

AQAR: 2011-12

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/AQAR2011-12.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-

2011-2012

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 Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Gauhati University

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme	<input type="text" value="√"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other	<input type="text" value="Institutional level Biotech Hub"/>
UGC-COP Programmes	<input type="text" value="-"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="11"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
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="01"/>
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="-"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	<input type="text" value="04"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="08"/> Faculty <input type="text" value="04"/>
	Non-Teaching Staff /Students <input type="text" value="02"/> Alumni <input type="text" value="02"/> Others <input type="text" value="00"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="--"/>

2.13 Seminars and Conferences:

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

Total Nos. International National State Institution Level

(ii) Themes

1. Observation of World environment Day
2. Street play on Domestic violence
3. Mental Health in the Changing World – the Need
4. Mock parliament
5. Career prospect in higher education
6. Celebration of Gandhi Jayanti
7. Workshop on Tools and Techniques used in Biotechnology and Molecular Biology with special emphasis on Protein Chemistry, Drug Designing and Immunological Techniques - organised by IBH
8. Seminar on Food Processing and Quality Management – General Awareness and Its Prospects
9. 'Basics of Biotechnology' – outreach programme for School student

2.14 Significant Activities and contributions made by IQAC

- Street play on Domestic Violence
- Mock Parliament
- Celebration of Gandhi Jayanti
- Outreach programmes for feeder school

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
<p>Infrastructure development planning</p> <ul style="list-style-type: none"> • Proposal submitted to State Government Funding,- and accordingly assurance is obtained. • Planning followed for achieving more UGC, DBT funding, - such as additional grant etc 	<ul style="list-style-type: none"> • Received the Star College Scheme, DBT, Govt. of India. • Institutional Level Biotech Hub, Pub Kamrup College is established in this session with full financial support from Department of Biotechnology, Govt. of India. • Construction of the Institutional Level Biotech Hub Laboratory. <p>Equipment purchased in the Institutional Level Biotech Hub- UV-visible spectrophotometer(double beam),Cryostat, Refrigerated centrifuge 15,000 rpm (16,500g), BOD incubator, Deep freeze, Laminar air flow, Thermocycler, etc.</p>

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The actions taken are:

- Purchase of the equipments for the IBT Hub following all the standards and norms.
- Measures to attain the goals of the star college scheme involving all the concerned departments and faculty members.

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	01	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	03	-	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	04
Trimester	-
Annual	-

1.3 Feedback from stakeholders*

(On all aspects)

Alumni Parents Employer Students

Mode of feedback :

Online Manual Co-operating schools (for PEI)

An analysis of the feedback is given in Annexure- II

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

Revision/ update of syllabus is done by the Affiliating University

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

IBT Hub

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
43	17	26	-	-

2.2 No. of permanent faculty with Ph.D.

11

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
01	01	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

08

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	14	05
Presented papers	03	12	03
Resource Persons	-	-	02

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

- 1) Inter departmental participation of Teachers of the College in syllabus oriented and Co curricular academic activities.
- 2) Learning through Computer facilities
- 3) Invitation of subject experts of various disciplines on selected topics for the benefit of the students of the concerned area.

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

194 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding,

Double Valuation, Photocopy, Online Multiple Choice Questions)

- Department wise analysis of the internal examinations and results.
- 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

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 appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc	40	--	15	67.5	17.5	82.5
BA	225	5.7	9.8	40.6	49.6	85.8
BBA	07	-	-	14.3	-	14.3
BCA	05	-	80	20		100
PGDCA	04	-	75	-	-	75

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

1. Through student interaction
2. Verbal feedback
3. Alumni / Guardians meet
4. Faculty meeting through Principal

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	01
Faculty exchange programme	--
Staff training conducted by the university	--

Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
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	24	01	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

IQAC takes initiatives of organizing departmental talks, seminars and workshop in the College. IQAC suggests authority to make necessary arrangement for participation of the Teachers in various research programmes inside and outside the state including faculty improvement programme

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned		Submitted
			IBTHub	Star College Scheme	
Number	-	-	01	01	-
Outlay in Rs. Lakhs	-	-	34,00,000	38,00,000	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	06	03	01	01
Outlay in Rs. Lakhs	7,45,000/-	2,50,000/-	1,48,000/-	1,00,000/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	--	--

Non-Peer Review Journals	05	08	03
e-Journals	03	--	--
Conference proceedings	--	--	01

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	IBT Hub	3 years	DBT	34,00,000	19,00,000
	Star College	3 years	DBT	38,00,000	26,00,000
Minor Projects		2 years	UGC	11,43,000	9,45,000
Interdisciplinary Projects		-	-	-	-
Industry sponsored		-	-	-	-
Projects sponsored by the University/ College		-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	2 months	IAS, Bangaluru, NSA, New Delhi	Entire expenses	Entire expenses	
	2 months	IIT, Guwahati	Entire expenses	Entire expenses	
	2 months	Tezpur University	Entire expenses	Entire expenses	
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

Situated in a rural area the College enjoys limited scope of consultancy service . Some of the faculty members of our College extend services to the local people in the field of fishery management, Agriculture, Health awareness etc. when ask for.

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

05

3.13 No. of collaborations

International

01

National

01

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

9,95,000/-

From Management of University/College

--

Total

9,95,000/-

3.16 No. of patents received this year: Applied for one patent by Dr N N Talukdar Application No. 1669/KOL/2008 of 26/09/2008). Title- *Highly Efficient Catalyst from Banana plant for Transesterification of vegetable oils to Fatty Acid Methyl Esters*. Dr Talukdar has already received one patent Patent right- Indian Patent No. 222135 dated 23/07/2008. Title – *A method for isolation of Potassium Carbonate from Banana plant*.

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

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

02

04

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	<input type="text" value="04"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events: Yet to have NCC unit in the College

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC: NA

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="03"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="-"/>	Any other	<input type="text" value="-"/>

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

1. AIDS Awareness programme
2. Yoga Camp
3. Basics of Biotechnology' – outreach programme for School student
4. Mock parliament organized on the occasion of Youth Festival

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 (sq. mts.)	24075.80 sq. m	2035 sq.mtr.	UGC	24075.80 sq. m
Class rooms	19 nos.	01 no.	State govt., UGC	20 nos.
Laboratories	13 nos.	01 no.	State Govt. UGC	14 nos.
Seminar Halls	01 no.	-	-	01 no.
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	02 nos.	DBT	02 nos.
Value of the equipment purchased during the year (Rs. in Lakhs)	-	14,09.407/-	DBT	14,09,407 /-
Others	-	-	-	-

4.2 Computerization of administration and library

The process of computerization is continuing with the encouragement of computer using capacity of the administrative and library staff.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22944	--	1106	48,000/-	24050	--
Reference Books				22,000/-		--
e-Books	--	--	--	--	--	--
Journals	07	--	14	10,000/-	21	--
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	27	01	--	--	--	--	--	--
Added	--	--	--	--	--	--	--	--
Total	27	01	--	--	--	--	--	--

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

The college authority in consultation with the IQAC planned to introduce networking of the computers of the Office, departments and library. Library automation process started with the use of a new SOUL 2.0 version.

4.6 Amount spent on maintenance in lakhs:

i) ICT	35,000/-
ii) Campus Infrastructure and facilities	1,75,000/-
iii) Equipments	1,12,000/-
iv) Others	--
Total :	3,22,000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The College authority considers student support as an essential and most important component of its functioning. With the inspiring and well-trained teaching and non-teaching staffs, College fraternity make earnest efforts to ensure the maximum utilization of the various facilities provided for the progress of the students.

IQAC motivates the departments to look into the student support service such as career prospects, placement, etc. by organizing different programmes.

5.2 Efforts made by the institution for tracking the progression

- (a) Fund is provided to carry out the programme.
- (b) Collaborative effort is searched for future development keeping pace with the present academic scenario.
- (c) Proper monitoring is done through the networking of student-teacher-parent.

5.3 (a) Total Number of students

UG	PG	Ph. D.	BBA	BCA	PGDCA
1269	-	-	5	5	6

(b) No. of students outside the state

-

(c) No. of international students

-

	No	%		No	%
Men	476	37.5	Women	793	62.5

Last Year (2010-11)						This Year (2011-12)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
815	52	37	212	0	1116	885	56	52	276	0	1269

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

Demand ratio – 1.24

Dropout % - 23

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

There is a Career Counseling and Guidance Cell which guides and instructs the students about all possible opportunities and competitive exams etc. This year the programmes organized is- ‘How to face civil service examination’ by IAS officer Barnali Deka, etc.

No. of students beneficiaries

168

5.5 No. of students qualified in these examinations

NET	<input type="text" value="--"/>	SET/SLET	<input type="text" value="--"/>	GATE	<input type="text" value="--"/>	CAT	<input type="text" value="--"/>
IAS/IPS etc	<input type="text" value="--"/>	State PSC	<input type="text" value="--"/>	UPSC	<input type="text" value="--"/>	Others	<input type="text" value="--"/>

5.6 Details of student counselling and career guidance

During the 11th Plan period, Rs. 7,00,000/- had been sanctioned for Career counseling. Various Career oriented programmes have been organized in Pub Kamrup College under the aegis of the Cell. The programmes organized are- Career prospecting higher education by Dr Sasanka Deka, Associate Professor, Department of Chemistry, Delhi University; 'How to face civil service examination' by IAS officer Barnali Deka, etc.

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

Our College is offering co-education system; hence gender biasness is less among the students, staff and stakeholder. 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		07	Entire admission fees was waived for seven students & Twenty three students are benefited From the poor aid fund
		23	
Financial support from government		228	Rs. 7,03,710/-
Financial support from other sources	UGC Conveyance allowance	106	Rs 2,00000/-
	House rent Allowance	153	Rs 8,00000/-
Number of students who received International/ National recognitions (INSPIRE, DST scholarship)		01	Rs 80,000/-

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 being 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

Already existing 'management information system' is being continued in this session also. Some of them are:

- (a) The meeting of Governing Body with college faculties and other staff.
- (b) The departmental meeting is also included in this system.
- (c) The other meeting with stakeholders, Student Union Body, etc., is also brought under this svstem.

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

6.3.1 Curriculum Development

The College constantly motivates the departments to organize the programmes supplementary to the fulfilment of the University's curriculum. Each Department of the College accordingly organizes such supplementary programmes such as holding special talks delivered by subject experts from the College or outside the College.

6.3.2 Teaching and Learning

As the College is affiliated to Gauhati University, it follows the syllabus, academic calendar and holiday list of the University. Depending upon these the teaching programmes of the College are scheduled and executed. The Principal constitutes a committee for preparation of annual class routine.

The Routine Committee prepares the College class routine in the beginning of every academic session. Every department prepares the teaching plan in their departmental meeting and distributes the allotted classes covering the course content among the faculty members.

6.3.3 Examination and Evaluation

The College internal examination committee conducts internal examination centrally as per the University guide line. Moreover internal evaluation of the students is also based on unit test, home assignment, projects preparation and seminars conducted departmentally.

6.3.4 Research and Development

The College has a Research and Publication Committee (RPC) comprising Principal (as chairperson), faculty members with research experience and the Librarian. The College authority extends full support to the teachers to acquire higher qualification and competence in their respective fields. The Faculty members have full autonomy in carrying out research projects. Fund transferred to the College Account by the funding agency is disbursed to the researcher accordingly. Timely submission of utilization certificates to funding agencies is a regular practice.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The College have a library with a total built-up area 342.74 sq mtr and have various collections like- Printed books, journal, magazine, newspaper as well as old manuscripts. At present the library have a total 24050 number of text and reference books and 21 printed journals. SOUL 2.0 is installed and book and user database is completed.

6.3.6 Human Resource Management

The College follows the decentralizing and participating mode of management. Governing Body is the decision making body of decentralizing and participating character. The decentralizing and participating character of the whole management of the College is ensured through the careful constitution of the different preparation team.

6.3.7 Faculty and Staff recruitment

- Govt. Norms followed for recruitment of permanent faculties and staffs.
- Depending upon financial capabilities, guest faculties and temporary staffs are employed.

6.3.8 Industry Interaction / Collaboration

As the college is situated in a rural area there is no formal MoUs with industries, but the relationship is good enough with the industries situated in the nearby town/cities through which projects in newer fields are planned and approached for signing of MoU to run these in PPP mode.

6.3.9 Admission of Students

- Students are selected for admission strictly on the basis of merit.
- The admission committee follow the Govt. as well as the Governing Body approved norms for admission.
- Major seats are entirely decided by the concerned departments

6.4 Welfare schemes

Teaching	Group Insurance Scheme
Non teaching	Group Insurance Scheme
Students	PKCTU Merit Award, Mahendra Nath Deka Memorial Scholarship, NBMT Merit Award, Best Reading Room User Award, Best Borrower Award, Poor Aid Fund and Book Bank Facility.

6.5 Total corpus fund generated

27,63,000/-

6.6 Whether annual financial audit has been done

Yes

No

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

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 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? 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 of the College.
- Unorganised and undocumented financial help is received for the needy students for admission, treatment, etc.
- Helps in bridging the gap between community and the College.

6.12 Activities and support from the Parent – Teacher Association

- In the college an informal contact is always available which promotes the conducive academic ambience in the campus.
- Every year representatives of the parents participate in the management committee of the examination.
- In the celebration of the College establishment day parent-teachers assemble and discuss about the overall development of the college.

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 drives on the occasion of the College Establishment Day, World Environment Day, etc.
- Cleanliness drive on the occasion of the Youth Festival.

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.

The Academic session 2011-12 is declared as the year of ‘Infrastructure development’ year. Positive result achieved during this year –

- DBT grant received for opening of ‘Institutional BIOTEH hub’ and inclusion of the College under ‘DBT Star College Scheme’ against the submitted project with the aim to develop Life science.
- Grant received for ‘Career Counselling’ against project submitted for the purpose.

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

- With the joined effort of the IQAC, College authority, Teachers fraternity and the student community the College established an advance life science Laboratory with the DBT grant for IBTH Hub.
- purchase of new instruments for departments of Physics, Chemistry, Botany and Zoology
- Construction of new common toilet for Girl student

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

- Green Diary –A Diary for a Green environment and an endeavour to involved and motivate the youths towards a healthy safe and sustainable environment.
- Poor Aid fund- A scheme for the economically marginalised students of our College through which monetary help is provided.

***Annexure III**

7.4 Contribution to environmental awareness / protection

- Participation of the student in various in various environment related activities like- plantation through Green Diary initiative, *Neem* plantation drive, etc.
- Celebration of environment related occasion's like- world environment day, wet land day, etc.
- Organization of student seminar like- 'Climate Change and Our Future', etc.

7.5 Whether environmental audit was conducted? Yes -- No √

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

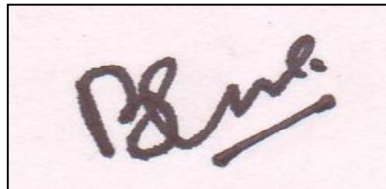
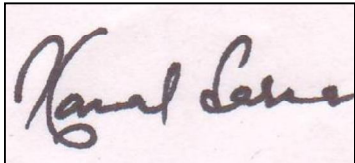
<p>Strength:</p> <ul style="list-style-type: none">• Increasing number of enrolment of talented students• Constructive Support of the Local population <p>Weakness:</p> <ul style="list-style-type: none">• Insufficient infrastructure• Most of the students are from the family of marginal economy <p>Opportunity:</p> <ul style="list-style-type: none">• Disciplined student community• Near to Gauhati University and IIT, Guwahati. <p>Threat:</p> <ul style="list-style-type: none">• Prevailing rural inertia• Lack of Govt. Initiative to provide requisite numbers of faculties as well as staffs
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8. Plans of institution for next year

Goal based research motivation: Higher education is critically dependent on research culture. Our college is in encouraging state providing recognized undergraduate talent to different higher study fields.

Name Dr Kamal Sarma

Name Dr B K Dev Choudhury



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
IBT Hub	-	Institutional Level Biotech Hub
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, parents on the curriculum and the overall academic activities of the College. Feedback from the Stakeholders and alumni is obtained during the alumni and Guardians meet held time to time. At the departmental level, the departments of the College take the feedback from the students and guardians on the curriculum transaction and communicate to the authority for further enrichment. Students are encouraged to share their experiences on the curriculum delivery in the department.

The feedbacks received from the students, stakeholders and the alumni are communicated to the respective to the respective Departmental committee on curriculum and syllabus development of the University by the teachers of the College who represents in the body.

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.

Green Diary-

Annexure- III

The College takes these initiatives since 2011-2012 sessions. The Green Diary is distributed to the students in the date of screening and admission with a ceremonial function where everyone have to take a special PROMISE-as“ *I Sri-----do hereby promise in the name of God that I will plant at least three saplings in my residential campus or any other convenient place in our locality and maintain them properly. I shall keep away from all the activities that may pose harmful and shall do the needful to keep my neighbours and friend circle away from such activities.* “After taking this promise the admission procedures started and with other official documents the Green Diaries are provided to the newly enrolled students for the session. The students are asked to follow the Rules of the Green Diary which are written in the Diary.

All these rules recorded in the Green Diary have to be followed mandatorily by all the students, and the same have to be monitored by a Committee –Green diary evaluation Committee (GDEC), consisting of the Faculty members of the College.

The monitoring Committee, awarding and encouraging policies are the extra efforts of the College which encourages the youths in a more spirited and better way towards the drive.

Poor Aid fund-

The College is established in a rural area where marginalized farmers’ families dominate the feeder area. Students coming from the marginalized families cannot afford higher education and these students are vulnerable to college dropouts. In order to create fellow-feeling among the student community a nominal fund mobilization drive is practiced among the students at the time of their first entry into the College as a Degree student, to extend moral support to the economically weaker students for higher academic motivational prospect.

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.

In this session 23 numbers of students are benefitted from the scheme.

