



**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](http://www.bbkishancollege.in) :: email – [bbkc123@yahoo.co.in](mailto:bbkc123@yahoo.co.in)

Ref: BBKC/AQAR/3688/2018

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-2014-15**

**Respected Sir,**

I have the honour to submit herewith the AQAR for the Session 2014-15 of B.B.Kishan College, Jalah, P.O- Jalahghat, Dist. Baksa, BTAD, Assam, Pin-781327 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: 2014 -15

**(July 1, 2014 to June 30, 2015)**

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

<http://bbkishancollege.ac.in>

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

## Part – A

### 1. 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

City/Town

BAKSA

State

ASSAM

Pin Code

781327

Institution e-mail address

bbkc123@yahoo.co.in

Contact Nos.

9435320757

Name of the Head of the Institution:

SRI CHAKRADHAR DEKA

Tel. No. with STD Code:

03666-269007

Mobile:

9435320757

Name of the IQAC Co-ordinator:

SRI GANESH BAISHYA

Mobile:

8822376141

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 28/02/2005

1.5 Website address:

<http://bbkishancollege.ac.in>

Web-link of the AQAR:

<http://bbkishancollege.ac.in/AQAR/2014-15>

1.6 Accreditation Details

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

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

**03.02.2002**

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

**2014-15**

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)
- iii. AQAR \_\_\_\_\_ 2014-15 \_\_\_\_\_ (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)

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

--

DST-FIST

--

UGC-Innovative PG programmes

--

Any other (*Specify*)

--

UGC-COP Programmes

--

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

--

2.4 No. of Management representatives

-

2.5 No. of Alumni

--

2.6 No. of any other stakeholder and  
community representatives

--

2.7 No. of Employers/ Industrialists

--

2.8 No. of other External Experts

--

2.9 Total No. of members

**08**

2.10 No. of IQAC meetings held

**03**

2.11 No. of meetings with various stakeholders:

No.

02

Faculty

01

Non-Teaching Staff

0

Students  
Alumni

01

Others

-

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

3,00,000/-

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

- IQAC motivates the teachers to participate faculty development programmes
- IQAC encourages the faculty members to undertake M.Phil, Ph.D
- IQAC recommends student centric core procedures.
- Conducted an Annual Lecture in the Department of History.
- Organised meetings with different stakeholders.
- Organised Remedial Programmes with the Students.
- Organised Independence and Foundation Days on 15<sup>th</sup> and 16<sup>th</sup> August 2014.
- International Yoga Day was celebrated.

## 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
1. To Construct a Big Hall for maximum number of students with the internal resources of the College.	1. One 30 x 100 feet big Hall has been constructed for the use of the students.

\* 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

Passed after thorough discussion



## 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	01	-	-	-
UG	02	-	-	-
PG Diploma	-	-	01	-
Advanced Diploma	-	-	-	-
Diploma	-	-	01	-
Certificate	-	-	01	-
Others HS	01	-	-	-
D EL ED	-	-	01	-
<b>Total</b>	04	-	04	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

##### 1.2 (i) Flexibility of the Curriculum: CBCS/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	13	12	--	04

2.2 No. of permanent faculty with Ph.D.

08

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
02	--	--	--	--	--	03	--	05	--

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 Seminars/	01	11	17
Presented papers	01	16	--
Resource Persons	--	--	--

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

- Micro teaching in practice
- Use of ICT in teaching learning process
- Papered teaching plan for every subject well before the commencement of each semester.
- 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.

2.7 Total No. of actual teaching days during this academic year	<b>180</b>			
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 Question pattern follows in internal Examination.			
2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	<table border="1"> <tr> <td style="text-align: center;">--</td> <td style="text-align: center;">--</td> <td style="text-align: center;">--</td> </tr> </table>	--	--	--
--	--	--		
2.10 Average percentage of attendance of students	<b>78 %</b>			

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(IDOL,GU)	83	--	02	22	41	65	78.31%
BA(GU)	205	3	23	45	73	144	70.24%
BA(KKHOU)	55	--	--	--	33	33	60%
PGDCA	14		07	05	01	12	85.71%
DCA	19		10	04	02	16	84.21%
CCA	13		07	04	01	12	92.80%
BPP (KKHOU)	19	--	--	--	--	13	68.42%
D.EL.ED	173	--	--	--	--	131	75.72%
HS	104	--	12	39	33	84	80.76%
<b>TOTAL</b>	<b>685</b>	<b>03</b>	<b>61</b>	<b>119</b>	<b>184</b>	<b>510</b>	
		.43%	8.90%	17.37%	26.86%	74.45%	

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

- by means of the analysis of student feedback
- by means of the report of parent-teacher meeting.
- by means of the analysis of performance of students in examinations.

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 with the support of Management encourages teachers to take initiative in research activities with minimum funding from the institution.
- The IQAC advices the faculties to submit proposal for research.
- The IQAC monitors the project work (course related) of Semester students of different departments.
- It monitors the activities of the Internal College Research 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	--	--	--	--
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 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	<input type="text" value="05"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

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="-"/>	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="01"/>
		Any other	<input type="text" value="02"/>

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

- **PARLIAMENTARY ELECTION DUTY** : The whole Teaching Staff of the College were engaged by the Election Commission for the said Election in the Month Of April, 2014.

## 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		18		DHE, GOA	
Laboratories		02		Govt Fund	
Seminar Halls		01		Govt Fund	
No. of important Equipments purchased ( $\geq$ 1-0 lakh) during the current year.	Fire Equipments	10	--		10
	Library Shelves	17	--		17
	Almirah	15	--		25
	LCD Projector	01	--		01
	Bio Matric Machine	01	--		01
	Digital Generator	02	--	NERO	02
Value of the equipment purchased during the year (Rs. in Lakhs)					
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

- The computers and its accessories are regularly maintained by the college.
- The library provides open access to staff and students.
- At the beginning of every semester, the Librarian addresses the students, explaining the methods of using the library resources.
- Journals and magazines are kept in open racks.
- The librarian and two library assistants ensure the use and security of resources in the Library.
- CC TV has been established in the library for security purpose.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7223	4,68,490/-	893	1,78,600/-	8116	6,47,090/-
Reference Books	8130	4,89,440/-	387	77,400/-	8517	5,66,840/-
e-Books	--	--	--	--	--	--
Journals	604	18120	10	300/-	614	18,420/-
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	09	--	01	--	06	02	--	--
Added	--	--	--	--	--	--	--	--
Total	09	--	01	--	06	02	--	--

#### 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	56,000/-
ii) Campus Infrastructure and facilities	1,72,000/-
iii) Equipments	59,500/-
iv) Others	1,32,000/-
<b>Total :</b>	4,19,500/-

## Criterion – V

### 5. Student Support and Progression

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

IQAC Inform the rules and regulations of the college and library, the various committees, NSS, NCC, the alumni, IQAC, Students Union, Internal assessment, evaluation system etc. to the students by holding General Meeting.

#### 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		PGDC A	DCA	CCA	BP P	D EL ED	HS	
										I	II
<b>Gauhati University</b>	<b>235</b>	<b>361</b>	<b>177</b>	--	--	--	--	--	--	--	--
<b>DU (IDOL)</b>	--	--		<b>83</b>	--	--	--	--	--	--	--
<b>KKHSOU</b>	<b>10</b>	<b>22</b>	<b>60</b>	<b>17</b>				<b>41</b>	<b>200</b>	--	--
<b>CCI, MUMBAI</b>	--	--	--	--	<b>18</b>	<b>15</b>	<b>12</b>			---	--
<b>AHSEC</b>	--	--	--	--	--	--	--			<b>48</b>	<b>104</b>
<b>Total</b>	<b>245</b>	<b>383</b>	<b>237</b>	<b>100</b>	<b>83</b>	<b>15</b>	<b>12</b>	<b>41</b>	<b>20</b>	<b>48</b>	<b>104</b>
<b>Grand Total</b>									<b>1403</b>		

(b) No. of students outside the state

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(c) No. of international students

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	No	%
Men	698	49.75

Women

	No	%
Women	705	50.25

	Last Year(2013-14)						This Year(2014-15)					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
<b>GU REG</b>	55	21	360	312	--	748	32	08	475	258	--	773
<b>GU IDOL</b>	--	--	--	--	--	--	11	06	41	25	--	83
<b>KKHSO U</b>	67	29	112	139	--	347	61	35	137	117	--	350
<b>CCI</b>	11	03	10	11	--	35	07	07	12	19	--	45
<b>AHSEC</b>	03	01	205	38	--	246	03	01	205	38	--	247
<b>Total</b>	<b>136</b>	<b>54</b>	<b>687</b>	<b>500</b>	<b>--</b>	<b>1376</b>	<b>134</b>	<b>107</b>	<b>705</b>	<b>457</b>	<b>--</b>	<b>1403</b>

Demand ratio 100:100      Dropout 23 %

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

- 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 regularly.

No. of students beneficiaries

15

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- 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 regularly.
- Career Guidance Cell occasionally conducts programmes in the above regard.
- Occasional counselling sessions with students for selection of subjects are conducted. It is very gratifying to record that many students get employment after the completion of their studies on their own efforts.

No. of students benefitted

21

### 5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>
	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

	Number of students	Amount
Financial support from institution	12	26,700/-
Financial support from government	ST-69	4,07,880/-
	OBC-30	1,55,700/-
	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

There is limited scope of curriculum development and modification for an affiliated college, which is under the jurisdiction of the affiliating university. The college takes feedback regularly from students and IQAC analyses their assessment and convey the matter to the university authority for necessary improvements.

### 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

- Mid term Examination is conducted by the college for internal assessment and external or term end examination is conducted by the GU authority.
- There is an academic committee in the college to monitor the academic progress of the students.
- Teachers take active part in examination and evaluation work functioning as examiners, scrutinizers, head examiners and supervisor of examinations conducted by the AHSEC and Gauhati University.

### 6.3.4 Research and Development

The central library of the College is well equipped with a good number of reference books, research oriented journals etc. with modern electronic devices conducive to research.

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

**Library:** Library Advisory Committee, Text Books, Reference books, journals, news papers, magazines, collection of QPs,

**ICT:** Biometric attendance system, LCD projector, Computer Centre, WI-Fi facility, College Website.

**Physical Infrastructure:** Hostel (boys and girls), computer Class Room, Conference Hall, LCD projector, Class room with SMART board, Canteen, Students' common room (Boys' and Girls'), Playground, Central Library with reading room, Computer Centre, Office of the Students' Union.

Parking zone with sheds, Vermicompost unit, Medicinal Plantation.

**Instrumentation:** Biometric attendance system, Non-polluting Digital Generator system.

### 6.3.6 Human Resource Management

Mainly the Teachers are engaged in teaching responsibilities, but beyond this most of the teachers are engaged for co curricular or extension activities enlisting them in various Units and Cells as per their expertness.

### 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

--

### 6.3.9 Admission of Students

- A Prospectus is prepared for detailed information of the College as well.
- 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 tests to select 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.

### 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, Drinking water, Toilets, Sports facilities, Health Check-up Camps, Study tours and Excursion, NSS, Scout and Guide, Students' Union Body, etc.

### 6.5 Total corpus fund generated

Nil

### 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	GB

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?

--

6.11 Activities and support from the Alumni Association

The Alumni Association meets once in a year and deliberates on the overall development of the College.

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 is regularly conducted to make the campus eco friendly.
- Cleanliness Drive is organised by the Students' Union of the college.
- The college is situated in a pollution-free area with greenery and serene ambience.
- Garbage is dumped in dustbins in the campus.
- The approach roads are full of trees and shrubs on either side.
- 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.

- Remedial classes were conducted to help the slow learners to improve their academic performance.
- Academic Audit is being conducted.

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 prepared by the college that includes exam dates, dates of college week, freshmen social, dates of holidays, dates of admissions etc. and it is brought to the notice of the teachers and students.

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

- **INTRODUCTION OF POST GRADUATE COURSE IN IDOL**

*\*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 conducted programmes of campus cleanliness.

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.

#### 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.
- To introduce job oriented self financing courses

#### Threats:

- Poor economic condition of the students.
- Frequent local bandhs called by different organisations.
- High dropout rate.

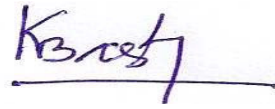


## 8. Plans of institution for next year

- To conduct Internal Annual Administrative and Academic Audit.
- To organize programmes on personality Development for teaching, non-teaching staff and students.
- Publication of college Magazine.
- Adoption of villages as per the directives of Government of Assam.
- Complete the computerization of administrative and examination branch.
- Formation of Academic Monitoring Cell for upgrading the Teaching-Learning and Evaluation



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Chairperson, IQAC  
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## ANNEXURE-1

### ACADEMIC CALENDAR: 2014-15

Sl. No	Dates	Events& Activities
1.	01 August,2014	Commencement of H.S and B.A Odd Semester Classes
2.	09 August,2014	Freshmen Social
3.	15 August,2014	Celebration of Independence Day
4.	16 August,2014	College Foundation Day Celebration
5.	22 -25 September, 2014	Sessional Examinations of Odd Semester
6.	28 September, 2014	Annual Lecture organized by IQAC.
7.	29-30 September,2014	Election of College Students Union
8.	02, October, 2014	Celebration of Gandhi Jayanti
9.	29 October, 2014	Students Counselling and mid Semester feedback assignments
10.	03 November, 2014	IQAC Meeting with Parents and Guardians.
11.	05 November, 2014	Quiz Competition conducted by Extension Education Cell
12.	20 Nov to 30 December, 14	End Semester Examination of B.A 1st, 3 <sup>rd</sup> & 5 <sup>th</sup> Sem
13.	31 December 2014	IQAC Meeting for Academic Audit
14.	1-16 January, 2015	Winter Vacation
15.	19 January, 2015	Commencement of Even Semester Classes
16.	24 January, 2015	Celebration of Saraswati Puja
17.	28-31 January, 2015	College Week and Cultural Fest
18.	14 March, 2015	Students Placement Awareness Programme by IQAC
19.	20-23 April, 2015	Sessional Examinations of Even Semester
20.	27 April, 2015	Students Counselling and mid Semester feedback assignments
21.	02 May to 14 June'15	Completion of Even Semester Classes
22.	2 June 2015	IQAC Meeting for preparation of Academic calendar of the College.
23.	7-28 June, 2015	End Semester Examinations of 2 <sup>nd</sup> , 4 <sup>th</sup> & 6 <sup>th</sup> Semesters
24.	01-31 July, 2015	Summer vacation
25.		

## ANNEXURE-II

# Best Practice 1

### 1. Title of the Practice

#### INTRODUCTION OF POST GRADUATE COURSE IN IDOL

### 2. Goal

This practice aims at facilitating the rural poor and backward students for providing higher studies.

### 3. The Context

Jalahghat is located in a very remote rural place. The economic conditions of the people are very venerable. Most of these students fail to continue their higher studies and majority of the girl students get married at an early age and can not fulfill their ambition for higher studies. Under such circumstances, the Introduction of Post Graduation Course under IDOL, Gauhati University has provided new opportunities to the young learners.

### 4. Practice

After getting proper approval from the Institute of Distant and Open Learning (IDOL), Gauhati University, admissions were offered to the students in the following subjects- Assamese, English, Economics, Education, History, Mathematics, Political Science and M.Com. Counselling Classes for these students were also conducted as per the norms of the Institute.

### 5. Evidence of Success

The success rate of the practice is very encouraging. A total number of 83 students were admitted in the Centre.

### 6. Problems Encountered and Resources:

This practice is quite successful. However, there are issues that are to be immediately addressed as to the shortfall of the faculties in the Departments.

## **Annaxure- III**

### **FEEDBACK ANALYSIS**

The IQAC deeply analyzed the feedback received from stake holder and found the following reports.

#### **Parents**

- a. To increase the number of students in the classroom parents should give more importance.
- b. Number of classes can be increased to increase academic atmosphere.
- c. Though sports facilities are sufficient but students' participation is not satisfactory.
- d. Water, electricity and other infrastructures for students are not sufficient which should be increased.
- e. College should initiate some procedure for providing placement of the students after completion of their study.

#### **Students**

- a. Very good feedback from the students regarding teachers and course content.
- b. Want more educational tours.
- c. Number of text books as well as reference books in the library to be increased.
- d. Reading space for students in the library to be expanded.