## 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

AQAR for the year (for example 2013		2015-16
I. Details of the Institution	า	
1.1 Name of the Institution	DAKSHIN	N KAMRUP COLLEGE, MIRZA
1.2 Address Line 1	D.K.COLL	EGE, MIRZA
Address Line 2	P.O. MIR	ZA, DIST. KAMRUP
City/Town	MIRZA	
State	ASSAM	
Pin Code	781125	
Institution e-mail address	dkcollege	e_mirza@rediffmail.com
Contact Nos.	98641370	608, 09435190598
Name of the Head of the Institutio	n: DR	. RAMESH CH. KALITA
Tel No with STD Code:	02622.22	20122

Mol	oile:			9864137608 (Principal)				
Nan	ne of the IC	AC Co-ordi	nator:	DR. MADHURI SAIKIA				
Mol	oile:			09435190	0598			
IQA	AC e-mail a	address:		dkcollege	_mirza@rediffma	ail.com		
1.3	NAAC Tr	rack ID (For	ex. MHCO	GN 18879)	ASCOGN110	72		
		OR						
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)								
www.dkcollege.in  1.5 Website address:								
Web-link of the AQAR: www.dkcollege.in  For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc  1.6 Accreditation Details					3.doc			
1.0		tion Details					7	
	Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period		
	1	1 <sup>st</sup> Cycle	B <sup>+</sup>		2003	2011		
	2	2 <sup>nd</sup> Cycle	В	2.81	2013	2018		
	3	3 <sup>rd</sup> Cycle						
	4	4 <sup>th</sup> Cycle						

Revised Guidelines of IQAC and submission of AQAR

1.7 Date of Establishment of IQAC :

10-01-2003

DD/MM/YYYY

Accreditation by NAAC ((for example)	mple AQAR 2010-11submitted to NAAC on 12-10-2011)		
i. AQAR01/	03/2016 (DD/MM/YYYY)4		
ii. AQAR	(DD/MM/YYYY)		
iii. AQAR	(DD/MM/YYYY)		
iv. AQAR	(DD/MM/YYYY)		
1.9 Institutional Status			
University	State Central Deemed Private		
Affiliated College	Yes   No   No		
Constituent College	Yes No		
Autonomous college of UGC	Yes No		
Regulatory Agency approved I	nstitution Yes No		
(eg. AICTE, BCI, MCI, PCI, N	CI)		
Type of Institution Co-educ	eation    Men    Women		
Urban	Rural V Tribal		
Financial Status Grant-	-in-aid UGC 2(f) $\sqrt{}$ UGC 12B $\sqrt{}$		
Grant-in	a-aid + Self Financing Totally Self-financing		
1.10 Type of Faculty/Programme			
Arts   √ Science	e   ✓ Commerce   Law   PEI (Phys Edu)		
TEI (Edu) Enginee	ring Health Science Management		
Others (Specify)	<ul><li>□ B.Voc. Courses under UGC Scheme</li><li>□ Courses under the scheme of community colleges of UGC</li></ul>		
1.11 Name of the Affiliating University (for the Colleges)  Gauhati University			
1.12 Special status conferred by C	dentral/ State Government UGC/CSIR/DST/DBT/ICMR etc		

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and

Autonomy by State/Central Govt. / University	No No		
University with Potential for Excellence	No	UGC-CPE	
DST Star Scheme	No	UGC-CE	
UGC-Special Assistance Programme	No	DST-FIST	
UGC-Innovative PG programmes	No	Any other (Specify)	The college has been awarded for
UGC-COP Programmes	No		Excellence in Teaching Arts of Assam 2014 by
2. IQAC Composition and Activity	ties		CMAI in
2.1 No. of Teachers	10		Association with AICTE, MHRD and
2.2 No. of Administrative/Technical staff	02		Gauhati University
2.3 No. of students	02		
2.4 No. of Management representatives	01		
2.5 No. of Alumni	03		
2. 6 No. of any other stakeholder and	06		
community representatives			
2.7 No. of Employers/ Industrialists	4		
2.8 No. of other External Experts	2		
2.9 Total No. of members	30		
2.10 No. of IQAC meetings held	03		

2.11 No. of meetings with various stakeholders: No. O1 Faculty 01
Non-Teaching Staff Students  O2  Alumni  O2  Others  1
2.12 Has IQAC received any funding from UGC during the year? Yes No ✓  If yes, mention the amount
2.13 Seminars and Conferences (only quality related)
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC
Total Nos.
(ii) Themes
2.14 Significant Activities and contributions made by IQAC
Interactive session with students, guardians for improving academic activities.
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 * IQAC has planned to improve the
quality of the students in the sphere of academics and administration.
Plan of Action Achievements
(i) Train the administrative staff to (i) It is done
achieve quality. (ii) Initiative taken to conduct academic activities. (ii) Successfully done
* Attach the Academic Calendar of the year as Annexure.
2.15 Whether the AQAR was placed in statutory body Yes V No
Management
<ul><li>(i) Sufficient numbers of teachers have been appointed for the smooth running of the classes.</li><li>(ii) Infrastructural development in the sphere of classroom availability, sports facilities, drinking water etc.</li></ul>

## 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				
PG	01			
UG	02			01
PG Diploma	01			
Advanced Diploma	02			
Diploma				
Certificate			01	01
Others				
Total	06		01	02
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	2(Arts/Science/Information Technology)
Trimester	
Annual	

1.3 Feedback from stakeholde (On all aspects)	ers* Alumni Parents Employers Students				
Mode of feedback	: Online Manual Co-operating schools (for PEI)				
*Please provide an analysis of the	ne feedback in the Annexure				
1.4 Whether there is any revisi	ion/update of regulation or syllabi, if yes, mention their salient aspects.				
	No (As per G.U.)				
1.5 Any new Department/Centre introduced during the year. If yes, give details.					
No. Process to introduce M	Master Degrees in Pol.Science and Economics is going on .				

#### Criterion - II

## 2. Teaching, Learning and Evaluation

2.1 Total
No. of
permanent
faculty

Total	Asst. Professors	Associate Professors	Professors	Others
48	21	27	-	1 No. Sr. Lect. 4 Nos. Non-Sanctioned

2.2 No.	of perm	anent fac	culty	with	Ph.D
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22
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst.		Associa	ite	Professors		Others		Total	
Professors		Profess	ors						
R	V	R	V	R	V	R	V	R	V
2	1	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

7	10	03	40
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2.5 Faculty participation in conferences and symposia:

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

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

Apart from the traditional method of teaching, facilities available in smart classrooms of the college are used. Field survey is also adopted where necessary.

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

180
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

The college follows the examination system as proposed by the parent university

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

2	

2.10 Average percentage of attendance of students

# 2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students		Ι	Division		
8	appeared	Distinction %	I %	II %	III %	Pass %
B.A.	689		130	355		70.39
B.Sc.	190		63	72		71.05
P.G. (Assamese)	38			38		100

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

The IQAC participate in meetings with the HOD's from time to time and evaluate issues related to academics. They also monitor as to how the facilities are availed by the students.

#### 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	01 (2015)
HRD programmes	-
Orientation programmes	03
Faculty exchange programme	02
Staff training conducted by the university	02
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	-
Others	International Conference -01

#### 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	18	4	3	7
Technical Staff	-	-	-	-

#### Criterion - III

## 3. Research, Consultancy and Extension

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

The IQAC sensitises the institution in creating a Research Climate in the college by examining Research proposals of faculties for Major/Minor Research Project. Besides IQAC also forwards information regarding conferences amongst faculties.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	03	1,65,000/-	
			1,23,000/-	
			2,25,000/-	
			4,10,000/-	
			1,05,000/-	
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	01	
Non-Peer Review Journals		09	
e-Journals	02	02	
Conference proceedings	01	05	Chap- 01 Editor- 01
			Editor- 01

3.5 Details on Impact factor of publications:

Range	ISSN – 2230 – 7850 , IF-4.1625	Average	h-index [	
Nos i	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				
	18 Months	UGC	1,23,000/-	
M. D.	2 Years	UGC	2,25,000/-	1,50,000/-
Minor Projects	2 Years	UGC	4,20,000/-	2,42,500/-
	2 Years	UGC	1,50,000/-	1,05,000/-

Interdisciplinary Pr	rojects						
Industry sponsored							
Projects sponsored	•						
University/ College							
Students research p							
Any other(Specify)	)	Bio-Tech Hub					
Total							
3.7 No. of books published	d i) W	ith ISBN No.	05 C	hapters in	Edited Bo	ooks 04	
		ithout ISBN No					
3.8 No. of University Dep	artment	s receiving fund	ds from				
	UGC-	SAP	CAS	D	ST-FIST		
	DPE			D.	BT Schen	ne/funds	
3.9 For colleges	Autono	omy	СРЕ	D	BT Star S	cheme	
	INSPI	RE	CE	A	ny Other	(specify)	
3.10 Revenue generated th	nrough c	onsultancy					
3.11 No. of conferences		Level	International	National	State	University	College
		Number	01	01	-	-	-
organized by the Instit	ution	Sponsoring	ICSSR	UGC	-	-	-
		agencies	New Delhi				
3.12 No. of faculty served	as expe	rts, chairpersor	as or resource p	ersons	10		
3.13 No. of collaborations		Internatio	nal Na	tional 0	1	Any other	Zoological
3.14 No. of linkages create		-					Society of Assam
3.15 Total budget for research	arch for	current year in	lakhs:				
From Funding agency		From	Management of	Universit	y/College		
Total	The Co	ollege does not	have separate	budget fo	r research	activities	

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
Ivational	Granted	
International	Applied	
International	Granted	
Commonoialiand	Applied	
Commercialised	Granted	

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
01	-	1	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them	
3.19 No. of Ph.D. awarded by faculty from the Institution	
3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)	
JRF SRF Project Fellows Any other	
3.21 No. of students Participated in NSS events:	
University level 23 State level	78
National level 42 International level	0
3.22 No. of students participated in NCC events:	
University level 0 State level	0
National level 0 International level 0	0
3.23 No. of Awards won in NSS:	
University level 0 State level	2
National level 0 International level 0	0

3.24 No. of Award	ds won in NCC:				
		University level	0	State level	0
		National level	0	International lev	vel 0
2.25 No. of Extens	sion activities organized				
Universit NCC			A	v other	
NCC	NSS	4	Any	other	
•	ties during the year in the sphere The departments of the college an				ial
•	Electrical Certificate cou	urse (By Departme	ent of Phy	rsics)	
•	NSEP and NGPE (Unde	r IAPT) Indian As	ssociation	of Physics Teach	ners
•	Botany				
• Chemical	Chemistry : Conducted S Education (2015-16)	State Level Chemi	istry Olyn	npiad under Socie	ety of
• children of	Faculties are involved in f South Kamrup	Laboratory demo	onstration	programmes of so	chool
• Training P	Teachers have been sele Program organised by Assam Sc		Persons fo	or High School Te	eachers
• organized	Department of Chemistry Department of Chemistry Te	•	Concept T	est for B.Sc. majo	or
•	Assamese : Published bu	ılletin (2015-16)			
•	Po.Science: 1. Students	visited SOS villag	ge (Azara	)	
	2. Career C	ounselling organis	sed by the	Department	
	3. Cleanline	ess drive under Sv	vatcha Bh	arat in Mirza loca	ality
	4. Guest Lo	ecture organized			
•	Economics: 1. Socio Ec	conomic Survey w	as done ii	ı Gargara Village	
	_	to carry out survey aja Pukhuri Area (	_		pottery

## **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	58863.37 Sq. Mtr.			
Class rooms	38	8		
Laboratories	11			
Seminar Halls	01			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)	18,55,400			
Others				

#### 4.2 Computerization of administration and library

Administration is dependent upon computer as a means of storage of Information. Library is computerised and there is also a new digital library hall.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	31256	764088			31256	764088
Reference Books	1745				1745	
e-Books	N-LIST				N-LIST	
Journals	25				25	
e-Journals	N-LIST				N-LIST	
Digital Database	400				400	
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	150	5	150	150	1	1	14	

Added	10						02	
Total	160	5	150	150	1	1	16	

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

Teachers are equipped with computer knowledge. Departments are connected through Internet and Wi-Fi. The college is a member of INFLIBNET. Teachers are trained to use A- V Aids Smart Class Rooms.

4.6 Amount spent on maintenance in lakhs:

i) ICT 7,30,029/-

ii) Campus Infrastructure and facilities 41,38,150/-

iii) Equipments 18,55,400/-

iv) Others

Total: 34,77,079/-

#### Criterion - V

## 5. Student Support and Progression

- 5.1 Contribution of IQAC in enhancing awareness about Student Support Services
  - (i) Internal and External IQAC members discuss about means to improve facilities available for students.
  - (ii) Meetings with the Students Union of the college are held to acknowledge their achievements and also know their grievances.
- 5.2 Efforts made by the institution for tracking the progression
  - (i) Academic presentation by students followed by discussion
  - (ii) Conducting class tests
  - (iii) Interaction with students for any problem
- 5.3 (a) Total Number of students

ĺ	UG	PG	Ph. D.	Others
I	2840	78	-	255

(b	) No. of st	uden	ts out	tside th	e state		06						
(c	) No. of in	ıterna	tiona	l stude	nts		0						
	Men	No	%		omen		No	%					
				Last Ye	ear					Т	his Yea	nr	
	General	SC	ST	OBC		ically enged	Total	General	SC	ST	OBC	Physically Challenged	Total
5.4 D	etails of st	eer go	t supp uidar ching	nce and	l couns mpetiti	Dropo m for co elling ce ive exam	aching Il of the	college	etitivo	e exa	minati	ons (If any)	
5 5 N	o. of stude	ente a	nalifi	ed in tl	hece ev	aminatio	one						
N	ET AS/IPS etc	02		SET	/SLET e PSC		GA	TE SC			AT [		
5.6 D	etails of st	udent	cou	nselling	g and c	areer gui	idance						
	imparts t	rainii I Exar	ng on ninat	entre	preneu Physics	rship. Be	esides, to Nation	the Dept. nal Gradu	Of P	nysics	cond	oes of career uct National nination Stu	
	No. of s	studer	nts be	nefitte	d	609							

## 5.7 Details of campus placement None

	On campus		Off Campus
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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The college have GSCASH cell. But no programmes were
conducted.

## 5.9 Students Activities

	5.9.1	No.	of students	participate	d in Spo	orts, Games	and other	even
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	State/ University level		National level		International level	
	No. of students participa	ated in cul	tural events			
	State/ University level	01	National level		International level	
5.9.2	No. of medals /awards v	won by stu	idents in Sports,	Games and	l other events	
Sports	: State/ University level		National level		International level	
Cultura	l: State/ University level		National level		International level	

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	84	2,58,083/-
Financial support from government	1894	41,20,985/-
Financial support from other sources		
Number of students who received International/ National recognitions		

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 04
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
Mission: To render the college as a centre of excellence in the entire North- East region of India and also to achieve all round development in the sphere of physical, moral and mental development.
Vision: To provide leadership in various branches of knowledge through education and service to the community and to instil high standard of discipline and professionalism amongst the faculties.
6.2 Does the Institution has a management Information System
Yes, The College has a well managed information system.
6.3 Quality improvement strategies adopted by the institution for each of the following:
6.3.1 Curriculum Development
Apart from teaching the prescribed course of the University the departments held workshops to evaluate the merits & demerits of the curriculum. The faculty members of the college are also members of different committees related to curriculum design in the University.
6.3.2 Teaching and Learning
The college has strategies to improve teaching and learning. Class tests/sessional tests are conducted at periodic intervals. Remedial classes are arranged for the slow learners. Extra classes are held as per necessity by the individual departments. Additional study materials are provided to the students and weak students are identified to improve them in academics and also give stress on extra curricular activities.

#### 6.3.3 Examination and Evaluation

The institution follows the examination rules as per university guidelines so far external examinations are concerned. Internal examinations in the form of tests, sessional examinations, home assignment, lab experiments etc are conducted by the college.

#### 6.3.4 Research and Development

Research committee under the chairmanship of the Principal encourages the faculties to undertake Minor and Major research projects under different funding agencies like UGC, DST, ICSSR, ICHR etc. workshops & conferences are conducted to increase the knowhow of the faculties in different fields of study. Besides the faculties are also encouraged to publish their research work.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

The College has a good library with a floor area of 427.88 sq.mts. There are 32107 books and 25 journals in the library. The Library is also a member of INFLIBNET. There is a Reference Section, A Reading Room, A Digital Library Section in the Library.

So far as ICT is concerned, OPAC is available along with electronic resource management for e-journals. There is also the facility of remote access to e-publication through internet. There are 17 computers in the Digital Section of the Library which are dedicated to browsing and surfing the internet. The college has both Wi-Fi and broadband with a speed of 2 mbps. The physical infrastructure of the college is quite good. It has a campus area of 58863.37 sq.m. out of which the built-up area is 5861.79 sq.m. to which another 3283 mts. have been added recently. These new infrastructural facilities include the new Boys' Common Room, the new Auditorium and the new Gymnasium.

#### 6.3.6 Human Resource Management

The human resources of the College comprises of the students, teachers and non-teaching staff. For management of the classes, which would enable in a healthy lecture system, classes are divided into manageable sections. Besides for constructive all round development of the students college week for enhancing capacities in sports/music/academics is organised

Rules laid down by UGC and Higher Education Dept. of the staff are followed in respect of teachers.

#### 6.3.7 Faculty and Staff recruitment

For recruiting faculty and staff the college follows laid down by UGC and State Govt.

#### 6.3.8 Industry Interaction / Collaboration

- (i) Department of B.Voc. has interacted with Decathlon which is a Sports Retail outlet, interacted with Big Bazar. Attempt at tying up with Retailers Association of skill council of India.
- (ii) Dept. Of Computer Science has collaboration with Elite Computers and Communication Pvt.
- (iii) Centre for Media studies has collaboration with TV channels like News Time Assam and Assam Talk.

## 6.3.9 Admission of Students

The Admission Committee conducts the Admission in the college. Rules and regulations for admission
are uploaded in the college website and also in the prospectus. Candidates are shortlisted and admitted
on the basis of merit. Govt instruction regarding reservation is also maintained.

hether annual financial audit has been done Yes No hether Academic and Administrative Audit (AAA) has been done?    Audit Type   External   Internal     Yes/No   Agency   Yes/No   Authority     Academic   Yes   Yes     Administrative   Yes   Yes     Administrative   Yes   Yes     Por UG Programmes   Yes   No     For PG Programmes   Yes   No   V	Velfare schemes for	Teachi Non te Studen	aching	rs' welfare scheme		
hether Academic and Administrative Audit (AAA) has been done?    Audit Type	otal corpus fund genera					
Audit Type    External						
Academic Yes Yes  Administrative Yes Yes  Description of the University Autonomous College declares results within 30 days?  For UG Programmes Yes No V  For PG Programmes Yes No V  that efforts are made by the University Autonomous College for Examination Reforms				I	 rnal	
Administrative Yes Yes  Description of the University Autonomous College declares results within 30 days?  For UG Programmes Yes No V  For PG Programmes Yes No V  that efforts are made by the University Autonomous College for Examination Reforms		Yes/No	Agency	Yes/No	Authority	
bes the University/ Autonomous College declares results within 30 days?  For UG Programmes Yes No V  For PG Programmes Yes No V  that efforts are made by the University/ Autonomous College for Examination Reforms						
For UG Programmes Yes No	Academic	Yes		Yes		

6.11 Activities and support from the Alumni Association

Alumni Association extends its support by providing ideas for creating a healthy academic atmosphere in the college. Besides they provide financial help when necessary.

6.12 Activities and support from the Parent – Teacher Association

Valuable suggestions are derived from the parent teachers meetings and the college authority try to implement these suggestions.

6.13 Development programmes for support staff

For the support staff training is imparted on computer application and others IT courses. Besides they are encouraged to take courses through the means of distance education.

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

The campus is green with many trees which provides shade. The college is situated in the backdrop of the Maliata hill which has deciduous trees. In order to make the College campus eco-friendly, the institution has planted lots of saplings over the years. Steps have also been taken to ensure that there is no garbage littering around the campus. A good number of dustbins have been placed around the campus for the purpose. An organic manure production unit has also been established where the organic part of the garbage is used to produce compost manure. The College has also started to move over to the digital mode to reduce the use of paper. The common incandescent bulbs have been replaced by CFL and LED bulbs to reduce the consumption of electricity.

#### **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.
  - (i) Extra monitors has been installed in the Principal's chamber
  - (ii) CC cameras has been fixed in some more class rooms and strategic locations to enable smooth conductivity of examination and evaluation process. Also to avoid trespassers.
  - (iii) To make the library more professional and equip it as a research library.
  - (iv) Create a tobacco free zone in the college campus.
- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year
  - (i) Extra monitor & CC cameras have been installed
  - (ii) Process on going to conquest library into a research center.
  - (iii) Process ongoing to curb the practice of using tobacco in college campus.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)
(i) To avoid boredom of the students in traditional classroom teaching smart boards are provided for managing an attractive class.  (ii) Audio visual aids are also utilised.
*Provide the details in annexure (annexure need to be numbered as i, ii,
7.4 Contribution to environmental awareness / protection
Apart from maintaining the valuable trees in the campus, saplings are also planted to maintain the greenery of the college. World Environment Day is observed to create environmental awareness.
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 state Govt. Has not filled the adequate numbers of posts (teaching posts). Hence for the smooth conduct of the classes, the college has appointed contractual teachers and maintained them through its own funds.
8. Plans of institution for next year
<ul><li>(i) To introduce new subjects.</li><li>(ii) Process to introduce PG course in Economics, Zoology and Pol.Science</li><li>(iii) Construct an urban building for Physics/Chemistry Laboratory</li></ul>
NameDr. Madhuri Saikia NameDr. Ramesh Ch. Kalita
Madhuen Laikia
Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC
***

## Annexure I

#### **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

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