



OFFICE OF THE PRINCIPAL

B. B. KISHAN COLLEGE, JALAH

(NAAC Accredited 'B' Grade)

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

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

Ref: BBKC/AQAR/3690/2018

DATE: 24.05.2018

To

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

Track ID: ASCOGN12122

Sub: Submission of AQAR (2016-17)

Respected Sir,

I have the honour to submit herewith the AQAR for the Session 2016-17 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: 2016-17

(July 1, 2016 to June 30, 2017)

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

<http://bbkcishancollege.ac.in>

The Annual Quality Assurance Report (AQAR) of the IQAC

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

City/Town

BAKSA

State

ASSAM

Pin Code

781327

Institution e-mail address

bbkc123@yahoo.co.in

Contact Nos.

09401259567

Name of the Head of the Institution:

CHAKRADHAR DEKA

Tel. No. with STD Code:

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Mobile:

9401259567

Name of the IQAC Co-ordinator:

MR. SURESH CH. KALITA

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 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:

Web-link of the AQAR:

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

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*)

- i. AQAR _____ 2012-13 _____ (21/05/2018)
- ii. AQAR _____ 2013-14 _____ (23/05/2018)
- iii. AQAR _____ 2014-15 _____ (23/05/2018)
- iv. AQAR _____ 2015-16 _____ (24/05/2018)
- v. AQAR _____ 2016-17 _____ (24/05/2018)

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	<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="08"/>
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="09"/>
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

- Organises meetings with different stakeholders.
- Organises Remedial Programmes with the Students.
- Celebrates Independence Day and Foundation Day on 15th and 16th August 2016.

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
<ol style="list-style-type: none"> 1. To start Construction of the Building for the Study Centres of Open and Distant Learning. 2. To apply for the Centre of Assam State Open School. 3. To start a Vocational Training Centre of Knitting and Tailoring for the College Girls' and the neighbouring women. 4. To cater the needs of slow learners through remedial course 	<ol style="list-style-type: none"> 1. Construction of the Building for the Study Centres of Open and Distant Learning is carried out. 2. Application has been submitted to the concerned authority of ASOS. 3. Initiative has been taken by the Women's Cell of the College. 4. Remedial classes were conducted to help the slow learners to improve their academic performance

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body?

Yes

 Yes

No

 --

Management

 Yes

Syndicate

 --

Any other body

 --

Provide the details of the action taken

The AQAR was minutely discussed in its meeting and passed with minor modification.

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	01	--	--	--
UG	01	--	--	--
PG Diploma	--	--	01	--
Advanced Diploma	--	--	--	--
Diploma	--	--	01	--
Certificate	--	--	01	--
Others/	D.El.Ed	01	--	--
	HS	01	--	--
Total	04		03	
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	11	13	--	04

2.2 No. of permanent faculty with Ph.D.

10

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 Seminars/	--	--	03
Presented papers	--	05	--
Resource Persons	--	--	--

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

- Introduction of Teacher's Diary to note all the activities done by the faculties including teaching, seminar participation, extension activities, etc., and to be verified by the Head of the Departments daily and by the Principal monthly.
- Teaching plans submitted by the faculties are analysed and suggested necessary modifications if any at the beginning of the session.
- Teaching faculty and students are encouraged to use latest technology such as LCD, internet, etc., in the teaching learning process.
- Institution conducts remedial classes to improve the level of learning.
- All the Departments publish their Departmental Annual Magazine to promote the writing skill of the students.
- Every Department publish Wall magazines once/twice in a year.

2.7 Total No. of actual teaching days

180

during this academic year

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	79 %		

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)	53	--	--	--	--	25	47%
PG(KKHOU)	09	--	--	--	--	08	88%
BA(GU)	151	--	09	21	64	94	62.25%
BA(KKHOU)	82	--	--	--	--	72	87.80%
PGDCA	28	02	12	10	02	26	92.85%
DCA	16	01	09	03	01	14	87%
CCA	09	--	03	03	02	08	88%
BPP (KKHSOU)	14	--	--	--	--	06	42.85%
D.EL ED.	189	--	--	--	--	180	95.23%
HS	41	--	02	20	10	32	78%
TOTAL	592	03	35	57	79	465	78.54%

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

- IQAC prepares academic calendar for the year.
- Departments are advised to prepare teaching plan for the course of the academic session.
- Faculties are supplied with a Teacher's Diary to note all the activities done in the college and verified by the concerned HODs in daily basis and by Principal in monthly basis.
- The IQAC invite feedback from students as a measure of monitoring of the progress of teaching learning process.
- Monitor 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	05	--	01	--
Technical Staff	01	--	--	01

Criterion – III

3. Research, Consultancy and Extension

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

- 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 advises the faculties to submit proposal for research.
- The IQAC monitors the project work (course related) of Semester students of different departments

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	--	--	--	--	02
Sponsoring agencies	--	--	--	--	SELF

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	--
Commercialised	Applied	--
	Granted	--

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

Total	International	National	State	University	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 State level

National level International level

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

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

- Participation in the GONUTSAV PROGRAMME, the Govt. of Assam conducted Assessment and Accreditation Programme in the Primary and Secondary Schools of Assam in the name of Gonutsav, where almost all the Teaching Staff of the College participated and successfully conducted the programme.
- The Teachers of the College helped the Assembly Election being Presiding officers of different Election Polling Booth in the Month of April 2016.
- For Extension Activities the College has a separate Cell which organizes various types of activities to shoulder social responsibility.

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
Administrative Building		--	01	Assam Govt.	01
Class rooms		18	--		18
Laboratories		01	--		01
Seminar Halls		02	--		02
No. of important Equipments purchased (\geq 1-0 lakh) during the current year.	Fire Equipments	10	02		12
	Library Shelves	27	--		27
	Almirah	25	02		27
	LCD Projector	01	02		03
	Bio Matric Machine	01	--		01
	Digital Generator	02	--	NERO	02
Value of the equipment purchased during the year (Rs. in Lakhs)		--	1,25,000/-	--	--
Others	Office Room	02	01		03
	Departmental Teachers' Room	10	--		10
	Girls' Hostel	01	--		01
	Boys' Hostel	01	--		01
	Hostel warden's Quarter	01	--		01
	Canteen	01	--		01
	Gymnasium	01	--		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.
- 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	8636	7,51,090/-	835	1,92,050/-	9471	9,43,140/-
Reference Books	9121	6,87,640/-	215	98,900/-	9336	7,86,540/-
e-Books	--	--	--	--	--	--
Journals	624	18720	04	200/-	628	18,920/-
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	11	--	02	--	01	01	--	--
Added	01	--	--	--	--	01	--	--
Total	12	--	02	--	01	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	54,400/-
ii) Campus Infrastructure and facilities	1,96,700/-
iii) Equipments	46,400/-
iv) Others	30,500/-
Total :	3,23,000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Services for making awareness to students are made through Notice Board, SMS services, Letter correspondence, circulars.

5.2 Efforts made by the institution for tracking the progression

The college keeps records of all progress of students. 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	500	311	155	--	--	--	--	--	--	--	--
DU (IDOL)				118	--	--	--	--		--	--
KKHSOU	46	28	08	09	--	--	--	37	141	--	--
CCI, MUMBAI	--	--	--	--	10	14	18	--	--	--	--
AHSEC	--	--	--	--	--	--	--	--	--	48	41
Total	546	339	153	127	10	14	18	37	141	48	41
Grand Total									1484		

(b) No. of students outside the state

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(c) No. of international students

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Men	<table border="1" style="width: 100%; text-align: center;"> <tr> <th>No</th> <th>%</th> </tr> <tr> <td>704</td> <td>47.44</td> </tr> </table>	No	%	704	47.44	Women	<table border="1" style="width: 100%; text-align: center;"> <tr> <th>No</th> <th>%</th> </tr> <tr> <td>780</td> <td>52.66</td> </tr> </table>	No	%	780	52.66
No	%										
704	47.44										
No	%										
780	52.66										

	Last Year(2015-16)						This Year(2016-17)					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
GU REG	45	12	554	291	--	902	70	16	456	424	--	966
GU IDOL	27	25	31	12	--	95	25	30	56	07	--	118
KKHSOU	48	23	152	82	--	305	58	26	126	59	--	269
CCI	08	02	18	21	--	49	09	07	16	10	--	42
AHSEC	02	01	70	09	--	82	03	04	63	19	--	89
Total	130	63	825	415		1433	165	83	717	519	--	1484

Demand ratio 100:100 Dropout -28 %

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

Regular Counselling are provided through the Extension Education Cell of the College for appearing Competitive examinations.

No. of students beneficiaries

11

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

12

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

Though there are no gender related perceptible issues in or outside the campus, the Women Cell of the college regularly monitors the gender related issues to provide congenial and safe academic and normal atmosphere to the female students. More over the Women Cell regularly encourage the girl students for proper education, self-employment and women empowerment.

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	POOR FUND	12	34,560/-
Financial support from government	POST MATRIC SCHOLARS HIP	ST-748	40,08,812/-
		OBC-212	5,45,320/-
		SC-09	26,960/-
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

The administrative section is automated with College Administration Software which maintains all information on students' admission, fees payment, etc.

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 analyse their assessment to make necessary suggestions to convey to the affiliating University.

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 as per University instruction and term End Examinations are conducted by Gauhati University after every Semester.
- There is an academic committee 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, Xerox Machine, CC Camera surveillance.

Physical Infrastructure:

Hostel (boys and girls), Digital Class Room, Conference Hall, LCD projector, Class room with SMART board, Canteen, Students' common room (Boys' and Girls'), Playground, Computer Centre, Office of Students' Union,

Separate departmental libraries, parking zone with sheds, Vermicompost unit, Garden, 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.

The internal Cells & Committees are as follows:

- Internal Quality Assurance Cell
- Academic and Assessment Cell
- Planning and Development Committee
- Students' Welfare Cell
- Grievances Redrassal Cell
- Extension Education Cell.
- Library Advisory Committee
- Alumni Association
- Research Committee
- Editorial Board for Annual Magazine.
- Documentation Cell
- Students' Union Body.

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

- 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 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.
- Also free admission to poor students of the section below poverty line (BPL) has been given as per the state government policy.

6.4 Welfare schemes for

Teaching	PF, Gratuity, Medical Insurance as per UGC & State Govt. Norms.
Non teaching	PF, Gratuity, 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 declares 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

- Every year college organizes Alumni meet with students.
- Our successful alumni students keep regular contacts with college authorities in terms of helping for existing student's placement, Seminar and Workshops.
- Our alumni are invited at campus for guest lecture to fresher.

6.12 Activities and support from the Parent – Teacher Association

--

6.13 Development programmes for support staff

--

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.
- Fishing and farming are added activities that make the campus eco-friendly.
- 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.

Appointment of Permanent Principal: The College was running with principal in charge for a long period of 15 years. After much suffering a new permanent Principal has been appointed on 1.3.2017 named Dr. Keshab Basumatary. Henceforth we are optimistic enough that under his able and dynamic leadership, the institution will be functioning in a very positive way.

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 authority that includes exam dates, date of college week, freshmen social, and various co-curricular and extension programmes.

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

- Fashion Design Training Institution
- Book Fair

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

7.4 Contribution to environmental awareness / protection

- Plantation,
- Clean Campus drive,
- Water saving awareness
- Avoidance of plastic goods

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:

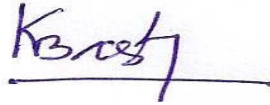
- Economic condition of some of the students is poor. Hence they have to give supplement to their family income, as a result it hold back their studies.
- Due to ethnic problems numbers of local bondhs occur.
- To introduce job oriented self financing courses.
- High dropout rate in the college.

8. Plans of institution for next year

- To apply for the Study Centre of Assam State Open School
- Strengthen the teaching-learning process through more use of technology.
- Conducting more number of workshops and guest lecturers for students.
- Carrying out more activities by the pre-formed committees.
- Lay greater emphasis upon imbining social, cultural, economic, human and environmental values.
- The remedial classes for the academically weak students, and enrichment programmes for the fast learners to be continued.
- To complete the construction of the Indoor Stadium.



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B. B. Kishan College, Jalah

ANNEXURE-I**ACADEMIC CALENDAR-2016-17**

Sl. No	Dates	Events& Activities
1.	01 August 2016	Commencement of H.S and B.A Odd Semester Classes
2.	15 August 2016	Celebration of Independence Day
3.	16 August 2016	College Foundation Day Celebration
4.	20 August 2016	Freshmen Social
5.	10-14 September 2016	Sessional Examinations of Odd Semester
6.	29 September 2016	Election of College Students Union
7.	02 October 2016	Celebration of Gandhi Jayanti
8.	06 October 2016	Students Counselling and mid Semester feedback assignments
9.	22 October 2016	Quiz Competition conducted by Extension Education Cell
10.	03 Nov to 23 Dec/16	End Semester Examination of B.A 1 st , 3 rd & 5 th Sem
11.	24 December 2016	IQAC Meeting for Academic Audit
12.	25 Dec'16 to 17 Jan'17	Winter Vacation
13.	18 January 2017	Commencement of Even Semester Classes
14.	25-29 January 2017	College Week and Cultural Fest
15.	1 February 2017	Celebration of Saraswati Puja
16.	4-8 April 2017	First Sessional Examinations of Even Semester
17.	30 April 2017	Students Counselling and mid Semester feedback assignments
18.	31 April 2017	Completion of Even Semester Classes
19.	5-18 May 2017	End Semester Examinations of 4 th & 6 th Semesters
20.	01-15 June 2017	End Semester Examination of 2 nd Semester.
21.	05 June 2017	World Environment Day Observed
22.	29 June 2017	Educational Tour to Bhutan
23.	1-31 July 2017	Summer vacation

Best Practice 1

1. Title of the Practice

BOOK FAIR ORGANISED

2. Goal

This practice aims at popularizing the purchase and reading habit of books among the students.

3. The Context

Of late, students very rarely purchase books and have little habit of study. The place of books has been replaced by smart phone, email, whatsapp, etc. Almost everyone student uses smart phones and browse knowledge in it. However, it is very obvious that the place of printed materials can never be changed by any other means. We, the teachers try to communicate this message among the students. At the same time another problem arises that if the students want to purchase books of their choices, they cannot get them in such a rural area like us. Therefore to meet this need, efforts were made to organize a mini Book Fair within the campus of the College, where several prominent Book Stalls of the state participated.

4. Practice

The practice was very much fruitful that almost all the students purchased books from the fair.

5. Evidence of Success

The success rate of the practice is very encouraging. A total number of 05 Publishers and Book Stalls like 'Annesha, Luit Furat Publication, Basanta Book Stall etc participated and all of them were benefited.

6. Problems Encountered and Resources:

This practice is quite successful. However, there are issues that are to be immediately addressed. Students express their view that such Book Fairs should be organized every year, which need to be turned into reality.

Best Practice- 2

1. Title of the Practice

FASHION DESIGN TRAINING CENTRE

2. Goal

This practice aims at creating new trends of Fashion Design among students and to give them practical training.

3. The Context

The prime focus of the College is to facilitate this practice among girls' students

4. Practice

Fashion designing starts at college in 2017 where there were only two sewing machines and only five girl students were benefited. This time there are four sewing machines and a total number of 20 students of the college could manage to get training through this practice.

5. Evidence of Success

The Practice proved successful as the whole evaluation process of all the related courses has minutely been discussed. Short falls were found out and measures have been taken for future positive change in the academic atmosphere of the College.

6. Problems Encountered and Resources:

This practice is quite successful. However, there are issues that are to be immediately addressed. The major cause for poor qualitative result is that most of the marginal students who have somehow pass the HSLC and HS examinations come to this college. The good students usually go to the urban area colleges. Financially sound parents also send their children to the Urban Colleges, only the poor family background, low mark securer, female students come to this College. If the quality if input students are not good how quality result in output students may be expected. Under such situation, we should work to transmit our efforts to change the stones into gold. We are optimistic to fulfill our dreams.

ANNEXURE- IV

STUDENTS FEEDBACK

The IQAC of the college takes the stock of feedback from students as well as parents the minutes are mentioned below:

Opinion of Parents:

- a. Encourage students to attend the classes regularly.
- b. Make provisions of adequate sports facilities.
- c. Provide sufficient pure drinking water, electricity and hygienic sanitation facility to all students within the campus.

Opinion of Students:

- a. Satisfactory response received from teachers and office staff.
- b. Courses are good and relevant.
- 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.