The Annual Quality Assurance Report (AQAR) of the IQAC
July 2014 - June 2015

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

1. Details of the Institution

1.1 Name of the Institution

> BIMALA PRASAD CHALIHA COLLEGE, NAGARBERA

1.2 Address Line 1

> PO. NAGARBERA, DIST. KAMRUP (R)

Address Line 2

> PO. NAGARBERA, DIST. KAMRUP (R)

City/Town

> NAGARBERA

State

> ASSAM

Pin Code

> 781 127

Institution e-mail address

> bpccnagarbera1972@gmail.com

Contact Nos.

> 03623-245001

Name of the Head of the Institution:

> Dr. Bibhuti Bhusan Panda

Tel. No. with STD Code:

> 03623-245001

Mobile:

> 094352 63936

Name of the IQAC Co-ordinator:

Dr. D. Chakravarty

Mobile:

94353-24789

IQAC e-mail address:

dcvarty@gmail.com

1.3 **NAAC Track ID***(For ex. MHCOGN 18879)*

ASCOGN11954

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(SC)15/A&A/66.2, Dated25th May, 2016

1.5 Website address:

www.bpchalihacollege.org

Web-link of the AQAR:

www.bpchalihacollege.org/AQAR

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	1st Cycle	C++	6.5	Nov, 2004	5 years
2	2nd Cycle	B	2.28	May, 2016	5 Years
3	3rd Cycle				
4	4th Cycle				

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

03/08/2002

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

2014-15

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

   i. AQAR   2014-15   submitted to NAAC on (31/12/2018)

1.10 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes ☐   No ☐

Constituent College   Yes ☐   No ☐

Autonomous college of UGC   Yes ☐   No ☐

Regulatory Agency approved Institution   Yes ☐   No ☐

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

Type of Institution   Co-education ☑   Men ☐   Women ☐

                 Urban ☐   Rural ☑   Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) ☑   UGC 12B ☑

             Grant-in-aid + Self Financing ☐   Totally Self-financing ☐

1.11 Type of Faculty/Programme

   Arts ☑   Science ☑   Commerce ☐ Law ☐   PEI (PhyEdu) ☐

   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

          ☐

University with Potential for Excellence ☐   UGC-CPE ☐

DST Star Scheme [✓]   UGC-CE ☐

UGC-Special Assistance Programme ☐   ☐

UGC-Innovative PG programmes ☐   Any other (*Specify*) ☐

UGC-COP Programmes ☐

2. IQAC Composition and Activities

2.1 No. of Teachers | 11

2.2 No. of Administrative/Technical staff | 2

2.3 No. of students | 1

2.4 No. of Management representatives | 2

2.5 No. of Alumni | 1

2.6 No. of any other stakeholder and community representatives | 2

2.7 No. of Employers/ Industrialists | 0

2.8 No. of other External Experts | 0

2.9 Total No. of members | 19

2.10 No. of IQAC meetings held:

2.11 No. of meetings with various stakeholders: No. | 7   Faculty | 4

Non-Teaching Staff Students | 2   Alumni | 1   Others | 1

2.12 Has IQAC received any funding from UGC during the year?   Yes ☐   No [✓]

   If yes, mention the amount | N/A

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 4 | International | 0 | National | **2** | State | 0 | Institution Level | 2

(ii) Themes

> 1. Role of IQAC in Quality Improvement of HEI in Rural Area.
> 2. Workshop on CBCS

2.14 Significant Activities and contributions made by IQAC

1. Preparation of AQAR and submission to NAAC
2. Up gradation of Library & procurement of Books & Journals
3. Up gradation of Laboratories & procurement of equipment
4. Development of ICT in college campus.
5. Development of Physical facilities for students and teachers
6. Introduction of new courses in college.
7. Organising Skill Development programme for students.
8. Organising Capacity Building programme for students.
9. Providing Carer information and Career Counselling opportunities for students.
10. Organising Faculty Development Programme.
11. Organising Capacity Building programme for Nonteaching staff.
12. Providing Research opportunities for students and teachers.
13. Providing extra-curricular facilities to students.
14. Promoting Infrastructural facilities in college
15. Promoting communication with stakeholders such as Alumni, Parents etc.
16. Introducing Best Practices among students.
17. Coordination with the Management of the college so as to develop the overall Quality System of the college.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year for maintenance and enhancement of thequalityof the college and analyse the outcome achieved by the end of the year *

Plan of Action	Achievements
For the year **2014-2015**, the IQAC of the college planned to improve the functioning of the college in the following area such as- **i) Administration:** a) Office automation b) Website Development **ii)Teaching- Learning – Evaluation:** a) Faculty Development Programme b) Capacity Building Programme c) Skill Development Programme d) Organising Seminar e) Organising Workshop **iii)Extension activity:** a) Eco development programme by Eco Club b) Capacity Development Programme by Career Guidance & Counselling Cell c) Awareness Programmes by NSS d) Women Empowerment Programme by WEC e) Literary Programmes by SahityaKanan f) Cultural Programmes by Music Club **iv) Enhancement of the Infrastructure facility:** a) Construction of Class Rooms (RCC) b) Laboratory up-gradation c) Construction of Auditorium d) Completion of construction of Women Hostel e) Improvement of Toilets facilities (Men & Women) f) Completion of Indoor Hall g) Digital enabled Class Rooms	This year as planned by IQAC to improve the function of the college in the area of Administration, Teaching- Learning – Evaluation, Extension activity, Enhancement of the Infrastructure facility, Extra – Curricular activity and promoting Research culture among the teacher & students etc. Accordingly, we achieved as indicated below: i) Enhanced office automation software in office and trained the administrative staff on Computer, Internet access & office automation programme. ii) Organised Computer literacy programme for 3rd& 4th grade employees. iii) Organised Soft skill development programmes for 3rd& 4th grade employees. iv) Organised seminar/workshop/popular Talk etc by different department. v) Organised hands on training Programme for teachers on Digital Class Room. vi) Organised Faculty Development Programme on present research trends in higher education. vii) Organised two Capacity Building Programmes for the students. viii) Organised two Skill development Programmes for the students. ix) Organised extension activities by various units such as: a) Career Guidance & Counselling Cell b) Health Care Centre c) Science Forum d) Women Empowerment Cell e) SahityaKanan f) National Service Scheme (NSS) x) Constructing RCC class rooms, , improved sanitation system, improved drinking water facility, Upgrading Laboratory. xi) Construction of Auditorium is going on. xii) Organised training and workshop programme on sports, debate & symposium, music, sustainable environment for interested students through Sport Club, Literary Club,

v) **Extra – Curricular activity:**	Debate Club, Music Club & Eco Club.
a) Procurement of sports equipment. b) Procurement of musical equipment. c) Activities by Eco club, Sports club, Music club, Debate club, Literary club, Health club vi) **Promoting Research culture:** i) Organising Seminar on Research Methodology ii) Investigatory projects by students . iii) Encouraging Faculty Members to join in National & International Conference, Workshop, Seminar, Symposia etc.	xiii) Development of play-ground, purchasing sport equipment, purchasing musical equipment. xiv) Organised seminar/workshop/popular Talk and introduced project work for students and these are some of the initiative taken by IQAC for promoting Research culture among the teacher & students in the college.

* Attach the Academic Calendar of the year as Annexure.

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

1. 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	0	0	0	0
PG	0	0	0	0
UG	04	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	03	0	0	0
Others	02	0	0	0
Total	**09**	0	0	0

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

Pattern	Number of Programme
Semester	04
Trimester	0
Annual	02
Six Monthly	03

1.3 Feedback from stakeholders*Alumni ☐ Yes   Parents ☐ Yes   ☐ployers ☐ Yes   ents ☐ Yes
   (On all aspects)

Mode of feedback   :Online ☐ No   Manual ☐ Yes   Co-operating schools (for PEI) ☐ No

*Please provide an analysis of the feedback in the Annexure

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

This is taken care by the University itself.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
55	15	40	Nil	Nil

2.2 No. of permanent faculty with Ph.D.   **10**

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	1	0	0	0	0	0	0	0	1

2.4 No. of Guest and Visiting faculty and Temporary faculty   0   0   0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	11	04
Presented papers	06	12	03
Resource Persons	Nil	Nil	Nil

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

For accelerating teaching learning growth of the stake holders the institution followed a few measures inside and outside the campus like:

- Home assignment are given after completion of each unit of every papers by different departments
- Oral test in the classroom specially for the major students are conducted.

2.7 Total No. of actual teaching days during this academic year   183

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

Offline Multiple Choice Questions and self-evaluation of answer scripts by the students.

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

2	Nil	Nil

2.10 Average percentage of attendance of students

86%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction (%)	I (%)	II (%)	III (%)	Pass (%)
BA (Major/General)	177/22	Nil	50/0	110/02	13/20	97.74/100
BSc (Major/General)	22/07	Nil	12/0	07/07	0/0	86.36/100

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

The IQAC of the college is Contributing /Monitoring/ Evaluating the Teaching & Learning processes in the following way-

   ➢ Supervising the Physical facilities of the college required for Teaching & Learning processes.
   ➢ Communicating with the authority regarding the infrastructural facilities of the college.
   ➢ Organising Skill Development programme among the students.
   ➢ Organising Capacity Development programme among the students.
   ➢ Organising Faculty Development programme among the teachers.
   ➢ Monitoring the Learning progress of the students.
   ➢ Evaluating the activities according to the academic calendar.
   ➢ Completion of the respective curriculum of the courses
   ➢ Holding examination in proper time.

2.13 Initiatives undertaken towards faculty development:

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	01
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	04
Others	Nil

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	25	01	0	0
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

> The IQAC of the college is Sensitizing/Promoting Research Climate in the following ways-
>
> - ➢ Organising Seminar / Workshop on Research Methodology
> - ➢ Encouraging submission of MRP to UGC and other financial agency.
> - ➢ Assigning Projects among students
> - ➢ Encouraging Faculty Members to attend in International / National Seminar / Workshop etc.
> - ➢ Organising Lab Visit / Field Visit / Industry Visit etc. among the students.
> - ➢ Publishing Research Journal/Book/ Chapter/Article.

3.2   Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	0	01(IBT HUB)	0	0
Outlay in Rs. Lakhs	0	05.98	0	0

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	0	01	0
Outlay in Rs. Lakhs	0.90	0	0.95	0

3.4   Details on research publications

	International	National	Others
Peer Review Journals	01	08	03
Non-Peer Review Journals	0	14	0
e-Journals	0	0	0
Conference proceedings	0	02	0

3.5 Details on Impact factor of publications:

Range [ ]   Average [√]   h-index [ ]   Nos. in SCOPUS [ ]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2014-15	DBT		5,98,000/
Minor Projects	2013-14 2014-15	UGC	2,10,000	1,85,000/
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects *(other than compulsory by the University)*	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total				7,83,000/

3.7 No. of books published   i) With ISBN No.   02   Chapters in Edited Books   02

ii) Without ISBN No.   0   Chapters in Edited Books   01

3.8 No. of University Departments receiving funds from

UGC-SAP   NA   CAS   NA   DST-FIST   NA

DPE   NA   DBT Scheme/funds   NA

3.9 For colleges   Autonomy   NO   CPE   NO   DBT Star Scheme   Yes

INSPIRE   NIL   CE   NIL

Any Other (specify)   DBT - Biotech

3.10 Revenue generated through consultancy   NIL

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	16
Sponsoring agencies	0	0	0	0	College

3.12 No. of faculty served as experts, chairpersons or resource persons   01

3.13 No. of collaborations   International   National   Any other   03

3.14 No. of linkages created during this year | 01 |

3.15 Total budget for research for current year in lakhs:

From Funding agency | 07.83 | Management of University/College | 0.50 |

Total | 08.33 |

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 | Nil | | 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: 100

University level | Yes | State level | Nil |

National level | Nil | International level | Nil |

3.22 No. of students participated in NCC events:

University level | Nil | State level | Nil |

National level | Nil | International level | Nil |

3.23 No. of Awards won in NSS:

University level | Nil | State level | Nil
National level | Nil | International level | Nil

3.24 No. of Awards won in NCC:

University level | Nil | State level | Nil
National level | Nil | International level | Nil

3.25 No. of Extension activities organized

University forum | NA | College forum | 10
NCC | Nil | NSS | 03 | Any other | 01

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

i) The Institution has adopted a village and has been working for all-round development of the village.

ii) To develop scientific temperament among school children (from Primary to Secondary level) and to create a conducive atmosphere in schools for science education, our faculty members have been training students and teachers of twelve numbers of schools in surrounding areas of the college this year.

iii) Cleanliness Drive programme have been organized in village and market areas.

iv) Flood reliefs have been provided to flood hit char areas.

v) Women Empowerment Cell, B. P. C. College has adopted a village and a school in SC areas.

vi) Plantation Programme has been a regular activities in different local areas.

vii) Health Awareness Programme is organized on regular basis in nearby villages.

viii) Socio-Economic Survey has been conducted by different Departments.

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	13.11Acres	00	NA	13.11Acres
Class rooms	25	03	UGC	28
Laboratories	08	00	NA	08
Seminar Halls	00	01	UGC	01
No. of important equipment purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Computerization of library and administration has been done to certain extent

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9729	2955250	629	150650	10353	3105900
Reference Books	4843	992210	180	32390	5123	1024600
e-Books	INFLIBNET					
Journals	12	7000	0	0	0	7000
e-Journals	INFLIBNET					
Digital Database						
CD & Video	20		5		25	
Others (specify) Computer	14 Computer	350000	0	0	14	350000
Newspaper and periodicals	15	45,000/	0	0	15	45,000/
Photo Copier	01	110,000/	0	0	01	110,000/
Drinking Water	01	19,000/	0	0	01	19,000/
Fire Extinguisher	01	8,000/	0	0	01	8,000/

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	52	10	00	00	15	08	16	03
Added	20	12	10	Connected	00	00	00	00
Total	74	22	10	Connected	15	08	16	03

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

The IQAC of the college has been arranged periodically the following programmes-

➢ Computer Literacy Programme for students.
➢ Hands on training on Internet access, Networking, e-Governance etc.
   for students & teachers

4.6 Amount spent on maintenance in lakhs:

i) ICT

1.85

ii) Campus Infrastructure and facilities

4.86

iii) Equipments

1.002

iv) Others

1.65

Total :

9.362

Criterion – V

5. Student Support and Progression: 2014-15

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

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IQAC of the college has constituted different supporting units such as Grievances Redressal Cell, Career Guidance & Counselling Centre, Science Forum, NSS, SahityaKanan, Women Empowerment Cell, Health Care Centre, Scout & Guide etc. Besides these, different clubs such as Eco club, Sports club, Music club, Literary club, Debate club etc. are working under the umbrella of Extension Education Centre conducting different programmes so as to enhance awareness about Student Support Services.

5.2 Efforts made by the institution for tracking the progression:

Following efforts are made by the college for tracking the progression of the students-

  ➢ Conducting unit tests, terminal examination during the session.
  ➢ Assigning projects, Home assignment etc. to the students
  ➢ Periodical assessment and screening out the weak learners through above activities.
  ➢ Analysing the results of the Sessional examinations, Semester examinations conducted by our affiliating University.
  ➢ In Non Scholastic area also our different clubs such as Eco club, Sports club, Music club, Literary club, Debate club etc. are working to assess our students on their progression.
  ➢ In-spite of that our college is keeping record about the pass-out students. The Alumni Association of the college is also very much cooperating in this regards.

5.3 (a) Total Number of students : 1515

UG	PG	Ph. D.	Others
928	N.A.	N.A.	587

(b) No. of students outside the state

NIL

(c) No. of international students

NIL.

	No	%
Men	955	63

	No	%
Women	561	37

	Last Year, 2013-14						This Year, 2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1168	190	02	30	00	1390	1304	173	01	30	00	1508

Demand ratio   1 : 1   Dropout: 10%

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

> NA

No. of students beneficiaries   NIL

5.5 No. of students qualified in these examinations: N.A

NET ☐   SET/SLET ☐   GATE ☐   CAT ☐

IAS/IPS etc ☐   State PSC ☐   UPSC ☐   Others ☐

5.6 Details of student counselling and career guidance:

> ➢ Organises orientation programme for new comers in the beginning of every academic session.
> ➢ Provides information related to various avenues of higher education, scholarships and schemes.
> ➢ Commences the process of mentoring the students by employing the method of group counselling as well as individual counselling.
> ➢ Offers counselling on human values and core principle of success to the students.
> ➢ Conducts workshops, Skill development programmes, Brainstorming session, Popular talk etc.
> ➢ Organises Soft Skills Programme.

No. of students benefitted: 103

5.7 Details of campus placement:

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
00	00	00	00

5.8 Details of gender sensitization programmes:

> ➢ The institute have Cells like - W.E.C. (Women Empowerment Cell), G.S.CASH (Gender Sensitization Cell Against Sexual Harassment) and the I.C.C.(Internal Complaint Committee) which is functioning actively since last five years. The W.E.C. (Women Empowerment Cell) of the institute conducts the following programmes throughout the year.
>   ▪ Women Health and Awareness Programme.
>   ▪ International Women Day.
>   ▪ World Mother's Day.
>   ▪ World AIDS Day.
>   ▪ Survey of Socio- Economic Condition of Girls and Women of the Locality.

5.9 Students Activities:

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

State/ University level National leve **15**   Internationa 0   0

No. of students participated in cultural events

State/ University level **20**   National level 0   International level 0

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

Sports : State/ University level 03   National level NIL   International leve NIL

Cultural: State/ University level 01   National level NIL   International level NIL

5.10 Scholarships and Financial Support:

	Number of students	Amount
Financial support from institution	25	1,00,000/-
Financial support from government	99	4,95,000/-
Financial support from other sources	NIL	NIL
Number of students who received International/ National recognitions	NIL	NIL

5.11 Student organised / initiatives

Fairs   : State/ University level [NIL] National level [NIL] International level [NIL]

Exhibition: State/ University level [NIL] National level [NIL] International level [NIL]

5.12 No. of social initiatives undertaken by the students   [**02**]

5.13 Major grievances of students (if any) redressed:

> ➢ The institute had redressed the following grievances of the students -
> - Bike and cycle stands.
> - Drinking water.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

The college has a vision to make it a vibrant centre of higher education having a healthy blend of traditional and modern courses in graduate and post graduate level in order to equip the students with all relevant knowledge and skills for their maximum social efficiency. It also aims at making this institution a centre of perpetual power which would keep on contributing its uninterrupted power for social transformation in the days to come.

Mission

    We are committed

- to make quality higher education available to economically backward and geographically isolated people of this area to create adequate opportunity for their easy exposure to the National mainstream.
- to provide quality higher education to the students of greater Nagarbera area in particular and the students of the state and the Nation in general.
- to provide vocational & skill based education to the students to face the challenges of the future boldly and efficiently.
- to impart value based education to promote humanism and self reliance.
- to instil scientific temper and creativity among the students.
- to create awareness of a global perspective and to promote National integration and International understanding.
- to impart quality education in and through modern ICT and encourage entrepreneurial quality.
- to develop all-round personality of the students.
- to serve the society in all possible ways for a prosperous, sustainable and peaceful co-existence.

The **Mission** statement of the college *'Tomoso Ma Jyotirgamaya'* which reflects the quest of the College to remove the darkness of ignorance and spread the light of knowledge.

6.2 Does the Institution hasa management Information System:

> Yes, the college circulates all its information regarding administration and academic management, office management and student dealings through circulation of notice, notice board, email etc.

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

6.3.1 Curriculum Development

> As an affiliated college, the college follows Gauhati University curriculum.

6.3.2 Teaching and Learning

- Well prepared teaching plans are followed for every academic session,
- Teachers are encouraged to participate in faculty development programme and training programme to enhance their teaching skills,
- Arrangement of remedial classes for slow learners,
- Departments conducts class test, group discussion, home assignment etc.,
- Exposing students for outdoor learning through educational trips, camps etc.
- Use of advanced method of learning through the use of overhead projector.

6.3.3 Examination and Evaluation

- Examination Committee regulates the internal examinations.
- Continuous evaluation through class tests and internal test.
- Seminars, assignments and project works conducted to assess student's academic status.

6.3.4 Research and Development

- The Planning Committee and Research Committee encourages faculty members for involvement in research activities and publication in referred journals,
- Research Committee organizes seminar on research methodology for the benefit of the faculty members
- E-books and e-journals are made available to the faculty members.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The library is enabled with Wi-fi facility.
- Separate reference sections for renowned literatures in the library.
- Every department has a Department Library with sufficient books.
- Encourage the extensive use of ICT computer-aided teaching/learning materials.

6.3.6 Human Resource Management

- Arrangement of various orientation Programmes for both teaching and non-teaching faculty members for upgrading their skills in the respective fields.
- Faculty Development Programmes are arranged periodically in the institution. Feedback from students on the performance of the faculty is practice regularly. As per requirement the Authority recruits and assigns duties to Ad-hoc staffs.

6.3.7 Faculty and Staff recruitment

Recruitment of faculty and staff is done as per UGC and Government guidelines

6.3.8 Industry Interaction / Collaboration

Initiatives have been taken for collaboration with nearby Industries. A few Industry Executives have visited to college and formal processes are going on.

6.3.9 Admission of Students

- Admission process is merit based.
- Entrance test and Personal Interview are taken in all the departments.
- Special consideration for proficiency in sports and games at the state and national level.
- The College website contains information about the institution and the courses offered.

6.4 Welfare schemes for

Teaching	Financial aids during crisis under BPCC T&C Fund.
Non teaching	Financial aids during crisis under BPCC T&C Fund.
Students	Financial assistance to meritorious students under Student Aids fund

6.5 Total corpus fund generated

10,00,000/-

6.6 Whether annual financial audit has been done   YesNo

YES

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NAAC	Yes	GB
Administrative	Yes	NAAC	Yes	GB

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

For UG Programmes   Yes | NA | No | NA |

For PG Programmes   Yes | NA | No | NA |

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

NA

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

NA

6.11 Activities and support from the Alumni Association

- ✓ Construction of BoundaryWall(Partial).
- ✓ Alumni Association has been rendering its active support on student progression also.

6.12 Activities and support from the Parent – Teacher Association

- ✓ Parent Teacher Association meeting is conducted periodically to know about thestudents' progress.
- ✓ The parents get an opportunity to interact with the faculty advisors and heads of the departments to know about their ward's performance and study

6.13 Development programmes for support staff

- ✓ College continues to conduct skilled development program for the non – teaching staff.

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

> To make the campus eco-friendly the college has initiated the following activities:
> - ✓ Plantation to mark special occasion.
> - ✓ Use of dustbin
> - ✓ Environmental Awareness Programme
> - ✓ To encourage plastic free campus,
> - ✓ Management of biodegradable- wastes viz. vermi-composting.

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.

> Innovations introduced during this year as follows:
>
> i) Declaring Plastic free zone in the college campus.
> ii) Sustainable Environment (*Keep it clean Make it Green*)

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

> This year IQAC planned to improve the function of the college in the following area such as - Administration, Teaching- Learning – Evaluation, Extension activity and planned to enhance the Infrastructure facility, Extra – Curricular activity and promoting Research culture among the teacher & students.
>
> **i)   Administration:**
>   a)   Office automation
>
> **ii)   Teaching- Learning – Evaluation:**
>   a)   Faculty Development Programme
>   b)   Organising Seminar & Workshop

iii) **Extension activity:**
   a) Awareness Programmes by EEC (NSS,WEC)
   b) Women Empowerment Programme by EEC (WEC)
   c) Literary & Cultural Programmes by by EEC (SahityaKanan)
   d) Workshop by Music Club, Sports Club
   e) Capacity Development Programme by EEC (Science Forum, Career Guidance)
   f) Programmes by Eco Club, Literary Club, Debate Club

iv) **Enhancement of the Infrastructure facility:**
   a) Construction of Class Rooms
   b) Improvement of Toilets facilities (Men & Women)
   c) Construction of Auditorium
   d) Construction Indoor Hall
   e) Repairing / Renovations / Up-gradation of Old Building
   f) Improving sports infrastructure & Procurement of sports equipment
   g) Improving Music & Cultural infrastructure and Procurement of musicequipment

v) **Extra – Curricular activity**
   a) Organising Workshop on Music
   b) Organising Eco Development programme

vi) **Promoting Research culture:**
   a) Organising Seminar on Research Methodology.
   b) Encouraging Investigatory Projects by students
   c) Encouraging Faculty Members to acquire PhD under FIP
   d) Encouraging Faculty Members to Submit Proposal of MRP under FIP
   e) Encouraging Faculty Members to join in National & International Conference, Workshop, Seminar, Symposia etc.

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

i) Optimum use of infrastructural facilities for maximum benefits.

ii) Plantation on special occasion.

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

7.4 Contribution to environmental awareness / protection

The IQAC contributed in a major way to sustain a green environment within the college campus and to protect the same by-

i) Organising awareness programmes through Science Forum, Eco Club, NSS unit of the college in different neighbouring schools.\

ii) Celebration of World Environment Day by inviting schools students of one school one year.

iii) Plantation within and outside the college campus and gardening within the college campus.

iv) Declaring the campus as plastic free zone

v) Cleanliness programme etc.

vi) Judicious use of facilities by the students as well as teachers provided by the college.

7.5 Whether environmental audit was conducted?   Yes ☑   No ☐

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

The college facilitates participations and involvement of the students of the highest degree in various institutional activities by phase wise up-gradation of the classroom, organizing seminars, popular talk and workshops in different departments by inviting academicians and eminent personalities from different walks of life. Special emphasis is given to organize extension activity for community development, renovation and development work of the college campus. In addition to the above works some specific measures in this regard are

➢ Energy Conservation is done through less use of power in college building, laboratories, library, office and classrooms by constructing these building in such a way that it allows natural light and air to enter the room freely.
➢ Water harvesting: The College has two ponds to reserve water for its use throughout the year.
➢ Efforts for carbon neutrality: Minimizing the rate of emission of carbon dioxide and maximizing the rate of generation of Oxygen is achieved through composting of garbage instead of burning plantation and replacing fire wood burning by LPG in hostel and canteen etc.
➢ Hazardous waste Management by disposing laboratory waste centrally and making the college a plastic free zone.
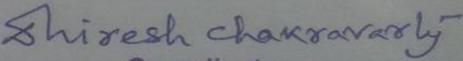
8. **Plans of institution for next year:**

For next year (2015-16) IQAC planned to improve the function of the college in the following area such as –

   i)   **Administration:**
         a) Office automation
         b) Website development

   ii)   **Teaching- Learning – Evaluation:**
         a) Faculty Development Programme
         b) Capacity Building Programme
         c) Skill Development Programme
         d) Organising Seminar &Workshop

  iii)   **Extension activity:**

         a) Capacity Development Programme by EEC (Science Forum, Career Guidance)
         b) Awareness Programmes by EEC (NSS,WEC)
         c) Women Empowerment Programmeby EEC (WEC)
         d) Literary & Cultural Programmes byEEC (SahityaKanan)
         e) Workshop by Music Club, Sports Club
         f) Programmes by Eco Club, Literary Club, Debate Club

   iv)   **Enhancement of the Infrastructure facility:**
         a) Construction of Class Rooms
         b) Renovations /Up-gradation of Laboratory
         c) Improvement of Toilets facilities (Men & Women)
         d) Construction of Auditorium
         e) Construction of Women Hostel
         f) Construction Indoor Hall
         g) Procurement of Teaching Aids
         h) Improving sports infrastructure & Procurement of sports equipment

   v)   **Extra – Curricular activity:**
         a) Organising Workshop on Sports
         b) Organising Workshop on Music
         c) Organising Eco Development Programme
         d) Organising Literary Programmes
         e) Organising Debate Competitions

vi)   Promoting Research culture:

i)   Organising Seminar on Research Methodology.
ii)   Encouraging Investigatory Projects by students
iii)   Encouraging Faculty Members to acquire PhD under FIP
iv)   Encouraging Faculty Members to Submit Proposal of MRP under FIP
v)   Encouraging Faculty Members to join in National & International Conference, Workshop, Seminar, Symposia etc.
vi)   Publication of Research Journal
vii)   Publication of Research Article / Chapters / Books
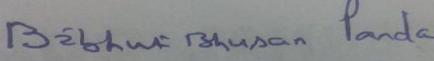viii)   Visit to Industries & Laboratories of higher learning.

Name: (Dr. Dhiresh Chakravarty)   *Name: (Dr. Bibhuti Bhusan Panda)*

Dhiresh chakravarty
Co-ordinator
IQAC (BPCC)
Nagarbera

Bibhuti Bhusan Panda
Chairman
IQAC (BPCC)
Nagarbera

*Signature of the **Coordinator, IQAC***   *Signature of the **Chairperson, IQAC***

_____***_____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission