



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

JORHAT COLLEGE(AMALGAMATED)

MAHATMA GANDHI ROAD, JORHAT ASSAM

785001

www.jorhatcollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Jorhat College (Amal.) was an Arts College of co-education for nearly half a century. The College by itself commemorates the history of two Colleges, viz. Jorhat College and New Jorhat College. After celebrating its Golden Jubilee in 2012, The College is now gearing up to celebrate its Diamond Jubilee in the year 2022. The College had been imparting education in eight subjects in U.G. level (both in Major & Pass Course) viz. English, Assamese, Economics, Philosophy, Education, History, Political Science and Sociology for nearly five decades. The College has recently broken apart its confinement to a single stream predicament by introducing Science in H.S level. Besides it has taken care to break new grounds by introducing M.A in five subjects. It is a matter of pleasure that it has already introduced MA in English, Assamese, Political Science, Sociology, and Education. Besides regular classes it is now running two distance courses also. Endowed with a Language Laboratory the College is running several foreign and ethnic language courses. The students and the teachers-employees of the College are imbued with a deep sense of patriotism and social responsibility. The recent historic procession to commemorate Jallianwala Bagh Massacre and the re-enactment of the actual massacre moments sent electrifying sensation among the College family as well the people at large. The College has adopted as many as 5 associate schools, two of those belonging to the blind, and deaf and dumb. The College has been rendering yeoman's service to the Special Children of these schools by preparing audio CDs and holding classes for them. The College is serving the society at large by focussing on helping impoverished, under-educated and malnourished tea garden workers, and more particularly their children. The College has been holding English teaching workshops, organising Swachhata Programs, arousing health and educational awareness among the people.

The College aims at promoting quality, but not at the cost of quantity. It dedicates itself to serve the people, more particularly the gen-next by imparting to them the best possible education but also by inculcating in them a sense of service to humanity and nature.

Vision

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.

Mission

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.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The College prides itself of being a premier institution of higher education in Assam. Its strength lies in its history, its teachers and receptive, imaginative, enthusiastic students. The college was set up nearly six decade ago in a post-independence surge of education and it still boasts of that spirit of independence. It tries to inculcate the spirit of freedom in students by making them free thinkers, free from all prejudices and inhibitions, blind beliefs and hatred. The college also invokes the memory of the freedom martyrs- be they the martyrs of Jalliwawalabagh massacre or 'Sepoy Mutiny', or the forgotten, unknown ones from Assam. It is considered to be a basic necessity to develop a sense of dedication among the students.

The team of dedicated faculty has made it possible for the college to aim at 100% pass percentage as we achieved. 96% pass percentage in 2016 itself. Apart from the 100% target of pass percentage, some departments like Sociology and Education are entrusted with the target of 100% first class. This target is not utopian but realistic as they have already achieved first class of up to 80% students!

One of the strength of the college is that its faculty have engaged maximum number of ICT-PPP classes, the collective pool possessing 400+ presentations already. It has turned the classrooms into a virtual audio-visual learning experience taking the most sophisticated and latest technology to the students hailing from the most backward areas/ethnicities. Learning is now not only educative but also an enjoyable experience. We have 10 ICT rooms along with a smart class room.

The lofty ideal of gender equality, upheld by the college as expressed through opening its gates for admission of third gender students, reserving 33% of students union posts and 50% of all departmental fora, posts for women has made the college proud by being a harbinger in this field..

Its library, museum, rain water harvesting, language laboratory, Solar energy, gymnasium all provide an ambience of a qualitative education strengthened by number in the form of quantity.

Institutional Weakness

Situated in the vicinity of the second college of Assam which pre-dated us by three decades, the college was historically at disadvantage as regards the enrolment of 'meritorious' students. Most of our students hail from backward, rural, remote areas and also from backward SC-ST-OBC-minority communities.

Having only one stream till a few years back was a major weakness. The college tried to eliminate this weakness by introducing science stream in the higher secondary level first, with a view to do so in Degree level next. But unfortunately no permission is received from the govt to proceed accordingly.

Till few years back we had only one campus. And that lone campus had comprised of only 8 bighas (3.6 acres) of land. Recently we have been able to acquire one more campus at the vicinity of the town. However we have not been able to build up that campus due to fund crunch.

One major weakness of the college is limited number of faculty, there being only 34 permanent posts for teachers. But unfortunately 5 of those posts are lying vacant for a considerable span of time. It necessitates appointment of part timer-teacher which is not permitted by the Government.

Another weakness of the college was lack of sufficient infrastructural facilities. We even lacked adequate class rooms, let alone ICT-enabled class rooms or smart class rooms. However sincere efforts were begun to arrange funds. Accordingly a Rs. 2 core grant from RUSA went a long way in constructing a 9000 sqft. New building. But it soon became inadequate as we introduced Science Stream in HS level, introduced MA in 5 subjects and introduction of CBCS necessitated exactly double number of Major class Rooms. Then we secured another infrastructural grant from the govt. of Assam. Another 7000 sqft. Of building was sought to be built up so as to solve class room's problem for the time being. But as only 50% of the fund is received so far we are not able to solve the problem.

Institutional Opportunity

The Jorhat College (Amal.) imagines itself to be standing at the threshold of immense possibilities, potentialities and opportunities. The college does not believe in glamour and outward shining. On the contrary it believes in generating deep values and stronger work culture.

It sincerely believes that there are immense possibilities of attracting good students to the institution and of enabling them to be successful. Our patriotic activities have drawn the eyes of gen-next with its fervour and zeal. That is why we are hopeful of getting ever better students into our fold.

Our extension activities with five associate schools have led to rapports with the children of those schools, leading in turn to their enrolment in our college.

Our ICT classes and more particularly the massive pool of nearly 400 PPT classes have attracted the tech savvy students of new generation. Now we intend to further penetrate into student's level of consciousness by enrolling them in our institution.

Our introduction of Gender Studies as well as our opening of admission for third gender and also installing of sanitary napkin incinerator machines, besides reservation of 33% to 50% posts for women in different spheres of college life, are spreading positive message about the college. As such we expect to get more and more response from brilliant girl students in the future.

Our setting up of the Language Laboratory along with our introduction of Foreign Languages like French and Spanish (and of course Spoken English), besides ethnic languages like Mising and Sadri, have opened up opportunities for recruiting students having language interest.

The introduction of M.A.(in Distance Mode) in as many as five subjects, viz. English, Assamese, Education, Sociology and Political Science have endeared us to the aspiring students of post graduate level, thus opening a new vista of opportunity.

Opportunity of the college is also wide open, particularly in the field of Sociology. While the Department of Sociology, Jorhat College, is celebrating its glorious Golden Jubilee year, students from all nooks and corners of the state throng to this department.

Institutional Challenge

The College is however not devoid of multiple threats or challenges.

The very first of these threats evolve from economic crisis or recession the world over. Even international giants like the USA are finding it difficult to survive this downhill journey or recession. Resultantly, less and less are being spent for education the world over. The percentage of GDP spent for education is also less than expected internationally. It has led to a crunch or cut in expenditure and hence of opportunities. Education has become a commodity which only the 'affluent' can afford to buy. Rising costs of living has also led poor income group students to drop out more than before.

The CBCS curriculum has been introduced in the colleges of our university some time ago. The very meaning of CBCS is Choice Based Credit System. However truth remains that there are few choices to be made, let alone the idea of a basket of choices. The lack of many choices has made the curriculum less attractive than expected. Hence the fall in demand of general college seats.

The rise of the problem of unemployment has led many parents and students to the conclusion that getting educated in general arts and science modes would not make them get jobs. Hence the threat to formal education system and the rise of distance modes. While we have combined both regular and distance modes in our college, we have noticed a conspicuous shift of the students from regular to distance mode. If this trend continues it will be difficult to continue the regular mode.

The instruction of the higher authorities to do away with the higher secondary section and the proportionate rise of the private junior colleges has posed a serious threat to the existence of colleges like us without higher secondary level to back up our feeder system, there would be real threats to our enrolment system. The delay in getting the recognition of our science stream, despite repeated efforts on our part, is posing another threat to our institution.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Being an affiliated college to the Dibrugarh University, we have little scope in designing the curriculum. Besides, after introduction of CBCS in our college as well as DU, from the session 2019-20 the D.U. also can make change in only 20% of the syllabus. However we have been trying to complement the curriculum as per provision. The academic council of the college has been monitoring the planning and implementation of the curriculum. The academic calendar has been followed strictly to maintain the progress of course-transaction giving due importance to co-curricular activities complementing the routine learning. Careful planning of talks, lectures, group discussions, seminars, field- trips and celebrations, etc. aims at the overall development of the learners. The faculties are encouraged to take initiatives and innovations for student-friendly and effective classroom teaching. Departmental meetings, meetings of the HODs with the Principal, Vice Principal and IQAC are held for distribution of syllabus, to monitor the overall course progress and also for result analysis. The cells and departments have been actively involving the students in some value-based programs to make the

students sensitive to the needs and aspirations of underprivileged sections. Field studies in rural backward area like Murmuria and Sycotta Tea Estates, Program for the students of Schools of tea-garden areas, audio-aids for the visually challenged students, gender sensitization talks, etc. are part of such modest endeavour. Since 2014 the College has been trying to introduce some value-added courses like Computer literacy, Beauty Culture, Yoga and Meditation, Spoken English, etc. Some short term trainings on photography, vermi composting, etc. are organized to open up the possible scope of skill development with our limited resources. From 2017-18 a new format has been used to collect feedback from the stakeholders giving more thrust upon curriculum. We will try to upload the feedback on website in near future. We do sincerely feel that we have to do a lot to meet the need of the learners keeping pace with the national and global trends. Keeping balance with the local needs and scopes we will certainly add some more courses and programs for the enrichment of Curriculum.

Teaching-learning and Evaluation

The college has been maintaining a perfect teaching learning and evaluation system which is made possible mainly because of the devoted and committed **teaching** faculties and the administrative mechanism of the college. The teachers are highly experienced and competent and always try their best to motivate and engage the students in the teaching learning process. The college too provides ample scope to the faculties to participate in different national, international level seminar, workshop etc. so as to keep themselves abreast of the recent development in their respective areas. Apart from these, the college also takes special initiative in organizing special classes by inviting eminent scholars of national and international repute. A central Pool of 400 + ICT –PPP class materials being built up by the faculties is a virtual powerhouse of knowledge and empowerment both for the students and teachers.

In Jorhat College, the process of **learning** is always student centric in which the students are encouraged to experience with participatory learning which are operative in the form of seminar participation, Assignments submission, Project work and field study etc. The language laboratory of the college also helps students enhancing their learning ability and language skill. There is an active mechanism in the college to identify the advanced and slow learners which also ensures special activities to cater to their needs. Students mentoring system also contributes a lot in maintaining a perfect socio-psychological bond among teachers students and the parents. A number of courses such as course on Yoga, Beauty Culture, Gender studies, different foreign and regional language learning etc has been introduced in the college apart from the regular degree courses prescribed by the Dibrugarh university.

A structured internal examination and **evaluation** process has been designed and implemented in the college. It takes special initiative in developing transparent and robust internal evaluation system. Two sessional examinations are conducted in each semester which is informed to the students well in advance. The results are also declared in a timely manner. The students can raise any grievance related to the examination which are immediately resolved.

Research, Innovations and Extension

In the last five years, two teachers completed two UGC Research Minor Research Projects, namely 'MGNREGA for rural Economic Upliftment: The Scenario of Jorhat District' and 'History of Prison Administration in Colonial Assam'. The college has been continuously working to create an ecosystem for innovation. College has conducted a number of study tours, students' workshops on research methodology, talk programmes etc. were conducted. The institution also organized a workshop on Intellectual Property Rights

(IPR). The institution, in order to check malpractices, has stated code of research ethics for academic research. The college has always motivated teachers to excel in academic and extra academic fields and outstanding achievers have been felicitated by the college family.

During the last five years altogether 129 publications appeared in the form of books or chapters in edited books.

The institution has been organizing innovative, thought provoking and unconventional extension activities. A number of programmes such as health awareness camps, eye check up camps etc. were conducted at the Sahpuria - the adopted village of the college. Programmes were conducted for students of schools for the blind, deaf and dumb; for tea garden labourers, flood victims, community from the third gender and orphans. A huge meeting on the occasion of the Centenary of Jalianwalabagh massacre was hosted in collaboration with the Gurudwara Ramgharia Sabha -Jorhat, Sikh Youth Federation and associated schools on March 23, 2019. The institution has been conducting a number of employability enhancement programmes, coaching for the unemployed for recruitments in banks etc. The NCC and NSS wings of the college have engaged in different programmes such as mock-drills, socio-economic surveys, cleanliness drives, social awareness programmes, and plantation drives etc where the teachers also participated. The college has been lauded by the district administration for its commitment towards social upliftment.

A total number of 5 MoUs have been signed with institutions of repute and collaborative works are currently in progress. The researches are oriented towards creating solid information system and a pro people consultancies.

Infrastructure and Learning Resources

For effective teaching learning, proper infrastructure is indispensable. The institution has taken steps to provide adequate facilities like computers along with internet facilities in each department. There are 10 class rooms with ICT facilities and one SMART class room in the college. There are two seminar halls in the college where the various academic programmes are organised for the benefits of the students and academics. The college also provides a well-equipped library with a good collection of text books, references, journals, rare books and manuscripts. Besides the central library there are 8 departmental libraries with good collection for both the students and teachers.

A holistic development of an individual is incomplete without physical and other co-curricular activities. The institution provides adequate indoor games facilities like gymnasium, carrom board, chess etc. it also provides equipment for football, cricket, volleyball, basketball and athletics. The institution encourages various cultural activities like, music, dance, drama, literary competitions including storey writing, wall magazines, hand written magazines etc.

There are various sub-committees in the college to support students' welfare to meet their needs. For the welfare of the students, there is a medical cell in the college which conducts various activities like annual 'health-day' for the students and a health-card is also issued for the students.

For upgradation of the teaching learning process, the college always strives for updating IT facilities. The college has 1 central computer centre and a language laboratory with LAN for providing academic and computing facilities. There is a psychological laboratory with a number of equipment in the department of education for catering to the needs of the Major students in education.

All the departments follow the syllabus of the Dibrugarh University for the U G level. The college

also provide the facility for distance mode education to the U G and P G levels under Dibrugarh University and Krishna Kanta Handique State Open University of Assam. There is a student mentoring system in the college in which students are divided into the groups and each group is supervised by a particular teacher.

Student Support and Progression

Having 774 students on its rolls as of June, 2019, the Jorhat College takes every care that the students get the best of facilities during their stay here. The poor but meritorious students are provided with financial and other logistical aid like books in addition to the government schemes through Student Aid Fund. The Women Cell of the college also provides monetary help to the needy and meritorious girl students when they apply for it. The students are awarded with cash prizes for their outstanding performances which also act as financial help to them. The college fraternity also provides monetary help to the upcoming talents in the field of sports and music whenever they apply for it.

The students enjoy the advantage of getting all information like attendance, marks, holidays, admission dates etc. in their own mobile through the app ITSJACIAN.

Teachers provide counselling through student mentoring system. Moreover, there is an active Career Counselling Cell to guide the students in career related issues. It also provides coaching for competitive examinations and makes provision for vocational training.

The college has a medical cell which organises “Health Day” annually for the health check up of the newly admitted students. Besides, the Cell provides free medical checkup twice a month for students, teachers and office staff.

The college has a rich library and museum for meeting the historical and archaeological needs of the students. The departments also have their own library and book banks.

The college conducts programmes on computer applications and communication skill. The language laboratory of the college is used for honing linguistic skill of the students. The college has a Grievance Redressal Cell and a Gender Sensitization Committee Against Sexual Harassment. The college has imbued the students with patriotic fervour and zeal to work for the underdogs.

The institution encourages participation of students in various policy making bodies like the IQAC, admission committee, students’ union, election committee, GSCASH.

The college has an active Alumni Association which has contributed significantly to the college both in cash and kind and is actively involved in various events.

Governance, Leadership and Management

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.

Mission of the college is to dedicate itself for the noble cause of development of an enlightened, socially committed academia with an accommodative, inclusive, liberal approach.

The college authority adheres to the government regulations in the matters related to appointment, admission and utilization of funds and also the rules mandatory for all colleges of India under the guidance of UGC. The college is controlled and monitored by Directorate of Higher Education, Assam.

The Governing Body of the College is the apex decision making body regarding the governance of the college. The Principal, Vice-Principal, Academic Vice-Principal take care of the governance of the college with the assistance of the teaching fraternity and the non-teaching staff.

The College gives paramount importance to participation of teachers in the decision making bodies. All the bodies and committees associated with decision-making process in academic and administrative issues have representatives of teachers. The institution practices decentralization and participative management.

The grievances, problems and issues of students are dealt by various bodies with great sensitivity and understanding. Each cell is headed by a senior teacher as convener viz., Discipline committee, Gender Sensitization Committee against Sexual Harassment and the Anti-ragging committee.

The college is paving its way towards implementation of e-governance in areas of operation in various areas. The ITSJCIAN mobile app has been introduced to fructify the goals of e-governance.

Five schools have been adopted as associate schools and with those schools academic and cultural exchange programmes have been organized.

There are effective welfare measures for teaching and non-teaching staff which include the (Mutual Benefit Fund) Cooperative Society and Jorhat College Welfare society.

The performance appraisal system for teaching and non-teaching staff is effective. Regular

Institutional internal and external Audit is conducted and efforts are made to ensure fund mobilisation and optimal utilisation. Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance with its initiatives.

Institutional Values and Best Practices

The Jorhat College has taken a pioneering role in advocating and implementing gender equality with social justice. For the college, gender equality is an issue of social justice and it does not denote equality of just two sexes, viz male and female. On the contrary, its idea of gender equality is all inclusive, thus accommodating third gender. Therefore, the college opened the gate for the transgender people in June 2015. Along with it, the

college has organised a lot of talks or gender sensitisation programmes to ensure gender justice amongst the students, teachers and the non-teaching staffs. One of the most significant programs of this nature was inviting a human rights activist from the USA, who considers himself as a 'transman'. The college has also installed three sanitary napkin incinerator machines in the college campus. Similarly, the college believes that it has some social responsibilities. Therefore, it has undertaken numerous extension activities to engage with the local community. In this connection, it may be mentioned that the college has adopted five schools as associate schools. The college is encouraging its teachers to visit those schools whenever possible and to render necessary quality education in different subjects. Conversely, the students of those schools are also invited to the college in regular intervals. The Jorhat college, in its endeavour to capture the spirit of the age, issued/gave a clarion call to its each and every faculty to engage ICT classes with Power Point Presentation (PPP). It is noteworthy that 100% of the college faculty has meanwhile engaged ICT classes with PPP. Under alternative energy initiative, the college has installed solar plates in the college and the energy requirements of the Girls' Hostel are met from this initiative. The college takes all measures for solid, liquid and e-waste disposal. Rain water harvesting facilities are also installed in the campus. The college has also provided braille software facilities for the *divyangjan* students. With the active involvement of the local Sikh community, the college observed the Jalianwalabagh Massacre centenary on 23rd March, 2019.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	JORHAT COLLEGE(AMALGAMATED)
Address	Mahatma Gandhi Road, Jorhat Assam
City	JORHAT
State	Assam
Pin	785001
Website	www.jorhatcollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Devabrata Sharma	0376-2301894	9435051795	-	principaljorhatcollege@gmail.com
IQAC / CIQA coordinator	Soumitra Puzari	-	8876186968	-	soumitrapuzari@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	24-05-1962

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Assam	Dibrugarh University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	09-01-1975	View Document
12B of UGC	09-01-1975	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Mahatma Gandhi Road, Jorhat Assam	Urban	4.46	3.46

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese	36	HS	English,Assamese	50	50
UG	BA,Economics	36	HS	English,Assamese	30	30
UG	BA,Education	36	HS	English,Assamese	20	20
UG	BA,English	36	HS	English,Assamese	30	30
UG	BA,History	36	HS	English,Assamese	30	30
UG	BA,Philosophy	36	HS	English,Assamese	30	30
UG	BA,Political Science	36	HS	English,Assamese	60	60
UG	BA,Sociology	36	HS	English,Assamese	60	60

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				12				19			
Recruited	0	0	0	0	4	8	0	12	11	0	4	15
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				13
Recruited	0	1	10	11
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	1	0	6	1	0	8
M.Phil.	0	0	0	1	0	0	4	2	0	7
PG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	3	9	0	12

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	379	2	0	0	381
	Female	393	0	0	0	393
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	13	17	13	16
	Female	8	4	8	5
	Others	0	0	0	0
ST	Male	11	18	18	26
	Female	12	13	10	16
	Others	0	0	0	0
OBC	Male	24	29	31	23
	Female	21	16	14	22
	Others	0	0	0	0
General	Male	82	75	85	74
	Female	117	110	102	105
	Others	0	0	0	0
Others	Male	6	5	14	10
	Female	6	12	5	8
	Others	0	0	0	0
Total		300	299	300	305

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 9

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
9	9	9	9	9

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
774	760	747	710	717

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
135	135	135	135	135

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
213	204	195	188	170

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
27	29	28	30	28

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
31	31	31	31	31

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 25

Number of computers

Response: 32

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
186.38	186.88	129.50	100.67	117.23

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Jorhat College(Amalgamated) being a single stream college, is sincerely committed to the pursuit of excellence and overall development of the students. As an affiliated college to the Dibrugarh University, it has been trying to complement the curriculum as per provision. Basically the departments are encouraged to take initiatives for an effective planning and implementation of the curriculum keeping in view the institutional culture. Our college is known for the strict discipline mitigated with a student-friendly and liberal atmosphere aiming at imbuing the students with the sense of responsibility, dedication and self-esteem. The co-curricular activities under the supervision of the teachers complement the routine learning with ample scope for the students to develop their potentialities in various fields. Careful planning of the various programmes like talks, lecture programmes, seminars, etc., by the departments and IQAC aims at providing the learners with an atmosphere appropriate to their need at present. The Departmental Forums, Students' Union, Teachers' Unit also take initiatives to attain this goal.

For effective implementation of the curriculum the faculties are encouraged with sufficient liberty for initiatives and innovations. Jorhat college gives utmost importance in Orientation of the teachers for student-friendly practices and effective class-room teaching. To fortify the process of implementation regular monitoring of the class-room proceedings and course-progression has been done both at the departmental level by the Heads of the Departments and centrally by the Principal and IQAC. The Principal often interacts with the H.O.D.s, and the Academic Vice-Principal monitors the classes regularly. Seminars, Group-discussions, etc. have been used as some means to actively engage the students and to make them enjoy a full range of learning experience.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 5

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
02	0	01	0	02

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 28.17

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	2	0

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 33.33

1.2.1.1 How many new courses are introduced within the last five years

Response: 03

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 0

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years**Response: 2.04**

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
79	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum**Response:**

Both departmentally and under the initiatives of the IQAC steps have been taken to engage the students in varieties of activities and programs that can supplement to the curriculum. Such steps aim at the holistic development of the students. Varieties of talks, lectures, departmental functions are aimed at providing some impetus to the fixed schedule of curriculum. Being an arts college of a locality having very little industrial patronage, we have very little scope for collaboration. *However we have been trying to give the possible scope to the students by well-planned personality development program, some self-sustaining skill development / value-based courses like Spoken English, Beauty Culture, Yoga and Meditation, Gender Study, etc. Some short term trainings on Photography, Vermicompost, etc have been organized.* For gender sensitization and in imbuing the students with the sense of socio-political responsibilities the college gives special importance to some co-curricular practices. To make the students sensitive to the needs and

aspirations of the underprivileged section of the society they have been engaged in some fieldworks or voluntary services like doing survey in the tea-garden areas, preparation of audio-aids to the visually challenged students, cultural exchange and cooperation with the deaf and dumb school, etc. Visit to some sites of archaeological ruins, archives of the district court by the students, etc. are some modest steps by the College for the enrichment of the curriculum.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 5

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 5

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 16.93

1.3.3.1 Number of students undertaking field projects or internships

Response: 131

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A.Any 4 of the above

File Description	Document
Any additional information	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Any additional information	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.05

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	1	0	0

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 99.93

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
303	305	300	299	300

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
303	305	300	300	300

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years**Response:** 84.44

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
116	126	113	114	101

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

The institution assesses the learning levels of the students, after admission and organizes special programmes for advanced learners and slow learners. After taking admission, all students are aimed to be assessed by intra-institutional evaluation methods of the college. The methods can be distinctly outlined by following five major test apparatus which is common for all.

- 1. Class/Unit Test:** The departments of the college take either Class Test or Unit Test normally in each month to keep students in constant touch with their course or units.
- 2. Sessional Tests:** As per academic calendar of the college, two Sessional tests within a semester are held, the scope of which is wider than the class/unit tests. While the first Sessional examination covers the first two/three units discussed till date, the second Sessional examination generally targets to cover almost all the units of a course under discussion.
- 3. Students' Seminar:** students' seminars are held according to the suitable time of each and every department. Capacity of thinking critically, reference collection, power of good presentation, handling and functioning power-point instruments are the primary aims of these seminars.
- 4. Group Discussions:** Every department of the college arranges group discussion programmes for their students, especially among the Major students to test their reasoning ability, answering ability, argumentation on various course related topics.
- 5. Field Study:** The students are encouraged to participate in field study/survey so that they can develop the ability and technique of data collection and interpretation. This also takes place at the departmental level under the monitoring of the teachers.

Strategy for Advanced Learners: The advanced learners are provided with additional materials such as

E. Books, E. Journals, reviewed articles etc. Each and every department of the college has study fora to deal and discuss serious academic problems along with other discussions. They are asked to present special seminars on selected topics. Selected advanced learners are encouraged and guided to prepare for different competitive examinations. In order to develop a competitive mind and also to get inspiration, the meritorious students are felicitated in the college. Apart from these, some language learning courses including foreign languages like French have been introduced mainly keeping in mind those meritorious students.

Strategy for slow learners: The departments of the college provide for the slow learners free tutorial and remedial coaching classes. Teaching faculty are involved in interactions and socio-academic counseling with such students after identifying them with the help of the data collected from the 'Students' Mentoring Forms'. In that case, each and every teacher is known as mentor. To help slow learners understand the topics, the teachers use the bi-lingual explanatory method. Often they are provided with comprehensible lecture notes. Some departments provide extra course materials too from their departmental libraries. Social counselling like counselling in front of guardians, Parents- teachers' meet etc. are arranged from time to time. Teachers also monitor students' performance at every college- conducted test and end semester examinations. Keeping in mind the students' aptitude and caliber, special career guidance and counseling are arranged.

File Description	Document
Any additional information	View Document

2.2.2 Student - Full time teacher ratio

Response: 28.67

File Description	Document
Any additional information	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.52

2.2.3.1 Number of differently abled students on rolls

Response: 04

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

In Jorhat College, the process of learning is always student centric in which the students are encouraged to experience with participatory learning which are operative in the form of seminar participation, assignments submission, Project work and field study etc. Mainly, during seminar presentation, the students are inspired to present on their selected topics for the whole class so as to inculcate holistic learning.

Apart from using the traditional method of black board, marker board, chart etc, the college pays much emphasis on ICT based teaching learning atmosphere. A central Pool of ICT –PPP class materials is being built up with more than 400 PPPs as all the college faculties contribute towards it. Thus the college gives emphasis on the use of both projected and non projected teaching aids while imparting knowledge.

The college has a well-equipped library where the students can easily access books, Journals, newspapers etc. Apart from this central library, the students have easy access to the departmental library of their respective departments. Accessibility to online resources helps this process tremendously. As the college has introduced science stream only at the Higher Secondary level, only education department provides for the experiential and experimental learning in the degree level to their best in the well equipped laboratory, where the students get access to the testing, measuring and examining different data and information as well as some other experimental objects.

However in the other departments, students are encouraged to undertake project work and field work. Jorhat college has been undertaking several such field and project works. Such activities contribute to knowledge development, skill formation and thereby provide requisite platform for the students to become confident and self reliant.

Several departments of the college encourage and provide for group discussions among the students where students are not only the participants but also the key conductors in which they get ample scope to have experiential learning.

The language laboratory of the college helps students enhancing their learning ability and language skill.

Apart from all the activities mentioned above, the college gives chance to the exceptionally meritorious students to teach other fellow students. Teachers also encourage the students in limited tutorial classes within the college, giving opportunity for mutual interaction between learners and teachers. The college has a very vibrant students mentoring system. The students of each semester of the college are uniformly distributed among the teachers who act themselves as mentors under Students Mentoring System(SMS). The mentors provide academic and personal guidance to the students if and when necessary.

Civic activities and problem solving abilities are developed among students through NCC and NSS wings of the college. As a result, the students get the opportunity to inculcate social concern and responsibility and also the ability to care and share.

During departmentally arranged group discussions too, the students are prepared to solve problems if and when the topic of discussion is poised as a problematic one.

File Description	Document
Any additional information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 27

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 28.67

2.3.3.1 Number of mentors

Response: 27

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

The college provides ample opportunities and facilities for the students for promotion of creativity and innovation by encouraging them to participate in different literary as well as cultural competitions both within and outside the college. The college also inspires the students especially through the students' union to prepare articles for college, departmental and wall magazines.

Besides, Jorhat College has a museum and a language laboratory to experience some new knowledge. The college has a career counseling cell to provide carrier guidance. Under this cell, several skill based courses are offered and conducted such as Programme on Computer skill, training on Photography, SSC and other competitive Exams, Certificate course on beauty culture, Yoga, Awareness Programme On Entrepreneurship Development, Employability Enhancement Training etc.

Innovative student centric activities are encouraged and assisted by the authority and the respective departments like the College Magazine (The JCIAN), The College Newsletter and departmental Wall Magazine and departmental Handwritten magazine, Seminars, Workshops, Exhibitions, competitions like poster presentation, Paintings etc. bring out the creativity and originality of the students. **Special assistance in research , survey , translating and writing Works are also provided to students.** The newly equipped departmental laboratory of Education Department provides some opportunities for the students of the concerned department.

Extra-curricular activities such as Youth Festivals (under Dibrugarh University), inter college competitions in sports, cultural and literary sectors are encouraged and aided by the authority. In organizing these events on a large and popular scale, students are actively involved in publicising and getting sponsorship. Very recently, during college week of 2018-19, the students got sponsorship from a sponsor called “Power Factory” in organizing Body building and weight lifting competitions.

The college also takes special care in nourishing scientific temperament among the students by involving them to undertake various projects. Various historical, social and educational projects are undertaken by the students with fruitful outcomes for the future generations. In order to inculcate values, special classes on gender studies are also arranged.

The college tries to bring innovativeness by implementing ICT Based class room atmosphere. In this regard, it has gained success as all the faculty members are involved with this practice. The faculties also prepare question banks for the benefit of the students. Of late, several of the teaching faculties are uploading their resourceful lectures on U-Tube. The college provides for faculty exchange programme where exchange takes place at both inter-college and intra college level.

In order to expand the horizon of learning, the college takes special initiative in organizing class in collaboration with eminent scholars of National institutes. Various renowned scholars have already visited and imparted knowledge in the college. Professor Virginius Xaxa ex faculty of London University, TISS as well as Delhi School of Economics, Professor Dilip Barua, retired professor in the Department of English, Burdwan University, Professor Madan Sharma, former Vice Chancellor as well as Professor in The Department of EFL, Tezpur University, and Ms. Tanzoom Ahmed a research scholar from Chicago University are some the names who have engaged classes.

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 91.61

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 28.2

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
08	10	08	07	07

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 15.56

2.4.3.1 Total experience of full-time teachers

Response: 420

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 28.17

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	03	02	00	02

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The college firmly believes in continuous evaluation of the students for their academic performance and so it tries to implement effectively the examination as well as evaluation reforms at internal level. To mitigate with the demand, a structured internal examination and evaluation process has been designed and implemented. As far as internal examinations are concerned, it is held twice a semester. For the smooth functioning of internal evaluation, the whole process is discussed in the staff meeting of faculty members before the beginning of the semester, in which the tentative date and schedule of both the Sessional examinations are fixed. Accordingly, the selected dates are included in the academic calendar of the college which is applicable for the teachers and students of all the departments. Thus immediately, during admission, the students know about the schedule of Sessional examinations. Generally the Sessional examinations offer 25 marks question paper giving one hour answering time.

Just before the commencement of the examinations, an examination committee is formed with two or three teachers as examination AOCs which is headed by the Academic Vice Principal. Respective departments take the responsibility of setting the question papers. It is the responsibility of the respective HoDs to submit the question papers in the stipulated time as per the requirement of the Examination committee. Students are well informed about the portion of the syllabus, question pattern, marks distribution etc. before the beginning of the examination.

The evaluation works start immediately and is completed within seven to ten days. To ensure transparency, each department notifies the result on the departmental notice boards of the respective departments. The answer sheets are given to the students individually, who after observing the same have to return the same. Whenever the performance is not satisfactory; the student is counseled both by the examiner(evaluator) and the HOD of the concerned department if and when necessary. Parents teachers meet are frequently held and the parents are informed about the students' progress.

For the internal assessment and for offering IA Marks to the students, besides two Sessional examinations, the departments regularly arrange seminar presentation, field study, group discussions, home assignments etc. The departments arrange class tests and sudden tests too to estimate students' preparation and understanding.

External examination and evaluation are conducted according to the university guidelines and thus we have limited scope for reformation in the final examination. However, the institution ensures effective implementation of examination reforms initiated by the university. The students are immediately informed about any change in question pattern, or in distribution of marks in the syllabus etc. if and when such information is received from the university. Teachers performs duty both as invigilator and examiner(evaluator) in both types of these examinations where as selected teachers work as university question setters. The college has been working as one of the examination and evaluation centers for university examinations.

File Description	Document
Any additional information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The mechanism of internal assessment of the college is transparent and robust in terms of variety, frequency and clarity. An overall idea about the examination and evaluation pattern under Dibrugarh University is given through the prospectus which is available both in soft and hard form. Just after the admission, the students as well as the parents are communicated about the mode and pattern of internal assessment in the parent-teachers meet which is generally held just before the beginning of each semester. Apart from this, the whole schedule is given in the academic calendar of the college which is made available to the students/parents at the beginning of the session. However the academic calendar is also available in the college website. The pattern of examination ensures transparency, and utmost confidentiality is maintained at the departmental level during the time of setting and arranging question papers.

The pattern and the formalities of conducting Sessional examinations are similar to the University conducted external examinations within the college. Just before the commencement of the examinations, an examination committee is formed with two or three teachers as examination AOCs and it is headed by the Academic Vice Principal. Question Papers are drafted by the departmental faculty guided by the head of the department. Completed answer sheets are packed well, though not sealed, and immediately dispatched to the teachers allotted to examine the same. However the concerned HODs are entrusted with

overall responsibilities. The evaluation works start immediately and is completed within seven to ten days. Re-evaluation system is also available if and when needed. The results of students' performance are notified on the notice boards provided to each department and are also shared with the students in the respective class rooms at the presence of all the students of the concerned class. Students are to observe their answer scripts and return to the respective invigilator.

The invigilators discuss the question papers while distributing the examined answer sheets among the students and share his/her opinions, suggestions on the answers of respective students. Problematic questions are thoroughly discussed.

Then the HODs of respective departments enter the marks within a file for calculation of I.A. Marks.

Besides two Sessional Examinations, much weightage is given to seminar presentation, home assignments and group discussions on the basis of which the left out five marks is given to the students. The final five marks of the students (out of 20 IA Marks) come from their punctuality and attendance. To make the parents aware of their children's performance in internal examinations, the college arranges parents' teachers meet centrally and also departmentally in every semester.

During both Sessional and university conducted end semester examinations, the college authority takes proper care for smooth conduct of the same. Time tables are displayed on college notice boards and website, room allocation with appropriate strength is executed, invigilators are appointed as per norms (ie. 30:01) to ensure avoidance of malpractice and also for smooth conduct of other examination related activities.

File Description	Document
Any additional information	View Document

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

The Dibrugarh University to which the college is affiliated provides all the necessary guidelines and instructions for the smooth functioning of the examinations. The college takes utmost care in maintaining all those conditions and guidelines laid down by the university. Since the college gives stress on smooth and transparent conduct of examinations in both Sessional or the university directed examinations, there is very limited scope for examination related grievances with the college.

Here, within the college, all necessary information regarding dates, schedule of the Sessional examinations are clearly done at proper time. Utmost confidentiality is maintained while setting question papers and also during the time of opening question paper packets just before the commencement of the examination. The system of dispatching answer scripts of final examination is very smooth, prompt and protective.

Declaration of marks of the internal examination and the results of the university is very smoothly done and displayed on the notice boards. University mark sheets are distributed within two days of receiving the

same after photocopying and recording the data.

Despite all these, grievances may occur which is not unnatural. But they are very minimal. Minor cases of answer script recalling, query and doubts over some withheld results etc. arise after the declaration of University results.

The college has two types of mechanisms to redress grievances; It provides a special grievance redressal cell which is common for all students and the departments are also authorised to handle Sessional examination related grievances independently if and when necessary. Of course both the cells are under the supervision of an apex body comprising of the Principal, Academic Vice Principal and a few senior faculty members.

Grievances relating to the examinations conducted by the college are solved promptly but with utmost clarity. Students are shown their internal examination answers scripts. Guardians are also called, if any student does not adhere to the clarifications shown by the college or departments. There is also provision of reevaluation of answer scripts if the student as well as the guardian is not satisfied with the evaluation.

In so far as the University directed examinations are concerned, if and when grievances occur students directly appeal to the university authority. In such cases, students are logically counseled, mentored and guided by the teachers and college office bearers. Whereas grievances related to internal examinations of the college are solved within a very short period of time, the grievances relating to university- examination results may naturally take some time due to the maintenance of formalities and technicalities.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Jorhat College strictly adheres to the academic calendar for the conduct of CIE. Before the beginning of the academic session, the academic calendar is prepared which is recommended and approved by a committee headed by the principal, the vice principal, academic vice principal, IQAC Coordinator and the senior faculty members. The academic calendar provides the information regarding the working days of the college, the teaching days, the holidays, the schedule of the two sessional examinations, and also about the semester-end examination, and the mid-semester vacation. The academic calendar is available in both soft and hard forms. The soft copy is available in the college website. Just after admission, both the students and teachers get hard copies of academic calendar provided by the office. However to disseminate information mentioned in the academic calendar, an user friendly app **JCIAN is also used**. The Students as well as the other stake holders can collect information regarding attendance (of the students), timetable, sessional examinations notifications, results, information and notices of various academic and nonacademic activities in the college through this app.

The teachers prepare their teaching plans as per the academic calendar which also helps in the smooth conduct of continuous internal evaluation. The CIE schedule is also prepared keeping in mind the curricular, co-curricular activities of the college which are mentioned in the academic calendar.

All the examinations are conducted strictly according to the schedule given in the academic calendar. An examination committee is constituted according to the schedule given in the academic calendar and the

examination committee ensures the conduct of the examinations as per the schedule. Apart from these, on the eve of admission to different semesters, especially during B.A. first semester, the college issues prospectus for the aspiring students, where all necessary information including CIE are made clear. Different modes and even marking pattern for continuous internal evaluation are being highlighted. For example-Sessional examinations and their marking criteria, semester paper presentation and assignments for it, group discussion or home assignments etc. are laid down in the prospectus.

The academic calendar of the college is a vital one in guiding key academic matters of teachers and students. Except some serious contemporary matters and problems, all follow its dates and schedules. Besides the prospectus and academic calendar, the app **JCIAN is also used to disseminate such information.** Moreover the authority and the departments also take special care in displaying important dates and schedules on specified notice boards.

However it is the responsibility of the concerned departments to make provision for conducting the seminar presentations, group discussions and home assignments. They are evaluated on the basis of their performance and marks are given. After university notification for end semester examinations, the departments calculate and provide the IA Marks of each and every student for concerned collecting authority.

File Description	Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

Mechanism of Communication:

Programme outcomes, programme specific outcomes and course outcomes for all programmes offered by the college are stated and displayed on website and communicated to teachers and students through various means.

The College publishes prospectus annually giving all the academic programmes which is made available to students.

At the beginning of the semester, an orientation programme is organised comprising of the teachers, administration, the students, parents and other stage holders in which PO, PSO and COs are clearly highlighted.

Apart from this, the students are specially informed about this in the class by the faculties of the respective departments at the very beginning of the semester.

The College also monitors about the course progress through the mentoring groups.

The IQAC also takes special initiatives in implementing and achieving the targets. Specific remedial and corrective measures such as random interactions with students, parents, teachers, and other stakeholders are conducted.

The feedback forms prepared for the parents, alumni and employees reflects the course outcome of the college.

Though the programme outcomes, programme specific outcomes and course outcomes for all programmes offered by the institution are stated and displayed on website, here they are discussed precisely in general. Detail description regarding all these matters considering each department individually are displayed in our college website i.e. www.jorhatcollege.org

Programme Outcome:

Though we adhere to a specific syllabus pattern prescribed by the Dibrugarh University, in executing the curriculum, ample emphases is given with respect to the following parameters.

Critical Thinking

Imaginative Ideas

Effective Communication

Inculcation of Social Responsibility

Responsible Citizenship

Ethical Upliftment

Environmental Awareness

Programme Specific Outcome:

1.To inculcate the ability of thinking critically and also to usher the spirit of understanding, analyzing and introspecting on different ideas.

2.To have a first-hand experience of the ideas and situations/problems held in the contemporary society.

3.To enable them to make use of the knowledge gained through the classes at practical level for the greater interest of self as well as the nation.

Course Outcome

It is intended to provide the students with contemporary knowledge as well as knowledge regarding various scope for employability in their respective fields of study through different courses imparted to them. For this the teachers also update themselves with the recent developments in different fields by attending different seminars, workshops, training Programmes from time to time.

File Description	Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

There is a monitoring process which observes, analyses whether the attainment of the POs , PSOs and COs for the specific period have been satisfactory or not.

The students' ability to think critically, their observation power, intuition, their involvement in different college related activities, programmes, their contributions/ willingness of rendering service to the society which gets reflected through their devotion to the duty assigned to them as such etc are some of the parameters to monitor. The notion of reward and discouragement is also brought into account. The college has been regularly providing the best student award keeping in mind all these sides.

As a result they are attaining some qualities in some fields such as the ability to communicate effectively, perfect social interaction, awareness regarding their responsibility towards the society, development of the notion of self sufficiency etc.

Our students are able to earn their livelihood successfully in different fields. The career counseling cell of the college keeps a proper record of the students getting placements through various campus and off-campus interviews. This record also helps to access the attainment level of course outcome.

One tool for measurement of outcomes is the result of the students and their progression in higher education. The result of the students is always analyzed. It is attempted to find out specific measures for any improvement if required. In this regard the class tests also help as a tool to measure the attainment of course outcome. However, the college has been able to show a very good result consistently. The average pass percentage of the college is quite high in comparison with the other colleges under Dibrugarh University. Recently, the department of English has attained excellence by securing 100% first class in the B.A. Final Examination, 2016. The Department of Sociology has a special reputation for its glorious results.

A good number of students of the institution are regularly being selected in different universities of the country.

The feedback collected from the students also help a lot to judge as to whether the mechanism of the college is able to run in a right direction. The students' satisfaction survey conducted in the college helps to know about their reaction to the quality of classes, regularity of classes etc . After collecting the reports of

feedback, meetings are held with the person/ department concerned and necessary steps are taken to improve the deficiency if required.

Apart from these, there are some specific measures such as unit tests, quiz competitions, assignments, lecture programmes, survey, group discussions, seminar presentation etc. to monitor the attainment of programme specific outcome.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 95.95

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 213

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 222

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 4

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	04

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.07

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 02

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 28

File Description	Document
Supporting document from Funding Agency	View Document
Funding agency website URL	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other

initiatives for creation and transfer of knowledge**Response:****An Ecosystem for Innovations in Jorhat College – the Incubation centre and its many Initiatives:**

Under the guardianship of the principal, Dr Devabrata Sharma, the incubation centre for innovation and initiatives of the college has been undertaking very many exercises with the aim of making contributions to knowledge also to the society at large. Each and every activity of importance conducted in the college for the last five years has been properly planned, recorded in print and in digital media and has also been highlighted in the national and state dailies. The following description would provide a glimpse of the activities conducted under the direct influence of the cell:

1. As a social responsibility, the college has been tirelessly working for the betterment of people on the margins of the society by bringing their problems to light. So far, the various departments of the college on various occasions have conducted study tours among the Adivasis in many Tea Estates in Jorhat district on different occasions.
2. An expedition team under the leadership of the Principal has carried out archaeological expeditions into the heretofore unexplored regions of the Doyang Dhansiri Valley of the Karbi Anglong District of Upper Assam and has discovered new ruin sites on 03-04-2015. As an off shoot of the expedition, a national level symposium was conducted in the college on 26.04.2015, where historians, archaeologists and local residents discussed various points. The event was highlighted on the national page section of *The Telegraph*. Prior to that, the college did also conduct an expedition into the Kasomari area of Golaghat district of Assam in 2012 and found many archaeological artefacts being maintained by the local tribes in the absence of the government support.
3. The principal led incubation centre has been constantly motivating the students for research activities. A workshop, especially for students, was conducted on 21.09.2016 to give them the nuances of doing research.
4. The college team has been prophetic in bringing to light the sufferings of the marginalized in the society – people belonging to the third gender/transgender community. In an historic first, the college opened its gates for the people of the aforesaid community. A talk by Mr Milind Dutta (a renowned transgender Assamese living in the US) was organized in college to sensitize the college community.
5. The college has maintained an active collaborative connection with the students of the Blind School and the Deaf and Dumb School in Jorhat with programmes being held in both the institutions; the college has prepared TLM (Teaching, Learning Materials) for the blinds, the deaf and the dumb; and those have been delivered across blind schools across the state of Assam.
6. The Principal led team of the college has accessed crucial texts on Assamese Lexicography from the British and American libraries which have joined heretofore unconnected dots thereby throwing new lights on Assamese language.
7. The college has literally created a room for incubation of ideas where suggestions from members of college community are welcomed and examined for implementation.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 1

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	00	00	00	00

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last

five years

Response: 1.06

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
29	35	40	30	17

File Description

Document

List of research papers by title, author, department, name and year of publication

[View Document](#)

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 4.54

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
30	09	38	25	27

File Description

Document

List books and chapters in edited volumes / books published

[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Jorhat College(Amalgamated) prides itself with innovative thought provoking and unconventional extension activities. It took the first initiative to open its gates for the third gender in 2015. The year wise extension activities are –

2014-15: Awareness camp on health problems of women at Sahpuria, the adopted village of the college,

Lecture programme an ‘Contemporary Women and Challenges; Children’s Day celebration at Sankardev Sishu Sadan; distribution of masks among Tea garden labourers, Health Day for students and nearby people. Lecture on ‘Domestic Violence and Legal Protection’ on the occasion of Women’s Day; expedition to Deopahar and Baksa pahar; Symposium on the above topic where the Mech Kachari people attended in large members; ‘Bohagi Biday’ function, along with associated schools; A five day workshop on Assamese modern song from 19-06-2015 with a number of outsider participants.

2015-2016: Children’s Day celebration at Jorhat Deaf and Dumb School, District level Bhupendra Sangeet competition, ‘Matribhaxa Divas’ celebrated with the teachers of associated schools, students of diverse ethnic backgrounds; Bihu celebrated along with associated schools and participation of third gender; playing of dhul by 100 *dhul* players of various institutions and youth organizations on 15-03-2016 on the centenary of late Moghai Oza; social survey by some departments at Sycotta Tea Estate.

2016-2017: Eye check up camp at Sahpuria, flood relief camp at Janjimukh, social survey at Murmuria T.E., lecture programme on trafficking where women of Sahpuria and guardians attended; celebration of Louis Braille’s 2017th birth anniversary by organizing a voluntary blind folded procession with the students of Jorhat Blind School and college family; distribution of audio learning materials to different blind schools prepared by the faculties; distribution of food items at Da-gaon Anath Ashram.

2017-2018: Flood relief at Gorumora region, NCC Cadets and NSS volunteers participated in social awareness programme from 1st-15th September, 2017, mock-drill on disaster management; workshop from 5th to 9th February, 2018 for the students of five associated schools; literacy survey and providing suggestions to the people at the Kokilamukh, art competition at NJP Vidyalaya etc.

2018-19: Cultural programmes by the associated schools in the inauguration of the RUSA Building on 18-12-2018, celebration of Children’s Day at Jorhat Blind School; coaching for unemployed youth for bank recruitment examination from 7-12-2018 – 14-12-2018; workshop on English language Teaching by the alumnus at Murmuria T.E.; workshop from 14th – 20th February, 2019 for the students of associated schools; distribution of mask in a T.E.; plantation at Anath Ashram, distribution of food items among the poor in March, 2019, rehabilitation of a destitute woman; procession and a huge meeting on the occasion of the Centenary of Jalianwalabagh massacre along with Gurudwara Ramghoria Samaj, Sikh Youth Foundation and the associated schools on 23-03-2019, employability enhancement programme for the students of the college and outsiders.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 2

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	00	01	00	00

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 4

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	02	01	01	00

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 18.86

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
300	295	125	00	00

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 7

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
04	01	01	01	00

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 5

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other

universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
02	01	01	01	00

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The total area of the college campus is 3.46 acre (in old campus) and the new campus of the college covers 1 acre.

The college has adequate facilities for healthy and quality teaching learning experience of the students. There are 23 well structured classrooms for Major and General courses.

There are 8 departments in the college.

There are 8 digital class rooms along with 2 partially digital classrooms in various departments that provide adequate modern facilities of teaching-learning process.

There are 2 seminar halls in the college wherein the programs of academic importance are organized for the benefit of the students and faculties.

The well-equipped laboratories offer other healthy learning practices. They provide necessary facilities to develop a standard level of teaching and learning.

There is a laboratory for the Department of Education.

There is a Language Laboratory in the college.

In each department, laptops are provided by administration with free internet facility.

There is a computer lab of the college to provide computer practical for the students.

There is a video- conferencing room in the college.

There are 59 computers in the college for both students and teachers.

There is an app for the students to provides information and notification, examination schedules, attendances, results and other related information.

There is a central library with a good collection of texts, references, journals, magazines and other important collections.

Besides the central library, 8 departmental libraries are in the college with a good collection of books as their own, for both students and teachers.

There is an examination control room with computerization and printing facilities with free internet.

Administrative block is also computerized for form fill-up, admission, registration and other academic and administrative activities of the students.

Moreover, IQAC of the college has organized programmes both for students and teachers to orient them about modern teaching learning methods and techniques. IQAC conducts some other programmes for personality development of the students.

File Description	Document
Link for Additional Information	View Document

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga centre etc., and cultural activities

Response:

The institution has adequate facilities for extra- curricular development of the students. The college has a good environment of drama, music and dance, sports (indoor and outdoor).

Culture:

The cultural activities of the college are a good addition to social harmony. College has a well build auditorium cum stage for cultural performances and other activities. College has a good stock of traditional and modern musical instruments to inspire them about to learn our culture and traditions. The sit capacity of the auditorium is 200 audiences. The size of auditorium is 71 ft X 30.5 ft, and the stage area is 43.1 ft length X 34 ft breath. In this auditorium various cultural events are organized by the college authority and other bodies during college week and other lean period in the college.

Sports:

The college has good sports records in various events in state, national and inter -national level of competitions. For the benefit of the student's good infrastructural development has been done by the authority. Students union of the college has a Games Secretary to monitor the sports, both indoor and outdoor and he/ she has to report about the competitions held in different levels. There is a good stock of indoor and outdoor games articles in the college.

The field of the college is a good platform for exercise of the students and various events in sports week of the college is held here. There is a pavilion on the western part of the field which is used as a better opportunity for the students to enjoy various activities held in sports week and other periodical events. The size of the field is 106 ft X 70 ft.

The college has the following sports facilities for the students: (a) basketball court, (b) volley ball court (c) other essential sport equipments like football, volleyball, skipping, shotput, javelin, discus. The college has also a good stock of necessary articles of cricket.

There are some sport goods for indoor games like carrom, chess, table tennis and badminton etc. in the

college

Gymnasium:

There is a well -equipped gymnasium in the college. Students both boys and girls practise regularly in the Gymnasium.

Yoga Center:

There is a yoga center in the college which covers the area of 32 ft in length X 20 ft in breath. In this yoga center yoga courses are offered and international yoga day is also celebrated.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 48

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 12

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
any additional information	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 50.81

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
118.56	119.95	110.94	39.58	1.50

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The library of Jorhat College (Amal) was established in 1962. The library has a good collection of 25,952 reading materials including texts, references, journals, manuscripts, special collection of women studies, rare books etc. The bar coding facility is provided by the library for fast transactions of the library resources.

One effective part of the college library is the departmental libraries, which are related to the central library. There are 8 departmental libraries in the college which provide a goods academic response to both teachers and students and each of them has a well amount of text books, references, journals field reports etc.

Name of ILMS Software: SOUL 2.0

Nature of automation: Partially

Version : 2.0.0.12

Year of automation: 2011

File Description	Document
Any additional information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

List of Manuscripts

1. BRAHMANA GRANTHA :
2. DIFFERENT TYPES OF SACRIFICIAL RULES :
3. PINDA BIDHI :
4. SHRADDHA BIDHI :
5. NANA BIDHI :
6. MOTHER GODDES DURGA STRUTIES :
7. MOTHER GODDESS DURGA PUJA BIDHI :
8. KIRTAN PUTHI : BY SRIMANTA SANKARDEVA :
9. NAIMITTIK PUJA BIDHI :
10. SRI MADBHAGAWAT GITA WITH GITA MAHATMYA :

LIST OF RARE BOOKS

Sl.no	Name of the book	Name of the publication	Name of the author	No of copies	Year of publication
1	Kamalakar Daptar	Sriguru Library, Kolkata	Ed. By- B.Mazumder	1	1891
2	Ayurbar Sange	Bengal Publishers Private Limited, Kolkata	Nirendranath Chakabartty	1	1967
3	Bangla Sahityar Katha	Bishwa Bharati Granthaloi, Kolkata	Nityandra Binod Goswami	1	1359
4	Hinglagar Pore	Mitrau Ghosh, Kolkata	K. Abadut	1	1369
5	Paush Lakshmi	Karun Prakashan, Kolkata	Tarasankar Bandhupadhaya	1	1983
6	Chitra	Bishwa Bharati Granthaloi, Kolkata	Rabindranath Thakur	1	1883
7	Manuahab Dharma	Bishwa Bharati Granthaloi, Kolkata	Do	1	1960
8	Seser Kabita	Bishwa Bharati Granthaloi, Kolkata	Do	1	1963
9	Gitanjali	Bishwa Bharati Granthaloi, Kolkata	Do	1	1963
10	Sunar Tari	Bishwa Bharati, Kolkata	Do	1	1963
11	A Literary Miscellany	Rupa & Co.	Taraknath Sen	1	1972
12	Vice And Health Problems – Solution	J.B Lippincott Company	John Clarence Funk	1	1921
13	The New People's Physician	The Waverley Book Company, Ltd. Farringdon Street E.C.4, London	Edited by Douglas Hay Scott	1	About 1936
14	Foundations of International Politics	(D.Van Nostrand Company Ltd, New York,	Harold And Margaret Sprout.	1	1963
15	Introductory Linguistics	Motilal Banarsidass,	Robert A. Hall Fr.	1	1969

		Delhi			
16	The Land OF Seven Sisters	Gossain & Co Pvt Ltd, Calcutta	Ed. By J.P.Saikia	1	1976
17	Thus Spake Zarathustra	Carlton Hose, New York	Friedrich Nietzsche	1	
18	The Voice Of America Forum Lectures		Lamar Dodd	1	
19	The Human Pair In The Work Of Thomas Hardy	Humphrey Toulmin London	Pierre D'Exideuil	1	
20	Dark Bahama	Great Britain Collins Clear-Type Press: London And Glasgow	Peter Cheyney	1	1950
21	Edison His Life, His Work, His Genius	London George Allen & Unwin Ltd Museum Street	William Adams Simonds	1	1935
22	The Selected Work Of Tom Paine	Carlton House, New York	Edited by Howard Fast	1	1945
23	32. The Collected Works Of Mahatma Gandhi	The Publication Division	Ministry Of Information And Boardcasting Government Of India	2	1896-1897
24	The Three Midshipmen	Blackie & son limited, london and glasgow	W.H.G. Kingston	1	
25	The Courts Of The Morning	(Hodder And Stoughton Ltd, London)	John Buchan	1	
26	The Complete work of Geoffrey Chaucer		W.W.S. Keat	1	1923

27	Othello	Blackie & Sons Ltd London & Glasgow	Ed. By C.H. Herford	1	
28	Broken Pledges	Hutchinson & Company London	Philips Gibbs	1	
29	The Monastery	The Standard Literature Co. Ltd. London and Calcutta	Mary Avenel	1	1820
30	Principles Of Mercantile Law	N.M. Tripathi LTD. Princess Street, Bombay 2	Ranjital Harilal Pandia PUBLISHERS	1	1950
31	Education Psychology (4th Edition)	Prentice-Hall of India (Private) LTD , New Delhi	Charles E. Skinner	1	1964
32	Burke's Speech on Conciliation with America	London Macmillan & Co LTD ST. Martin's Press,	Ed. By F.G. Selby	1	1961

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership

4.e-books

5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.97

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
.99	2.3	1.86	2.66	2.02

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 2.62

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 21

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

For the upgradation of teaching learning process, the college always strives for updating of the IT facilities. The college has one central Computer Centre and a language laboratory with LAN for providing academic and computing facilities to the faculty and students. The departmental class rooms have computers and multimedia projectors.

The library uses SOUL 2.0 for library management system. Issue and receipt of books are maintained by SOUL Software. College office is equipped with updated computers and software. Every computer has separate printers and one Xerox machine is used specially for office. A separate Xerox center is set up in the college for students and outsiders of the college. Computer facility with printer is provided in the Examination control room also.

The College office, library and Departments are provided internet facility through wi-fi. The college has a website with all required information of the college.

File Description	Document
Any additional information	View Document

4.3.2 Student - Computer ratio

Response: 24.19

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 5-20 MBPS

File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 25.11

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
72.25	69.35	24.61	15.39	18.01

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

Library: For maintenances of library infra-structure and facilities the library committee and administration have taken the responsibility to purchase and procure books, manuscripts and other materials, as per the recommendations received from the departments of the colleges. Library is partially automated by SOUL 2.0. Library has started digitization of books. There is separate section for rare books, manuscripts and news- paper cuttings on various college activities.

Language lab: The college has language laboratory with LAN facility which is supervised by the department of English. The students are given training on spoken English and a drill is also done for correct pronunciation of English. It is open for the students of all subject.

Maintenance of the sport facilities:

Students' union Games Secretary and his/her advisor takes the responsibilities of the maintenances of the sport facilities. The necessary goods and sports articles are purchased by the office of the principal as per the recommendations of the sport secretary and the advisor of the Student Union of the college.

· There is a well- equipped gymnasium in the college with necessary facilities.

IT facilities: IT facilities are maintained by computer skilled personnel of the college and they also take the responsibilities of periodic up-gradations of the IT resources. The IT facilities are taken stock of by the administrations and they are modified or changed whenever necessary.

Student support and welfare: In the college campus, there is a good environment for the benefit and welfare of the students. Various sub committees are in the college to support services, student welfare and to meet their needs.

There is a canteen committee for maintenances of the college canteen and to ensure healthy and hygienic food for the students as well as the other members of the college.

There is a girls' hostel in college campus with good facilities. The hostel management committee ascertains smooth administrative functioning of the hostels also tries to maintain a homely environment for its boarders.

For the welfare of the students, there is a medical cell in the college and one medical officer is appointed by the college authority as per a memorandum of understanding. The medical cell conducts a Health Day for each and every student of the college, with a very good team of doctors from Jorhat Medical College, Titabar Health Centre, Baghchung Heath Centre, Sanjivani (Private Nursing Home) etc. In such a health day Skin Specialists (Dermatologist), ENT specialists, gynaecologists, general practitioners are invited and the college tries its best to provide free health check up to the students. A health card is also issued to the students with some tips and directions of good and healthy habits. There is a separate medical room for the medical officer with a bed and other first aids. Medical cell is campaigning on some health related aspects like use of generic name of medicine, alcoholism, consumption of tobacco and its affects among the students etc.

The committee of GSCASH is also formed for the welfare of the students and they have organized many talks and discussions on burning topics of gender issues and tries to sensitize the girl students as well as the boys against gender discrimination, health issues etc. There are at least three female student representatives in the student body. It may be mentioned here that 33% reservation for women has been implemented in the students' union for the last 3 years. The posts are reserved on rotation. Apart from the 3 reserved posts, women/girl students are elected in other non-reserved posts as well.

The students mentoring system is related to stress management of the students and to had some counselling sessions for the needy students.

There is a Yoga centre in the college and they conduct Yoga sessions for students which is a good step for stress management also. Along with the Yoga centre the gymnasium also provide various facilities of physical exercises with a good stock of equipments.

For the bike riders there are two bike stands in the campus and four pillars are constructed with sitting arrangement for the students. The campus has three foot-path for the students, the longest one with tin roof. The campus has many dustbins as healthy practices of Shachhata or cleanliness.

The NCC (Boys and Girls) and NSS unit maintains the social services within the campus and outside the college.

There is a central announcement system in the Principal office for any urgent notification to the students.

There is an app for the students which provides different facilities like notices, attendance, sessional programmes and marks etc.

Academic Support: The college is affiliated to Dibrugarh University, Assam. It has an elaborate academic support mechanism. All the departments have followed the syllabus of Dibrugarh university for the U.G. Level. The examination system is very systematic and partially computerised. The mid-semester examinations are conducted by a committee and they have taken the responsibility of setting question papers, evaluation of answer scripts of each department. An examination committee is appointed by the principal in each end semester examination and they are engaged in smooth conducting of examination, sending answer scripts to the respective zones under university, verification of the internal assessment and any other issues related to the examination. The authority engaged many part time and guest lecturers in addition to the regular teachers for the benefit of the students. Academic support of the students is also provided by the faculty exchange programme within and outside the college. The remedial classes are also engaged for the students as an academic support. Distance Education facility is also provided to the U.G. and P.G. levels under Dibrugarh University and Krishna Kanta Handique State Open University, Assam. In the admission process the college has followed the rule of the State Government regarding free admission to those students, who belong to below the poverty line (BPL)category. There is an effective student mentoring system in the college in which students are divided into some groups under the supervision of a particular teacher.

File Description	Document
Any additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 22.08

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
320	284	166	0	68

File Description

Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 1.06

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	8	6	9	12

File Description

Document

Number of students benefited by scholarships and freeships besides government schemes in last 5 years

[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 33.02

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
465	177	293	185	118

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during

the last five years**Response:** 12.55**5.1.5.1 Number of students attending VET year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
175	77	105	51	63

File Description**Document**

Details of the students benefitted by VET

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 17.09**5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
23	29	28	38	44

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 77.46

5.2.2.1 Number of outgoing students progressing to higher education

Response: 165

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 19.93

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7	4	3	8	15

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
35	20	22	50	50

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 21

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	3	4	5	6

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The Jorhat College Students' Union is a representative body of the student community. The Jorhat College Students' Council consists of the following 12 office bearers, namely:

President

Vice President

General Secretary

Assistant General Secretary

Girls Common Room Secretary

Boys Common Room Secretary

Social Service Secretary

Debating Secretary

Cultural Secretary

S.L. Club Secretary

Games Secretary

College Magazine Secretary

All the office bearers who are elected by students are engaged in full time studies in this college. Among these 12 portfolios 33 percent is reserved for girls. The major activities of the Students Union are to organise programmes, activities for the students and provide services which serve the co-curricular, cultural, social, recreational and educational interests of students OF the college. The Students' Union seeks to contribute to the overall development of the students by organising activities in order to explore and provide them a platform to develop and hone their talents and skills. Moreover, it seeks to provide a comfortable atmosphere to the students by discouraging ragging and all other malpractices within the college campus. The mission of the union is to encourage and promote the values that represent good character in all students and build leadership qualities among the students. Mandatory student representation in IQAC, Admission Committee, Election Committee, Grievance Redressal Committee, Anti-Ragging Committee and GSCASH gives them opportunities to work with the administration. The Students' Union plays key roles in conducting Fresher's Social, College Week, Saraswati Puja, and various other events conducted in the college premises throughout the year. It helps the authority in putting an end to ragging in the campus, suggests ways for improvisations and improvements regarding students' amenities, and helps the administration in smooth conduct of student activities in the campus. They organise programmes encouraging cleanliness and greenery in the college campus. The Students' Union also hosts activities to improve the knowledge and skills of the students and sees to the maintenance of peace and harmony in the campus premises. Some other programmes conducted by the Students' Union include Meditation Camps for both girls and boys, Self-defence training programmes for girls, etc.

The Students Union is also involved in extension activities like celebrating birth centenary of Moghai Oja (the renowned Assamese drummer), distribution of flood relief to flood affected people, collection of donation for fellow sick students of the neighbouring colleges, etc.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 11.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
13	9	12	12	11

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The alumni of Jorhat College are honoured with the title *Chiro JCIAN* (member of Jorhat College family for ever). Each department of the college has their own alumni association and all of them are constituent parts of the general Alumni Association of the college. Alumni meetings are separately held for each department. But they meet once a year to discuss their future plans regarding the college. They organise different events like, quiz competition, career counselling workshop, etc, for the benefit of the students. They share their knowledge and experiences with the present students by giving lectures in the classroom whenever concerned HODs request.

The Alumni Association takes active participation in the creation of a database of the alumni by providing information regarding their employment, their employers and nature of their present work, contact addresses, phone numbers and e-mail IDs. Compilation of such information helps the present students to contact the alumni for various job-related queries and other questions where the alumni could act like guides. Some of the alumni have contributed generously for various academic events in the campus. The Alumni Association has also helped in the development of goodwill between the present students and the alumni.

The alumni contribute generously to the development of the college. The association takes up different positive and quality oriented measures from time to time and renders active cooperation to the college management towards implementing various programmes. A large number of members of the association have generously provided financial aid to the college as and when situation demanded, to be utilized in the development of various infrastructures and other facilities. They also contribute towards the college family in kind. They donate books, almiraahs and sometimes musical instruments for their successors. The Seminar Hall of Jorhat college is one of the few gifts of Alumni Association to the college.

The main objectives of the association is to keep in close touch with the college and organize seminars, talks, symposia, conferences, cultural and other programme in the college, from time to time, in order to

inspire and educate the current batches of students through the exchange of views and ideas. They also provide feedback to the college and help reshape the present teaching and learning programmes to suit the new job requirements.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: 3 Lakhs - 4 Lakhs

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The Mission:

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, mission of the college is to dedicate itself for the noble cause of development of an enlightened, socially committed academia with an accommodative, inclusive, liberal approach.

The vision:

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.

Nature of Governance:

The service rules followed in Jorhat College are enforced, controlled and monitored by Directorate of Higher Education Assam. Further, the college follows the rules mandatory for all colleges of India under the guidance of UGC. The Governing Body of the College is the apex decision making body regarding the governance of the college. The Principal, Vice-Principal, Academic Vice-Principal take care of the governance of the college with the assistance of the teaching fraternity.

Perspective plans:

The authority also plans to create new infrastructure and upgrade existing ones to ensure better facilities to the students. The college has long term plans on certain areas. The perspective plans of the college envisages the following targets:

- To arrange for adequate number of spacious and ventilated class rooms.
- Open Post Graduation in all the subjects of Humanities.
- To introduce new professional courses.
- To develop Jorhat College as Centre for Socio-Cultural Studies with emphasis on ethnic diversity.
- As already associated with schools for blind and differently abled students, the college visualises to render similar social responsibility programmes and develop the college as a Centre for reliance.
- To construct a college guest house.
- Development of additional infrastructure and learning resources.
- Optimum utilization of available infrastructure and learning resources.

Participation of teachers: The College gives paramount importance to participation of teachers in the decision making bodies. All the bodies and committees associated with decision-making process in academic and administrative issues have representative of teachers.

The teachers make their representation in all the Staff Meetings, HOD meetings, Teachers' Unit meetings.

The various committees of the college viz., Building and Construction committee, Discipline committee, Hostel Committee, Career Counseling Committee, Campus Beautification Committee, Medical Cell Committee, Library Committee, Womens' Forum Committee, Gender sensitization Committee Against Sexual Harassment, Development committee, Canteen Committee, As advisors in Students' Union, College Welfare committee, Parents-Teachers' Forum. All the bodies have a senior teacher as the convener. Besides, the Ad-hoc committees constituted from time to time based on requirement have representatives of teachers.

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6.1.2 The institution practices decentralization and participative management

Response:

Jorhat College believes in the democratic principle of decentralization of power and authority. That is why it has structured administrative authority as follows.

Principal, Vice-Principal, Academic Vice principal. This is the top echelon. But this top echelon adopts and implements all major policy decisions only through an apex body called Academic council which comprises of all the Heads of Departments and has the IQAC Director as special invitee.

The case study in focus is the admission process as conducted by this decentralized machinery. First of all the Principal convenes a meeting of the Academic Council where details of the admission process is discussed and decided. For example, each HoD would inform the decisions of the departmental meeting about the minimum percentage of marks in the subject the candidate wants to offer major. Besides, the HoDs also informed the minimum requirement of marks in English. Apart from this an issue that came up for discussion was that of reservation in Major Seats. While it was hotly debated in the staff meeting, some teachers who had opined that reservation for SCs and STs should be implemented in allotting major seats also. The matter was again discussed in the Academic Council but as no unanimity could be arrived at, it was decided that there should be reservation in admission into the college but no second round of reservation for major.

The Academic Council also decided that there should be no prior submission of admission forms before the actual date of admission. Rather the incumbents should be called merit-wise over public address system on that particular day.

After entering into the admission hall, their papers would be verified and various departments would offer them counseling regarding their best choices of combinations. It may be mentioned that each and every

teacher of the College participates in the admission process. It brings both the students and teachers in mutual contact from Day 1.

Another major aspect of this participatory and democratic process is the participation of whole office staff in it. But then, the College has decided to go cashless. So the admission fees is paid directly to staff of Assam Co-operative Apex Bank making the whole admission process (a) Decentralizing , (b) Participatory and (c) Transparent on policy matters and (d) Transparent on financial lines.

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6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Jorhat College (Amalgamated), though situated at the heart of Jorhat City, suffers from two historical constraints (1) having a single faculty and (2) having only one campus with a land area of 3.63 acres(11 bighas according to land measurement of Assam) only. Therefore, the college decided to unshackle itself from these two confinements by (1) introducing one more faculty (2) setting up another campus at the vicinity of the town.

Accordingly the college went around soliciting land grant from well-wishers. It was lucky enough to trace a willing donor in the form of Sri Prabhat Kamal Bezbarua, the present president of Tea Board , India. Bezbarua, himself a tea planter is incidentally the son of late Ms. Sarada Bezbarua , a former principal of the College. Mr. Bezbarua came forward to offer 0.6612 acres(2 bighas) of land to the college. All was well up to this point. But the college was bewildered to find that the plot of land didn't have an approach road. Another plot of 0.3306 acres(1 bigha) stood in its way. But the College was determined to acquire the promised land, come what may. As such the Principal proposed at the College Governing Body to purchase the intervening plot of land. The Governing Body approved the proposal quite gladly.

The College paid the required Rs 35,00,000/- after consulting with, besides Governing Body, full college staff. The purchase of 0.3306 acres (1 bigha) finally led to the acquiring of 0.6612 acres(2 bighas). The strategy of having two campuses was thus achieved, which in turn paved the way for introduction of the science stream in the college, breaking away the single faculty confinement.

Not that the college waited till the acquiring of the second campus to introduce the science stream. It pioneered to introduce science stream in its higher secondary classes so as to eventually develop it to B.Sc classes. It may be mentioned that the Education Minister of Assam, Dr. H.B. Sarma had called upon the single faculty colleges to introduce at least one more faculty. But the Jorhat College had pre-dated the Education Minister's Appeal.

Thus, it introduced Higher Secondary Science in 2016 itself , 2 batches having passed out already. The College has successfully implemented a two-in-one activity based on strategic planning with long-term perspective.



6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The Jorhat College (Amalgamated) has a very well-defined organizational structure to cater to the manifold aspects of administration. The Principal along with the Governing Body is the apex body in making decisions. The Vice-Principal and Academic Vice-Principal assist in taking the internal academic and administrative decisions.

The Academic Council has considerable presence of the teachers as all the heads of the teaching departments are members along with four additional teachers nominated by the Principal on the basis of seniority of service. In the Governing Body two teachers are nominated on the basis of seniority. In addition to it, academic meetings are held to take stock of the academic scenario of the institution.

.IQAC sets and implements norms and standards for quality and excellence

There are many committees and bodies in the college to organize and scrutinize and control various academic and administrative issues. The committees include College Development Committee, Building and Construction committee, Campus Beautification Committee to look after development activities, Discipline committee to enforce discipline in the college campus, Gender Sensitization Committee against Sexual Harassment, Women Forum to cater the needs to gender issues and associated grievances, College welfare committee to work for welfare of the faculty and staff, Hostel Committee to ensure proper functioning of the hostel, Library Committee to guide the library staff in enrichment and enhancement of the hostel, Medical Cell to ensure proper and timely medical aid for everyone, Career Counseling Committee to help in career guidance for the students, Anti-ragging committee to prevent ragging, examination committee for smooth conduct of examinations of the internal and external examinations of the college.

Various ad-hoc committees and bodies constituted for celebrations and festivals and examinations of other external organizations and commissions.

The supporting staff / Office help in all the administrative activities. They provide the administrative backbone of the college.

The grievances, problems and issues of students are dealt by various bodies with great sensitivity and understanding. Each cell is headed by a senior teacher as convener. Discipline committee to enforce

discipline in the college campus, Gender Sensitization Committee against Sexual Harassment. Anti-ragging committee to prevent ragging

The college does not have any autonomy in recruiting 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.

The service rules followed in Jorhat College are enforced, controlled and monitored by Directorate of Higher Education Assam. Further, the college follows the rules mandatory for all colleges of India under the guidance of UGC. The service procedures and promotional policies are adopted following the rules and regulations of State Government of Assam and University Grants Commission

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File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

Response: B. Any 4 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Based on the minutes of the staff meeting on 02/01/2017, a very pragmatic and effective step was taken to adopt the Blind School.

Five schools viz., Jorhat Jatiya Vidyalaya, Shankardev Vidya Niketon, Jorhat Blind School, Jorhat Deaf and Dumb School, Titaram Bordoloi HS School have been adopted as associate schools and with those schools academic and cultural exchange programmes have been organized.

The college has signed MOUs with Blind and Deaf and Dumb schools to help these schools in different spheres of their need. The students of Deaf and Dumb school have participated in a cultural show organised by the college. The NSS volunteers of the college take responsibility of cleaning the campuses of these institutions. A committee was formed to chalk out plans for these institutions.

The 207th birth 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 members of Jorhat Blind School, one of the associated schools of the college. The motive behind the procession was to understand the pain and suffering of the blind and also to campaign for eye donation. The procession was organized on 4th January,2017.

Audio CDs were prepared for the Blind school, one of the associated schools. CDs were also distributed in the Blind schools, throughout the state which were beneficial for the students and highly appreciated.

Students of Sociology Department had conducted a survey in Blind School, Jorhat to understand and space analyze the problems faced by them.

Rangali Bihu was celebrated in the college in collaboration with the Blind School and Deaf and Dumb School, Jorhat, in which many students and teachers from all the institutions performed.

◇

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

Jorhat College has certain welfare measures for both Teaching and Non-teaching staff. They are :

Jorhat College MBF (Mutual Benefit Fund) Cooperative Society is an organization where all the employees of the college have their shares. This organization was established in 1980. Since its inception the society has been rendering service at the time of need of its shareholders. At present the society has 38 members with a corpus fund of nearly 1 crore. It lends out money to its shareholders at the time of need. The most important aspect of the society is that, the mechanism of lending money is very simple and the rate of interest is also reasonable. At the end of every financial year the shareholders get their annual dividend as per the ratio of their deposits and investments. The society is governed by the rules framed by the department of cooperative society Government of Assam.

Jorhat College Welfare Society was formed in 1981. The main motive behind the formation of this society is to help the teachers or their families at the time of some serious illness, sudden death of teacher, or any such situations of distress. The fund of the society has been formed with the monthly contribution of the teachers. It was decided that the accumulated interest, along with collection drives like organizing lottery, theaters etc. will be the source to build a fund for this society. At the beginning years the monthly contribution of per member was Rupees ten only. At present the monthly contribution is rupees two hundred. Till now many teachers have been benefited over the years from this fund.

There is a **Canteen** inside the premises. The canteen provides clean and delicious food to students, faculty and Staff members at a cheap rate. There is a committee to oversee the canteen.

The college has a dedicated **Medical Cell**. A doctor visits the college in a regular schedule. A Medical Cell committee undertakes various health and hygiene related activities in the college

◇

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 1.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	1	1	2	1

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 33.05

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	12	17	7	7

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Jorhat College has a mechanism of its own for performance appraisal of teaching and non teaching staff through the IQAC. The IQAC serves a format of questionnaire to each of the full-time teaching and non teaching staff before the end of the academic year requiring them to report their annual activities and submit it within a stipulated timeframe. The teachers and employees have to appraise the IQAC of their academic and research works, publications and contributions to corporate life, co-curricular, extension, professional development, etc. The IQAC monitors promotion of the faculty members and verifies the API of the concerned teachers in which they are required to appraise of their performances. The teachers and employees who avail duty leave to participate in any training programme need to report their completion of the programme to the Principal and that is recorded in their service books. They also need to receive clearance from the IQAC before joining such a programme. The IQAC also has access to the documents and letters awarding research projects, FDP, etc. to the teachers, minutes of the Research Council, and of all important bodies.

As far as the non-teaching staff is concerned, IQAC has a well-designed self-appraisal format for the non-teaching staff. Each of the non-teaching staff is provided the self-appraisal form in hard copy. The non-teaching staff fills and returns the forms to IQAC. IQAC studies the filled in forms and instructs the non-teaching staff accordingly for further improvement.

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6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Jorhat College very meticulously conducts both the internal and external audits every year.

Internal financial audit : The Internal audit is carried out by Roy Atal Atal Chartered Accountants. They audit the attached receipts and payments account of Jorhat college (Amalgamated) till the 31 March of each year in respect of General fund on Cash basis. They express their opinion on these financial statements based on their audit. They have conducted the audit in accordance with auditing standard generally accepted in India. They have opined that the account gives a true and fair view of the receipts and payments for the year ended on that date in conformity with accounting principles generally accepted in India.

External Financial Audit : Jorhat college appoints a Government approved Auditor through its Governing

Body for auditing its accounts. Some accounts like UGC and DBT funds are audited by the Govt. of Assam . The external audit of the college is also done by the Directorate of Audit (Local Fund), Government of Assam. Besides , the college gets the college account audited through a Chartered Accountant. The C.A. Audits are up to date whereas external audit is being done.The college sends the financial documents for audit to the Directorate of Audit (Local Fund), Government of Assam. The objections raised by the auditors are duly addressed. All the suggestions provided by the audit committee are complied with while dealing with the issues in future transactions.

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6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 2.2

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.3	0	0.3	1.3	0.3

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The institution receives from various government departments and agencies, alumni association and donations from well-wishers. Thus funds are obtained from external sources and through internal generation.

Funds received from the following external sources:

1. Dr. Zakir Ahmed a well-wisher and Philanthropist
2. Mech Kachari Autonomous Council

Funds generated internally:

1. The college rents out the college auditorium to various organizations for conducting functions and

meetings while ensuring that the functions do not obstruct the academic environment of the college.

2. The college rents out its premises to various government departments and agencies, private companies etc. to conduct various recruitment examinations and courses usually on holidays.

3. Self financing courses are a source of internal fund generation of the college viz., Foreign language Teaching (French).

4. Rent from the Canteen.

5. The collection from Photostat Shop.

6. Krishna Kanta Handique Open University has been conducted in the college premises and

7. The college also raises certain revenue from the girls' hostel in the campus.

8. As a deterrent and punishment fines in form of books to the library are imposed on students if found to have broken any rule of the college

9 Small revenues are being earned by selling varmi compost.

◇

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

IQAC of Jorhat College has institutionalized a number of initiatives for quality assurance.

One initiative involves the introduction of the Teacher's academic work diary. The teacher is expected to maintain the record of each lecture during a day for the entire session of teaching. The diary is to record the time, class and the topic discussed in the classroom. Besides, the activities of the teacher other than the classroom have also to be recorded. The academic diary has the record for the all working days of the academic year.

Another initiative introduced by IQAC is the student mentoring system. All the faculty members are allocated certain number of students across different semesters and different departments. The faculty is the mentor for the allotted students. The faculty takes care for all the academic and extra-curricular requirements of the allotted students. The teacher provides the necessary counseling and attention to the allotted students. The students are required to report their mentors allotted to them and appraise him or her about the different issues, problems faced by them. The faculty keeps a track of the students and guides them throughout their stay in the institution.

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6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

IQAC has implemented various measures for institutional reviews and implementation of teaching learning reforms. One of the measures is the remedial measures for exam results. During every session as the course progresses, IQAC keeps a track of the course progression of each semester and each department. Several rounds of meetings with the faculty members are organized. The subject that is found to be lagging is given impetus. If necessary special lectures are arranged. In case of doubts among the students regarding certain topics, IQAC requests the department concerned to take extra remedial classes for clearing the doubts.

The other measure is the question bank facility provided to the students. The faculty prepares a question bank of probable questions covering all topics to make students familiar with all the types of expected questions.

The question bank not only includes questions of previous years but also analytical questions which are specially prepared for each topic to make the students acquaint with all the different aspects associated with the topics. The faculty members are requested to take special lectures to discuss the questions collected among the students. The students are then advised to prepare sample answers and submit the answers to the concerned faculty. The faculty then checks the answers and gives feedback and guidance to the students.

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6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 3.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5	1	2	4	6

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
- 2.Academic Administrative Audit (AAA) and initiation of follow up action**
- 3.Participation in NIRF**
- 4.ISO Certification**
- 5.NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)**Response:**

During the last five years, Jorhat College has undertaken various initiatives for quality enhancement in the academic and administrative domains . Following is the year wise list of the initiatives.

2014-15

- For academic and all round development, the students were grouped into eight houses and one teacher each was entrusted the responsibility of guiding a house.
- Special badges were arranged to meritorious students securing more than 60 percent marks in the university examinations so that they might be encouraged and other students also get inspired.
- In inculcate book reading habit of the students a book reading competition was organised on 29th September, 2014.

2015-16

- To enhance academic flexibility Geography and Statistics were introduced at degree level.
- Started a study circle where the teachers have to give a presentation on their Ph. D or M. Phil

research topic.

- Most of the departments have organised lecture programmes for the students with guest faculties at the initiative of the IQAC.
- Special care system is initiated for differently abled students. A student in wheel chair is admitted in the college for whom some arrangements had to be made in class routine and other ways. A blind student who passed out with flying colours is felicitated to encourage other such students.
- Doors of the college were opened officially for the third gender. Space is provided for them in the admission form.

2016-17

- Accommodation capacity in girls' hostel as suggested by NAAC in its 2012 visit is increased to 45 which is more than double than NAAC last visit .
- A socio-economic –educational survey is conducted in the Sycotta and Cinnamora tea estates of Assam Tea Corporation and reports sent to proper authorities.
- As many as 5 national seminars are held and proceedings published.
- Historical research on the modern history of freedom movement initiated under the leadership of the Principal, specially about PhuloguriDhewa, an anti-British upsurge of 1861, archival works in Guwahati, Delhi(NMML) and British Library.
- One dozen books of college faculty released at Jorhat Book Fair, 2016; first of its kind in the history of the college
- A quarterly Jorhat College News letter is launched.

1.

- Established an Educational Psychological Laboratory as suggested by NAAC in its 2012 report.
- Through the Language Laboratory teaching of French language and spoken English courses are functioning.
- A video conferencing unit, a public address system, smart classrooms have been arranged with RUSA grant.
- Introduced Mathematics, Geography and Statistics as the core/Non-Major subjects at the UG level in 2017.
- All departmental journals are being regularized and two of the journals have become peer reviewed.
- Published a regular, quarterly newsletter for and about the college family and during this period 4 issues were published.
- A central pool of ICT –PPP class materials is being built up as all the college faculties contribute towards it.
- A Study centre of KKHSOU i.e. Krishna KantaHandique State Open University has been started in July, 2017. There after an Examination Centre of the same university has been started.
- Organized a State Level seminar on, 'Sayd Abdul MalikorSahityaKriti'.

2018-19

- M.A. course in distance mode has been introduced in five subjects, viz., Assamese. English, Education, Political Science, and Sociology.

- Under the guidance of IQAC, the Career Counselling Cell of the college has organized an Employment Enhancement Training (A Tata Consultancy Service Affirmative Action Programme) from 25th March to 13th April 2019. Sixty five students had participated.
- Under the guidance of IQAC, Workshop on how to prepare for Bank Recruitment Exams from 7th – 14th December, 2018. (8 days) was organized.
- Under the guidance of IQAC, Workshop on how to prepare for Bank Recruitment Exams from 7th – 14th December, 2018.(8 days) was organized.
- Faculty training programme for introducing CBCS system on 08-Oct-2018
- Faculty training programme for introducing CBCS system on 20-Dec-2018.
- One day workshop on Intellectual Property Right on 12-Feb-2019.

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Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 14

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
06	04	01	01	02

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

1. Safety and Security:

Regarding safety and security Jorhat College (Amalgamated) has 24 hour CCTV provision in the college campus. Anti ragging committee has been formed for the purpose of providing safety and security to new students, especially girl students. The committee has been framed as per the UGC guidelines. Anti ragging committee makes sure that there are no instances of ragging specially upon girl students anywhere in the college campus or within the girls' hostel. All UGC rules and regulations, including circulars are prominently published in the annual college prospectus. Apart from that, the Gender Sensitization Cell Against Sexual Harassment (GSCASH) committee has been formed to deal with cases of sexual harassment in the college campus.

There is a provision of Girls' Hostel within the college campus. Girls' Hostel has well maintained dining room, kitchen, common room and separate well equipped rooms for all hostel boarders with all facilities. The lady matron looks over every detail and any problems that the girls face. A hostel watchman has been provided by the college for the girls' hostel. Apart from that all the activities, facilities, problems are examined by the hostel warden. There is also a hostel committee, which examines all the facilities on any problems that occurs in the girls' hostel. Main gates are guarded by the gate keeper with 24 hour service. There is also provision of day and night watchman. The college also imparts martial art training to the girl students so as to enable and strengthen them not only mentally, but also physically.

1. Counselling:

Jorhat College (Amalgamated) has consistently strived to address contemporary issues like gender, women concerns, safety and security etc through conducting different awareness programme. Women Cell of Jorhat College actively conducts different counseling programme regarding domestic violence, third gender, LGBTQ, precaution and safety during menstruation period in association with Gender Sensitization Committee Against Sexual Harassment Cell (GSCASH).

1. Common Room:

There is provision of separate common room for boys and girls with wash rooms and toilet facilities. A Sanitary Napkin Incinerator Machine has been installed in Girl's Common Room for maintaining hygienic atmosphere in an around the campus. A separate Napkin Incinerator Machine has also been installed in Girls' Hostel.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 34.65

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 658

7.1.3.2 Total annual power requirement (in KWH)

Response: 1899

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 19

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1458.25

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 7675

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

Response:

WASTE MANAGEMENT

The Jorhat College takes all measures as precautions to ensure the campus is free of plastic materials and other harmful wastes.

Solid Waste Management:

- The solid waste that is generated in the campus is segregated into biodegradable and non biodegradable wastes.
- Wastes are collected everyday in the evening.
- Dustbins for collection of solid waste are placed at suitable sites in the campus.
- Since the college follows the policy of Reduce, Reuse and Recycle, separate dustbins are provided in the campus for dry wastage and wet wastage.
- The bio-degradable waste is dumped into pit, which will be used later as manure for plants in the campus, whereas the non bio-degradable waste is placed into municipal corporation bins for further processing by the corporation.
- Two sanitary napkin incinerator machines have been installed in the campus (in the girls' common room and girls' hostel respectively) to dispose of such napkins.
- Another pucca pit for vermicompost has been constructed recently.

Liquid Waste Management:

- Liquid wastes from the point of generation like the canteen, toilets and hostel etc are let out as effluent into proper drainage facility and to avoid stagnation.
- Drinking water facility is arranged in every building of the campus. Wastage of drinking water is restricted through proper monitoring. Waste water is properly drained out to maintain the greenery in the campus as well as providing ecologically aesthetic environment.
- The college also does not produce any hazardous wastes.

E -waste management:

- The major e- waste generated in the institute comprises of batteries, UPS, discarded input devices like mouse, keyboards, wires and cables.
- All the miscellaneous e – waste such as CDs, batteries, fluorescent, bulbs, PCBs and electronic items are collected from every department and office and delivered for safe disposal.
- Useful parts of electronic gadgets like resistors, capacitors, inductors, transistors etc have been removed from the gadgets for reuse in future purpose.
- The e waste is re used whenever possible by repairing and brought to use. The discarded e –waste is exchanged with vendors to get new products at discounts, which helps in saving money to a great extent and also provides with safe disposal process.

File Description	Document
Any additional information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Water is the most important and precious natural resource and something which most of us sometimes take it for granted. We are now increasingly becoming aware of the importance of water for our survival and its limited supply especially in our college. The harvesting of water simply involves the collection of water from surfaces on which rain falls and subsequently storing this water for later use is indeed a purposeful method where public water supply are limited. Normally, the collection of rainwater from the roofs of buildings can easily take place and is necessary to capture this water to direct the flow of rainwater from roof gutters to a rainwater storage tanks. By doing this water are collected in large storage tanks in our college for further use. And by capturing water directly, we significantly reduce our reliance on public water supply on one hand and reduce occurrence of flood in the college area

Jorhat College has also taken the initiative for rain water harvesting in every possible way. By capturing rain water, the flow of storm water is also reduced and this increase the likelihood of overloading rain water in the neighbourhood. During overflow depending on the amount of roof runoff generated the storage are emptied into water storage after filtration. Whereas we have asked the architect of the new RUSA building to provide for rainwater harvesting from the beginning, the new top floor of the Girls' Hostel which was already built is also so designed. Besides the water from above the 60 year old academic building is also fitted with gutters to tap that water.

Efforts have also been taken in the college for rain water harvesting at the different buildings situated in the campus, comprising of three buildings consisting of the administrative blocks, classroom and the Girls' hostel, and Assam type housing classroom adjacent to the classroom and the college canteen.

The rain water harvested is primarily used for watering the garden, cleaning and washing purpose in and around the college campus. Rain water harvesting in the campus has also promoted adequacy of underground water audit mitigates the effects of flood. It also reduces soil erosion as the surface runoff is reduced. As rain water is environmental friendly it does not create any health hazard issues in the girls' hostel situated in the college campus itself.

NAAC

File Description	Document
Any additional information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Green Practices

a) **Students, staff using Bicycles:** As the students of this college belong to several frontier areas of Jorhat district so they basically come in public transport like Auto, Tempo, Magic, private vehicle or public buses. However, college students and employees, living in the close proximity use either public transport or Bicycle.

b) **Pedestrian friendly roads:** The College is well connected with pedestrian friendly roads(across 9 classrooms) which link it from Teacher's Common Room'to the Girls' Hostel is well equipped with dustbins and roofs for the benefit of the pedestrians . Again there is another footpath which connects the classroom and office campus with college canteen and parking spot.

- **Single Use Plastic Minimization:** Our college is **almost** a plastic free campus. The use of plastic is restricted and discouraged in the college campus as much as possible. The plastic waste generated by use of packaged food, packaged drinking water, stationary etc. is collected and disposed off. Besides these installation of Sanitary Napkin Incinerator Machines at Girls' Hostel and Girls' Common Room also decrease the very possibility of plastic waste pollution inside the college campus.

A demonstration on the reuse of waste materials was given to the students on 6th August 2018 inside the premises .

- **Less Paper office:** It is difficult to make an institution completely paperless as several documents are required to circulate among the students, faculty members, office staffs in some utmost important. Again, due to some technical reasons, several documents like Admission form, result sheets, budget records etc need to be kept for a longer duration of time. So the office cannot be made paperless in its literary sense. However our college has implemented several steps to reduce the usage of paper such as: 1) The office staffs have been provided with adequate computers and commendable part of the official records are maintained through soft copies

2) Circulation of E-notices through Email , Whtaspp group.

3) Sending news and reports to the newspaper through Email without using paper.

4) A process has been started to keep the scanned copies of result records of students .

5) Use of Smartboard and Chalk free Classes are given more priority.

- The college is nursing a flower and botanical garden accommodating various herbal plants. Several orchids are preserved in the campus and a programme of tree plantation was taken by the Student's Union on 5th June, 2018 (World Environment Day). Besides these chewing Gutkha, betel nuts are not allowed inside the college as it is recognized as 'Tobacco Free Zone'. Again, some bottles (refreshment drinking bottles) are used for creative decoration .

File Description	Document
Any additional information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.55

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
3.07	0.26	0.31	0.37	0.42

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: B. At least 6 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 18

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	4	2	2	2

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 5

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

File Description	Document
Report of the event	View Document
Any additional information	View Document

7.1.12 Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff	
Response: Yes	
File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website	
Response: Yes	
File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations	
Response: Yes	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics	
Response: Yes	

File Description	Document
Any additional information	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 13

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	2	4	2	1

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Jorhat College has left no stone unturned to express its solidarity to India's integrity and sovereignty.

Every year this institution observes national festivals like Republic Day, Independence Day etc with great enthusiasm. On these two occasions the national flag is hoisted in the college premises and in the college hostels. The NCC platoon of the college is assigned with the responsibility of making necessary arrangements for smooth conduct of the events. Chorus competitions or programs are organized among students of eight departments to promote the feeling of patriotism and nationalism. In 2018, on the eve of Republic day the college has organized an inter departmental drawing and patriotic song competition.

Jorhat college also celebrates of important days like Constitution Day, Human Rights Day, Voters' Day which creates awareness amongst students about issues of human rights, importance of the Indian Constitution, rights and duties of Indian citizens etc.

Again, the college always expressed its solidarity to each and every incident of Indian nationalism and Culture in following ways:

- i) A talk programme was arranged on Ambedkar Jayanti in 2016 by the speaker Adil-Ul-Yasin .
- ii) Platinum Jubilee celebration of martyrdom of Kushal Konwar organised by the dept. of History on 15th June 2018.
- ii) In 2019, Jorhat College in collaboration with Ramgarhia Sikh Sabha celebrated the 100 years of Jallianwallabagh Massacre with a 5Km long colourful procession in the Jorhat town. It is the first college in entire North East India to celebrate this centenary event. A reproduction of the original massacre at Jallianwallabagh was enacted by the faculties and students of Jorhat college in presence of thousands of audiences at college field.

Besides these, efforts are taken to make the students conscious of the contribution of social, cultural and educational reformists. Sometimes birth and death anniversaries of such personalities are organized in a form of talk show/lecture programmes. The following prominent personalities of the state and country are observed:

1. Birth anniversary of Bharat Ratna Bhupen Hazarika, the Musical icon of the Nation
2. 78 death anniversary of Martyr Bhagat Singh on 23rd march, 2019
3. Birth Anniversary of Mahatma Jyotiba Phule.
4. A book edited by the Principal Dr. Devabrata Sharma was released on Republic Day to commensurate the martyrdom of Mangri Orang, an Adivasi woman martyr in Indian freedom struggle.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and

auxiliary functions**Response:**

Jorhat College as an institution maintains complete transparency in its financial, academic, administrative and auxiliary functions:

Transparency in Financial transaction: Record of every financial transaction in the college is properly filed with relevant vouchers. There is the procedure of internal audit (usually done by some senior teacher) for transactions made by any committee such as Teachers' Unit, Jorhat College Mutual Benefit Fund Society etc. Internal audit is followed by annual Government audit as per rules. Statements of transactions with auditor's report are disclosed in meetings from time to time. The Internal Audit is now conducted by a reputed C.A. firm. The college is now going cashless to the extent of 95% (barring sale of college prospectus etc.)

Transparency in Academic functions: The College follows government/UGC regulations regarding all academic functioning. Reservations according to government-set norms are followed during the admission process. The students' opinions are always taken into consideration during academic meetings. At the beginning of every semester, the lesson plans of papers are displayed by concerned teachers for the benefit of students. Marks obtained by students in the internals (from sessional exams, Group Discussion, Seminars, Attendance etc) are displayed by concerned HoDs of Departments. All academic functions are planned by the Academic Council, which has as its member, the principal, vice principal, academic vice principal, HODs & IQAC coordinator.

Transparency in Administrative Functioning: The top most decision-making body in the college is the Governing Body (GB) has representatives from teachers, office staff, and parents' body according to regulations. The principal of the college keeps the teachers and students informed about all administrative decisions from time to time over WhatsApp and also through notices/memos. He also convenes staff meetings and various committee meetings regularly.

Transparency in auxiliary functioning: All stake holders in the institution are kept informed about all decisions in a democratic process. Along with the administration, the students' union is a democratic body with elected members taking informed decision after due consultations.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

A.1. Title of the Practice: Gender Equality: A Mission of Jorhat College.

2. Objectives of the Practice: The Jorhat College has taken a pioneering role in advocating and implementing gender equality with social justice. For the college Gender equality is an issue of social justice and it does not only denote equality of the two sexes, viz of male and female only. On the contrary, its idea of gender equality is all inclusive, thus accommodating third gender. The third gender means those who are neither male nor female. They are looked down upon by the society. But at Jorhat College we do believe that we should treat them as fellow human beings. So the objective of this mission is to ensure all round equality and dignity of the 'Second Sex' (to use Simon de Beauvoir's words), as well as the third sex. Our ultimate objective is to contribute, as much as we can, towards a gender - neutral, gender - equal just society.

3. The Context:

The context of this principled mission lies in age old patriarchal, misogynist social norms, ethos, beliefs and discriminations and humiliations built upon that basis. The third genders (so called eunuchs, hermaphrodites) are treated as almost outcastes and untouchables. Jorhat College (Amalgamated) determined to create a miniature society based on, interalia, gender egalitarianism. So it focused upon opening its gate for third gender.

The context is the escalation of violence against women all over the country and whole of the world. The manifold increase in the incidents of rape, dowry deaths, molestation, workplace violence, e –media trolling against women has forced us for deepest introspection. We do consider that just remorse, repentances or condemnation are not enough. What is needed is the affirmative action that the college has decided to go for an active social initiative to undo gender injustice so as to build a world free from all biases and deprivations.

4. The Practice:

After setting its objective the college set out in its objective by implementing the following programs:

1. Organizing a workshop on Domestic Violence against women on 14.03.2014.
2. Organizing a program on contemporary women and challenges ahead on 22.09.2014.
3. Organizing a lecture program on sexual harassment and domestic violence and protection against those on 09/03/2015.
4. OPENING THE GATES OF THE COLLEGE FOR ADMISSION OF THIRD GENDER STUDENTS; JUNE 2015.
5. PUBLIC HEARING ON A CASE OF SEXUAL HARRASSMENT; 23/2/2017. MEASURES TAKEN: The responsible boy was made to publicly apologise to the concerned girls for his verbal abuse of them.
6. Organizing a program on women empowerment on International Women's Day, 2017.
7. ORGANIZING A PROGRAM ON HUMAN RIGHTS OF SEXUAL MINORITIES BY MILIN DUTTA, A TRANSMAN (WHO BECAME A MAN FROM A WOMAN), A TRANSGENDER ACTIVIST FROM USA, ON 25TH JANUARY, 2018.
8. AGAIN FOR THE FIRST TIME ANYWHERE IN THE COUNTRY, 33% RESERVATION FOR WOMEN/GIRL STUDENTS IN STUDENTS UNION POLLS IMPLEMENTED SINCE 2016.
9. Organizing an awareness program on Hygiene, safety, precautions during Menstruation on 26.02.2018
10. Screening the film "Padman", which is about making sanitary napkins on 08/03/2018.
11. Installation of the first sanitary napkin incinerator machine in the Girls Common Room on 12/03/2018.
12. ORGANISING A TALK ON "FEMINISM AND GENDER STUDIES IN USA" BY TANZOOM AHMED, A RESEARCH SCHOLAR FROM CHICAGO UNIVERSITY, USA, ON 21.09.2018.
13. Installation of the second Sanitary Napkin Incinerator Machine in the Girls Hostel of the college.
14. Jorhat College non teaching employees unit, all departmental fora (there are as many as EIGHT DEPARTMENTAL FORA) implemented 50% reservation for women/girls in all their committees.
15. Organizing a talk on "Biological sex vs Sociological Gender" on 12/03/2019
16. Organizing Death Centenary of Roxa Luxemburg, a great feminist, on 20/04/2019
17. Organizing World Menstrual Hygiene Day on 28/05/2019.
18. Inaugurating Sanitary Napkin Disposable Corner in the Girls Common Room on 28/05/2019.
19. Imparting martial art training to the girl students; so as to enable and strengthen them not only mentally, but also physically.

5. Evidence of Success:

There are several evidences of success, viz

1. Our initiative for opening the gates of the college for admission of transgender received tremendous appreciation and applause throughout the state and outside. Both print and e- media publicized it widely.
2. On implementation of 33% reservation for women /girl students in Students' Union is not only kept up, but its scope is being expanded with implementation of 50% reservation for women in non- teaching staff and 8 departmental fora.

3. On installation of Sanitary Napkin Incinerator machines have been useful as the girls are using it regularly. They are also buying napkins from our disposal corner.
4. The college has devised one move of measure for social security of girl students. Three social units of the college, viz the Disciplinary Committee, the Women's cell and the GSCASH work in tandem for ensuring social security to the girl students (and also women faculty if and when necessary). The issues causing inconvenience/ offensive to women students/faculty are then discussed in threadbare. Punishments are then meted out if necessary to the offenders, which range from mild criticism to stern public warning to directive to tender public apology.

6. Problems encountered and lessons required:

Not that the implementation of this broad social strategy was seamless or without hitches. There were minor hiccups. The trace of male-centrism, male-ego, patriarchal, even misogynist values still exist in society. So there were resistances, though minor, to all these initiatives. However, we have been able to overcome all initial resistances by persistent persuasions. But some unwelcome and uncivilized expressions, like verbal abusing of girl students by boy students had to be sternly dealt with.

Many resources are required to achieve these objectives. Some of those are:

1. Resource Persons: Knowledgeable People on these matters are not many. However we were fortunate to have amongst us, inter alia, Milin Dutta, a transgender activist from USA and Tanzoom Ahmed, another Research Scholar from USA.
2. Publicity: We were successful in mobilizing both print and e – media in our initiatives, specially admission of transgender.
3. Equipments: Two sanitary Napkin Incinerator Machines are procured. A Sanitary Napkin Disposal Corner is set up. College IT facilities, such as Projectors, computers etc are frequently required and provided by the college authority.

Notes:

The Jorhat College has taken these major initiatives with far reaching socio economic impact to usher in the new era of complete gender equality. The obscurantist, primeval, primordial notions of male dominance and sexploitation are to be done away with. The obnoxious practices of witch hunting, dowry deaths, rapes and molestation are to be bid goodbye. Women must emerge stronger from the morass of molestations and demoniac dehumanization.

The Jorhat College (Amalgamated) looks forward to an emancipated, enabled, educated empowered NEW WOMEN.

B. 1.Title: Extension Activities as a tool of extended services to an Expanded Community.

2. Objective of the Practice: Jorhat College believes that it has some social responsibilities. So objective of this best practice is to connect the Jorhat College family with the society at large. The college aims to serve the students directly with the purpose of grooming better students for the college. It may be mentioned that the college has adopted five schools as associate schools, those being Jorhat Jatiya Vidyalaya, Shankardev Shishu Niketan, Jorhat Blind School, Jorhat Deaf and Dumb School and Titaram Bordoloi High School. The college is encouraging its teachers to visit those schools whenever possible and to render necessary quality education in different subjects. Conversely, the students of those schools are also invited to the college in regular intervals.

3. The Context:

It is true that a college is an institution of higher education. But then, higher education does not grow in vacuity. It has to grow up from the grassroots, i.e. it has to be carefully developed from elementary through secondary and higher secondary levels to degree level and beyond.

Another salient feature of the context is that those who are physically challenged or differently abled, often find it difficult to cope with the pressures of general education. The special institutions meant for them often lack in able resource persons and adequate technical and financial resources. When the Jorhat college set out in its mission to serve them, it remembered those limitations and decides to take care of those as much as possible.

The context also includes the pathetic condition of tea garden labourers. It is because the Jorhat College believes that a higher educational institute has the solemn and sacred responsibility to work for the society. The tea garden Adivasis being one of the most socially and educationally backward groups, the Jorhat college wants to walk an extra mile to help them advance. As tea garden Adivasis form nearly 20% of the total population of Assam, and about 70% of Jorhat district, the duty is much more pressing and urgent. As the college is not situated in Robinson Crusoe's island; on the contrary as it is situated in the heart of the tea country, it tries to repay its debt to those people by initiating / forcing welfare measures.

4. The Practice:

The Jorhat college has been consciously cultivating the five associate schools for their all round progress and specially academic achievement. To translate that into reality the college teachers visit the associate schools regularly, at their leisure or free hours. They engage classes there, offer counseling and build up personal relations with the students. Simultaneously the students of those schools are also invited to the college, generally to a weeklong special workshop for class IX and X. The classes are engaged from 9 am to 3 pm i.e. 5 classes for one hour each, thus making the crash course useful for the students. Nearly 100 students from Jorhat Jatiya Vidyalay, Shankardev Shishu Niketan, Jorhat Blind School, Jorhat Deaf and Dumb School and Titaram Bordoloi High School were directly benefitted from the workshop.

The Jorhat college (Amalgamated) thus not only inspired but actually organized its students and teachers to physically visit two tea gardens in its vicinity, viz Sycotta – Dhekiajuli and (Cinnamora) Moormoria, to conduct socio cultural educational – religious surveys. The survey reports were then forwarded to various authorities with suggestions for amelioration and improvement. Besides suggesting the authorities, they also proved instrumental in understanding the problems deeply.

Most spectacular and noteworthy is the contribution of the college towards the differently abled. It has taken upon itself the moral responsibility of enlightening the students of two neighborhood schools of the differently abled.

Those schools are –

1. Jorhat Blind School
2. Jorhat Deaf and Dumb School

The college has been consistently serving the Blind and Deaf and Dumb students by

1. Engaging the classes at their school.
2. Inviting their students to our college to attend tutorial workshops.
3. **PREPARED AND SUPPLIED AUDIO CDS FOR THE BLIND SCHOOLS (JORHAT BLIND SCHOOL, BIHPURIA BLIND SCHOOL, MORAN BLIND SCHOOL AND DHARMATUL BLIND SCHOOL) FOR THE SUBJECTS ENGLISH, SOCIAL STUDIES ETC.**
4. **NOT LESS IMPORTANT IS OUR ORGANISING THE HISTORIC AND NEVER BEFORE, NEVER AFTER LOUIS BRAILLE MEMORIAL PROCESSION ON 4TH JANUARY 2017, THE 207TH BIRTH ANNIVERSARY OF LOUISE BRAILLE, THE INVENTOR OF BRAILLIE SYSTEM OF WRITING FOR BLIND STUDENTS. ON THAT 1000+ STUDENTS, TEACHERS AND EMPLOYEES BROUGHT OUT A HUGE PROCESSION WITH EACH AND EVERY MEMBER VOLUNTARILY BLIND - FOLDING THEMSELVES.**

5. Evidence of Success:

When the extent of the Extension Mission was originally set, it was decided to serve the students of the five associate schools, especially those belonging to class IX and X, whenever possible.

Success has been achieved as for 3 consecutive years as the teachers of the college are either visiting the respective schools or the students have been invited to the college itself, to attend weeklong tutorial workshops. The target was to serve 100 + students every year in this way.

All the institutes have acknowledged that their students have been immensely benefitted by the yeoman's service rendered by Jorhat College Teachers.

The college also set out with the mission of serving the blind students of Jorhat Blind School initially and also all the blind students of blind schools if possible, by producing and providing audio CDs as educational tools/aids.

The college accordingly produced such Compact Discs and educational tools and got them distributed to not only Jorhat Blind School, but also to other Blind Schools of Assam. viz Moran Blind School, Bihpuria Blind School, Dharamtul Blind School etc.

The evidence of success can be gauged from Letters of Appreciation received from all five associate schools as well as several Blind schools of the state.

However though we had the target of enrolling students from all 5 schools, there are few students passing out from Blind and Deaf and Dumb Schools, so enrollment from there is lower.

Evidence of success may be had from successful Spoken English Workshop held at Moormooria Tea Estate recently. While two alumni, Prashanta Puzari (now Assistant Professor in Assam Women's University) and Prakash Bora (Assistant Professor, Cinnamora College) taught the students relentlessly for a week, the response of the students was heartwarming.

Evidence of success may be had from the Letters of Appreciation issued by associate schools to Jorhat college teachers who had engaged classes in those schools.

Evidence of success may also be had from huge public support we got from our Louise Braille procession as well as our associate school collaboration.

Evidence of success may also be had from the Letters of Appreciation/ acknowledgement issued by the District Administration, thanking us for our help in flood relief.

Such success can also be gauged from the fact that our students played pivotal roles in the rehabilitation of the helpless lady taking refuge on the roads.

6. Problems Encountered and Resources Required:

The college faced the following problems in undertaking and implementing this noble mission.

1. Constraint of funds.
2. Clash of time as teachers having classes to engage at college find it difficult to go out to the associate schools. (However this problem was solved when we started to invite the students of associate schools to the college itself, to save time. As the students attended serial classes 9 AM – 3

PM for one week continuously they were rather more benefitted.

3. Lack of appropriate tools especially for the Blind students is a major impediment. (However we have produced audio CDs as educational implements for blind school).
4. Lack of educational tools as well as lack of teachers trained in imparting education to deaf and dumb students (we are still at a loss as how to overcome this problem. However we are trying hard to find out ways).

Notes:

The Jorhat College (Amalgamated) has not taken the higher authority's call for Extension Activities merely mechanically or literally. Rather it has gone into the spirit of the matter, thus trying to carry along the school students of neighboring schools, mostly belonging to socio – economically or physically disadvantaged groups.

File Description	Document
Any additional information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The contemporary age has been aptly and fittingly designated as the cyber age; the age of informatics. The Jorhat College, in its endeavour to capture the spirit of the age, issued/gave a clarion call to its each and every faculty to engage ICT classes with Power Point Presentation (PPP). It is noteworthy that 100% of the college faculty has meanwhile engaged ICT classes with PPP.

While the call or directive of higher authorities remained one of the major factors for inspiring the teachers to undertake ICT – PPP, there was an inner urge also. What moved the teachers to go the whole hog for PPP classes are delineated below:

1. It is being increasingly felt that the students should be reached out in the most modern way possible. Living in the twenty first century, it is both morally obligatory and socially imperative that we teach even

the poorest of our students, hailing from the remotest area, in the most ultramodern method.

2. Using PPP means taking recourse to audio – visual means. It is now a well recognised fact that students are easily impressed by what is audio-visual. If the classes are turned into PowerPoint Presentation, students may remember them both audially and visually.

3. Using PPP also helps preserving the knowledge and saves time. For example if one teacher makes the slides for a PPP class one year, it can be reused next year. Also it can be handed over to other teachers and preserved in a pool, as is done in Jorhat College.

4. A normal class cannot be reproduced at will but a PPP class may be reproduced at will.

5. A PPP class may be uploaded in YouTube and social media. So it is possible that a wide audience even an international audience can be addressed to. It is beneficial in two ways;

- a) It serves the international audience, comprising mostly of interested students and teachers.
- b) But it also directly benefits the original developer/producer of PPP as suggestions/ criticisms are generated worldwide by the PPP uploaded in YouTube.
- c) The dull, monotonous class room is suddenly turned into a vivid, vibrant, dynamic living room of shared experiences and memories.
- d) The PPP material is PAPERLESS. So it is easier to be preserved, copied and looked into again and again at zero cost.

The PPP pool built up by Jorhat College is a rich and colourful one, comprising of hundreds of such class materials. But it is growing each day as teachers are preparing materials continuously, thus making it an endless process.

Last but not the least, the Principal of the college, Dr. Devabrata Sharma, who uses to engage classes in seven out of eight departments, has also contributed PPP materials.

The Jorhat College PPPP (Power Point Presentation Pool) has thus emerged as a virtual power – keg, empowering the teachers and students alike. Like a solar – powered battery it is both enlightening and refreshing the otherwise dull and lifeless ambience of the college.

The Total number of PPP classes are mentioned as below:

Name of the Department	Total No. of PPP Classes
Department of Assamese	12
Department of Education	25
Department of Economics	34
Department of Political Science	27
Department of English	22
Department of History	45
Department of Philosophy	18
Department of Sociology	26

Total

209

B. Posting Dozens of ICT classes in YouTube for International Audience:

After ensuring that 100% of the faculty engages ICT – PPP classes, the college next proceeded to put such classes in YouTube. The goal is to reach out to the international academic community with two specific purposes. One, to make our teachers improve their capacity, builds their self confidence, so as to enable them to feel as a teacher of global level. Two, while doing so we are aware of the risks involved. Any fault or lacunae on our part is liable to be criticized or at least pointed at. But we do believe that they would yet be beneficial for us because instead of self complacent, it would enable us to be self critical, thus rectifying our mistakes and improving ourselves as a continuous process.

It is felt that reading out to the international academic community would immensely increase the quality of our teaching by making it IT – savvy. Therefore the putting up of ICT - PPP classes in YouTube by each and every member of the college faculty is most definitely a solid part of own Best practices.

File Description	Document
Any additional information	View Document

5. CONCLUSION

Additional Information :

The Jorhat College (Amal.) has been consistently campaigning for Eye Donation, Body Donation, Blood Donation and such noble themes. It also organised a special talk on Medical Terrorism by Prof. Ankuran Dutta. He spoke about the pharmaceuticals-private hospitals-medical insurance-doctors nexus to fleece the general patients and the need to expose their design. That concept is being spread, while the college has sent out a clarion call to boycott harmful, poisonous and unnecessary medicines proscribed by WHO. Thousands of leaflets and pamphlets have been distributed with this purpose.

The college, apart from opening its doors for third Gender and implementing 33% to 50% reservation for women in its different internal fora, has been emphasising on the need of gender equality. This gender equality is not limited to the two genders, male and female only. With that in view it invited Milin Dutta, a US based transman who spoke about the LGBTQ community and their issues. The college thus advocates equality of male, female and third gender (LGBTQ) rather strongly. The college is worried about the impact of global warming. It invited renowned, environmentalist Soumyadeep Dutta of Nature's Beacon fame to speak on this theme so as to make the students aware of the bleak environmental situation ahead. The college has already decided to observe 2020 as the year of campaigning against Global Warming.

The college takes keen interest in visiting historical-archaeological places. It is intent on studying about those monuments, creating awareness about our glorious past and to arrange for preservation of those monuments to the extent possible. With that in view the college faculty and students visited Deopahar, Kachamari, Dimapur, Hojai-Doboka and Goalpara Suryapahar among other places. The college also held a National Seminar on the History and Archaeology of Doyang Dhansiry Civilization. Organised jointly with Mech-Kachari Autonomous council, it was also attended by Historian Prof. D.Nath and Archaeologist Dr. H.N.Dutta, Ex Director, Archaeology Dept. Assam.

These are some of the extraordinary endeavours of the college for the society at large.

Concluding Remarks :

Jorhat College (Amal) is inching forward in its historic mission to carry forward its lofty ideals of serving the nation and serving the people by serving the students. In its pursuit of knowledge it has decided to fly at the height of the eagle as well as at the height of the hen. Literally it means achieving the highest possible success for biggest possible number of students, besides aspiring to rise higher in terms of quality and dream-level. Figuratively, we are achieving 90% + pass rates in last 4 consecutive years, which is not only a standard in the university but also in the state. The base of the success being broad, the pinnacle of the pyramid is expected to go higher and higher.

While personal success is indeed a motivational and inspirational force for most persons, it is not the one and the only factor that get people going. A Meta-narrative, a grand narrative is needed here. The Jorhat College presents and projects a meta-narrative; that of patriotism, of serving the people, especially the pauperised, penniless, persecuted, wretched of the earth. With that in view the college family spreads out to the remotest corner, conducts surveys, helps out the children by holding classes, workshops, medical and awareness camps, arranging physical props for the differently abled, ameliorating the suffering of the blind and deaf and

dumb, establishing gender equality, setting up sanitary napkin incinerators, evolving consensus to allot 33% - 50% of departmental posts for women and so on and so forth. The pinnacle of success for us is set in the sky whereas the base is firmly embedded in the granite stone of foundation. Its adoption of as many as five associate schools and social service in two lines of two tea estates contribute to bolster its sense of social responsibility.

Though most of the students that the college serve belong to socially-educationally -economically backward sections, the college is determined and committed to offer them the latest, most sophisticated, state-of- the art technology backed education to create a tech-savvy and socially committed gen-next.

NAAC