The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)*

2013-14

1. Details of the Institution

1.1 Name of the Institution

NANDA NATH SAIKIA COLLEGE

1.2 Address Line 1

TITABAR

Address Line 2

DIST- JORHAT

City/Town

TITABAR

State

ASSAM

Pin Code

785630

Institution e-mail address

nnscollege@gmail.com

Contact Nos.

03771-248446

Name of the Head of the Institution:

DR. LITOOL BARUAH

Tel. No. with STD Code:

03771-248446

Mobile:

+9198548-58785

Name of the IQAC Co-ordinator:

> DR. DEVAPROTIM HAZARIKA

Mobile:

> +91 98640-90249

IQAC e-mail address:

> nnscollege@gmail.com

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

> ASCOGN10677

<div align="center">

OR

</div>

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)

1.5 Website address:

> www.nnsaikiacollege.org

Web-link of the AQAR:

> http://www.nnsaikiacollege.org/AQAR2013-14.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	C++	67.25	2003	
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   27-12-2003

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

   i.   AQAR 2010-11 submitted to NAAC on 14-06-2013
   ii. AQAR 2011-12 submitted to NAAC on 29-04-2014
   iii. AQAR 2012-13 submitted to NAAC on 30-04-2014
   iv. AQAR _____ (DD/MM/YY)

1.9 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 ☐

1.10 Type of Faculty/Programme

Arts ☐   Science ☐   Commerce ☐   Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others (Specify)   . Nil

1.11 Name Of the Affiliating University *(for the Colleges)*

DIBRUGARH UNIVERSITY, DIBRUGARH

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

Autonomy by State/Central Govt. / University   -

University with Potential for Excellence   -   UGC-CPE   -

DST Star Scheme   -   UGC-CE   -

UGC-Special Assistance Programme   -   DST-FIST   -

UGC-Innovative PG programmes   -   Any other *(Specify)*   DBT-Biotech Hub

UGC-COP Programmes   -

2. IQAC Composition and Activities

2.1 No. of Teachers

9

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

0

2.5 No. of Alumni

0

2. 6 No. of any other stakeholder and

   community representatives

0

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

2

2.9 Total No. of members

14

2.10 No. of IQAC meetings held

3

2.11 No. of meetings with various stakeholders: No. | 5 | Faculty | 2 |

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

2.12 Has IQAC received any funding from UGC during the year?   Yes | | No | |

   If yes, mention the amount

3 Lacs

2.13 Seminars and Conferences (only quality related)

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

   Total Nos | 2 | International | - | National | - | State | - | Institution Level | 2 |

   (ii) Themes

> 1. Workshop on preparation of research proposal to various funding agencies and preparation of research report.
> 2. Preparation of teaching materials for multimedia classes.

2.14 Significant Activities and contributions made by IQAC

- Organised various departmental seminars
- Increasing the numbers of books (both text and reference) in the Central library
- Upgraded library by subscription to e-journals (INFLIBNET)
- Initiatives taken to provide Internet facility to faculty and students
- Submitted proposals for National Seminar to different funding agencies
- Submitted proposals for minor/ major research project to different funding agencies
- Remedial coaching for slow learners
- Steps taken for upgradation and modernisation of laboratories.

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
Annexure-I Attached	

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 AQAR was placed before the college authority for suggestion, addition and omission. After verification, the report was modified accordingly and forwarded to NAAC.

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	2			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	2			

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	2
Trimester	
Annual	

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

Annexure II

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

A minor modification of syllabus was made by Dibrugarh 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
55	31	24	0	0

2.2 No. of permanent faculty with Ph.D.   18

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
1	5	-	-	-	-	-	-	1	5

2.4 No. of Guest and Visiting faculty and Temporary faculty   -   -   5

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	-	25	-
Resource Persons	-	-	-

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

> The present system of teaching and learning involves active participation of both faculty and students in a bidirectional way. The students are encouraged to participate in departmental seminars and to deliver speech on the topic of their choice. Besides, the students are encouraged to carry out short term projects based on curriculum. Field visits and educational excursions are also carried out from time to time to acquaint the students in their respective discipline with the real life situation. Teachings through audio-visual aids were routinely carried out in the two well equipped smart class rooms to elicit subject interest among students. The central library as well as departmental library serves as an added advantage to student community in terms of issue and consultation of books and other study materials. Moreover, provisions are there to provide printed study materials in some departments. Students are also provided Xerox facility at a nominal rate in the college library.

2.7 Total No. of actual teaching days during this academic year   152

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)   No

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development

1	0	1

     as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

87%

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	197	1.5	8	29.4	50.8	89.7
BSC	41	0	9.8	56.1	2.4	68.3

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

Some of the activities of the IQAC related to the teaching and learning processes were-

- There exists a close coordination between IQAC and Principal of the college. Positive discussion relating to infrastructure development of the institution, utilization of ICT facilities, Smart Room and modern library facility are regularly discussed.
- The IQAC suggest the departments to maintain up-to-date profiles of the students in standard Performa to track their overall performance.
- The IQAC suggest the departments to initiate some short term training/ orientation programmes based on curriculum for the benefit of the students.
- The IQAC suggests the students of the college to develop their extra-curricular and co-curricular skills in the fields of games, sports and culture so that they can compete with their counterparts of the state and national levels.
- IQAC organises various programmes from time to time for the betterment of student community
- IQAC plays an important role in the collection of feedback on the various aspects of the curriculum from the students and stakeholders of the institution. It analyses such feedback and suggests the authorities and departments regarding the measures for improvement if required for enrichment of the teaching learning process.
- IQAC also takes keen interest in the exposure and quality enhancement of the faculty members of the college. It keeps updated information about the academic seminars and conferences to be held at the leading institutions in India and abroad and informs and encourages the faculty of the concerned departments for participation and presentation.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	6
UGC – Faculty Improvement Programme	1
HRD programmes	0
Orientation programmes	4
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	3
Others	0

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	16	6	0	6
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC in association with the research committee of the college conducts training programme on preparation of research project proposal and research report. IQAC also gathers information regarding various funding agencies communicates the same to the faculty members and encourages them to submit research proposals. Moreover, the IQAC and research committee urges the authority to provide necessary facilities to carry out research work by the faculty members. In addition, the committee suggests the departments to involve students in research activities in the feasible and relevant areas of knowledge.

- IQAC encourages the departments to organise national/ international seminars and to establish linkage/ collaboration with reputed research organisations/ institute for promotion of research.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	3	-	-
Outlay in Rs. Lakhs	-	103.06	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	9	-	-
Outlay in Rs. Lakhs	-	22.97	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	15	15	9
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	5	-

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	3	DBT	43.56 Lacs	15.56 Lacs
	4	DBT	36.5 Lacs	26.5 Lacs
	3	DST	23 Lacs	11.5 Lacs
Minor Projects	2	UGC	22.97 Lacs	16.13 Lacs

Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No.   `1`   Chapters in Edited Books   `9`

ii) Without ISBN No.   `　`

3.8 No. of University Departments receiving funds from

UGC-SAP `-`   CAS `-`   DST-FIST `1`

DPE `-`   DBT Scheme/funds `2`

3.9 For colleges   Autonomy `-`   CPE `-`   DBT Star Scheme `-`

INSPIRE `-`   CE `-`   Any Other (specify) `-`

3.10 Revenue generated through consultancy   `NIL`

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	1	-	8
Sponsoring agencies	-	-	UGC	-	Internal

3.12 No. of faculty served as experts, chairpersons or resource persons   `6`

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 `0.7`

Total `0.7`

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions   received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

| 2 |

and students registered under them

| 2 |

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 | 50 |

National level | - | International level | - |

3.22 No. of students participated in NCC events:

University level | - | State level | 35 |

National level | 17 | 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 | 2 |

NCC | - | NSS | 2 | Any other | - |

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

- Special camps was held in the adopted village and several programmes have been conducted which includes, survey of socio-economic status, plantation, maintenance of community pond, set up of a village library and gardening in lower primary school campus.

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	10.1 acre	-	-	10.1 acre
Class rooms	21	0	-	21
Laboratories	10	02	College Fund	12
Seminar Halls	0	1	College Fund	1
No. of important equipments purchased (1-0 lakh) during the current year.		1	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

> Computerization of library and administration is partially completed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1350	279420				
Reference Books	270					
e-Books						
Journals	13	7950	0		13	7950
e-Journals			1 (INFLIBNET)	5000	1	5000
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	45	-	1 (Broadband)	0	19	5	11	9
Added	1	0	19 (Wi-max)	1	0	1	0	0
Total	46	0	20	1	19	6	11	9

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

- Facilities for in house/remote access to e-publication
- Computer systems available for downloading, printing and internet access at library, computer lab and office.
- INFLIBNET facilities are available.

4.6 Amount spent on maintenance in lakhs :

i) ICT

3,84000.00

ii) Campus Infrastructure and facilities

26,98,000.00

iii) Equipments

1.32,000.00

iv) Others

32,000.00

Total :

32,46,000.00

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Through orientation programme for the fresher's.
- Through notification in notice board.

5.2 Efforts made by the institution for tracking the progression

Progressions are regularly monitored for each and every student through class test, sessional examinations, group discussion and student seminars. Guardian meetings were organised at regular intervals and their feedbacks were taken into account.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
840	-	-	-

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men

No	%
432	51.4

Women

No	%
408	49.6

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
174	68	215	381	0	838	169	76	194	401	0	840

Demand ratio   1:2   Dropout %

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

- Conducted UGC sponsored coaching for entry into services
- Conducted three months spoken English course

No. of students beneficiaries

100

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

A student counseling and career guidance cell is in function in the college. The cell arranges orientation/ interaction programmes for the benefit of the students by inviting experts, senior officials from different organizations etc.

5.7 Details of campus placement

170

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

5.8 Details of gender sensitization programmes

The college authority works towards the sensitization of the cross cutting issues by emphasizing equal treatment to all respective of gender, culture, caste, religion etc. of the students. The quality policy of the college is also a medium to sensitize all those connected with the college about such issues. The students are advised during the orientation and freshmen's social programme every year not to engage themselves in any discriminatory practices

5.9 Students Activities

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

State/ University level   38   National level   -   International level   -

No. of students participated in cultural events

State/ University level   18   National level   -   International level   -

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

Sports : State/ University level   5   National level   -   International level   -

Cultural: State/ University level   2   National level   -   International level   -

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	18	56,500.00
Financial support from government	66	3,57,420.00
Financial support from other sources	-	-
Number of students who received International/ National recognitions	1	100000.00

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 | 2 |

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

The institution is committed to provide excellent infrastructure with modern facilities and impart quality education for enriching knowledge, skill and personality conducive for life time enrichment and welfare of the society.

Mission

      To provide an environment in which its pupils can discover, examine, preserve and transmit knowledge, wisdom and value that will help to ensure the survival of present and future generations with enrichment in the quality of life.

      The mission statement of the institution clearly addresses the needs of the contemporary society in terms of by transmitting knowledge, wisdom and value which tries to ensure the survival of society with significant improvement in the quality of life. The institute aims to serve all its students coming from different sections and backgrounds of the society and puts particular emphasis on the upliftment of the student from under privileged categories. The mission and vision of the institution define its tradition and commitment for a better future through the emphasis on inculcating social responsibility, spirit of team work and sense of cooperation, leadership quality and helping attitude and realization of the importance of education in the students.

6.2 Does the Institution has a management Information System

Yes, The Institution has a management Information System.

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

6.3.1 Curriculum Development

To monitor the academic progress of each semester every departments distribute units and allot classes to the teaching members at the departmental meeting. To monitor the academic progress every department appoints a course coordinator in each semester. Apart from the conventional teaching methods, teaching aids including charts, maps, models, projectors, power point presentation and other tools are also used for effective implementation of the curriculum.

6.3.2 Teaching and Learning

- Enrichment of library with new books, e-library facility, INFLIBNET facility etc.
- Procurement of modern pedagogical tools.
- Training for use of ICT based class rooms to the faculty members.

6.3.3 Examination and Evaluation

There are two parts of evaluation- In Semester and End Semester. In Semester consist of two sessional examination, seminar/ group discussion and attendance. The In Semester evaluation process is done by the individual departments. The end semester evaluation is control and conduct by the respective University.

6.3.4 Research and Development

To promote research activities the college has constituted a research committee comprising of a few experienced faculty members who have exposure to research. The committee conducts training programme on preparation of research project proposal and research report. The committee also gather information regarding various funding agencies communicates the same to the faculty members.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Well equipped central library for both students and faculty are available. Online resource like INFLIBNET is also available. Two ICT based class rooms are available in the college campus.

6.3.6 Human Resource Management

The institution adopts a participatory and all encouraging strategy in respect of its human resource management. In all the vital decision making process the institutions involves its human resource, which is the faculty members and staff and seeks their suggestions and position on the vital issues. So far governance and leadership are concerned a decentralised strategy particularly in the area of academic issues is preferred. The various committees, subcommittee, clubs, examination committees include the commitment of the institute towards participatory strategy for academic achievement and human resource management.

6.3.7 Faculty and Staff recruitment

Well qualified faculty recruited as per UGC norms. The staff recruited as per Government of Assam norms. Roster system has been followed during the time of faculty and staff recruitment.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

Admission of students is made as per merit. Reservation of seats according to government norms are followed during students' admission.

6.4 Welfare schemes for

Teaching	GIS, PF,NPS, Cooperative society
Non teaching	GIS, PF,NPS, Cooperative society
Students	GIS, Student Aid Fund, Merit Scholarship, Prize for the best Arts and Science graduates,

6.5 Total corpus fund generated

Rs 1,10,840

6.6 Whether annual financial audit has been done   Yes ☐   No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	College authority
Administrative	Yes	Govt. of Assam/ UGC		

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

There is an alumni association of the college. They are involved in different welfare schemes of the colleges.

6.12 Activities and support from the Parent – Teacher Association

In each semester each department separately organise parent-teacher meet and discussion the problems/ success of each students with the parents.

6.13 Development programmes for support staff

- Organized a computer literacy programme.
- Workshop on record keeping and maintenance through MIS

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

The Nature and the college authority take measures for maintenance of the campus as eco-friendly by taking following steps.
- Tree plantation in the college campus.
- Maintenance of clean and green environment
- Maintenance of flower gardens and recreational park.
- Botanical garden for preserving rare and medicinal plants.

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> The college has introduced several innovative practices during the last four years that have created a positive impact on the functioning of the college. These are as follows:
> - Departmental wall magazine is one of the innovative practices that promote creativity.
> - The teachers maintain a cordial and conducive relationship with the students to overcome their hesitation, as most of them are from rural and backward family.
> - Encouraging students to publish articles in research journals, to inculcate scientific temper among them.
> - The students are given sufficient privilege by the college authority so that they can expose their hidden talents in academic, sports and other extracurricular activities.

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

> Annexure III

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

> - Decentralization of power
> - Enhance emphasis on teaching learning

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

7.4 Contribution to environmental awareness / protection

> NSS and Nature club has carried out several in house and extension programme to create environmental awareness as well as its protection.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☐

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

Strength:
- Only provincialized and degree college which encompass vast rural area of the Titabar sub division.
- Well qualified and experience faculty
- Eco-friendly college campus.
- Sufficient space for infrastructural expansion
- Healthy teaching and research environment.
- Well maintain discipline among student community.

Weakness:
- Some faculty position has been lying vacant since last few years posing hindrance to the overall academic upliftment.
- Lack of boys' hostel.
- Insufficient fund for infrastructural development.

Opportunity:
- Scope for initiating PG and certificate courses.
- Enhancing research environment and promoting collaborative National and International projects.

Threats:
- Attraction of meritorious and talented students to the city colleges and institutions.
- Most of the students are from agricultures and economically backward marginal families, which bound them to earn along with their studies.

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

- Upgradation of central library
- To achieve high standard in research and development
- Increasing the number of class rooms
- To develop well equipped laboratories
- To develop an eco-friendly college environment.

Name: **Dr. Devaprotim Hazarika**

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Signature of the Coordinator, IQAC

Name: **Dr. Litool Baruah**

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Signature of the Chairperson, IQAC

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Plan of Action

Plan of Action	Achievement
1. Sensitizing/ Promotion research climate in the institution.	• 3 major projects and 9 minor research projects is going on. • 15 International, 15 National, 9 Regional, 5 National (conference proceeding) research papers published in reputed journals during this period.
2. Career guidance and placement cell to be strengthened.	• 170 nos. of students had been benefitted by this cell.
3. Encouraging students to excel in various sports events.	• 30 nos. of students have been participated in various state/university level sports competitions. Also 5 nos. of students won medal/ awards in state/university level sports events.

Student Feedback

The survey is a part of the institute's endeavour to ensure education of the highest quality. (Put A, B, C and D in each cell to indicate your true option. Letter A means excellent, B means very good, C means good and D means average)

Sl. No.	Parameter	A (in %)	B (in %)	C (in %)	D (in %)
1	Syllabus is adequate	40	40	10	10
2	Orientation programme on the course was organised at the beginning	80	20	0	0
3	Department organises class test, seminar, field visit, excursion etc.	67	20	10	3
4	Department makes alternate arrangement of classes in the absence of concerned teacher	45	35	15	5
5	Library facilities in the college	40	40	10	10
6	Internal assessment of the department is fair	72	10	10	8
7	Department displays the marks of sessional examination, attendance in the departmental notice board	58	26	8	8
8	Time sense of the faculty members	50	20	25	5
9	Subject command of the faculty members	35	35	20	10
10	Use of teaching aids by the faculty members	30	35	20	15
11	Helping attitudes towards the students	35	35	25	5

Action Taken Report

Point	Action taken
Workshop/ Seminars conducted	• Organised National Workshop on "Human Rights" (Sponsored by UGC)
Community services	• Special camping programme of NSS at Beparichuk, Titabar, an adopted village of the college. • Foundation of a village library at Beparichuk by the Teachers' unit of the college.
Academic review activity	• Staff meeting is held on regular basis to review academic performance. • Academic counselling and monitoring board monitors the academic progress of the students.
Benefit to staff and students	• Group Insurance Scheme for teaching, non-teaching staff and students.