History, Mathematics, Economics, Education, Philosophy, Statistics, Sanskrit, Environmental Studies
6.	History	Bodo, Political Science, Mathematics, Economics, Education, Philosophy, Statistics, Sanskrit, Environmental Studies
7.	Philosophy	Bodo, Political Science, History, Mathematics, Economics, Education, Statistics, Environmental Studies
8.	Political Science	Bodo, History, Mathematics, Economics, Education, Philosophy, Statistics, Environmental Studies
9.	Sanskrit	Bodo, Political Science, History, Mathematics, Economics, Education, Philosophy, Statistics, Environmental Studies

(ii) Without Major:

Compulsory subjects: English, Modern Indian Language (Assamese)/Alternative English/Bodo, Environmental Studies

Serial No	Any two of the following General Subjects
1	Advance Assamese, Advance Bodo, Political Science, History, Mathematics, Economics, Education, Statistics,

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	-
Annual	02

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

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

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

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

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

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	29	09	13	-	07

2.2 No. of permanent faculty with Ph.D.

09

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
	--	---	--		--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	13	01
Presented papers	--	03	--
Resource Persons	--	--	--

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

- Occasional use of ICT in teaching learning process
- Establishes the session plan for every subject well before the commencement of each semester and these are made available to all students on the start of the academic year.
- Teacher's study materials [soft copy-power point/PDF presentation] are shared with students.
- Teaching faculty and students are encouraged to use latest technology such as LCD, internet, etc., in the teaching learning process.
- Faculty members are provided with LAPTOPS by the management to support ICT.
- Institution conducts remedial classes and diagnostic tests for slow learners to improve the level of learning.
- The institution encourages the students to take part in research projects and presentation of papers at various levels.

2.7 Total No. of actual teaching days during this academic year 184

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

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

2.10 Average percentage of attendance of students 76%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division					
		Distinction %	I %	II %	III %	Passed	Pass %
PG(KKHOU)	08	--	--	02	--	04	50%
BA(GU)	85	-	03	46	35	84	98.82%
BA(KKHOU)	77	-	-	-	-	68	88.31%
PGDCA	13	-	07	03		10	76.92%
DCA	12	-	05	02	01	08	66.66%
CCA	10	-	05	04	-	09	90%
BPP (KKHOU)	27	-	-	-	-	17	62.96%
D.EL.ED	132	-	-	-	-	121	91.66%
HS	134	-	04	60	30	94	70.14%
Total	498		24	117	66	415	83.33%

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

- Through Bench Marking
- Through Students Feedback.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	04	01	--	--
Technical Staff	01	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC encourages the faculty members to initiate Research works both for M.Phil/Ph. D Degree and writing of Research Papers.
- The IQAC advises the faculties to submit proposal for research.
- The IQAC monitors the project work (course related) of Semester students of different departments.
- In the College, there is a Research Committee and the IQAC always monitor the works of the Committee.

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	--	01	-	-
Outlay in Rs. Lakhs	--	1,30,000/-	--	--

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 organisations

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 <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

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

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

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	--
	Granted	--
International	Applied	--
	Granted	--
Commercialized	Applied	--
	Granted	--

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

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	--

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	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="10"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="--"/>
NCC	<input type="text" value="--"/>	NSS	<input type="text" value="02"/>
		Any other	<input type="text" value="--"/>

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

- Independence Day Celebrated
- Quiz Competition conducted by Extension Education Cell.

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		30 bigha/ 9.1 acre	--	Govt. Allotment	9.1 Acre
Class rooms		16	02	DHE, GOA	18
Digital Class Room		--	--	Govt Fund	--
Laboratories		01	--	Govt Fund	01
Seminar Halls		01	01	Govt.Fund	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Fire Equipments	--	10	-NERO-	10
	Library Shelves	25	02	NERO	27
	LCD Projector	--	--	--	--
	Almirah	20	05	NERO	25
	Bio Matric Machine	--	01	NERO	01
	Digital Generator	02	--	NERO	02
Value of the equipment purchased during the year (Rs. in Lakhs)		34,000/-	2,89,259/-	NERO	3,23,259/-
Others	Office Room	02	--	Govt.Fund	02
	Departmental Teachers' Room	10	--	Govt.Fund	10
	Girls' Hostel	01	--	Govt.Fund	01
	Boys' Hostel	01	--	Govt.Fund	01
	Hostel warden's Quarter	01	--	Govt.Fund	01
	Canteen	01	--	Govt.Fund	01
	Gymnasium	01	--	Indian Army	01

4.2 Computerization of administration and library

Under Process

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6484	3, 57,640/-	589	88,350/-	7030	4,,45,990/-
Reference Books	7499	3,94,790/-	531	79,650/-	8030	4,74,440/-
e-Books	--	--	--	--	--	--
Journals	562	16,860/-	42	1260/-	604	18,120/-
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	14	--	In the office	--	01	01	11	--
Added	01	--	--	--	--	--	--	--
Total	15	--	In the office	--	01	01	11	--

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

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4.6 Amount spent on maintenance in lakhs:

i) ICT	62,000/-
ii) Campus Infrastructure and facilities	1,48,000/-
iii) Equipments	1,10,000/-
iv) Others	84,000/-
Total:	4,04,000/-

Criterion – V

5. Student Support and Progression

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

- Proctorial System was developed to provide guidance and counselling to the students by dividing them into various Proctorial Groups.
- Information and Career Guidance Cell, Students' Welfare Fund, Students Union, Poor Aids Fund, Departmental Library
- National Service Scheme
- Scholarship and other financial Assistance /Awards/Incentives for the Students:
 - **Department of Assamese:** gives Cash Prize worth Rs. 500/- to 60 % and above percentage securer from the department.
 - **Department of Bodo:** provides financial support of 200/- to 70 % Securer and Rs.500/- to 80 % securer from the Department respectively.
 - **Department of Economics:** provides financial support of 500/- to the highest Securer from the Department and Rs.500/- to 80 % securer in HS Examination.
 - **Department of Education:** Dr. Runumi Bhagawati, the HOD offers a cash Award worth Rs. 1000/- to 60 % securer in the qualifying Examination.
 - **Department of History:** offers a cash Award worth Rs. 500/- to 60% securer in the qualifying Examination.
 - **Department of Political Science:** offers a cash Award worth Rs. 1000/- to Letter Mark securer in the qualifying Examination.
 - **Department of Philosophy:** offers a cash Award worth Rs. 1000/- to 60% securer in the qualifying Examination.
 - **Department of Sanskrit:** Prof. Mira Barman offers financial support of Rs.300/- to Letter Mark securer in HS Final Examination.

5.2 Efforts made by the institution for tracking the progression

The college keeps records of all progress of stakeholders. The career guidance cell counsels the students for their future prospects. The Grievance Redrassal Cell redresses the grievances, if arise among the students. The election Committee conducts the General Election of the Student Union of the College. The college authority arranges meeting of different stakeholders and takes feed-back from them.

5.3 (a) Total Number of students

UNIVERSITY	UG			PG	Others						
	I	II	III		PGDCA	DCA	CCA	BPP	D EL ED	HS	
										I	II
Gauhati University	448	198	102	--	--	--	--	--	--	--	--
GU (IDOL)	--	--	--	--	--	--	--	--	--	--	--
KKHSOU	29	71	--	17	--	--	--	41	189	--	--
CCI	--	--	--	--	13	12	10	--	--	--	--
AHSEC	--	--	--	--	--	--	--	--	--	112	134
Total	477	269	102	17	13	12	10	41	189	112	134
Grand Total									1378		

(b) No. of students outside the state

--

(c) No. of international students

--

Men	No	%	Women	No	%
	681	49.42%		697	50.58%

	Last Year(2012-13)						This Year(2013-14)					
	Gene ral	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
GU REG	73	176	217	89	--	555	55	21	360	312	--	748
GU IDOL							--	--	--	--	--	--
KKHSOU	15	18	99	86		218	67	29	112	139	--	347
CCI,	07	07	16	05		35	11	03	10	11	--	35
AHSEC	03	01	195	32	--	231	03	01	205	38	--	246
Total	98	202	527	212		1039	136	54	687	500	--	1376

Demand ratio 100:100 Dropout 27 %

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

--

No. of students beneficiaries

--

5.5 No. of students qualified in these examinations

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

5.6 Details of student counseling and career guidance

- Counselling of the students is made periodically by the counselling and career guidance cell of the college.
- Information regarding employment opportunities for students is provided

No. of students benefitted

16

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	--

5.8 Details of gender sensitization programmes

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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

	Scheme	Number of Students	Amount
Financial support from institution	Free Admission	08	21,440/-
Financial support from government	Post Matric Scholarship	ST-187	15,35,750/-
		OBC-42	1,87,860/-
		SC-00	--
Financial support from other sources	--	--	--
Number of students who received International/ National recognitions	--	--	--

5.11 Student organized / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____NO_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Mission and Vision

Initially started with a single missionary zeal of providing scope for higher education to the economically weaker section of eligible youths of Jalah tribal belt and block, this College has made periodic review of the institutional goals to slowly come to terms with the global need of higher education. The missions of the College and its visions for the future are reflected in the following aims and objectives such as:

- To cater for the need of higher education to the eligible youths of this unserved region especially the economically and educationally weaker sections of SC/ST and OBC communities.
- To cater accessibility of rural women to higher education.
- To work continuously to improve upon the quality of general education of this backward region through networking and promotion of intellectual exchange.
- To bring about new concepts and experiments to make teaching-learning experience more satisfying.
- To introduce Innovative changes in the Internal Examination as well as the student monitoring mechanism.
- To reaffirm the institution's responsiveness to community needs and reattest its commitment to social accountability.
- To orient the student community to serve the society by undertaking extension and awareness programmes; and to make such extension activities part of our greater educational experience to help, serve, reflect and learn.
- To make special efforts towards student counselling by imparting training in games and sports, music and fine arts, computer and other career oriented programmes.
- To take a pro-active role in promulgating the spirit of democracy and harmony, peace and progress, mutual help and trust among-various multi-ethnic, multi-lingual communities of this region.
- To build up this institution into an advance centre for learning and research.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

The Course curriculum is developed by the University of Gauhati to which the college is affiliated.

6.3.2 Teaching and Learning

Use of multimedia in class rooms Group discussions, seminars, lecture sessions, workshops and debates, Special classes for slow learners Vocational Training through Functional English.

6.3.3 Examination and Evaluation

- End Semester Examinations are organised by the University
- Internal Assessments of Academic Performances are duly conducted by the College.
- Teachers take active part in examination and evaluation work functioning as examiners, scrutinizers, head examiners and supervisor of examinations conducted by the SEBA, AHSEC and Gauhati University

6.3.4 Research and Development

There is a separate Research Committee in the College which monitors the research related matters of the faculty members.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college makes the best use of ICT facilities available in the college. The library room in a spacious building has all the facilities to cater to the needs of the increasing number of students in the college. The reading room attached with the main building of the library has computers and e-books to meet the academic needs of the students. Xerox copiers in the library come in handy for copying study material from rare reference books.

6.3.6 Human Resource Management

Generally teachers are entrusted with the job of teaching one whole paper especially for major subjects. Teachers take active part in extra and co-curricular activities of the college.

6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment are carried out in line with the rules and regulations of the University of Gauhati as well as with the statutory orders of the Government of Assam in addition to the guidelines of the University Grants Commission.

6.3.8 Industry Interaction / Collaboration

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6.3.9 Admission of Students

An admission committee comprising the staff of the college is formed to take care of admission of students. Selection is done purely on the basis of merit. Individual departments conduct special test to selection of major students. As the college is located in a rural and backward area, poor students, women students and students belonging to SC/ST/OBC/MOBC/ Minority students are given preference. A Prospectus is prepared for detailed information of the College as well.

6.4 Welfare schemes for

Teaching	PF, Gratuity, Medical Insurance as per UGC & State Govt. Norms.
Non teaching	Medical Insurance, Loan facility
Students	Students' Welfare Fund, Merit Scholarship, Post Matric Scholarship etc, Students Union Body, Drinking Water, Educational Tour, NSS etc.

6.5 Total corpus fund generated

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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	--	--	Yes	IQAC
Administrative	--	--	Yes	GOVERNING BODY

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?

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

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6.11 Activities and support from the Alumni Association

The Alumni Association meets once in a year. They think for over all development of the College. They help in the new admission process in the College by making positive awareness among the people of the vicinity.

6.12 Activities and support from the Parent – Teacher Association

--

6.13 Development programmes for support staff

The Teaching Staff of the College are deputed to different UGC sponsored programmes like Orientation Courses, Refresher Courses, Winter Courses, Summer Schools, various short term courses, etc. The college provides facilities for various research projects. Teachers are encouraged to organize seminars, workshops, conferences, etc. Office staffs are also deputed to different training programmes for their development in official skills.

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

- Environmental Awareness Programme was held to make the campus eco friendly.
- Cleanliness Drive was organised by the Students' Union of the college.
- Environmental awareness progress is a regular feature in the academic activities of the college.
- Our college is situated in a pollution-free area with greenery.
- Garbage is dumped in dustbins in the campus.
- The approach roads are full of trees and shrubs on either side.
- A park like garden in front of the administrative block is an additional attraction.
- Tobacco Free Zone

Criterion – VII

7. Innovations and Best Practices

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

The Gymnasium cum Health Club and the Indoor Stadium, the two important elements of Health sectors has been initiated in the College, which will create positive impact in functioning the College.

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

At the very beginning of the session an academic calendar is provided by the affiliated university that includes exam dates, dates of college week, freshmen social, dates of holidays, dates of admissions and forms fill up, etc. is brought to the notice of the teachers and students. The class routines are also served.

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

- GYMNASIUM CUM HEALTH CLUB

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

7.4 Contribution to environmental awareness / protection

- Environmental awareness programmes are a regular feature in the academic life of the college.
- World Environmental Day (5 June) was celebrated during the session. Lectures on environmental awareness and planting of saplings marked the occasion.
- Decision was taken to make the campus free from the use of tobacco and plastic products.
- Cleanliness drive was initiated to keep the campus spick and span.
- The wing for Social Service of the Students Union of the College conducts programmes of campus cleanliness once/twice in a year.

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

Strength:

- Good congenial green environment and eco friendly campus.
- Highly Qualified faculty Members.
- Good relation between faculty and students.
- Ragging free campus.
- Well equipped library.
- Uninterrupted power supply through noise free eco-friendly generator.
- Canteen facility within the college campus.

Weakness:

- Rural Background
- Deplorable road and communication
- Majority parents of the students are of less educational background.
- Poor economic condition of the students.
- Slow internet connectivity in the college campus.
- Less participation of students in corporate activities due to Poor language communication skill.
- Lack of well furnished hostel facilities.
- Fewer provisions for improvements of skill of the students.

Opportunities:

- Better infrastructure ICT and other facilities.
- Minor and Major research project can be done to solve the problems of the locality.
- Opportunity to upgrade the UG class to PG class.

Threats:

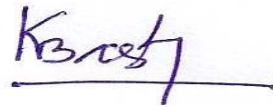
- Economic condition of majority of the students is poor.
- Frequent local bandhs are called by the different organisations.
- High dropout rate in the college.

8. Plans of institution for next year

- Construction of cycle stand for students
- Completion of Construction of Girls' Hostel Building.
- Construction of car parking for staff
- Construction and completion of Administrative Building of the college.



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ANNEXURE-1

ACADEMIC CALENDAR-2013-14

Sl. No	Dates	Events& Activities
1.	01 August,2013	Commencement of H.S and B.A Odd Semester Classes
2.	14 August,2013	Freshmen Social
3.	15 August,2013	Celebration of Independence Day
4.	16 August,2013	College Foundation Day Celebration
5.	16 - 19 September,2013	First Sessional Examinations of Odd Semester
6.	28-29 September,2013	Election of College Students Union
7.	02, October, 2013	Celebration of Gandhi Jayanti
8.	12-14 October, 2013	Educational Excursion to Tezpur, Kaziranga, Sivsagar and Dibrugarh.
9.	28 October, 2013	Students Counselling and mid Semester feedback assignments
10.	05 November, 2013	Quiz Competition conducted by Extension Education Cell
11.	06-08 November, 2013	Second Sessional Examinations of Odd Semester
12.	22 Nov to 30 December, 2013	End Semester Examination of B.A 1 st , 3 rd & 5 th Sem
13.	28 December, 2013	IQAC Meeting for Academic Audit
14.	1-16 January, 2014	Winter Vacation
15.	20 January, 2014	Commencement of Even Semester Classes
16.	28-31 January, 2014	College Week and Cultural Fest
17.	4 February, 2014	Celebration of Saraswati Puja
18.	21-24 April, 2014	First Sessional Examinations of Even Semester
19.	02 May, 2014	Students Counselling and mid Semester feedback assignments
20.	04 May, 2014	Completion of Even Semester Classes
21.	20 May to 14 June'14	End Semester Examinations of 4 th & 6 th Semesters
22.	17-28 June, 2014	End Semester Examination of 2 nd Semester.
23.	01-31 July, 2014	Summer vacation

ANNEXURE-II

Best Practice - 1

1. Title of the Practice

GYMNASIUM CUM HEALTH CLUB

2. Goal

This practice has been taken to provide an atmosphere for physical exercise to the students of the College

3. The Context

Present day world has become much complex for the future generation, especially in the health sector. Various types of physical problems are gradually increasing in the Country and medicine always is not encouraging for all types of problems. Alternative way of treatment has been being popular in the whole Universe. Especially, Physical Exercise, Yoga etc have become popular amongst the new generation. But rural area like Jalahghat has very limited opportunity in this field. Realigning the need of this field, the College took the initiative to establish a 'Gymnasium and Health Club' within the College campus. In this regard the College received humble assistance from the Army Department, who supplied various types of equipments and instruments which are helpful for gymnastic purpose.

4. Practice

The students of the College in general participate in the Gymnasium Centre while they do not have routine classes. Beyond this every evening the Centre remains open for the Hostel borders and local youths.

5. Evidence of Success

The Health Club received huge support from the students of the College as well as the youths of the locality and keeping their health sound and healthy.

6. Problems Encountered and Resources:

This practice is quite successful. However, there are issues which are to be immediately addressed. Though there are spontaneous response from the health conscious students and youths of the College as well as the locality, the Centre has very minimum number of instruments to meet the need of the trainees which need to be increased. Even the Gymnasium room is also very small, which need to be expanded.

ANNEXURE –III

B.B.KISHAN COLLEGE, JALAH

Analysis of feedback of Students– 2013-14

Feedbacks from various stakeholders have been periodically received by the Departments and these are analyzed for improvement in quality of teachers and infrastructure in the college. Following is the brief outcome of the feedback from students, alumni, and parents:

- There is a demand by some students for extra classes for weaker section of the students. The College administration has already initiated procedural formalities in this regard.
- There was another demand by the college students union to change the College Uniform. Accordingly the college uniform is changed from the current session.