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

AllNAACaccreditedinstitutionswillsubmitanannualself-reviewedprogressreporttoNAAC,through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30,2013)*

# Part – A

### AQAR for the year

2016-2017

1. **Details of theInstitution**

JORHAT COLLEGE (AMALGAMATED)

* 1. Name of theInstitution
  2. Address Line1

MAHATMA GANDHI ROAD

Address Line 2

JORHAT

City/Town

JORHAT

State

ASSAM

Pin Code

785001

Institution e-mail address

[Principaljorhatcollege@gmail.com](mailto:Principaljorhatcollege@gmail.com)

Contact Nos.

0376-2301894

Name of the Head of the Institution:

Dr. Devabrata Sharma

Tel. No. with STD Code:

0376-2301894

Mobile:

919435351255

Name of the IQAC Co-ordinator:

Dr. SOUMITRA PUZARI

Mobile:

91-9435051795

IQAC e-mail address:

iqacjc@ gmail.com

* 1. **NAAC Track ID** *(For ex. MHCOGN18879)*

EC\_58\_RAR 068Dtd 10-3-2012

##### OR

* 1. **NAAC Executive Committee No. &Date:**

EC\_58\_RAR 068Dtd 10-3-2012

*(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. Website address:

[www.jorhatcollege.org](http://www.jorhatcollege.org)

http://localhost/jorhat/AQAR/AQAR-2016-17.docx

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

* 1. AccreditationDetails

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Cycle | Grade | CGPA | Year of  Accreditation | Validity  Period |
| 1 | 1stCycle | C++ |  | 2004 | 5YEARS |
| 2 | 2ndCycle | B | 2.69 | 2012 | 5YEARS |
| 3 | 3rdCycle |  |  |  |  |
| 4 | 4thCycle |  |  |  |  |

* 1. Date of Establishment ofIQAC: DD/MM/YYYY

28-10-2010

* 1. Detailsofthepreviousyear’sAQARsubmittedtoNAACafterthelatestAssessmentand AccreditationbyNAAC(*(forexampleAQAR2010-11submittedtoNAACon12-10-2011)*

#### AQAR 2012-13 submitted to NAAC on13/09/2013

1. AQAR 2013-14\_ submitted to NAAC on23-09-2014
2. AQAR---- 2014-15 submitted to NAAC on17/10/2015
3. AQAR----2015-16 submitted to NAAC on21/10/2016
   1. InstitutionalStatus

University State Central Deemed Private

AffiliatedCollege Yes No

Y

ConstituentCollege Yes No

N

Autonomous collegeofUGC Yes No

N

Regulatory AgencyapprovedInstitution Yes No

N

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

TypeofInstitution Co-education

Y

Men

Women

Urban

Y

FinancialStatus Grant-in-aid

Rural UGC 2(f)

Tribal

UGC 12B

Y

y

Grant-in-aid +SelfFinancing TotallySelf-financing

* 1. Type ofFaculty/Programme

Y

Arts

Science

Commerce

Law

PEI (Phys Edu)

TEI (Edu)

Engineering

Health Science

Management

Others (Specify)

NOT APPLICABLE

* 1. Name of the Affiliating University *(for theColleges)*

Dibrugarh University

* 1. SpecialstatusconferredbyCentral/StateGovernment--UGC/CSIR/DST/DBT/ICMRetc

Autonomy by State/Central Govt. / University

N

University with PotentialforExcellence UGC-CPE

N

N

DSTStarScheme UGC-CE

N

N

UGC-SpecialAssistanceProgramme DST-FIST

N

N

UGC-InnovativePGprogrammes Any other(*Specify*)

N

N

UGC-COP Programmes

N

1. **. IQAC Composition andActivities**

07

* 1. No. ofTeachers

01

* 1. No. of Administrative/Technicalstaff

01

* 1. No. ofstudents
  2. No. of Managementrepresentatives

01

* 1. No. ofAlumni

01

2. 6 No. of any other stakeholder and community representatives

01

01

* 1. No. of Employers/Industrialists
  2. No. of other ExternalExperts
  3. Total No. ofmembers

13

* 1. No. of IQAC meetingsheld

05

* 1. No.ofmeetingswithvariousstakeholders: No. Faculty

1

3

14

08

Non-Teaching StaffStudents

02

Alumni

Others

* 1. HasIQACreceivedanyfundingfromUGCduringtheyear? Yes No

N

If yes, mention the amount

* 1. Seminars and Conferences (only qualityrelated)
     1. No. of Seminars/Conferences/ Workshops/Symposia organized by theIQAC

5

Total Nos.

* + 1. Themes

1. HistoryofPrintMediaofColonialAssamanditsimpactoncontemporarysociety.
2. Radhakrishnan’s Thought and Its Relevance in PresentSociety.
3. Tea Industry and Society in Assam: Problems andProspect.
4. SocialEntrepreneurshipastheBestSolutiontotheProblemsofMass Poverty and ClimateChange.
5. PoliticsofSmallStatesinIndia;withSpecialReferencetotheNorthEast.

International

National

State

Institution Level

RevisedGuidelinesofIQACandsubmissionofAQAR Page5

* 1. Significant Activities and contributions made byIQAC

1. Accommodation/seatcapacityingirls’hostelassuggestedbyNAACinits2012visitis increased to 45 which is more thandouble.
2. Asocio-economic–educationalsurveyisconductedintheSycottaandCinnamorateaestateof Assam Tea Corporation and reports sent to properauthorities.
3. ScienceisintroducedinHSClasseswith10studentstakeninthefirstbatch.Itisthefirstmove to breakoutof the54yearhistoryofthesinglestreamcollege.
4. AnothercampusofthecollegeissetupatCinnamora,withpurchaseofanonebighaandgift ofanothertwobighaplots(total1acre).Thisnewcampusismeantforfuturesciencestream.
5. Infrastructure grant of Rs. One crore approved by AssamGovt,
6. .RUSA Grant for new infrastructure, and purchase of equipments utilized to the tune of Rs.

47,24,048/

1. A multi-disciplinary museum is setup.
2. As many as five national seminars areheld.
3. Historical research on the modern history of freedom movement initiated under the leadershipofthePrincipal,speciallyaboutPhuloguriDhewa,ananti-Britishupsurgeof1861, archived works in Guwahati, Delhi(NMML) and BritishLibrary.
4. OnedozenbooksofcollegefacultyreleasedatJorhatBookFair,2016;firstofitskindinthe history of thecollege
5. Five more collections of National Seminar paperspublished.
6. A quarterly Jorhat College News letter islaunched.
   1. Plan of Action byIQAC/Outcome

TheplanofactionchalkedoutbytheIQACinthebeginningoftheyeartowardsquality enhancementandtheoutcomeachievedbytheendoftheyear\*

|  |  |
| --- | --- |
| Plan of Action | Achievements |
| 1. To establish a language Laboratory as suggestedbyNAACinits2012report. 2. ToestablishanEducationalPsychological Laboratory as suggested by NAAC in its 2012report. 3. ToincreaseAccommodation/seatcapacity in girls’ hostel as suggested by NAAC in its 2012Report. 4. ToopenacentreforDistanceLearningat UGLevel. 5. To conduct a socio economic survey speciallyinneighbouringteagardensaspart of our socialresponsibility. 6. TointroducescienceatHigherSecondary level. | 1. Workinitiated.Preliminarysurvey like estimate, funding etc. done and some of the equipments are brought. 2. Initial workstarted. 3. Achievedthetarget.Seatcapacity raised to 35 from a meagre 18 in 2012 which is a 2 timeincrease. 4. Apart from the distance learning courseunderDibrugarhUniversity which is operative from 2011 onwards, formalities for opening another study centre under KK HandiqueStateOpenUniversityis completed. 5. Asocio-economic–educationalsurveyis conducted in the Sycotta and Cinnamora tea estate of Assam Tea Corporation and reports prepared on different aspects are sent to properauthorities. 6. Science is introduced at Higher Secondarylevelwith10studentstakenin the firstbatch. |

|  |  |
| --- | --- |
| 1. Tosetupanothercampusforthecollege purchasing another plot of land as the present campus is a smallone. 2. ToapplyforgovernmentofAssam InfrastructureGrant. 3. To utilize RUSA Grant for new construction,renovationandequipments purchase. 4. To establish amuseum. 5. All departments to apply for financial assistancetoorganisenationalseminars. 6. Toencouragehistoricalresearch,surveyby the collegefamily. 7. Topublishatleastadozenofbooksof collegefacultyonbehalfofthecollege PublicationForum. | 1. Anothercampusofthecollegeissetup at Cinnamora, with purchase of an one bigha and gift of another two bighas plots(total 1acre). 2. AppliedaccordinglyforInfrastructure grant of Rs. One Crore and it is sanctioned. 3. Constructionofabuilding(estimatedRs 1 Crore) has been started under RUSA Grant and many other renovation works done 4. Amulti-disciplinarymuseumissetup, and was inaugurated by Dr.RupamSaikiahonourable Director, CDC, Dibrugarh University. 5. All departments applied to UGC. Five national seminars were sanctioned. Seminarswereorganizedandproceeding volumes of all the seminars were published. 6. Historical research and survey are conductedonHistoryofModernAssam.   13 One dozen books of college faculty released at Jorhat Book Fair, 2016 |

|  |  |
| --- | --- |
| 1. Topublisharegular,quarterlynewsletter for and about the collegefamily. 2. To introduce department wise lecture programme where a man of eminence, relevanttotherespectivedepartmentwould be invited to deliverlecture. 3. Book reading and review programme to developinterestinreadingandalsotolearn how to evaluate a bookcritically. 4. Todevelopanatmosphereofcooperation   andcorrelationwithdifferentcollegesand universities | 1. A quarterly Jorhat College News letter islaunchedandalready3issueshavebeen released. 2. IQAC gave financial assistance to all departmentstoorganizesuchprogrammes. The plan was taken in to action and various scholars/ distinguished personalities were invited to deliver lectureincludingProf.DilipBaruah,retired Professor from University ofBurdwan. 3. The plan was executed. For example withinthesamemonthofreceivingNobel Prize, a review and reading programme was conducted on, Kazuo Ishiguro’snovel *The Remains of theDay*   17. Recently MoU was signed with theCentreforWestAsianStudies, School of International Studies, JNU. |
|  |  |

* 1. WhethertheAQARwasplacedinstatutorybody Yes No Management Syndicate Any other body Provide the details of the actiontaken

Like the previous years, the AQAR was prepared by the core team of IQAC and first it was placed in meeting of the IQAC for review and then in the staff meeting where all the employees of the college were present. The future course of action was discussed with the employees and rectified wherever necessary as per the suggestions given by them. The report was also placed in the meeting of College Governing Body for kind verification which was approved in the same meeting.

Y

Y

Y

# Part – B

## Criterion – I

1. **. CurricularAspects**
   1. Details about AcademicProgrammes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Level of the Programme | Number of existing Programmes | Number of programmesadded during theyear | Number of self-financing programmes | Number of value added / Career Oriented  programmes |
| PhD |  |  |  |  |
| PG |  |  |  |  |
| UG | 02 | nil | nil |  |
| PG Diploma |  |  |  |  |
| Advanced Diploma |  |  |  |  |
| Diploma |  |  |  |  |
| Certificate |  |  |  |  |
| Others |  |  |  |  |
| **Total** | 02 | 00 | 00 |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interdisciplinary |  |  |  |  |
| Innovative |  |  |  |  |

* 1. (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Openoptions

(ii) Pattern of programmes:

|  |  |
| --- | --- |
| Pattern | Number of programmes |
| Semester | 01 |
| Trimester |  |
| Annual | 01 |

* 1. Feedbackfromstakeholders\* Alumni

y

###### (On all aspects)

Parents

Employers

Students

Modeoffeedback : Online

y

y

y

Manual

Co-operating schools (for PEI)

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

y

* 1. Whetherthereisanyrevision/updateofregulationorsyllabi,ifyes,mentiontheirsalientaspects.

The syllabus for both regular and distance mode are provided by the University in which we have little to do. However two faculty members of the college are involved in the BoS(Board of Studies) of the university in which they have been providing suggestions, recommendations etc. in connection with syllabus upgradation from time to time.

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

NIL

## Criterion – II

1. **Teaching, Learning andEvaluation**
   1. Total No. of permanentfaculty

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total | Asst. Professors | Associate Professors | Professors | Others |
| 28 | 12 | 16 | NIL | 00 |

* 1. No. of permanent faculty withPh.D.

8

* 1. No. of Faculty Positions Recruited(R)andVacant(V) during theyear

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Asst.  Professors | | Associate  Professors | | Professors | | Others | | Total | |
| R | V | R | V | R | V | R | V | R | V |
| 3 | 4 | NIL | NIL | NIL | NIL | NIL | NIL |  |  |

* 1. No. of Guest and Visiting faculty and Temporaryfaculty

13

* 1. Faculty participation in conferences andsymposia:

|  |  |  |  |
| --- | --- | --- | --- |
| No. of Faculty | International level | National level | State level |
| Attended | 01 | 45 |  |
| Presented papers | 01 | 31 | 02 |
| Resource Persons |  | 03 |  |

* 1. Innovative processes adopted by the institution in Teaching andLearning:

The college, with a view to upgrade the process of teaching and learning adopts a variety of innovative processes. Some of them can be mentioned in the following way:

1. Preparation of course plan at the beginning of the academicsession
2. Supplyofnecessarybooksfromthedepartmentallibrariesofdifferentdepartments.
3. Faculty exchange among departments and among neighbouringcolleges
4. Notes and special materials provided for some difficulttopics.
5. Both random and scheduled testsconducted.
6. Triedtosolvetheproblemsmentionedbythestudentsinstudents’feedbackform
7. Special talks were organized
   1. TotalNo.ofactualteachingdays during this academicyear

215

* 1. Examination/ Evaluation Reforms initiatedby

theInstitution(forexample:OpenBookExamination,BarCoding, DoubleValuation,Photocopy,OnlineMultipleChoiceQuestions)

Finalexamsareconductedasperuniversitynorms.Incaseofdepartmentalandsessionaltest we adopt the followingmethods:

1. Sessional test conducted twice ayear
2. Answerscriptsareshowntostudentsandenoughtimeisgivenforclearinganydoubt.
3. Emphasisispaidonbothobjectiveanddescriptivetypesofquestions
4. Home assignments, group discussions, and seminars areconducted
5. Workshoponquestionpapersettingandexaminationprocesswasalsoheldinvolving educationist like Dr. Mukul Sarma, retired professor, Dibrugarh University, and Dr. ArinjitHazarikaandDr.AmitabhBaruah,deputycontrollerofexamination,Dibrugarh University
   1. No.offacultymembersinvolvedincurriculum restructuring/revision/syllabusdevelopment

|  |  |  |
| --- | --- | --- |
| 02 |  |  |

as member of Board of Study/Faculty/Curriculum Development workshop

* 1. Average percentage of attendance ofstudents

75

* 1. Course/Programme wise distributionofpasspercentage:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Title of the Programme | Total no. of students appeared | Division | | | | |
| Distinction % | I % | II % | III % | Pass % |
| SSDP | 208 | 1 | 36 | 64 | 87 | 90 |
| B.A.  Final(Distance Mode) | 98 |  |  |  | 13 | 13 |
|  |  |  |  |  |  |  |

* 1. **How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes** : At the beginning of the course, a meeting used to be held where the coordinator along with the principal makes the plan programme for the whole academic year clear and all the teachers are requested to prepare and submit a course plan for the semester within 7/10 days. In this meeting academic diaries and calenders are distributed. In the academic diaries the teachers have to record all details of their day to day activity both academic and non academic. In the same meeting a schedule for next seating with each department separatelyispreparedandaccordingtothatschedulemeetingsareheldwitheachdepartmentintheentire semester where areas like course progression, problems faced by the students and teachers, etc are discussed.Meetingforresultanalysisareheldseparatelywithalldepartmentsexactlyinthebeginningof the subsequent semester.While analyzing their results it is tried to fix responsibility of particularteacher

about the exact paper they teach. This practice is yielding result. In between analysis of students’ feedback is also done and teachers are applauded/ suggested for betterment on the basis of the students’ feedback.

* 1. Initiatives undertaken towards facultydevelopment

|  |  |
| --- | --- |
| *Faculty / Staff Development Programmes* | *Number of faculty benefitted* |
| Refresher courses | NIL |
| UGC – Faculty Improvement Programme | NIL |
| HRD programmes | 01 |
| Orientation programmes | 01 |
| Faculty exchange programme | 05 |
| Staff training conducted by the university | 2 |
| Staff training conducted by other institutions | 1 |
| Summer / Winter schools, Workshops, etc. | 7 |
| Others |  |

* 1. Details of Administrative and Technicalstaff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Category  Administrative Staff | Number of Permanent Employees  13 | Number of Vacant Positions | Number of permanent positions filled during the Year  NIL | Number of positions filled temporarily  3 |
| Technical Staff | NIL | NIL | NIL | NIL |

## Criterion – III

1. **Research, Consultancy andExtension**
   1. InitiativesoftheIQACinSensitizing/PromotingResearchClimateintheinstitution
2. TheResearchcellunderIQAChasorganizedworkshopforstudentsonresearch methodology.
3. Ph.D.lectureseriesareconductedtostimulateandtodevelopconsciousnessamong other facultymembers.
4. 5nationalseminarsareholdand5conferenceproceedingsarepublishedinbookform with ISBN so as to disseminate knowledge and to make others researchoriented.
5. Initiatives were taken in publishing departmental researchjournals
6. Tomakethestudentsresearchorientated,programmeslikeposterpresentationwas organised.
7. Toencouragestudentsinpublishing/writingresearchbasedarticles,collaborative books(student teacher collaboration) are alsopublished.
   1. Detailsregardingmajorprojects

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

* 1. Detailsregardingminorprojects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | 01 | NIL | NIL | NIL |
| Outlay in Rs. Lakhs | 2,10000/ |  |  |  |

* 1. Detailsonresearchpublications

|  |  |  |  |
| --- | --- | --- | --- |
|  | International | National | Others |
| Peer Review Journals |  | 07 | 1 |
| Non-Peer Review Journals |  | 06 | 1 |
| e-Journals |  |  |  |
| Conference proceedings |  | 17 |  |

* 1. DetailsonImpactfactorofpublications:

Range

Average

h-index

Nos. in SCOPUS

* 1. Researchfundssanctionedandreceivedfromvariousfundingagencies,industryandotherorganisations

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
| Major projects | NIL |  |  |  |
| Minor Projects | 2015-17 | UGC | 210000 | 210000 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interdisciplinary Projects | NIL |  |  |  |
| Industry sponsored | NIL |  |  |  |
| Projects sponsored by the  University/ College | NIL |  |  |  |
| Students research projects  *(other than compulsory by the University)* | 2016-17 | JORHAT  COLLEGE | 40000 | 40000 |
| Any other(Specify) |  |  |  |  |
| Total |  |  |  |  |

* 1. No. ofbookspublished i) WithISBNNo. Chapters in EditedBooks

20

12

ii) Without ISBN No.

4

* 1. No. of University Departments receiving fundsfrom

UGC-SAP

CAS

DST-FIST

DPE DBTScheme/funds

* 1. Forcolleges Autonomy INSPIRE

NIL

CPE CE

NIL

DBT Star Scheme Any Other (specify)

NIL

NIL

NIL

NIL

* 1. Revenue generated throughconsultancy

NIL

* 1. No. of conferences organizedbytheInstitution

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Level | International | National | State | University | College |
| Number |  | 05 |  |  |  |
| Sponsoring  agencies |  | UGC |  |  |  |

* 1. No.offacultyservedasexperts,chairpersonsorresourcepersons
  2. No.ofcollaborations International National

01

* 1. No. of linkages created during thisyear

NIL

* 1. Total budget for research for current year in lakhs:

150000

Any other

9

From Funding agency Total

150000

From Management of University/College

* 1. No. of patents received thisyear

|  |  |  |
| --- | --- | --- |
| Type of Patent |  | Number |
| National | Applied | NIL |
| Granted | NIL |
| International | Applied | NIL |
| Granted | NIL |
| Commercialised | Applied | NIL |
| Granted | NIL |

* 1. No.ofresearchawards/recognitionsreceivedbyfacultyandresearchfellows Of the institute in theyear

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Total | International | National | State | University | Dist | College |
|  |  | 2 | 1 | 04(PhD) |  |  |

* 1. No.offacultyfromtheInstitution who are Ph. D.Guides

NIL

NIL

and students registered under them

* 1. No. of Ph.D. awarded by faculty from theInstitution

NIL

* 1. No.ofResearchscholarsreceivingtheFellowships(Newlyenrolled+existingones)

NIL

NIL

NIL

JRF

01)

SRF

Project Fellows

Any other

* 1. No. of students Participated in NSSevents:

Universitylevel Statelevel

Nationallevel Internationallevel

* 1. No. of students participated in NCCevents:

University level National level

l

12+24(boy+girl)=36

State level

level

Internationa

* 1. No. of Awards won inNSS:

Universitylevel Statelevel

Nationallevel Internationallevel

* 1. No. of Awards won inNCC:

Universitylevel Statelevel

3

Nationallevel Internationallevel

36

* 1. No. of Extension activitiesorganized

Universityforum College forum

NCC

NSS

Any other

* 1. MajorActivitiesduringtheyearinthesphereofextensionactivitiesandInstitutionalSocial Responsibility
     + The Career Counseling Cell of the college has organized a coaching on Bank services and SSC Examinations.
     + The 207thbirth anniversary of Louise Braille was celebrated in a unique manner i.e. through a voluntarily blind folded procession involving students, teachers and employees and also the membersofJorhatBlindSchool,one of theassociatedschoolsofthecollege.Themotivebehind theprocessionwastounderstandthepainandsufferingoftheblindandalsotocampaignforeye donation.
     + Audio CDs were prepared for the Blind School, one of the associated schools. CDs were also distributedintheBlindSchools,throughoutthestatewhichwerebeneficialforthestudentsand highlyappreciated.
     + StudentsofSociologymajorconductedasurveyinBlindSchool,Jorhattounderstandand analyse the problems faced bythem.
     + RangalibihuwascelebratedinthecollegeincollaborationwiththeblindschoolandDeafand DumbSchool,Jorhat,inwhichmanystudentsandteachersfromalltheinstitutionsperformed.
     + ProgrammesofSwatchaBharatwasorganizedincollaborationwiththeNCCinthecollege.
     + Anumberoffacultyvisitedtheassociatedschoolsandconductedclassesondifferentsubjects.
     + Studentsweretaughtaboutsocialresponsibility.Forinstancetheywereencouragedtocelebrate birthdays in unique manner i.e. by donating books on that special day. The campaign was very responsive as a number of students started adopting the honesteffort.

## Criterion – IV

1. **Infrastructure and LearningResources**
   1. Details of increase in infrastructurefacilities:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Facilities | Existing | Newly created | Source of Fund | Total |
| Campus area | 3.46  acres | 1 acre | Purchased one bigha and gift of another two bigha plots(total  1 acre) | 4.46 acres |
| Class rooms | 17 | 4 |  |  |
| Laboratories | 00 | 01 |  |  |
| Seminar Halls | 01 | 00 |  |  |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. |  |  |  |  |
| Value of the equipment purchased during the year (Rs. in Lakhs) |  | 196922 |  |  |
| Others |  |  |  |  |

* 1. Computerization of administration andlibrary

Partially computerized

* 1. Libraryservices:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Existing | | Newly added | | Total | |
| No. | Value | No. | Value | No. | Value |
| Text Books | 15676 |  |  |  |  |  |
| Reference Books | 5720 |  |  |  |  |  |
| e-Books |  |  |  |  |  |  |
| Journals | 32 |  |  |  | 32 |  |
| e-Journals |  |  |  |  |  |  |
| Digital Database |  |  |  |  |  |  |
| CD & Video | 33 |  |  |  | 33 |  |
| Others (specify) |  |  |  |  |  |  |

* 1. Technology up gradation(overall)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart- ments | Others |
| Existing | 30 | 04 | yes |  |  | 05 | 08 |  |
| Added | 05 | 03 | no |  |  | 01 | 01 |  |
| Total | 35 | 07 |  |  |  | 06 | 09 |  |

* 1. Computer,Internetaccess,trainingtoteachersandstudentsandanyotherprogrammefortechnology upgradation (Networking, e-Governanceetc.)

One training programme was organized to make the faculties familiar with the use of ITC in teaching learning process.

* 1. Amount spent on maintenance in lakhs:

|  |  |
| --- | --- |
| i) ICT | 16600/ |
|  |  |
| ii) Campus Infrastructure and facilities | 1252469/ |
|  |  |
| iii) Equipments |  |
|  |  |
| iv) Others | 28030/ |

##### Total :

1297159/

**Criterion – V**

1. **Student Support andProgression**
   1. Contribution of IQAC in enhancing awareness about Student SupportServices

The IQAC has made the following contributions:

1. Atthebeginningofthesession,inductionprogrammewasorganisedinvolvingstudents, teachers andguardian
2. Regularparentteachersmeetsareorganised(bothdepartmentwiseandingeneral)
3. Ensured quality teaching-learningprocess
4. Special provision for remedialclasses
5. GuidedthestudentsforparticipatinginyouthfestivalunderDibrugarhUniversity(college
   1. Efforts made by the institution for tracking theprogression

The following strategic methods are adopted for tracking the progression:

1. Students’ performance in university examinations are recorded, analysed and send to individual departments for betterment. The matter is also discussed in guardian teachermeet
2. Students’ progression in co-curricular and extra-curricular activities are also monitored and guided to dobetter
3. Tuitor –ward system is implemented for fair monitoring and supervising the students’ progress.
   1. (a) Total Number ofstudents

|  |  |  |  |
| --- | --- | --- | --- |
| UG | PG | Ph. D. | Others |
| 683 |  |  |  |

* + - No. of students outside thestate

1

* + - No. of internationalstudents

NIL

Men Women

|  |  |
| --- | --- |
| No | % |
| 394 | 53 |

|  |  |
| --- | --- |
| No | % |
| 353 | 47 |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Last Year | | | | | | This Year | | | | | |
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 269 | 109 | 51 | 280 | 01 | 710 | 284 | 90 | 62 | 310 | 01 | 747 |

Demandratio 10:3 Dropout %20

* 1. Detailsofstudent supportmechanismforcoachingforcompetitiveexaminations(Ifany)

Coaching for Bank PO and SSC exams were conducted

No. of students beneficiaries

120

* 1. No. of students qualified in theseexaminations

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

* 1. Details of student counselling and careerguidance

A counselling programme for 15 days for SSC and Bank PO Exam was organised by Career Counselling Cell of the College.

Another programme on Air hostage and cabin crew as career was conducted

Students are informed through personal contact and also through college notice board about various information regarding career.

No. of students benefitted

180

* 1. Details of campusplacement

|  |  |  |  |
| --- | --- | --- | --- |
| ***On campus*** | | | ***Off Campus*** |
| Number ofOrganizationsVisited | Number of StudentsParticipated | Number ofStudents Placed | Number of Students Placed |
| nil |  |  |  |

* 1. Details of gender sensitizationprogrammes

The following gender sensitization programmes were organized:

1. The college formed GSCASH to monitor the gender sensitize issues. Recently, under its banner a case was brought in to notice as per the complaint of a girl student. The accused boy of the college was caught andpunished.
2. The college, apart from continuing the trend of opening official entry for the transgender also gives stress on ensuring 30% reservation for the women in all the committees of the college including the students’union.
3. Popular talks on gender issues are organized. Popular feminist writer Juri Bora BorgohainwasinvitedtodeliveralectureonInternationalWomen’sDay.
4. Special wall magazine was prepared by Women Cell with women empowerment as the theme.
   1. StudentsActivities
      1. No. of students participated in Sports, Games and otherevents

State/ Universitylevel

30

National level

International level

No. of students participated in cultural events

5

State/ Universitylevel

20

National level

International level

* + 1. No. of medals /awards won by students in Sports, Games and other events Sports : State/Universitylevel Nationallevel Internationallevel

4

15

Cultural: State/ Universitylevel

National level

20

International level

* 1. Scholarships and FinancialSupport

|  |  |  |
| --- | --- | --- |
|  | Number of students | Amount |
| Financial support from institution | 06 | 16330 |
| Financial support from government | 138+28=166 | 1122102+4536000=5658102 |
| Financial support from other sources |  |  |
| Number of students who received International/ Nationalrecognitions |  |  |

* 1. Student organised /initiatives

Fairs : State/ Universitylevel

National level

International level

Exhibition: State/ Universitylevel

National level

International level

* 1. No. of social initiatives undertaken by thestudents

01

* 1. Majorgrievancesofstudents(ifany)redressed: \_

## Criterion – VI

1. **. Governance, Leadership andManagement**
   1. State the Vision and Mission of the institution

The vision of the college is to serve the students mostly hailing from economically, socially and spatially deprived sections and to impart them with the best ever education possible. It also visualizes an educationally enlightened society by building bridges across neighbouring communities and institutions. Its vision also looks forward to provide poorest of the poor students with the best education imparted with state of the art technology.

The mission of the college is to improve quality to the level of excellence while not sacrificing quantity;i.e, the maximum number of student beneficiaries. In short the college mission is to dedicate itself for the noble cause of development of an enlightened, socially committed academia with an accommodative, inclusive, liberal approach.

* 1. Does the Institution has a management InformationSystem

Yes. The College has automatic attendance machine for recording the attendance of the employees. CC Cameras were installed in strategic positions to record and monitor the activities in the campus. Moreover there is a number of Whats App groups actively operative at different levels including the teaching staff, nonteaching staff, students, alumni etc.

* 1. Qualityimprovementstrategiesadoptedbytheinstitutionforeachofthefollowing:
     1. CurriculumDevelopment

As an affiliated college under a university the college has little to do in the development of curriculum. However the college takes special initiative in preparing syllabus for some other vocational courses such as Spoken English, special counseling, arrangement of popular talks, discussion on advantage of learning foreign languages, special NCC and NSS class for moral and physical development as well as for inculcation of valuesetc.

* + 1. Teaching andLearning

Thefollowingstrategiesareadoptedforstrengtheningteachinglearningenvironmentinthe college:

1. Use of ICT basedclass.
2. Special class for the weakerstudents.
3. Discussion on syllabus oriented questions with thestudents.
4. Specialtrainingprogrammesuchashowtowritelonganswersetcareconducted
5. guest lectures areconducted
6. stress on conducting students’ seminaretc.
7. visittosomesitesforsocio-economicandhistoricalsurveywherestudentsaftervisiting such places has to provide power point presentation regarding their achievements and findings.
   * 1. Examination andEvaluation
8. Two sessional exams are conducted in everysemester
9. There is provision of showing the answer scripts to the students and through discussionsaredonewiththemregardingtheirdrawbacksaswellaspositivesides.
   * 1. Research andDevelopment

Inordertodevelopresearchorientation,thecollegeorganizesPh.Dlectureswherethenewly Ph.D/M.Phillawardedscholarhastomake apresentationonhiswork.

Teachersareencouragedandguidedtoapplyfordifferentgrantsprovidedbydifferent agencies from time totime.

Atpresent,eachdepartmentofthecollegeisrunningresearchbasedjournalsapartfromthe journal of the teachers’ unit. And the collegemagazine.

Surveys are conducted during the year jointly by the students and teachers.

A historical survey on the archive of Jorhat District Administration is going on.

AnumberoffacultymembershasenrolledinPh.Dcoursesunderdifferentuniversitiesand their work is inprogress.

* + 1. Library, ICT and physical infrastructure /instrumentation

Bookreadingandreviewprogrammesareorganized Teachers are encouraged to make use ofICT

StudentsarecompulsorilyinvolvedinpreparingICTPresentation. Purchase of newbooks

Students’ are taken to the museum to inculcate the habit of preserving materials.

* + 1. Human ResourceManagement

The following strategies are adopted for human resource management:

1. Scope for both general and Career counselling forstudent.
2. Placementinformation(speciallyinArmyetc)forstudentsthroughcollegenoticeboard or personalcontract
3. Promotion of research oriented mind in thestudents.
4. Encouragementtotheteachingstaff(bothpermanentandtemporary)forundertaking researchworks.
5. Special welfare schemes for 5 associatedschools.
6. FinancialhelpforalltheemployeesthroughtheMBFwhencalled for.
   * 1. Faculty and Staffrecruitment

The college does not have any autonomy in requiting faculty. It strictly follows the rules and regulations implemented by government from time to time. However it gives maximum priority to transparency in the whole process. Post for temporary vacancy is also advertised in local dailies and the appointment of temporary faculty takes place through interview.

* + 1. Industry Interaction /Collaboration

Thecollegehasagoodexperienceofinteractionwiththeindustry.Thereareanumberofstudents of our college who are engaged in different local industries, though scope for employability in industries is very limited here. As it is observed the industries have a very good response towards our college.

* + 1. Admission ofStudents

Apartfromprovidingtheadvertisementregardingadmissioninlocaldailies,itisgivenin collegewebsite.

Details regarding admission process is given in the prospectus

Transparentadmissionpolicyismaintainedwithstrictadherencetothegovernment policies regardingreservations.

Weaving and reduction of fee is done as per the government rules.

Students/parentsaremadeknownaboutthestatusofadmissionthroughapublic address system so that no confusion remains withinthem.

* 1. Welfare schemesfor

|  |  |
| --- | --- |
| Teaching | MBF and welfare society |
| Non teaching | MBF and welfare society |
| Students | Many students are personally helped by some teachers wheneverneeded though there is no specific welfare scheme as such |

* 1. Total corpus fundgenerated

NIL

* 1. Whetherannualfinancialaudithasbeendone Yes No

y

* 1. Whether Academic and Administrative Audit (AAA) has beendone?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Audit Type | External | | Internal | |
| Yes/No | Agency | Yes/No | Authority |
| Academic |  |  | yes | IQAC |
| Administrative |  |  | yes | Governing Body |

* 1. Does the University/ Autonomous College declares results within 30days?

ForUGProgrammes Yes No

ForPGProgrammes Yes No

* 1. WhateffortsaremadebytheUniversity/AutonomousCollegeforExaminationReforms?

NOT APPLICABLE

* 1. WhateffortsaremadebytheUniversitytopromoteautonomyintheaffiliated/constituentcolleges?

NOT APPLICABLE

* 1. Activities and support from the AlumniAssociation

The college is fortunate enough to have a strong alumni group. Their presence and cooperation whenever called for is quite praiseworthy. Apart from their physical contributions, they have also donated a number of goods to the college.

* 1. Activities and support from the Parent – TeacherAssociation

There is an active Parent Teacher Association in the college. Apart from conducting regular meetings both departmentally and in general, an induction programme is conducted at the beginning of the course where a number of parents take part. There suggestions are taken seriously and it is tried to implement them. Apart from these, individual parents are called for counseling from time to time. Telephonic correspondence at departmental level is also operative.

* 1. Development programmes for supportstaff

1. Health check upprogramme was organised

* 1. Initiatives taken by the institution to make the campuseco-friendly

1. Initiative taken for Plantation in thecampus.
2. Stress on solarenergy
3. Campaigning in the class room for avoidingplastic.
4. The college canteen has been made No PlasticZone
5. Strictvigilanceontheuseofbikeandscooter/vehiclesmainlybythestudents.

## Criterion – VII

1. **Innovations and BestPractices**
   1. Innovationsintroducedduringthisacademicyearwhichhavecreatedapositiveimpactonthe functioning of the institution. Givedetails.

Anothercampuswasopenedatcinnamorawhichgivesasolutiontothelongdrownproblemof having a smallcampus

Teachers and students were made more research oriented.

* 1. ProvidetheActionTakenReport(ATR)basedontheplanofactiondecideduponatthe beginning of theyear

1. Seat capacity in the girl’s hostel is raised to45.
2. Ssocio-economic–educationalsurveyandHistoricalresearchisconductedinvolvingthe students andteachers.
3. ScienceisintroducedinHSClasseswith10studentstakeninthefirstbatch.
4. AnothercampusofthecollegeissetupatCinnamora,withpurchaseofanonebighaand gift of another two bigha plots(total 1acre).
5. ConstructionstartedunderRUSAandalsoreceivedAssamGovernmentGrant.
6. A multi-disciplinary museum is setup
7. Fivenationalseminarsareheldandproceedingvolumesofalltheseminarspublished
8. Onedozenbooksofcollegefacultyreleasedat JorhatBookFair,2016.
9. AquarterlyJorhatCollegeNewsletterislaunchedandalready3issueshavebeenreleased.
10. Variousscholars/distinguishedpersonalitieswereinvitedtodeliverlectureincludingProf. Dilip Baruah, retired Professor from University ofBurdwan.
    1. GivetwoBestPracticesofthe institution *(pleaseseetheformatin theNAACSelf-studyManuals)*
11. Promotion of research based activities among the students andteachers.
12. A healthy and cooperative workingenvironment.

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

* 1. Contribution to environmental awareness /protection

The following measures are taken for creating environmental awareness/protection:

1. Plantation of saplings is done in thecollege.
2. Special awareness programme is conducted in thecollege.
3. Bane in the use of plastic.
4. The institution maintains a mini garden of medicinalplants.
5. Studentsarenotallowedtobringmotorcycle/carwithout drivinglicence.
   1. Whether environmental auditwasconducted? Yes No

y

* 1. Anyotherrelevantinformationtheinstitutionwishestoadd.(forexampleSWOTAnalysis)

SWOT Analysis:

STRENGTH:i)Balancededucationalenvironment.ii)Healthycooperationwiththestakeholders.Iii) Success in motivating girls students for developing interest in higher education. (male female enrollment ratio is almost same) iv) a strong and progressive governing body with reputed academicians and socialworker.

WEAKNESSES: i) single faculty (though science is introduced at H.S. Level) with limited academic flexibility. ii) Low quality input.

OPPORTUNITIES:i)Centrallocation.ii)Enrolmentofalargenumberofsocio-economically backwardstudentsprovidingscopeforexploringcultureandathleticabilitiesofstudents from rural background. iii) Attraction of physical facilities like gym, synthetic court, yoga centreetc.

CHALLENGES: i) Distraction of students for non-professional degree course. ii) Limited

scope for introducing career oriented courses. Iii) weakness in English proficiency. Iv) salary burden of

1. **Plans of institution for nextyear**
2. To introduce MA (At least through distance mode) in allsubjects.
3. ToutilisetheRUSAgrantandtoprepareutilisationreport.Stepswillbetakentostartwork on infrastructure grant of Government ofAssam.
4. Stress on ICT basedclass
5. Tostartclassesonlanguagelearning(includingforeign,nationalandlocallanguagesofNorth East)
6. To adopt some schools as associateinstitutions.
7. To conduct field-based study as a part of the studentresearch.
8. Toincreasethenumberofbooksofbothcentrallibraryanddepartmentallibraries.
9. 100 percent result/ success in HS.Science.
10. Tocollaboratewiththedistrictadministrationtoretrievethedistrictarchives.
11. ToputthebestclassesofthefacultyincollegewebsiteaswellasinYou-Tube.
12. TopublishavolumeonZahuruddinAhmed,founderpresidentofCollegeGoverningBody.
13. To install sanitary napkin incineratormachines

*Name Name\_*

*\_ \_*

*Signature of theCoordinator,IQAC Signature of the Chairperson,IQAC*

*\*\*\**

**Annexure I**

**Abbreviations:**

CAS - Career Advanced Scheme CAT - Common Admission Test CBCS - Choice Based CreditSystem CE - Centre forExcellence

COP - Career OrientedProgramme

CPE - College with Potential for Excellence DPE - DepartmentwithPotentialforExcellence GATE - Graduate AptitudeTest

NET - National EligibilityTest

PEI - Physical Education Institution SAP - Special AssistanceProgrammeSF - SelfFinancing

SLET - State Level Eligibility Test TEI - Teacher EducationInstitution

UPE - UniversitywithPotentialExcellence UPSC - Union Public ServiceCommission

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