

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution	BIJNI COLLEGE
1.2 Address Line 1	U. C. Das Road
Address Line 2	Bijni Gerukabari Road
City/Town	BIJNI
State	ASSAM
Pin Code	783390
Institution e-mail address	office@bijnicollege.ac.in
Contact Nos.	9435120325
Name of the Head of the Institution:	Dr.Birhash Giri Basumatary. Principal
Tel. No. with STD Code:	03668-284625
Mobile:	9435023057

Name of the IQAC Co-ordinator:

Ranjit Kumar Barman.

Mobile:

9435120325

IQAC e-mail address:

iqac@bijnicollege.ac.in

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/33/A&A/454 dated 16-09-2004

1.5 Website address:

www.bijnicollege.ac.in

Web-link of the AQAR:

<http://www.bijnicollege.ac.in/AQAR2013-14.doc>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++	66.25	2004	2004-2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

16-10-2004

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

2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2005-2006 (DD/MM/YYYY)
- ii. AQAR 2006-2007 (DD/MM/YYYY)
- iii. AQAR 2007-2008 (DD/MM/YYYY)
- iv. AQAR 2008-2009 (DD/MM/YYYY)
- v. AQAR 2009-2010 (DD/MM/YYYY)
- vi. AQAR 2010-2011 (DD/MM/YYYY)
- vii. AQAR 2011-2012 (DD/MM/YYYY)
- viii. AQAR 2012-2013 (DD/MM/YYYY)

1.10 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input checked="" type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Gauhati University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

Nil

University with Potential for Excellence

Nil

UGC-CPE

Nil

DST Star Scheme

Nil

UGC-CE

Nil

UGC-Special Assistance Programme

Nil

DST-FIST

Nil

UGC-Innovative PG programmes

Nil

Any other (*Specify*)

Nil

UGC-COP Programmes

Nil

2. IQAC Composition and Activities

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

4

2.3 No. of students

2

2.4 No. of Management representatives

2

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and
community representatives

4

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

0

2.9 Total No. of members

20

10

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

6

Faculty

5

Non-Teaching Staff Students

1

Alumni

Others

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

Yes

✓

No

If yes, mention the amount

2, 39,400.00

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

Nil

International

Nil

National

Nil

State

Nil

Institution Level

1

(ii) Themes

Methodology in preparation of seminar paper

2.14 Significant Activities and contributions made by IQAC

- Ensuring quality in academic and administrative processes.
- Documentation of all academic, co-curricular and extra-curricular activities of the College.
- Organize various activities through the different cells under it.
- Preparation of Annual Quality Assurance Report to be submitted to NAAC.
- Feedback of students are collected and analysed.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. To hold a national seminar in the college.	1. A two day long national seminar was held on.
2. To put proposal to the management for the purchase of a few laptop computers.	2. 16 no of laptop computers were purchased and each department of the college was given 1 laptop each.
3. To put proposal for the opening of two smart rooms classes.	3. Two smart rooms each equipped with digital smart board, overhead projector and one computer were opened for the use of all the departments.
4. To put proposal for the construction of One auditorium hall.	4. One auditorium hall fully equipped with soundproof Wall fittings and sound system was constructed with financial assistance from the government of Bodoland Territorial Council.
5. To intensify the activities of various cells under IQAC.	5. All the cells under the supervision of IQAC have become more active and are initiating various co-curricular and extra-curricular activities involving the students.
6. Library services to be made automated.	6. Automation process is started.

* Attach the Academic Calendar of the year as Annexure. (Details provided as Annexure – I)

2.15 Whether the AQAR was placed in statutory body Yes ☐ No ☒

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	00	00	00	00
PG	00	00	00	00
UG	02 (B.A. & B.Sc.)	00	00	1 (Functional English)
PG Diploma	00	00	00	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	00	00	00	00
Others	HS+2	00	00	00
Total	03	00	00	01
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/**Elective option** / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	
Annual	

1.3 Feedback from stakeholders* (On all aspects)

Alumni

Nil

Parents

Nil

Employers

Nil

Students

√

Mode of feedback : Online

Nil

Annual

√

Co-operating schools (for PEI)

Nil

**Please provide an analysis of the feedback in the Annexure* (Details provided as Annexure – II)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
40	25	10	0	05

2.2 No. of permanent faculty with Ph.D.

04

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	03	0	0	0	0	0	0	0	03

2.4 No. of Guest and Visiting faculty and Temporary faculty

0	0	09
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	Nil	16	02
Presented papers	01	24	Nil
Resource Persons	Nil	Nil	Nil

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

- | |
|--|
| 1. Participation and presentation of papers in PowerPoint in the departmental seminar was made compulsory for all students having major. |
|--|

2.7 Total No. of actual teaching days during this academic year

186 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

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2.10 Average percentage of attendance of students

78.94%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	339		4.42%	43.06%	20.64%	68.14
B.Sc.	12		8.33%	66.66%	16.66%	91.66

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

1. IQAC encourages the teachers to make the classes more interactive.
2. IQAC sits with the departments to stress on the need to record the students' performance and analyse the same to monitor their progression and whenever necessary arrange remedial and tutorial classes.
3. IQAC interacts with the teachers to stress on the need to approach each class with a well prepared lesson plan on the topics they deal in.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	30
HRD programmes	Nil
Orientation programmes	01
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	07
Others	05

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	02		08
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

1. In all its meetings with the faculty members, IQAC always tries to impress upon the teachers the importance of research in the field of higher education.
2. It regularly provides the teachers relevant information's regarding the different funding agencies and the type of research they support.
3. The publication cell under the IQAC publishes book and journal with ISBN and ISSN number to provide the teachers an opportunity to bring out their research findings in their respective area of interest into the public domain.
4. IQAC encourages teachers to attend and present papers in seminars, participate in conferences and workshops.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	1
Outlay in Rs. Lakhs	Nil	Nil	Nil	1,40,000.00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	Nil	nil
Non-Peer Review Journals	Nil	Nil	nil
e-Journals	Nil	Nil	nil
Conference proceedings	01	Nil	nil

3.5 Details on Impact factor of publications:

Range Average h-index pos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil		
Industry sponsored	Nil	Nil		
Projects sponsored by the University/ College	Nil	Nil		
Students research projects (other than compulsory by the University)	Nil	Nil		
Any other(Specify)	Nil	Nil		
Total				

3.7 No. of books published i) With ISBN No.

04

Chapters in Edited Books

16

ii) Without ISBN No.

Nil

3.8 No. of University Departments receiving funds from

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

Nil

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	1(one)	Nil	Nil	14
Sponsoring agencies		UGC			Departments

3.12 No. of faculty served as experts, chairpersons or resource persons

02

3.13 No. of collaborations

International

Nil

National

Nil

Any other

Nil

3.14 No. of linkages created during this year

Nil

3.15 Total budget for research for current year in lakhs:

From Funding agency

0

From Management of University/College

Nil

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

03

Nil

3.19 No. of Ph.D. awarded by faculty from the Institution

Nil

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

Nil

SRF

Nil

Project Fellows

Nil

Any other

Nil

3.21 No. of students Participated in NSS events:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level		State level	
National level	<input type="text"/>	International level	<input type="text"/>
	<input type="text"/>		<input type="text"/>

3.24 No. of Awards won in NCC:

University level		State level	
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="Nil"/>	College forum	<input type="text"/>
NCC	<input type="text" value="Nil"/>	NSS	<input type="text" value="Nil"/>
		Any other	<input type="text" value="Nil"/>

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

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	100 Bighas			100 Bighas
Class rooms	20	01	UGC Grant	21
Laboratories	04			04
Seminar Halls	01			01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		01	College fund	01
Value of the equipment purchased during the year (Rs. in Lakhs)		2.00 Lakh	College fund	2.00 lakh
Others				

4.2 Computerization of administration and library

Selected administrative works are done in computers and necessary software has also been installed for the purpose. But the whole of administration is yet to be fully computerized.

As to the computerization of the library the automation process is going on and yet to be completed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	309	3,16,157.00	164	122963.00	473	439120.00
Reference Books	484		213		697	
e-Books						
Journals	139	4805.00	128	5480.00	267	10285.00
e-Journals						
Digital Database						
CD & Video						
Others (periodical)	127	3535.00	133	3740.00	260	7275.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	8					4	4	8
Added	17					3	14	3
Total	25					7	4	11

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

1. Under the name of Faculty Development Programme teachers are provided training on the use of selected computer applications and e-resources. Teachers are also given in-house training on conducting classes in the Smart Rooms.
2. Students particularly those having major are provided training on preparation and presentation of PowerPoint under the programme 'Curricular Enrichment Programme' organised by IQAC.

4.6 Amount spent on maintenance in lakhs :

i) ICT	
ii) Campus Infrastructure and facilities	9.00 Lakh
iii) Equipments	3.00 Lakh
iv) Others	
Total :	12.00 Lakh

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Through timely intervention the IQAC ensures that the annual prospectus of the college contains all the information's regarding the sports facilities existing in the College and the incentive the college provides for sportspersons of different levels, the existence of a Grievances redressal cell to file their academic and non-academic complaints, the career counselling and guidance cell to help build their job and career prospect etc.

5.2 Efforts made by the institution for tracking the students' progression.

- The alumni association of the college keeps regular touch with the passed out students.
- The department also maintains a register book of former students.
- The departments main taint records of students 'performance in internal tests, participation in seminar, group discussion to keep track of their progression and offer suggestions whenever necessary to improve themselves.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1502			

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	688	45.80%		708	47.13%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
141	120	635	334	3	1230	152	202	694	454	-	1502

Demand ratio

Dropout %

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

Nil

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

NET	<input style="width: 50px; height: 25px;" type="text"/>	SET/SLET	<input style="width: 50px; height: 25px;" type="text"/>	GATE	<input style="width: 50px; height: 25px;" type="text"/>	CAT	<input style="width: 50px; height: 25px;" type="text"/>
IAS/IPS etc	<input style="width: 50px; height: 25px;" type="text"/>	State PSC	<input style="width: 50px; height: 25px;" type="text"/>	UPSC	<input style="width: 50px; height: 25px;" type="text"/>	Others	<input style="width: 50px; height: 25px;" type="text"/>

5.6 Details of student counselling and career guidance

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No. of students benefitted

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5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

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5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	
Financial support from government	631	41,93,250.00
Financial support from other sources	Nil	
Number of students who received International/ National recognitions	Nil	

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the institution-

To make the institution an excellent centre of higher education.

Mission of the institution-

- a. To offer quality education to the students.
- b. To give wider choices of courses/programmes to the students.
- c. To conduct teaching learning process in a technologically mediated environment.
- d. To stay committed to its social responsibility towards the surrounding communities.

6.2 Does the Institution has a management Information System

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- a. The college being affiliated to Gauhati University enjoys very little freedom to effect any change to the prescribed curriculum.
- b. Even though the college being an affiliated one cannot but carry internal assessment of the students only through the written sessional examination, the college has made participation in departmental seminar, group discussion and quizzes compulsory for all the students of major classes.

6.3.2 Teaching and Learning

- a. Preparation of lesson plan and distributing the same to the concerned students before the teacher actually starts his lecture on a particular topic or chapter is made a quality benchmark for all teachers.
- b. Assignments are given to the students with the instruction to write the same by using e-resources.
- c. Students are grouped into advance and slow learners to arrange for tutorial classes with their differing needs.
- d. Paper presentation in seminar is made compulsory for the students of major classes.
- e. Students' feedback on teachers' performance is collected to provide an opportunity to the teachers to further improve the quality of their teaching.
- f. Teachers begin new topic or chapter in the syllabus by distributing a set of questions amongst the students to give them an idea about the points of priority and areas requiring them to focus on.

6.3.3 Examination and Evaluation

- a. In addition to university stipulated sessional examination for internal assessment, more institutional level test of different periodicity in the same pattern as that followed by the university are held to help the students excel in the final examination.
- b. Evaluated answer script of all internal test examinations are shown to the students and discussed to enable the students to identify their mistakes and improve continuously.

6.3.4 Research and Development

- a. The college authority readily facilitates the grant of study leave to any teacher wishing to pursue any research programme.
- b. More and more teachers are now implementing Minor Research Project.
- c. 3 no of teachers have got Ph D. and more are registering for Ph D.
- d. Teachers pursuing research work are encouraged by giving reduced workload.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- a. The college library has acquired the library software SOUL8.1 and now the automation process is going on.
- b. More journals and reference books have been added to the existing stock.
- c. Two browsing centres have been opened for students.
- d. The college library has established link with N-LIST to enable the teachers and students to access the e-resources available in the portal.
- e. The reading room space in the library has been increased.
- f. Information regarding the arrivals of new books and journals are promptly made available to the students and teachers.
- g. In the induction programme held for the newly admitted students, the librarian give an account of the college library and the facilities they can avail.

6.3.6 Human Resource Management

- a. In addition to their class work the teachers assist the administration on the occasion of new admission as well as filling in the form by the students for the final examination.
- b. The teachers play a vital part in organizing annual college week as well as various co-curricular and extra-curricular activities within and outside the campus.
- c. The teachers are conveners and members of various committees made for different administrative works formed by the governing body of the college time to time.
- d. In-house training programmes are organized for both the teaching and non-teaching staffs to increase the competency in their respective work.
- e. The students' union of the college is involved in disseminating certain information pertaining to students' welfare.

6.3.7 Faculty and Staff recruitment

- a. In the matter of recruitment of teachers the Governing Body of the college follows the policy and norms set by the state government based on the current UGC regulation.
- b. Advertisement seeking applications from prospective candidates for all new and vacant post are duly published in the local newspapers.

6.3.8 Industry Interaction / Collaboration

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6.3.9 Admission of Students

<p>a. The college follows the admission policy framed by the state government.</p> <p>The college follows the reservation policy of the state government in regard to the admission of ST, SC and OBC students</p>
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6.4 Welfare schemes for

Teaching	Bijni College Teachers' Cooperative Society.
Non teaching	Bijni College Cooperative Society.
Students	

6.5 Total corpus fund generated

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6.6 Whether annual financial audit has been done Yes ☒ No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	no		yes	Vice-Principal
Administrative	yes	Govt. Auditor	No	

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes ☐ No ☐

For PG Programmes Yes ☐ No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

The former students associate themselves in organizing various events like the Annual College week, departmental seminar, inter college football tournament, extension programme organized inside and outside the campus of the college.

6.12 Activities and support from the Parent – Teacher Association

- a. Parent-Teacher Association gets involved in organizing all major activities of the College.
- b. The association in its meetings deliberates on many important issues relating to improvement in the academic environment of the college particularly issues like regularity of students' attendance in class, maintenance of proper discipline in the college campus etc.

6.13 Development programmes for support staff

The support staffs are given guidance on the promotional avenues open to them.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- a. Proper drainage system has been built in the campus to stop water from stagnating.
- b. Science laboratories are equipped with proper drainage system to allow pollutant and obnoxious chemicals to be disposed of in safer location thus stopping them from causing damage to the environment.
- c. The college community regularly plant trees on various occasions.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Lectures in the name of ‘Students’ Enrichment Programme ‘was arranged to impart training to the students particularly the ones having majors on the proper way to prepare a seminar paper.

Now all the students presenting seminar papers in the departmental seminars prepare their papers in proper academic format with necessary structure, quotation of source of materials, bibliography etc.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. A national seminar on the topic “Life and music of Dr. Bhupen Hazarika’ was held on in the college. The seminar was attended by a large number of distinguished teachers and academicians from different colleges and universities of Assam and West Bengal. Altogether 124 scholarly papers were presented by the participants on the accession.
2. Considering the role of multimedia technology in the delivery of education in the classroom the college authority duly accepted the suggestion put forward by the IQAC and promptly set up two Smart rooms fully equipped with digital smart board, overhead projector, computers with wi fi connections.
3. In order to upgrade the computer knowledge of the teachers and enable them to use various multimedia tools for education delivery two long training programmes by the name of Faculty Development Programmes were arranged wherein two teachers having the expertise in the area provided them hands on training on the use of computers and other multimedia tools for education.
4. To fulfil the long felt need of the departments, the college purchased 16 (sixteen) laptop computers and gave one each to the departments.

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

Faculty Development Programme to provide in house training to the teachers on computer application and use of multimedia tools for education delivery.

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

7.4 Contribution to environmental awareness / protection

- a. The college holds talks by experts, screens documentary films to highlight environmental issues affecting the earth and its population.
- b. The college observe WORLD Environment Day, Earth Day with a view to raise popular awareness about environmental issues.

7.5 Whether environmental audit was conducted? Yes

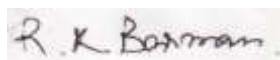
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7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. **Plans of institution for next year**

1. To purchase a few more computers for various purposes.
2. To hold more Faculty Development Programme.
3. To streamline teaching learning and proper documentation of classroom and departmental activities.
4. To improve sanitation and level of hygiene in the campus.
5. To extend wifi service to all the departments and classrooms.

Name : *Ranjit Kumar Barman*



Name : *Dr. Birhash giri Basumatary*



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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