

The Annual Quality Assurance Report (AQAR) of the IQAC 2007-08

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

Tangla College

1.2 Address Line 1

P.O. Chamuapara(Tangla),
P.S. Tangla, Dist. Udalguri (BTAD),
State. Assam, Pin. 784521

Address Line 2

P.O. Chamuapara(Tangla),
P.S. Tangla, Dist. Udalguri (BTAD),
State. Assam, Pin. 784521

City/Town

Tangla

State

Assam

Pin Code

784521

Institution e-mail address

tanglacollegepd@gmail.com

Contact Nos.

9435384057

Name of the Head of the Institution:

Mr. Satyendra Nath Chakravarty, i/c

Tel. No. with STD Code:

03711-255490

Mobile:

9435384057

Name of the IQAC Co-ordinator:

Mr. Hemen Kr. Baruah

Mobile:

IQAC e-mail address:

tanglacollegeiqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

ASCOGN12006

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/34/A8A/143 dated 04-11-2004

1.5 Website address:

www.tanglacollege.ac.in

Web-link of the AQAR:

http://www.tanglacollege.ac.in/AQAR2007-08.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	1st Cycle	B	--	2004	2009
2	2nd Cycle	--	--	--	--
3	3rd Cycle	--	--	--	--
4	4th Cycle	--	--	--	--

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

12/06/2003

1.8 AQAR for the year (for example 2011-12)

2007-08

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 2003-04 submitted to NAAC on 3-5-2004

- ii. AQAR2004-05 submitted to NAAC on 31-12-2018.
- iii. AQAR2005-06 submitted to NAAC on 31-12-2018
- iv. AQAR2006-07 submitted to NAAC on 31-12-2018

1.10 Institutional Status

University	State	<input type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>				

(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	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text" value=""/>								

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	--	UGC-CPE	--
DST Star Scheme	--	UGC-CE	--
UGC-Special Assistance Programme	--	DST-FIST	--
UGC-Innovative PG programmes	--	Any other (<i>Specify</i>)	---
UGC-COP Programmes	--		

2. IQAC Composition and Activities

2.1 No. of Teachers	07
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	04
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2. 6 No. of any other stakeholder and community representatives	03
2.7 No. of Employers/ Industrialists	--
2.8 No. of other External Experts	02
2.9 Total No. of members	16
2.10 No. of IQAC meetings held	02

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Development of Science Laboratories- Physics, Chemistry, Botany and Zoology.
- Introduction of the Bachelor of Computer Science course in the college.
- Extension work of Central Library.
- New Conference Hall.
- Improvement of Play Ground.
- Departmental Wall Magazines.

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
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1. To add Wall Magazine for all the departments of the college. 2. Initiative for infrastructure development viz. Class Room, Girls' Hostel and Boys' Hostel.. 3. Opening of Bachelor of Computer Applications (BCA) Course in the college. 4. Introduction of Alternative English Course in Degree level. 5. Re constitution of the IQAC. 6. Inauguration of new Conference Hall. 7. Extension of college Library building	1. Some Departments introduced new Wall Magazine to their departments namely Assamese and Bodo. 2. Some new class rooms have been added to meet the shortage of class room, particularly for major and elective courses. 3. Bachelor of Computer Applications (BCA) Course is introduced. 4. Alternative English Course in Degree level is introduced. 5. A New Internal Quality Assurance Cell (IQAC) is constituted. 6. New Conference hall is inaugurated by Prof. Amarjyoti Choudhury, Vice Chancellor of Gauhati University. 7. Building Extension work of college library is started.
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** 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

<ul style="list-style-type: none"> • Initiative to improve the Science Laboratories. • Initiative to introduction of the Bachelor of Computer Science (BCA) course in the college. • Initiative for extension of Library facilities. • New Conference Hall. • Improvement of Play Ground. • Initiative for Departmental Wall Magazine. • Initiatives for introduction of new subject i.e. Alternative English. • Development of infrastructure.

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	--	--	--	--
PG	--	--	--	--
UG	3	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate (Vocational)	1	--	--	--
Others	--	---=	--	--
Total	--	--	--	----
Interdisciplinary	--	--	---	--
Innovative	--		--	--

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	03

1.3 Feedback from stakeholders* Alumni ☐ Parents ☐ Employers ☐ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**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.

The college follows the syllabus prepared by the affiliating University i.e., GU

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

Bachelor of Computer Education (BCA) Course

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
41	28	13	Nil	

2.2 No. of permanent faculty with Ph.D.

03

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
03	02	Nil	Nil	Nil	Nil	Nil	Nil	03	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil

Nil

27

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops/Conference/ Symposia/Congress	Nil	04	01
Presented papers	Nil	01	Nil
Resource Persons	Nil	Nil	Nil

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

The following innovative processes are adopted to improve Teaching and Learning activities:

- In the beginning of each session, the authority convene one meeting of the faculty members and make them update of any changes done by the parent University and appeal them to take care of smooth completion of the all teaching-learning process of the session. The Principal also offer special tea party on that day.
- To ensure regular attendance of students few steps are taken like- i. Stress is given on attendance of students, ii. If any student got selected to offer Major course in any subject and remain absent for first ten days, he/she is not allow to offer major course in that subject, iii. Attendance in the pre-test examination is compulsory for all students to appear in final examination.
- The Vice-Principal is entrusted the sole responsible to ensure academic activities according to the Master-Routine and the Academic Calendar prepared by the college.
- Maintaining of departmental Log Book is made compulsory and the Principal put counter signature on it.

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

192

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

Nil

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

Nil

Nil

02

2.10 Average percentage of attendance of students

71%

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	151	Nil	Nil	35.1	33.77	69.54
B Com	53	Nil	Nil	50.94	32.08	83.02
B Sc	19	Nil	Nil	47.37	42.11	89.47

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

The IQAC of the college through the Feedback Cell collects feedbacks of the teachers as well as office and library staffs and try to rectify the shortcomings. The authority in the beginning of each session prepares master routine, make arrangements for admission as well as regular classes with the help of the teaching staff. The Vice-Principal is given the sole responsibility to look after regular classes and other related arrangements. One vigilance group with senior faculty members under Vice-Principal of the college has been formed by the authority to help the authority in maintaining discipline in the college. The office bearers and members of the Core-Committee of the IQAC cooperates with the authority and keep contact with office bearers of the Students Union for developing healthy teaching-learning atmosphere in the college.

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	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	02
Others	--

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	08	-	-	04
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

The Research and Publication Cell of the college encourages the faculty members to pursue research works and to attend seminars, conferences, etc. and publish research papers. The IQAC also encourages different departments, Cells and Forums to take extension activities of social responsibilities.

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		02		
Outlay in Rs. Lakhs			155,000.00	

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

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	--	--	--	--
Minor Projects	2007-08	UGC	155,000.00	155,000.00
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	-	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

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

ii) Without ISBN No.

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

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies	--	--	--	--	--

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

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	--	--	--	--	--	--

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 SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum

NCC NSS Any other

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

- Celebration and participation of the institution of different International, National & State Days like International Women's Day, World Environment Day, Independence Day (15th August), Republic Day (26th January), etc.

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 Acres	Nil	--	13 Acres
Class rooms	20	Nil	--	20
Laboratories	05	Nil	--	05
Seminar Halls	Nil	Nil	State Govt.	Nil
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	6	4	State Govt. + Self	10
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--
Others	--	--	--	--

4.2 Computerization of administration and library

Few computer sets are installed in the Central Library for office use.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	28403	13,47,373	1169	2,74,715	29572	16,22,088
Reference Books	2564	1,80,206	360	84,600	2924	2,64,806
e-Books	--		--		--	
Journals	03	3,080	01	1680	04	4760
e-Journals	--		--		--	
Digital Database	--		--		--	
CD & Video	--		--		--	
Others (specify)	--		--		--	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	10	Nil	nil	nil	01	01	nil	nil
Added	nil	Nil	nil	nil	nil	nil	nil	nil
Total	10	Nil	nil	nil	01	01	nil	nil

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

Nil

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.07
ii) Campus Infrastructure and facilities	1.44
iii) Equipments	0.27
iv) Others	3.17
Total :	4.95

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC monitors the teaching-learning process and stress on holding of the regular classes and maintaining discipline within the college campus. It encourages the students to join in the NCC and NSS wings of the college and to participate in the seminars and workshops organised by different departments as well as cells. In consultation with the office bearers of the Students Union it gives emphasis on participation in the University Youth Festivals, Inter College Football and Volleyball Competitions, etc. It also takes initiative for timely publication of the College magazine of the students union of the college.

5.2 Efforts made by the institution for tracking the progression

The authority of the college prepares academic plan through its Academic Calendar and Master Routine and accordingly proceeds for academic progression. For infrastructural and other progression it prepares yearly plans and projects and accordingly submits the same to the Government and the funding agencies i.e. UGC, State Government and the BTC authority. As and when the funds are available for different projects, college implement the projects.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
823	--	--	--

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

No	%
468	57.4

Women

No	%
347	42.6

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
135	59	336	228	-	758	190	86	196	251	-	823

Demand ratio : 428:392

Dropout % : 36.7

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

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

The Employment and Career Guidance Cell maintains the employment related news papers in the Central Library and occasionally organises counselling programmes for the benefit of the students. Individual faculty members also personally a guide the students as and when requires.

No. of students benefitted

No approximate data are available.

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
Nil	Nil	Nil	No approximate data are available.

5.8 Details of gender sensitization programmes

Nil

5.9 Students Activities

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

State/ University level

15 students have participated in the Inter-College Football competition held at Kokrajhar College.

National level

--

International level

--

No. of students participated in cultural events

20 students

State/ University level

The college has participated in the Inter-College Youth Festival' 07 held at Gauhati University. The college is awarded with the most prestigious title of "Best Discipline" team. The cultural team has also won 1st Prize in Folk Dance, 3rd Prize in Traditional Folk Song, 3rd Prize in Mime Show, Best Dancer in Bardwi-Sikhla Dance and 3rd Prize in Cultural Procession among good number of colleges under G. U.

National level

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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

In the Inter-College Youth Festival' 07 held at Gauhati University, the college has won six medals in different categories as mentioned above.

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	1400	3735745.00
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

Two Social services programmes are organised through college campus cleaning drive by the Tangla College Students Union and NSS Unit.

5.13 Major grievances of students (if any) redressed: No major grievances reported by anybody.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Tangla College is one of the pioneer higher educational institutions in the region as well as the state. It has envisaged

Vision : “ Let the light of knowledge spread over all corners.”

Mission:

To set standard of excellence in the creation and preservation of knowledge, innovation in order to help bring about development and scientific out-look among the people of socially and economically backward interior localities of the northern part of undivided Darrang district and present Udalguri district of Assam and to ensure the continuity and advancement of human civilization through collaboration with the Gauhati University and the University Grants Commission.

- To create human resources that would be useful members of the society with strong moral and cultural back ground.
- To provide opportunity for quality higher education to the deprived and marginalized section of the society in this rural area.
- To reduce the economic outflow caused by students going for admissions in institutes outside the area and the state.

6.2 Does the Institution has a management Information System

The Tangla College publishes the College prospectus in the beginning of the new academic session every year. This prospectus printed in book form which works as a handbook that helps the students in getting overall knowledge about the college. In the college prospectus, information provided are:

- i. A brief history of the college
- ii. Mission & Vision of the college
- iii. Students' welfare scheme
- iv. Different facilities available in the college
- v. Rules and regulations of the college for the students
- vi. Programmes/courses offered
- vii. Course structure, subject combination and evaluation pattern
- viii. Fee structure
- ix. About faculty & office staff
- x. Code of conduct, etc.

In addition to the publication of prospectus the college authority adopts some other methods for the management of information system viz.

- a) Notification in Notice Board
- b) Letter issue process
- c) Letter delivery ensured in peon book
- d) The meeting of Governing Body with college faculties and other staff
- e) The other meeting with stakeholders, Student Union Body
- f) Maintenance of old records, etc.

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

6.3.1 Curriculum Development

The College follows the curriculum developed by the affiliating university, i.e. Gauhati University. The affiliated colleges under GU are not authorised to make any omission or commission in syllabus though few members from few college of concerned departments are given opportunity to be member of the Committee of Course and Studies. Two of our faculty members namely, Mrs. Bharati Bora, Department of Education and Mr. Hemen Kr. Baruah, Department of Finance are selected as the member of the Committee of Course and Studies of Gauhati University. Both have actively cooperated in the development and update of syllabus in U G level and placed the grievances faced by students in relation before the departmental syllabus Committee.

6.3.2 Teaching and Learning

One vigilance group with senior faculty members under Vice-Principal of the college has been formed by the authority to maintain discipline and to look after the holding of regular classes and others. The Vice-Principal is bestowed with full responsibility to look after academic matters and time to time he sit with the departmental HoD's and take stock of the progress of syllabus of each department. The IQAC also collects feedback from the students to make the teaching and non-teaching staff accountable for the teaching-learning process.

6.3.3 Examination and Evaluation

The college authority maintains or follows strictly the rules and regulations on the examination process and the college has a very good reputation in this regards. The college authority conducts pre-examination test centrally for all departments before one month of each final examination. Likewise, all the departments with major course conducts periodical departmental test for major students of their respective departments. A good numbers of faculty members are engaged as supervision in different centres of different examinations every year. Most of the senior faculty members are invited as examiner, scrutinizer and head examiner by the University.

6.3.4 Research and Development

The individual teaching members are encouraged to pursue research works and to attend seminars, workshops, conference, etc. and to present and publish research papers. The college don't have facilities for research works but the authority on its level best try to provide all possible helps to individual members for research works. Two faculty members have been pursuing Minor Projects with UGC financial help in this session and one faculty member pursuing Ph. D. with Faculty Fellowship under UGC.

6.3.5 Library, ICT and physical infrastructure / instrumentation

A few computer sets are added in the Central library for its office works. The Central Library has a good numbers of reference books and journals for research works as well as good numbers of text books for students. Science stream and education departmental laboratories have sufficient instruments and reagents for students practical.

6.3.6 Human Resource Management

1. Talented as well as weak students are taken special care and encouraged for higher studies.
2. The poor and needy students are provided financial helps through concessions for pursuing higher education.
3. The college tries to give admission to all aspirant students with a consideration of developing human resources in this backward area.
4. Deserving students are encouraged to participate in extra-curricular activities like-cultural, literary, games and sports, NCC, NSS, etc and college bears expenses for the same.

6.3.7 Faculty and Staff recruitment

- One committee is formed by the Governing Body of the college as per guidelines of the Department of Higher Education, Assam to make selection of the teaching and non-teaching staff for recruitment in the college. No permanent appointment is made in this session.
- Depending on financial position as well as need based the authority made temporary/contractual appointments of the faculty and office staff with formal approval from the Governing Body.

6.3.8 Industry Interaction / Collaboration

No industrial interaction or collaboration is made in this session as there is no industry in this area.

6.3.9 Admission of Students

- Under the guidance of the Governing Body one admission committee is formed by the authority with teaching and non-teaching members under the Presidentship of the Principal and formulates some policies for the smooth conduct of the admission process.
- Keeping in view our objective of imparting college education to all, especially the socially and economically backward masses of the area, and also since there are no enough higher educational institutions in the nearby areas, our college does not insist on cut-off percentage of marks at the time of admission and tries to absorb all the candidates who apply for admission irrespective of marks or percentage of marks they secure in the previous class.
- Selection of students for different major courses is done solely by the respective departments through certain prescribed procedures and selection lists are hung with required approval from the authority.

6.4 Welfare schemes for

Teaching	Welfare Fund, GPF, Group Insurance, etc.
Non teaching	Welfare Fun, GPF, Group Insurance, etc.
Students	Poor Aid Fund, Book Bank facility, Concession in admission fee, etc

6.5 Total corpus fund generated

Nil

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	Yes	GU	Yes	Governing Body
Administrative	Yes	Local Audit, Mangaldai, Govt. of Assam	Yes	Governing Body

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?

The Final Examinations are conducted by the parent University as per Academic Calendar prepared by the University. For the same the University set some guidelines and the college follows the same. Time to time the University formulates some new rules for the examinations. The internal examinations are conducted by the college of its own.

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

Nil

6.11 Activities and support from the Alumni Association

No significant contribution.

6.12 Activities and support from the Parent – Teacher Association

The Parent-Teacher Association always is in an attempt to make the parents and their child aware about the importance of education as well as about the available facilities in the college. They are also engaged in the development of a healthy academic atmosphere in the college and accordingly participated in different activities. Parents are invited in the Open Session of the college week function and the college authority provides them update information of the institution and seeks their cooperation in developing the atmosphere of the institution. one member from the parent body is also selected for the Governing Body.

6.13 Development programmes for support staff

The College Authority always extends helping hand to the staff of the institution for ability enhancement programmes which can develop their work skills. For the same the Authority provides necessary duty leaves to the concerned staff. They are periodically sent for different programmes organised by the University.

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

Tree plantation is initiated by the college authority with the help of the NSS and Students Union of the college. The college gives minimum emphasis on not to cut trees if not forced by circumstances. The Botany department of the college also conducts Green Survey of the

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.

One special group with few faculty members is formed by the authority to develop awareness among the students about the maintenance of discipline within the college campus. The group with the help of the students union persuades the students to use only allotted space for parking their By-Cycles, Bikes, etc. and not to gather in the barandas/corridors during class hours. The same has good response from the students and it helps the vigilance group in maintaining discipline in the college.

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

1. Internal examinations are conducted at due time.
2. Assamese and Bodo Departments have added new Wall Magazine to their departments.
3. Four numbers of meetings of the Governing Body are convened in this year.
4. Some new class room has been added for major and elective courses.
5. The construction works of Boys hostels is started with financial assistance from the Bodoland Territorial Council (BTC).
6. Laboratories and classrooms of science stream are improved with financial help from the Govt. of Assam.
7. Bachelor of Computer Applications (BCA) Course is introduced.
8. Alternative English Course in Degree level is introduced.
9. New Quality Advisory Committee (QAC) & Internal Quality Assurance Committee (IQAC) are formed.
10. Action plan is prepared for extension of Central Library building (with rupees 10 lakhs)
11. New Conference hall is inaugurated.

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

- Encouraging Extra curricular activities of students.
- College NCC wing provides training and guidance to NCC cadres of other local institutions of the area.

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

7.4 Contribution to environmental awareness / protection

The institution give importance on tree plantation and preservation of the existing trees in the college campus through the NSS wing of the college.

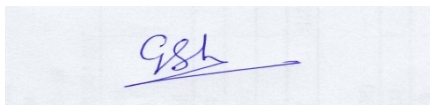
7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

8. Plans of institution for next year

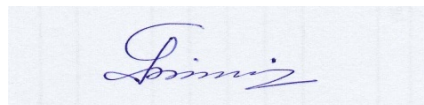
1. Timely completion of courses by all departments.
2. To facilitate Computer Lab. for B.C.A. Course.
3. Shifting of Education Department's Laboratory to new building.

Name DR. GITALI SARMAH



Signature of the Coordinator, IQAC

Name DR. PRASEN DAIMARI



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

Best Practices:-**Annexure II**

- i. The college has given much importance on the development of extra-curricular activities among the students along with traditional methods of class room teaching for general degree. The College has one Students Union Body having portfolios like Literary, Cultural Affairs, Debate & Fine Arts, Sports, Games, Gymnasium, Social Service, Boys Common Room and Girls Common Room besides General and Assistant General Secretary. Each of these portfolios is run under one Secretary who is guided by one Teacher-in-Charge engaged by the authority for each portfolio. All these Secretaries arrange different events of their respective field, particularly during the College Week Function and University Youth Festivals. Students got the opportunity to develop their inner talent through these activities. The Union Body also arranges for participation in different events like culture, sports, debate, etc. outside the college.

It has many good results like:

- a. Students get a platform to show and develop.
 - b. It has developed the confidence of many students and also able to get appreciation in state as well as national level.
 - c. In sports the college has been able to produce many talents in state and national level.
 - d. In inter college youth festival the college team has been able to bag “Best Discipline Team” award almost regularly besides many prizes in different events.
 - e. It helps in reducing the gap between teacher and students and develops a conducive atmosphere in the college.
- v. The College NCC wing has a good report in this area. Every year the college NCC wing takes the lead for parades in the Independence Day and Republic Day Celebration organised by the Udalguri District Administration. The College NCC wing also provide training and guidance to NCC cadres of other local institutions of the area.

Good results are:

- a. The NCC wing able to get good response from the students.
- b. The NCC certificates have helped many students to get job in the armed forces.