

AQAR: 2009-2010

Part – A

1. Details of the Institution

1.1 Name of the Institution

Pub Kamrup College

1.2 Address Line 1

Baihata Chariali

Address Line 2

Kamrup, P.O.- Baihata
Chariali

City/Town

Baihata Chariali

State

Assam

Pin Code

781381

Institution e-mail address

principal@pubkamrupcollege.org

Contact Nos.

094351 19315; 099547 84294

Name of the Head of the Institution:

Dr B K Dev Choudhury

Tel. No. with STD Code:

03621 286300

Mobile:

094351 19315

Name of the IQAC Co-ordinator:

Dr Kamal Sarma

Mobile:

099547 84294

IQAC e-mail address:

kml.sarma9@gmail.com

1.3 NAAC Track ID

ASCOGN11667

1.4 NAAC Executive Committee No. & Date:

16-09-2004

1.5 Website address:

www.pubkamrupcollege.org

Web-link of the AQAR:

<http://www.pubkamrupcollege.co.in/AQAR.HTML/AQAR2009-10.docx>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	--	2004	2004-09
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

07/04/2003

1.8 AQAR for the year

2009-10

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR AQAR 2008-09 submitted to NAAC on 31-05-2010
- ii. AQAR AQAR 2007-08 submitted to NAAC on 10-06-2009
- iii. AQAR AQAR 2006-07 submitted to NAAC on 10-06-2009
- iv. AQAR AQAR 2005-06 submitted to NAAC on 22-06-2007

1.10 Institutional Status

University	State	<input checked="" 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 checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>		
	Urban	<input type="checkbox"/>	Rural	<input checked="" type="checkbox"/>	Tribal	<input 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 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)	Self finance courses on BBA and								

1.12 Name of the Affiliating University

Gauhati University

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

Autonomy by State/Central Govt. / University	<input type="checkbox"/>	--		
University with Potential for Excellence	<input type="checkbox"/>	--	UGC-CPE	<input type="checkbox"/>
DST Star Scheme	<input type="checkbox"/>	--	UGC-CE	<input type="checkbox"/>

UGC-Special Assistance Programme	<input type="text" value="--"/>	DST-FIST	<input type="text" value="--"/>
UGC-Innovative PG programmes	<input type="text" value="--"/>	Any other (<i>Specify</i>)	<input type="text" value="--"/>
UGC-COP Programmes	<input type="text" value="--"/>		

2. IQAC Composition and Activities

	<input type="text" value="11"/>
2.1 No. of Teachers	<input type="text" value="01"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="--"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="--"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8 No. of other External Experts	<input type="text" value="15"/>
2.9 Total No. of members	<input type="text" value="03"/>
2.10 No. of IQAC meetings held	
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="05"/> Faculty <input type="text" value="02"/>
	Non-Teaching Staff <input type="text" value="02"/> Students <input type="text" value="01"/> Alumni <input type="text" value="01"/> Others <input type="text" value="-"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="text" value="-"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="-"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="06"/> International <input type="text" value="-"/> National <input type="text" value="-"/> State <input type="text" value="01"/> Institution Level <input type="text" value="05"/>

(ii) Themes -

1. Jana Vigyan Mela – attended by Dr. A.P.J. Abdul Kalam, Eminent Scientist and former President of India
2. Role of News paper and Journalism in Building Modern Society – By Dharendra Nath Chakravarty, Eminent Journalist
3. Yoga camp – Resource person from Indian Army
4. Street Play – Away! Away! HIV/AIDS
5. Programme on Vitamin-A – by Arun Baruah, AIWA University, USA
6. Blood Donation Camp in collaboration with local NGO- *Prakshalan*

2.14 Significant Activities and contributions made by IQAC

- i) Jana Vigyan Mela- A popular science congress was organized from 5 to 7 February, 2010 in the College to create science awareness among the mass. The *Mela* was attended by **Bharat Ratna Dr APJ Abdul Kalam, Ex- President of India** along with the other dignitaries.

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-

The College follows the Academic Calendar of the affiliating university, i. e. Gauhati University. On the basis of the calendar, our college plan of action is prepared by IQAC in consultation with the College Authority and Faculty members.

Plan of Action	Achievements
<p>Under Graduate academic improvement:</p> <ul style="list-style-type: none">• Arrangement of Special classes• Monitoring of the regular attendance of the students in the classes• Enhancement of the use of library by the students• Girls hostel facility for Girl student	<p>Achievements in the University results-</p> <ul style="list-style-type: none">• Pass percentage of BA: 75.7 BSc: 76.9• Outstanding results of Department of Physics -1st class 2nd with distinction• Rank holders: BA: 07 BSc: 03• One student from Physics Dept. Qualified IIT-JAM Exam• Construction of Girls' hostel from the UGC fund

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Aim and Objective of the Plan: Undergraduate Academics Development:

Methodology:

- Comparative result analysis among different departments
- Result based teaching plan is encouraged
- Employing Extra guest faculties through management if needed
- Frequent informal departmental test is to be followed.
- Study materials supply to the student should be habit
- Class of Tutorial – nature is encouraged

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	--	--	--	--
PG	--	--	--	--
UG	02	--	02	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
Total	02	--	02	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

Pattern	Number of programmes
Semester	--
Trimester	--
Annual	04

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

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

*Analysis of the feedback is in the Annexure-II

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.

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
42	42	--	--	--

2.2 No. of permanent faculty with Ph.D. 13

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

2.4 No. of Guest and Visiting faculty and Temporary faculty -- -- 04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	05	02
Presented papers	03	03	01
Resource Persons	--	--	02

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

Introduction of LCD projector for class room teaching.

2.7 Total No. of actual teaching days

during this academic year

206 days

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

- Informal departmental test is encouraged.
- Open analysis of evaluation process among the respective departmental colleagues

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

-	02	-
---	----	---

2.10 Average percentage of attendance of students

82%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III % (Simple pass)	Pass %
BA	206	--	3.3	63.1	33.6	75.7
BSc	13	15.4	23.1	38.5	39.1	76.9

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

The IQAC of the College collects the Self- appraisal of the teachers to know their strength and weakness and after thorough discussions, suggestions are intimated to the respective faculty through the authority for necessary measures. Coordinator and other members of IQAC keep contact with the teacher in-charge of the College students' Union body and chalk-out problems faced by the students and recommend for solution to the authority.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	05
UGC – Faculty Improvement Programme	03
HRD programmes	--
Orientation programmes	01
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	02
Others (STC)	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	24	01	--	01
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 encourages the faculty members to pursue doctoral programmes and to apply for various research projects, etc. Moreover, for creating congenial research climate in the institution, the IQAC organizes some programmes like-

- Jana Vigyan Mela, which was attended by Dr. A.P.J. Abdul Kalam, Eminent Scientist and former President of India
- Lecture programme by Dr. Arun Baruah, AIWA University, USA
- Encouragement for applying different projects.

3.2 Details regarding major projects: Faculties are requested to orient themselves for academic pursuit by applying major projects.

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	05	03	--	--
Outlay in Rs. Lakhs	7,33,000/-	6,90,000/-	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	1	1	-
Non-Peer Review Journals	-	06	03
e-Journals	05	-	-
Conference proceedings	03	02	-

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	2 years	UGC	14,23,000/-	14,23,000/-
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	--	--	14,23,000/-	14,23,000/-

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	--	01	--	--	02
	Sponsoring agencies	--	ASTEC	--	--	Self

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: Encouraged but still not received.

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
-	-	-	-	-	-	-

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 State level

National level International level

3.22 No. of students participated in NCC events: There is no NCC unit in the college

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC: NA

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

- Jana Vigyan Mela, which was attended by Dr. A.P.J. Abdul Kalam, Eminent Scientist and former President of India
- Street Play – Away! Away! HIV/AIDS
- Blood Donation Camp in collaboration with local NGO- *Prakshalan*

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	21728.8 sq.mtr.	--	--	21728.8 sq.mtr.
Class rooms	19	--	--	19
Laboratories	13	--	--	13
Seminar Halls	01	--	--	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	Rs. 1.5 Lakhs	Contingency fund	Rs. 1.5 Lakhs
Others	--	--	--	--

4.2 Computerization of administration and library

Computerization of administration and library is planned during this year

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19,000	-	393	2,50,000/	20,400	-
Reference Books	12,000	-		1,03,000/	12,680	-
e-Books	--	-	-	-	-	-
Journals	03	-	07	47,000	10	-
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	16	01	--	--	--	01	01	--
Added	04	--	--	--	--	--	--	--
Total	20	01	--	--	--	01	01	--

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

In the computer laboratory, computer literacy programmes for students and staff organized.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 1.2 Lakhs
ii) Campus Infrastructure and facilities	Rs. 2 Lakhs
iii) Equipments	Rs. 1.5 Lakhs
iv) Others	Rs. 2 Lakhs
Total :	Rs. 6.7 Lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- (a) Programme undertaken to develop spoken English
- (b) Mathematical tricks development by IIT-ian, Guwahati IIT
- (c) Enhancement of learning in 3rd dimension, programme ,such as Quiz, etc.,
- (d) Providing other course information aiding with the normal course.

5.2 Efforts made by the institution for tracking the progression

- (a) As per the capacity, fund is provided to carry out the programme.
- (b) Search for the collaboration for meaning full future development.

5.3 (a) Total Number of students

UG	PG	Ph. D.	BBA	BCA
964	-	-	05	05

(b) No. of students outside the state

--

(c) No. of international students

--

Men	No	%	Women	No	%
	322	33.4		642	66.6

Last Year (2008-09)						This Year (2009-10)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
571	61	14	181	0	827	713	41	20	190	0	964

**Although 10+ 2 section is in the college, here only UG students numbers are shown in the above table.*

Demand ratio- 1.23 Dropout % : 15%

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

The Career Guidance and Counselling Cell of the college organize training and coaching programmes for the benefit of the students. In 2010 the cell organized-

- Mathematical trick for IIT-JAM, Resource person-Akshay Kumar, Rakesh Kumar, IITG
- One month programme on spoken English in collaboration with Pandu College, Guwahati

No. of students beneficiaries

250

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Some of the career oriented programmes organized during the year are-

- Career Advancement Programme ICA, Panbazar, Guwahati
- Counseling for allied health degree course Down Town College of Allied Health Service, Guwahati
- Counseling for Information Technology NIIT, Chandmari, Guwahati

No. of students benefitted

5.7 Details of campus placement: So far capable students are encourage to keep contact for having city base employment available in Guwahati as Guwahati is only 25 KM from the College.

5.8 Details of gender sensitization programmes

All the programmes organized in the College are equally participated by the boys and girls and even in the Student' Union there is equal participation of boys and girls.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	27	13,500/-
Financial support from government	41	1,40,095/-
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

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Pub Kamrup College envisions to be one of the pioneer higher educational institutions of the state. It aims to impart quality education to the students from all sections of the society and thereby, enable them to meet the needs and challenges of time. The College envisages to erect the proper platform for the teachers and taught to mould knowledge, morality and social commitment for building social order and discipline amidst the plurality and diversity of religion and culture of the nation.

Mission: Pub Kamrup College has been working with the mission to provide quality education to the young generation to prepare them as responsible citizen of the nation to face the challenges of time.

6.2 Does the Institution has a management Information System

Yes. The college-principal is executive head of the management information system. By his supportive staff the information is dispatched through the concerned destination by-

- (a) Notification in Notice Board
- (b) Letter delivery ensured in peon book
- (c) Meeting with the concerned unit
- (d) Publication of the general rule in Prospectus

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.

6.3.2 Teaching and Learning

- (a) More focus is provided towards the talented student.
- (b) Encouragement and special attention is followed so that the deserving student becomes able to achieve the goal.

A student Jugal Lahkar secured first class second position with distinction in Physics under Gauhati University. He also cleared the IIT JAM Exam, 2010.

- (a) Informal test proposal is accepted – and asked to follow.
- (b) Departmental academic body is encouraged to discuss their evaluation standard.

6.3.4 Research and Development

Faculty members were encouraged for research activities and total 19 research papers were published by the faculty members during this year. Two of the faculties from the Dept. Of Physics Dr. B. K. Dev Choudhury and Dr Julie Saikia attended 31st ICRC, held in Lodz, Poland and presented papers. Dr Dev Coudhury is also awarded Summar Research Fellowship. sponsored jointly by IISc (Bangalore). INSA (New Delhi) And NASI

6.3.5 Library, ICT and physical infrastructure / instrumentation

In this year steps were taken to increase the number of text books, reference books, journals, etc. The amount spent on purchase of books and journals in the library are as follows-

Type	Numbers added	Amount spent
Text books	393	Rs. 2, 50,000/-
Reference books		Rs. 1,03,000/-
Journals/ periodicals	7	Rs. 47,000/-

6.3.6 Human Resource Management

- Students are encouraged by the proven body to pursue skill based healthcare related course.
- Talented students are exposed to higher level study.

6.3.7 Faculty and Staff recruitment

- Permanent faculties and staffs are recruited as per the Govt. Norms.
- Depending upon financial capabilities, guest faculties and temporary staffs are employed.

6.3.8 Industry Interaction / Collaboration

- City based industries are visited by our students through different schemes as the major city, Guwahati is only 20km far away from the institute.
- Sometimes seminar/talk is arranged keeping this aim.
- Though it is in the planning, still formal collaboration is not made in this regard.

6.3.9 Admission of Students

- Followed by admission committee applying Govt. as well as Governing Body approved norms.
- Major seats are entirely decided by the concerned departments
- Admission Advt. Is made on News paper
- Along with the form prospectus is given which contains brief Introduction of the college along with the rules and regulation concerned.

Teaching	Group Insurance Scheme
Non teaching	Group Insurance Scheme
Students	Poor Aid Fund, Book Bank Facility.

6.5 Total corpus fund generated

Rs. 23,79,068/_

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	College Academic committee
Administrative	No	-	Yes	By Chartered Accountant

6.8 Does the University/ Autonomous College declare 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?

-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

Alumni Association provides-

- Feed back about the overall academic atmosphere.
- Unorganised and undocumented financial help to the needy students for admission

6.12 Activities and support from the Parent – Teacher Association

- Since the college is rural based, an informal contact is always available which promotes the conducive academic ambience in the campus.
- In college establishment day, and other similar activities such as Jana Vigyan Mela are actively supported by the association

6.13 Development programmes for support staff

- As per the capacity the management offers financial help to the support staff specifically to the Grade –IV staff in distress.
- The management forwards the application form of bank loan without imposing any strict norms.
- They are encouraged for saving through LIC/mutual funds, etc.,

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

- Plantation drive by the students and staff
- Cleanliness drives

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.

- 2009-10 Academic Session is declared as the year of ‘Undergraduate Academic Development’ year. So a concentrated effort is given in this direction.
- Informal test, interaction with the scholar, seminar, etc., are the chosen means for improving the academic scenario.
- Academic results in some of the departments show positive impact of the followed steps

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

The previous year college status in all sides is discussed among all the stakeholders. On the basis of these discussions, the Governing Body, the highest management body of the college realizes :

- An urgent need of the infrastructure development
- A planned mission to collect the capital must be chalked out.

The very mission is supposed to be successful, if the academic scenario develops sufficiently to bring the public support and to attract the Govt. Initiatives. Hence, this academic session (2009-2010) is taken as the year of ‘Undergraduate Academic development’. As a whole, the college fraternity’s attention is focussed in this declared aim. The methodology for achieving the goal is conceived as follows:

- Informal departmental test frequency should be increased.
- Modern teaching-learning tools are to be used.
- Result oriented teaching-learning system should get priority
- Learners should be emotionally motivated to show good result.

7.3 Give two Best Practices of the institution (**Annexure – III**)

- Nurturing philanthropic feeling among the students through ‘Poor Aid Fund’.
- Constant sensitization for generating the awareness to protect the environment.

7.4 Contribution to environmental awareness / protection

- Neem plantation drive organized by department of Geography
- Celebration of World Environment Day
- Celebration of World Wetland Day
- NEAC programme

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

Strength:

- Supportive Local population
- Enrolment of talented students

Weakness:

- Insufficient infrastructure
- Most of the students are from the family of marginal economy

Opportunity:

- Disciplined student community
- Near to Gauhati University and IIT, Guwahati.

Threat:

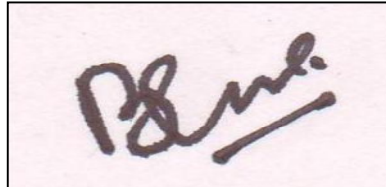
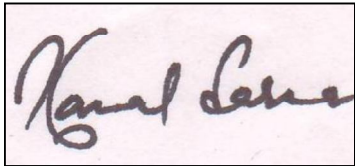
- Prevailing rural inertia
- Lack of Govt. Initiative to provide requisite numbers of faculties as well as staffs.

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

Under Graduate Academic improvement.

Name *Dr Kamal Sarma*

Name *Dr B K Dev Choudhury*



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

ASTECC	-	Assam Science Technology and Environment Council
BBA	-	Bachelor of Business Administration
BCA	-	Bachelor of Computer Application
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
GU	-	Gauhati University
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

Annexure- II

The institution takes feedback from the students, alumni, stakeholders on the curriculum and the overall academic activities of the College. Feedback from the Stakeholders and alumni is obtained during the alumni and stakeholders meet held time to time.

Most of the teachers also look for feedback directly from the student during the class hours and appropriate steps are taken accordingly. Any student can contact the Principal directly for his or her feedback.

Annexure- III

i) Poor Aid Fund-

The poor-aid-fund was initiated by the College authority with the help of student union in 2000-2001 to foster the philanthropic feelings amongst the students. The fund generated through this initiative meant for the help of poor students. For this purpose, an amount of Rs. 5/- (Rupees Five) only is collected from each student during the admission into First semester under the head of Student Union fees and the same is deposited in a separate Savings bank account in a Nationalized Bank. Twenty seven numbers of students are benefitted from the fund in this year.

ii) Environmental awareness –

The College Student and faculty members are encouraged to participate in various programmes of Environmental concern in and around the College.

a) Plantation drive in the College campus and different feeder school and households

b) Organised NEAC programme since 1994 with in collaboration with Assam Science Society, NGO, Assam and Assam Science Technology and Environment Council in the College campus and Different feeder school.