## 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, 2017 to June 30,2018)*

# Part – A

### AQAR for the year

2017-18

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:

9535351255, 9435051795

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)

Web-link of the AQAR:

http://localhost/jorhat/AQAR/AQAR-2017-18.docx

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

* 1. AccreditationDetails

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Cycle | Grade | CGPA | Year of  Accreditation | Validity  Period |
| 1 | 1st Cycle | C++ |  | 2004 | 5YEARS |
| 2 | 2nd Cycle | B | 2.69 | 2012 | 5YEARS |
| 3 | 3rd Cycle |  |  |  |  |
| 4 | 4th Cycle |  |  |  |  |

* 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
4. AQAR---- 2016-17 submitted to NAAC on31/12/2018
   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 (PhysEdu)

y

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

1

01

* 1. No. of Employers/Industrialists
  2. No. of other ExternalExperts

02

* 1. Total No. ofmembers

15

* 1. No. of IQAC meetingsheld

06

* 1. No.ofmeetingswithvariousstakeholders: No. Faculty

01

03

15

08

Non-Teaching StaffStudents

03

Alumni

Others

* 1. HasIQACreceivedanyfundingfromUGCduringtheyear? Yes No If yes, mention theamount

N

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

Total Nos.

International

National

State

Institution Level

* 1. Significant Activities and contributions made byIQAC

1. Established an Educational Psychological Laboratory as suggested by NAAC in its 2012report.
2. ThroughthelanguageLaboratoryteachingofFrenchlanguageandspokenEnglishcoursesarefunctioning.
3. Increase Accommodation/seat capacity in girls’ hostel to 45 in two girls’hostel.

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

TheplanofactionchalkedoutbytheIQACinthebeginningoftheyeartowardsquality enhancementandtheoutcomeachievedbytheendoftheyear\*

*\* Attach the Academic Calendar of the year as Annexure.*

RevisedGuidelinesofIQACandsubmissionofAQAR Page5

1. A good percentage of RUSA Grant i.e. 2 crore has been utilized in new construction, renovation and equipment purchasing as directed by RUSA Guidelines. The newly constructed building is almost on the verge of the completion.
2. A video conferencing unit, a public address system, smart classrooms have been arranged with RUSAgrant.
3. The proposal initiated by IQAC to the Govt. of Assam for infrastructure grant of Rs, 1 crore is sanctioned and work is started as 50% of the grant isreleased.
4. Process to introduce MA reaches its final stage as Dibrugarh University issues permission to introduce five subjects ; viz., Assamese, English, Political Science, Education andSociology.
5. Association with five schools including Blind School and Deaf and Dumb School is strengthened with academic classes and cultural exchange.
6. AnewcampusofcollegesetupnearCinnamarawhichisabout2.5kmfarfromthepresentmaincampus.Theboundary has been covered withfencing.
7. A permanent forum of ex. Teachers and employees Jorhat College is set up with ex-principal Sjt. Probir Bora as President and Mr. N. G Singh as secretary. It is named as**‘Chirojecit’.**
8. Introduced Mathematics, Geography and Statistics as the core/Non-Major subjects at the UG level in2017.
9. All departmental journals are being regularized and two of the journals have become peerreviewed.
10. A number of department wise lecture programmes hold with eminent scholars, faculty members of other institutions and of thecollege.
11. Cent per cent students passed in the H.S, Examination in Science which is the first batch of thecollege.
12. Published a regular, quarterly newsletter for and about the college family and during this period 4 issues were published..
13. Library books number increases. Similarly the number of departmental library booksincreases.
14. A number of field based study programmes have been conducted by most of the departments as a part of the students’ research.
15. The executive summaries of the Ph. D. Thesis of the awardees of the college were presented both in oral and PPP mode. Besides, the Ph.D. awardees during this period werefelicitated.
16. A central pool of ICT –PPP class materials is being built up as all the college faculties contribute towards it. Besides, a number of ICT based classes were conducted by most of the facultymembers.
17. Cent percent students passed out in HS Sciencestream.
18. Installed sanitary napkin incernator machines in the Girls’ Common Room and Girls’Hostel
19. GSCASH strengthened and a few complaints resolved amicably but veryfinally.
20. Students like Madhusmita Baruah and Preety Sarkar who got international sports awards, were felicitated, encouraged and financially supported while many others were accorded warmestfelicitation.
21. The children of the faculty members and office staff who exhibited proficiency in different in academic, sports, cultural aspects were highly encouraged andfelicitated.
22. Group discussions on relevant topics were conducted by thealumnis.
23. A Study centre of KKHSOU i.e. Krishna Kanta Handique State Open University has been started in July, 2017. Thereby an Examination Centre of the same university has beenstarted.
24. Organized a State Level seminar on, ‘Sayd Abdul Malikor SahityaKriti’.
25. Celebrated the bi-centenary birthday of KarlMarx.
    1. Plan of Action byIQAC/Outcome

TheplanofactionchalkedoutbytheIQACinthebeginningoftheyeartowardsquality enhancementandtheoutcomeachievedbytheendoftheyear\*

|  |  |
| --- | --- |
| Plan of Action | Achievement |
| 1.To establish an educational psychological laboratory as suggested by NAAC in its 2012 report. | 1. Established an educational psychological laboratory  and it is now fully functioning. |
| 2.To utilize a good percentage of RUSA Grant i.e. 2 crore, in new construction, renovation and equipment purchasing as directed in RUSA Guidelines. | 1.The newly constructed building is almost on the verge of the completion, thereby a number of classrooms have been renovated and one video conferencing unit has been set up. Moreover, a number of furniture, a public address system have been arranged with RUSAgrant. |
| 3. To utilize the Infrastructure grant of Rs. 50 Lakh received as first instalment under Rs. 1Crore provided by the Assam govt. | 1.The building work started and most part of the fund has been utilized. |
| 4. To introduce MA Course reaches its final stage as Dibrugarh University issues permission to introducefive subjects ; viz., Assamese, English, Political Science, Education andSociology. | 1.The communication with Dibrugarh University to introduce MA in the mentioned subjects has been started. |
| 5. To take step to adopt some schools as the associated schools. | 1.Five schools viz., Jorhat Jatiyo Vidyalaya, Shankardev Vidya Niketon, Jorhat Blind School, Jorhat Deaf and Dumb School, Titaram Bordoloi HS School have been adopted as the associate schools and with those schools academic and cultural exchange programmes have been organized. |
| 6. To set up a new campus of college near Cinnamara which is located about 3 km far from the present main campus. | 1. At this new campus along with a Boys’ Hostel a herbal medicinal garden has been started. Some medicinal plants have been also transplanted at the present campus of the college. |
| 7. To increase accommodation/seat capacity in girls’ hostel. | 1. Another a girls’ hostel with seat capacity of 10 has been set up and presently total seat at two girls’ hostel is 45. |
| 8. To published a regular, quarterly newsletter for and about the college family. | 1. It has been published regularly in which the events organized at the college, achievements of the teachers, employees, students are published. |
| 9. To organize department-wise lecture programmes. | 1. Organized a number of department-wise lecture programmes with eminent scholars, faculty membersof other institutions and of thecollege. |
| 10. To increase the number of books of the main college | 1. Increased the number of books of the main college library. Similarly the number of departmental library |

|  |  |
| --- | --- |
| library. | books increased. |
| 11. To conduct field based study as a part of the students’ research. | 1.A number of field based study were conducted by most of the departments as a part of the students’ research that guided by the teachers. |
| 12. To add a central pool of ICT –PPP class materials. | 1. Arranged a central pool of ICT –PPP class materials that has been built up with the PPP class materials of the faculty members of the college. Besides, a number of ICT based classes were conducted by most of the faculty members. |
| 13. To install a sanitary napkin incernator machines in the Girls’ Common Room and Girls’ Hostel. | 1. Installed a sanitary napkin incernator machines in the Girls’ Common Room and Girls’Hostel. |
| 14.Students who got National and International sports awards or get opportunity to participate the same will be encouraged and financially supported. | 1. Students like Madhusmita Baruah and Preety Sarkar who got International sports awards, were felicitated, encouraged and financially supported while many others were accorded warmest felicitation. |
| 15. To organize National and State level seminar. | 1. Organized a state level seminar on, ‘Sayd Abdul Malikor Sahitya Kriti’. |

2.16.WhethertheAQARwasplacedinstatutorybody Yes No

Management

Y

Syndicate

Any other body

Provide the details of the action taken

Y

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.

# Part – B

## Criterion – I

1. **. Curricular Aspects**
   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 | 03 | 01 | 01 |  |
| PG Diploma |  |  |  |  |
| Advanced Diploma |  |  |  |  |
| Diploma |  |  |  |  |
| Certificate |  |  |  |  |
| Others |  |  |  |  |
| **Total** | 03 | 01 | 01 |  |

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

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

(ii) Pattern of programmes:

|  |  |
| --- | --- |
| Pattern | Number of programmes |
| Semester | 02 |
| 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 is 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 especially syllabus for CBCS to be introduced by the DibrugarhUniversity.

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

NIL

## Criterion – II

1. **Teaching, Learning andEvaluation**
   1. Total No. ofpermanent faculty

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total | Asst. Professors | Associate Professors | Professors | Others |
| 29 | 15 | 14 | NIL | 15(14part time and 01 full time  teacher) |

* 1. No.of

10

permanent faculty with Ph.D.

* 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 | 3 | 4 |

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

15

* 1. Faculty participation in conferences andsymposia:

|  |  |  |  |
| --- | --- | --- | --- |
| No. of Faculty | International level | National level | State level |
| Attended Seminars/ | 1 | 40 | 5 |
| Presented papers | 2 | 35 | 3 |
| Resource Persons | 1 | 2 | 3 |

* 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. Supply of necessary books from the departmental libraries of differentdepartments.
3. Faculty exchange among departments and among neighbouringcolleges
4. NumberofPPPclassesarrangedbyeachandeverydepartmentwhichwerestoredinIQAC commonpool.
5. Notes and special materials provided for some difficulttopics.
6. Both sudden and scheduled testsconducted.
7. Tried to solve the problems mentioned by the students in students’ feedbackform
8. Special talks wereorganized
9. Seminar paper presented by the students through PosterMode.
   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. Emphasis is paid on both objective and descriptive types ofquestions
4. Home assignment, group discussion and seminars wereconducted.
   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 | 222 | Nil | 44 | 39 | 123 | 92.79 |
| B.A.  Final(Distance Mode) | 45 | Nil | Nil | 01 | 09 | 20.00 |
|  |  |  |  |  |  |  |

* 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 calendars 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 thesubsequentsemester.Whileanalyzingtheirresultsitistriedtofixresponsibilityofparticularteacher 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.
  2. Initiatives undertaken towards facultydevelopment

|  |  |
| --- | --- |
| *Faculty / Staff Development Programmes* | *Number of faculty benefitted* |
| Refresher courses | 01 |
| UGC – Faculty Improvement Programme | NIL |
| HRD programmes | 01 |
| Orientation programmes | NIL |
| Faculty exchange programme | 05 |
| Staff training conducted by the university | 02 |
| Staff training conducted by other institutions | 01 |
| Summer / Winter schools, Workshops, etc. | 02 |
| Others |  |

* 1. Details of Administrative and Technicalstaff

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

## Criterion – III

1. **Research, Consultancy andExtension**
   1. InitiativesoftheIQACinSensitizing/PromotingResearchClimateintheinstitution
2. Talks on different steps of social research were conducted by the Research Cell under IQAC by inviting the resource persons of thisarea.
3. The Research cell under IQAC has organized workshop for students on researchmethodology.
4. Ph.D. lecture series are conducted to stimulate and to develop consciousness among other facultymembers.
5. Initiatives were taken in publishing departmental researchjournals
6. To make the students research orientated programmes, field based studies conducted and thereby field study reports submitted. Besides,poster
   1. Detailsregardingmajorprojects

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

* 1. Detailsregardingminorprojects

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

* 1. Detailsonresearchpublications

|  |  |  |  |
| --- | --- | --- | --- |
|  | International | National | Others |
| Peer Review Journals | 1 | 9 | - |
| Non-Peer Review Journals | - | 3 | 5 |
| e-Journals | 1 | 1 | - |
| Conference proceedings | - | 4 | - |

* 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 | NIL |  |  |  |
| Interdisciplinary Projects | NIL |  |  |  |
| Industry sponsored | NIL |  |  |  |
| Projects sponsored by the University/ College | NIL |  |  |  |
| Students research projects  *(other than compulsory by the University)* | 2017-18 | Jorhat College | 30,000 | 30,000 |
| Any other(Specify) | NIL |  |  |  |
| Total |  |  |  | 30,000 |

* 1. No. ofbookspublished i) With ISBNNo.

01

ii) Without ISBN No.

04

* 1. No.ofUniversityDepartmentsreceivingfundsfrom

Chapters in Edited Boo

UGC-SAP

12

CAS

DST-FIST

DPE

NIL

* 1. Forcolleges Autonomy INSPIRE

NIL

* 1. Revenuegeneratedthroughconsultancy

DBT Scheme/funds

CPE DBT StarScheme

NIL

NIL

CE Any Other(specify)

Nil

NIL

NIL

* 1. No. of conferences

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Level | International | National | State | University | College |
| Number | NIL | Nil | 01 | Nil |  |
| Sponsoring agencies |  |  | ‘Asom Sahitya Sobha’ |  |  |

organized by the Institution

* 1. No. of faculty served as experts, chairpersons or resourcepersons

5

* 1. No.ofcollaborations International
  2. No. of linkages created during thisyear
  3. Totalbudgetforresearchforcurrentyearinlakhs:

1.20 lakh

National

Any other

From Funding agency Total

1.20 lakh

Nil

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 |
| Commercialized | Applied | NIL |
| Granted | NIL |

* 1. No. of researchawards/recognitions receivedbyfacultyandresearchfellows Of the institute in theyear

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Total | International | National | State | University | Dist | College |
| 02 | - | - | 01 | 01 | - | - |

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

1 (Co-guide)

and students registered under them

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

Nil

* 1. No.ofResearchscholarsreceivingtheFellowships(Newlyenrolled+existingones) JRF SRF ProjectFellows Anyother

1(ICSSR field trip grant)

NIL

* 1. No.ofstudentsParticipatedinNSSevents:
  2. No. of students participated in NCCevents:

Universitylevel Statelevel

Nationallevel Internationallevel

Nil

Nil

Nil

Nil

Universitylevel Statelevel

45

Nationallevel Internationallevel

05

* 1. No. of Awards won inNSS:

Universitylevel Statelevel

Nil

Nil

Nationallevel Internationallevel

Nil

Nil

* 1. No. of Awards won inNCC:

Universitylevel Statelevel

07

NIL

Nationallevel Internationallevel

NIL

NIL

* 1. No. of Extension activitiesorganized

Universityforum College forum

5

NIL

NCC NSS Anyother

NIL

02

02

* 1. MajorActivitiesduringtheyearinthesphereofextensionactivitiesandInstitutionalSocial Responsibility
     + AseriesofspecialclassesinEnglish,Mathematics,Scienceetc.werearranged forthestudentsoffiveassociatedschools.Moreover,teachersofthecollegeengagedclassesin thoseschools.
     + The Career Counseling Cell of the college has organized a coaching on Bank services and SSCExaminations.
     + Curriculum-based Audio CDs were prepared for the students of class –X of Jorhat Blind School, one of the associated schools. CDs were also distributed in the Blind Schools,throughoutthestatewhichwasbenefitedforthestudentsandhighlyappreciatedAssam.
     + SpecialtalksoncarrieraftergraduationwereconductedbytheIQACin collaboration with Alumni Forums of somedepartments.
     + A programme of ‘Swachcha Bharat’ organized atlocality.
     + A relief programme organized to the flood victims of thedistrict.

## 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 twobigha plots(total 1acre) | 4.46 acres |
| Class rooms | 17 | 03 | RUSA |  |
| Laboratories | 1 | 02 | RUSA |  |
| Seminar Halls | 01 | 01 | RUSA |  |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | 00 | 03 | RUSA |  |
| Value of the equipment purchased during the year (Rs. in Lakhs) |  |  | RUSA | Rs.5,08,739.00 |
| Others |  |  |  |  |

* 1. Computerization of administration andlibrary

Partially computerized

* 1. Libraryservices:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Existing | | Newly added | | Total | |
| No. | Value | No. | Value | No. | Value |
| Text Books | 16,390 |  |  |  |  |  |
| Reference Books | 5720 |  |  |  | 22,724 |  |
| 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 | 34 | 07 | 00 | 00 | 00 | 05 | 07 | 00 |
| Added | 12 | 00 | 00 | 00 | 00 | 01 | 07 | 04 |
| Total | 46 | 07 | 00 | 00 | 00 | 06 | 14 | 04 |

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

01trainingprogerammewasorganizedforthebothteachingandnon-teachingstaffon Networking and use ofe-resources.

4.6. Amount spent on maintenance in lakhs :

|  |  |
| --- | --- |
| i) ICT | 11,56,059.00 |
|  |  |
| ii) Campus Infrastructure and facilities | 67,47,877.00 |
|  |  |
| iii) Equipments | 5,08,739.00 |
|  |  |
| iv) Others | 27,581.17 |

##### Total :

84,40,256.17

**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 earnedanumberofprizesincludingbestactor,prizeinmimeetc)
6. Students’ grievance redress mechanism wasmonitored.
7. Supervisedvariousstudents’ orientedprogrammesandeventsinthecollege.
   1. Efforts made by the institution for tracking theprogression

ission of

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 do better
3. Tutor–wardsystemisimplementedforfairmonitoringandsupervisingthestudents’
   1. (a) Total Number ofstudents

|  |  |  |  |
| --- | --- | --- | --- |
| UG | PG | Ph. D. | Others |
| 926 | - | - | - |

* + - No. of students outside thestate

1

* + - No. of internationalstudents

NIL

Men Women

|  |  |
| --- | --- |
| No | % |
| 392 | 51.58 |

|  |  |
| --- | --- |
| No | % |
| 368 | 48.42 |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Last Year | | | | | | This Year | | | | | |
| General  284 | SC  90 | ST  62 | OBC  310 | Ph. C  01 | Total  747 | General  289 | SC  89 | ST  78 | OBC  302 | Physically Challenged  02 | Total  760 |

Demandratio:10:3 Dropout % :20%

* 1. Detailsofstudentsupportmechanismforcoachingforcompetitiveexaminations(Ifany)

Survey is conducted among the students about their future plan, economic condition etc. Depending on this report coaching for Banking Service, SSC exam, soft skill training, Public Service exam. Etc were organised

No. of students beneficiaries

156

* 1. No. of students qualified in these examinations :NIL

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

* 1. Details of student counseling and careerguidance

1. Acounselingprogrammefor15daysforSSCandBankPOExamwasorganizedby Career Counseling Cell of theCollege.
2. Some departments adopt the strategy to group their students into some ‘houses’ in which each and every ‘house’ is supervised by a teacher of the particular department andtherebycounselingforacademicorotherrelevanttopicsareorganized.
3. Studentsareinformedthroughpersonalcontactandalsothroughcollegenoticeboard about various information regardingcareer.

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No. of students benefitted

* 1. Details of campus placement:Nil

|  |  |  |  |
| --- | --- | --- | --- |
| ***On campus*** | | | ***Off Campus*** |
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
|  |  |  |  |

* 1. Details of gender sensitizationprogrammes

The following gender sensitization programmes were organized:

1. The college formed GSCASE to monitor the gender sensitizesissues.
2. The college 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 areorganized.
4. Special wall magazine was prepared by Women Cell with women empowerment as the theme.
5. Programme on transgender was organized where International activist for the LGBTQ and himself a transsexual Dr. Milin Dutta shared his experiences with the students and other stakeholders of thecollege.
   1. StudentsActivities
      1. No. of students participated in Sports, Games and otherevents

01

01

48

State/Universitylevel Nationallevel Internationallevel No. of students participated in culturalevents

Nil

Nil

20

State/ Universitylevel

National level

International level

* + 1. No. of medals /awards won by students in Sports, Games and otherevents

01(Gold)

01

07

Sports: State/ University level

Nil

Nil

National level

International level

Cultural: State/ Universitylevel

Nil

National level

International level

* 1. Scholarships and FinancialSupport

|  |  |  |
| --- | --- | --- |
|  | Number of students | Amount |
| Financial support from institution | 8 | 51750 |
| Financial support from government | 30 | 1620000.00(UGC  Scholarship) |
| 254 | 1861462.00(Fee for  BPL students provided by the State Govt.) |
| Financial support from other sources |  |  |
| Number of students who received International/ Nationalrecognitions | - | - |

* 1. Student organized /initiatives

Fairs : State/ Universitylevel Exhibition:State/Universitylevel

National level National level

International level International level

* 1. No. of social initiatives undertaken by thestudents

03

01(Photography)

* 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. Apart from these, the college accommodates a public address system connecting each and every classroom as well as departments. Moreover there is a number of WhatsApp groups actively operative at different levels including the principal, 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 values etc. Moreover, college has developed curriculum for self- financing courses.

* + 1. Teaching andLearning

Thefollowingstrategiesareadoptedforstrengtheningteachinglearningenvironmentinthe college:

1. At the very beginning of each semester class, students are suggested to know the objectives of each and every paper as included in their syllabus. They are also suggested for a thorough readingofthetextbooksasprescribedinthesyllabusandaftercompletionoftheirreadingthey areaskedaboutthetitleofchapters,thefocalmattersofthebookandwhattheyhavelearnt.
2. Use of ICT for PPP basedclasses.
3. Special class for the weakerstudents.
4. Providechapter-wisemultiple-choiceorveryshorttypequestionswithanswers.
5. Discussion on syllabus oriented questions with thestudents.
6. Specialtrainingprogrammesuch ashowtowritelonganswersetc.areconducted
7. Guest lectures areconducted
8. Stress on conducting students’ seminaretc.
9. Classes engaged by alumni on relevanttopics.
10. Visit to some sites for socio-economic and historical survey where students after visiting such places have to provide power point presentation regarding their achievements and findings.
    * 1. Examination andEvaluation
11. Two sessional exams are conducted in everysemester
12. There is provision of showing the answer scripts to the students and through discussionsaredonewiththemregardingtheirdrawbacksaswellaspositivesides.
13. Unit tests are conducted and after evaluation, the drawbacks are shown to them and suggest how tocorrect.
14. Priortothepresentationofthemandatoryseminarpresentation,thepapersareverified tobegoodoneandduringthefinalpresentationthesearefinallyevaluated.

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6.3.4 Research and Development

1. In order to develop research orientation, the college organizes Ph. D. lectures where thenewlyPh.D/M.Phillawardedscholarhastomakeapresentationonhiswork.
2. Teachers are often encouraged in the formal meeting of IQAC for research works, i.e. Ph.D., M.Phil.etc.

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1. The eligible teachers are suggested to apply for guideship for Ph.D. and M.Phil. Research. One of the faculty members has been aco-guide.
2. Teachers are encouraged and guided to apply for different grants provided bydifferent
   * 1. Library, ICT and physical infrastructure /instrumentation
3. Studentsaresuggestedtoregularstudythebooksofcollegeanddepartmentallibrary.
4. Theyareaskedtowritethetitleofthebook,authors’name,yearofpublication, publisher etc. of the books they read at thelibraries.
5. Book reading and review programmes areorganized.
6. Teachers are encouraged to make use ofICT
7. Students are compulsorily involved in preparing ICTPresentation.
8. Purchaseofnewbookstothemainlibraryanddepartmentallibraries.Eachandevery department has increased the number ofbooks.
9. Students’aretakentothemuseumtoinculcatethehabitofpreservingmaterials.
   * 1. Human ResourceManagement

The following strategies are adopted for human resource management:

1. Scope for both general and Career counselling forstudent.
2. Placement information(specially in Army etc.) for students through college notice board or personalcontract
3. Promotion of research oriented mind of thestudents.
4. Encouragement to the teaching staff(both permanent and temporary) for undertaking researchworks.
5. Special welfare schemes for 5 associatedschools.
6. Financial help for all the employees through the MBF when calledfor.
7. Financialaidtosomepoorstudentsinadmissionandexaminationfeewhoshow proficiency in extra-curricularactivities.
   * 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 in the whole process of recruitment full transparency is maintained. Post for temporary vacancy is also advertised in local dailies and the appointment of temporary faculty is done through interview.

* + 1. Industry Interaction /Collaboration

The college has a good experience of interaction with the industry. There are a number of students 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 ourcollege.

* + 1. Admission ofStudents

1. Apartfromprovidingtheadvertisementregardingadmissioninlocaldailiesand big hording it is given in collegewebsite.
2. Details regarding admission process are given in theprospectus.
3. Transparentadmissionpolicyismaintainedwithstrictadherencetothe government policies regardingreservations.
4. The selection of the students under the sports, cultural, NCC, NSS quota is done through scrutinizing all relevant documents of the applicants by a group of teachers.
5. Weaving and reduction of fee is done as per thegovernment rules.
6. Students/parentsaremadeknownaboutthestatusofadmissionthroughapublic address system so that no confusion remains withinthem.
   1. Welfare schemesfor

|  |  |
| --- | --- |
| Teaching | Yes, by MBF i.e. Mutual Benefit Fund and Welfare society |
| Non-teaching | Yes, by MBF i.e. Mutual Benefit Fund and Welfare society, Medical facility in campus. |
| Students | Yes, Free Health check up camp and appointment of one medical practitioner to sit once in a week. |

* 1. Total corpus fundgenerated
  2. Whetherannualfinancialaudithasbeendone

Yes No

y

* 1. Whether Academic and Administrative Audit (AAA) has been done?Yes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Audit Type | External | | Internal | |
| Yes/No | Agency | Yes/No | Authority |
| Academic |  |  | Yes | G.B. |
| Administrative |  |  | Yes | G.B. |

* 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

Thecollegeishavingastrongalumniassociationwhichoftenorganizesprogrammes forthepresentstudents.Someofthealumnuswhohavebeenservingatdifferenteducational institutions or pursuing Ph.D. or M.Phil. Degrees often come to college and engage class on anyrelevanttopic.Theirpresenceandcooperationwhenevercalledforisquitepraiseworthy. Apart from their physical contributions they have also donated a number of goods like almirahs, bookshelf, books, fans, items for the museum of the college. Besides, in the sports, cultural, literary events of the college many of them have actively participated as the judges, performers andspectators.

* 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. Their suggestions are given importance and it is tried to implement them. Apart from these, individual parents are called for counseling from time to time. Telephonic correspondence and correspondence through formal letters or whatsAap at departmental level is alsooperative.

* 1. Development programmes for supportstaff

Aprogrammeonhealthawarenessandmedicalcheck-upwasorganized.Aprogrammewas organized to give the staff an idea on different investmentschemes.

* 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 classroom for avoiding plastic, tobaccoetc.
4. The college canteen has been made No PlasticZone
5. Strictvigilanceontheuseofbikeandscooter/vehiclesmainlybythestudents.
6. Atsomecornerssomebasketsmadeofbambooandtinareplacedtokeepwaste materials and thereby try to keep clean the surroundingsimmediately.

## Criterion – VII

1. **Innovations and BestPractices**
   1. Innovationsintroducedduringthisacademicyearwhichhavecreatedapositiveimpactonthe functioning of the institution. Givedetails.
2. Starting both the Educational Psychological and Languagelaboratory.
3. Starting of new subjects at degreelevel.
4. Strong PPP pool is created with more than 400presentation.
   1. ProvidetheActionTakenReport(ATR)basedontheplanofactiondecideduponatthe beginning of theyear
5. Established an Educational psychologicallaboratory.
6. Language laboratory startsfunctioning.
7. RUSA grant isutilized.
8. No. of Seats in the girls hostel is increased.
9. InspectionforintroducingMAcourseisdonebytheuniversity. 6.Smartclassroomsandvedioconferencingroomsstartworking.
10. Strong PPP pool is created with more than 400presentation..
11. Thenumberofbooksbothinthemainandthedepartmentallibrarieswereincreased.
12. Conducted field based studies as a part of students’research.
13. Organizedclassesbyinvitingresourcepersons. 11.The public address system startsworking.
14. Another sanitary napkin incinerator machine at girls’ hostel isinstalled.
15. A volume on Zehiruddin Ahmed, first GB president of Jorhat College ispublished.
16. Introduced some new subjects at UGlevel.
17. Developmentworksstartedatnewlypurchasedplot ofthecollegenearCinnamara.
    1. Give two Best Practices of the institution *(please see the format in the NAAC Self-studyManuals)*
18. Strong PPP pool is created with more than 400presentations.
19. ThreenewsubjectswereintroducedatUGleveltoincreaseacademicflexibility.

###### \*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. Uses of plastic are totallybanned.
4. The institution maintains a mini garden of medicinalplants.
5. Students are not allowed to bring motor cycle/ car without drivinglicence.
6. Talks on environmental degradation wereheld.
   1. Whether environmental auditwasconducted? Yes No

Y

* 1. Anyotherrelevantinformationtheinstitutionwishestoadd.(forexampleSWOTAnalysis)

SWOT Analysis:

STRENGTH: i) Added infrastructure ii) Strong Governing Body.

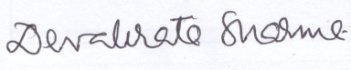
WEAKNESSES: i) Single faculty with limited academic flexibility. ii) Low quality input.

OPPORTUNITIES: i) Central location. ii) Enrolment of a large number of socio- economically backward students providing scope for exploring culture and athletic abilities of students from rural background. iii) Attraction of physical facilities like gymnasium hall, synthetic court, yoga centreetc.

Threats: 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 temporaryteachers.

1. **Plans of institution for nextyear**
2. To complete the building under construction with a RUSAgrant.
3. TointroduceMACourse(distancemode)inEnglish,Assamese,Education,PoliticalScience andSociology.
4. ToadvanceacademicworksincollaborationwithsomedepartmentsofUniversitieslike Tezpur University, Dibrugarh Universityetc.
5. Toputthebestclassesofthefacultymembersinthecollegewebsite andYouTube.
6. ToenhancethecentralpoolofICT–PPPbyaddingupto300class-materialsbymakingICT- PPP classes mandatory for eachteacher.
7. To start income generating activities at thecollege.
8. To submit National and International seminarproposal.
9. ToorganizeclassincollaborationwitheminentscholarsofNationalinstitutesorabroadthrough video conferencingmode.
10. ToteachGermanandSpanishasnewforeignlanguagesandatleastthreetribal/ethnicand Indian languages as part of Language Learning and laboratorywork.
11. Tocollaboratewiththedistrictadministrationtoretrieveandfine-tunethedistrictarchive.
12. To publish at least 20 books through the Jorhat College PublicationCell.
13. Toorganizeaoneweekworkshoponresearchmethodology/gender sensitization/environmentalproblems.
14. To submit research project proposals to ICSSR, ICHR, UGC, DSTetc.
15. To conduct at least 1 major field based study from each department supervised by the faculty members of the respective department in collaboration with Research Cell under IQAC. The funding would be done by the college for smooth running of theworks.
16. To compile and publish Jorhat CollegeHistory.
17. Totakemorestepsinsports,cultural,literaryandotherco-curricularactivities.
18. To set up a boys’ hotel in accordance with NAACsuggestions.
19. Tosetupanorchardandaherbariumatthenewcampusofthecollege.
20. Torelocatethecollegemuseumtoaspaciousnewaccommodationandtoaddnewitemstoit.
21. Lastbutnottheleast,tocelebratethecentenaryofJaliwanwalabagmassacreinagrandwayso astoinspirethegen-nextwiththeloftyidealsofpatriotismandself-sacrificeforthemotherland.



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

*Name Dr.SoumitraPuzari Name Dr. DevabrataSharma*

*\*\*\**

**Annexure I**

**Abbreviations:**

CAS - Career AdvancedScheme CAT - Common AdmissionTest

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 AssistanceProgramme SF - SelfFinancing

SLET - State Level Eligibility Test TEI - Teacher EducationInstitution

UPE - UniversitywithPotentialExcellence UPSC - Union Public ServiceCommission

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