

SELF STUDY REPORT (SSR)-2014

Second cycle of accreditation



Kaliabor College



SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Preface

Kaliabor College, an institution committed for knowledge with values, has volunteered to go in for assessment by the National Assessment and Accreditation Council, Bangalore, as it is given to the promotion and sustenance of quality in higher education. The institution is strongly devoted to the core values of NAAC, and it is eagerly looking forward to the arrival of the Peer Team in order to have meaningful interactions with its members since the Team laid the foundation for quality maintenance in the first cycle of assessment.

I am thankful to the Steering Committee of the college for the pains it has undertaken in preparing the Self Study Report.

Date: 10/12/2014



Dr. H.K. Chaliha
Principal.

Principal
Kaliabor College
Kuwaritol- 782137
Nagaon, Assam

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A. i. Executive Summary - SWOC analysis

Established on 26th July 1969, Kaliabor College has been rendering valuable service to the cause of spreading higher education in Kaliabor area for the last 45 years. In the process, it has created opportunities for the youths, giving them a sense of purpose and direction in the pursuit of their lives. What was started as an arts college in 1969, has now grown into a full-fledged three-streamed college with Arts, Science and Commerce with major courses in almost all most subjects available here. As the only higher educational institution in this large rural area, it is committed to fulfilling the hopes and aspirations of the public. The college aims to mould its student community into nationally conscious citizens who can lead a life based on sympathetic cooperation with their fellow beings. One of the main objectives is to make the students cope with technological demands of a fast developing country. The institution seeks to transform itself into an information hub for its rural population not having access to information technology. It is through an effective translation of its curricular aspects into meaningful teaching learning activities that it strives to achieve its intended goals.

SWOC Analysis: Understanding that self assessment process is one of the most important tools in sustaining and enhancing the quality of education where the SSR turns out to be a highly valuable document, the Steering Committee has taken utmost care in preparing the Self Assessment Report of the college. The NAAC in its manual pointed out that preparation of the SSR is a self rewarding enterprise, and it is rightly so. It allows us to know where we stand, our strengths and our weaknesses. Thus, it paves the way to curbing our limitations. On the positive side, we have a student community which is less exposed to the disturbing and damaging trends of an affluent and materialistic city, and a faculty that is sincere and dedicated. Being an institution established by the efforts of the people of Kaliabor, it enjoys public support in all its ventures. Hard working administrative staff, cooperative local bodies

and an effective management system are the aspects which the institution relies on. Good infrastructure, a general library with a good stock of books supplemented with departmental libraries, research oriented faculty, availability of computers, internet access, office automation in important areas of work, printing and scanning facilities, commendable sports facilities, funds from the UGC, the state government and other sources – all these constitute our strength. The campus is eco friendly and is free from the din and bustle of the city which helps to maintain an academic environment. Good connectivity by roads also assists in establishing contacts with people.

Our weaknesses are:

- Low quality of student input because of few feeder institutions in the area. Further, majority of the students happen to be first generation or second generation learners.
- There is dearth of funds to recruit qualified and skilled personals, especially for professional courses.
- At the infrastructure level, we are in need of more classrooms owing to the introduction of the semester system and the increase in enrolment.
- Irregular & poor internet service and frequent power cuts.
- The college is yet to set up Management Information System (MIS).
- It is yet to avail the advantages of Knowledge Network and INFLIBNET.
- Favourable outcomes from alumni association have not been achieved as expected.

Opportunities:

- As the college is situated at the centre of the state, there is immense opportunity for it to become a hub for quality based higher education in the professional field for the entire state.
- The area is rich in biodiversity and there are opportunities for the institution to become an important research centre in this direction.
- The people of the area look up to the college for guidance. The college can be the agent of major social changes in the area, especially in the context of the erosion of moral values among the youths in the wake of globalization.

Challenges:

- The primary challenge for the college, in terms of both infrastructure and faculty management, is to accommodate the increasing number of students seeking admissions.
- Another challenging task for the college is to contain various political alignments and involvements among the students that are likely to distract them from academic pursuits.
- It has to overcome the obstacles in procuring enough financial support to meet the requirement of competent faculty members for the new courses.
- Frequent *bandhs* in the state are also an impediment to the smooth completion of the syllabi within the time frame fixed by the academic calendar.

ii. Post Accreditation Initiatives

Being always committed to the core values of the NAAC, in the post accreditation period, the college has adopted various plans and innovative measures. While doing so, it has all the time kept in view the suggestions and recommendations made by the Peer Team of NAAC.

The post accreditation initiatives are:

- One of the recommendations in the first cycle of assessment was to reduce the dropout rate of the students and modernize classroom facilities. The college introduced remedial coaching for slow learners to bridge the knowledge gap, and Poor Student Fund for economically backward students to reduce dropout rate. The college has significantly increased its stock of modern teaching aids. Every department now has internet facility, and students are given internet facility in the library.
- Another recommendation of the Peer Team was to increase student enrollment. Owing to the efforts of the institution to open new courses and modernize the infrastructure facilities, the enrollment has increased significantly in the last five years.
- Student feedback on teachers' performance could not be satisfactorily conducted.
- The number of faculty members registering for PhD has increased, and five of them have been awarded the degree in the last two years. The number of minor research projects and major research projects has increased in the last five years.
- The college has succeeded in setting up a good network with neighbor institutes like Tezpur University and State Institute of Rural Development. The college has widened its networks by establishing its linkages with Assam Agricultural University, North Eastern Institute of Science and Technology, Indian Institute of Technology, Gauhati and IIT, Kharagpur, Defence Research Laboratory, Tezpur.

- The facilities in the office are automated considerably, and the automation of library facilities is about to be completed.
- Due to the efforts of the career guidance cell and the placement cell, a good number of the alumni of the college got employed as teachers in schools.

The college has been able to tap resources from national agencies like Department of Biotechnology, Govt. of India and Department of Science and Technology which enabled it to start courses like B.C.A. and B.Sc. Biotechnology. Recently, the college has been successful in obtaining funds for B. Voc. programme. The college also received funds from the Prime Minister Local Area Development Scheme as well as the state government to meet its infrastructure needs.

B. Profile of the Affiliated College

1. Name and address of the college:

Name:	Kaliabor College		
Address:	P.O.- Kuwaritol		
City:	Nagaon (District)	Pin: 782137	State: Assam
Website:	www.kaliaborcollege.org		

2. For communication:

<i>Designation</i>	<i>Name</i>	<i>Telephone with STD code</i>	<i>Mobile</i>	<i>Fax</i>	<i>E-mail</i>
Principal	Dr. Hiranya Kumar Chaliha	Office : 03672- 211255 / 276535 Residence: 03672- 210462	09435165486	03672- 276535	Principal@ kaliaborcollege.org & hkc1962@ rediffmail.com
Vice Principal	Mrs. Jinu Goswami	Office : 03672- 210722	09859733017	--	
Steering Committee Co-ordinator	Mr. M.R.K.Reddi	--	09954218867	--	ramakrishna.reddi1@gmail.com

3. Status of the of Institution :

Affiliated College

Constituent College

Any other (specify)(Provincialised)

4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

iii. Co-education

b. By shift

i. Regular

ii. Day

iii. Evening

5. Is it a recognized minority institution?

Yes

No

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

6. Source of funding:

Government

Grant-in-aid

Self-financing

Any other

7. a. Date of establishment of the college: 26/07/1969

b. University to which the college is affiliated

(Enclosure I)

Gauhati University

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	September/1987	
ii. 12 (B)	December/1989	

(Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act-
Enclosure- 2 & 3)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC

(AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Does not arise.

Under Section/ clause	Recognition/Approval details Institution/Department/ Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.				
ii.				
iii.				
iv.				

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes No

If yes, has the College applied for availing the autonomous status?

Yes No

9. Is the college recognized by UGC as a College with Potential for Excellence (CPE)?

Yes No

If yes, date of recognition : (dd/mm/yyyy)

a. for its performance by any other governmental agency?

Yes No

If yes, Name of the agency and

Date of recognition: (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Rural
Campus area in sq. mts.	53280
Built up area in sq. mts.	7875.2

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities:
- Sports facilities

- * *play ground* ✓
- * *swimming pool* NO
- * *gymnasium* ✓
- *Hostel*
 - * *Boys' hostel* ✓
 - i.** *Number of hostels* 01
 - ii.** *Number of inmates* 35
 - iii.** *Facilities (mention available facilities)*
 - a. Doubled bedded room
 - b. 24 hours power supply
 - c. 24 hours running water
 - d. Common room with Cable and Satellite TV
 - e. Attached dining hall
 - f. Newspaper reading facilities
 - g. Open space for sports
 - * *Girls' hostel* ✓
 - i.** *Number of hostels:* 01
 - ii.** *Number of inmates:* 23
 - iii.** *Facilities (mention available facilities)*
 - a. Doubled bedded room
 - b. 24 hours power supply
 - c. 24 hours running water
 - d. Common room with Cable and Satellite TV
 - e. Attached dining hall
 - f. News paper reading facilities
 - * *Working women's hostel:* NIL
 - i.** *Number of inmates*
 - ii.** *Facilities (mention available facilities)*
- *Residential facilities for teaching and non-teaching staff (give numbers available -- cadre wise)*

- i. *Teaching Staff*: 05
- ii. *Non Teaching Staff*: 01
- *Cafeteria* -- 01
- *Health centre* – NIL
First aid, Inpatient, Outpatient, Emergency care facility, Ambulance.....
Health centre staff – First aid facility available.

Qualified doctor : *Full time* *Part-time*

Qualified Nurse : *Full time* *Part-time*
- *Facilities like banking, post office, book shops*: NIL
- *Transport facilities to cater to the needs of students and staff*: NIL
- *Animal house*: NIL
- *Biological waste disposal*: Covered choke pits.
- *Generator or other facility for management/regulation of electricity and voltage* ✓
- *Solid waste management facility*: NIL
- *Waste water management*: Concrete drainage system for effective expulsion of waste water. NIL
- *Water harvesting*:

12. *Details of programmes offered by the college*
 (Give data for current academic year)

<i>Sl. No.</i>	<i>Programme Level</i>	<i>Name of the Programme/ Course</i>	<i>Duration</i>	<i>Entry Qualification</i>	<i>Medium of instruction</i>	<i>Sanctioned /approved Student strength</i>	<i>No. of students admitted</i>
1	Under-Graduate	Three Years Degree Course in Arts (BA)	3 Years	H.S. Pass 10+2	English/ Assamese	900	1423 (two shifts)

		Science (B Sc)	3 Years	H.S. Pass 10+2 Sc	English / Assamese	180	190
		Commerce (B Com)	3 Years	H.S. Pass 10+2	English/ Assamese	180	186
2	Post- Graduate	M.A.(distan ce mode)	2 Years	Graduate in any discipline	English	-	182
3	Integrated Programme s P G	-	-	-	-	-	-
4	Ph.D.	-	-	-	-	-	-
5	M.Phil.	-	-	-	-	-	-
6	Ph. D.	-	-	-	-	-	-
7	Certificate courses	-	-	-	-	-	-
8	UG Diploma	-	-	-	-	-	-
9	PG Diploma	PGDCA	1 Year	Graduate in any discipline	English	10	08
10	Any Other	B.C.A.	3 Years	10+2	English	30	08
		B.Sc. Bio- technology	3 Years	10+2 Sc.	English	60	42
		B.B.A.	3 Years	10+2	English	30	27
11		BA, B Com (Distance)	3 yrs	10+2	English/ Assamese	-	325

13. Does the college offer self-financed Programmes?

Yes

No

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

Yes

No

Number

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Particulars	UG	PG	Research
Science	1. Botany 2. Chemistry 3. Mathematics 4. Physics 5. Statistics 6. Zoology	-	-
Arts	1. Assamese 2. Economics 3. Education 4. English 5. History 6. Political- Science		-

Particulars	UG	PG	Research
Commerce	1. Accountancy 2. Commerce 3. Management	-	-
Any Other not covered above	1. BBA 2. BCA 3. Biotechnology	Under Distance Mode 1.Assamese 2.Economics 3.Education 4.English 5.History 6.Political-Science 7. Commerce 8.Mathematics	---

16. Number of Programmes offered under
(Programme means a degree course like BA, BSc, MA, M.Com...)

a. Annual system

00

b. semester system

06

c. trimester system:

NIL

17. Number of Programmes with **None.**

a. Choice Based Credit System

b. Inter/Multidisciplinary Approach

c. Any other (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes No

If yes,

**a. Year of Introduction of the programme(s)..... (dd/mm/yyyy)
and number of batches that completed the programme**

NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:.....

**b. Is the institution opting for assessment and accreditation of
Teacher Education Programme separately?**

Yes No

19. Does the college offer UG or PG programme in Physical Education?

Yes No

If yes,

**a. Year of Introduction of the programme(s).....
(dd/mm/yyyy)
and number of batches that completed the programme**

b. NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:.....

**c. Is the institution opting for assessment and accreditation of
Physical Education Programme separately?**

Yes No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
<i>Sanctioned by the UGC / University / State Government Recruited</i>	-	-	15	10	22	06	27	01	01	01
<i>Yet to recruit</i>	-	-	-	-	02	-	-	-	-	-
<i>Sanctioned by the Management/society or other authorized bodies Recruited</i>	-	-			06	11	-	-	-	-
<i>Yet to recruit</i>	-	-	-	-		-	-	-	-	-

*M-Male , *F-Female

21. *Qualifications of the teaching staff:*

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	03	03	06		09
M.Phil.	-	-	01		08	07	16
PG	-	-	14	06	19	05	44
Temporary teachers							
Ph.D.	-	-	-	-	-	01	01
M.Phil.	-	-	-	-	-	-	-
PG					03	07	10
Part-time teachers							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	04	04

22. *Number of Visiting Faculty /Guest Faculty engaged with the College.*

12

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1		Year 2		Year 3		Year 4	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	48	54	55	62	45	33	160	144
ST	31	36	33	39	48	35	164	142
OBC	86	70	80	74	75	84	269	211
General	314	334	521	630	620	632	1108	896
Others	-	-	-	-	-	-	-	-

24. Details on students enrolment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	1819 325 (Distance)	182 (Distance mode)	-	-	2326
Students from other states of India	-	-	-	-	-
NRI students	-	-	-	-	-
Foreign students	-	-	-	-	-
Total	2144	182			2326

25. Dropout rate in UG and PG (average of the last two batches)

UG

PG

26. Unit Cost of Education: **Rs. 25,737**

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component

(b) excluding the salary component

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes

No

If yes,

a) Is it a registered centre for offering distance education programmes of another University

Yes

No

i. Name of the University which has granted such registration.

* Krishna Kanta Handique State Open University

* Institute of Distance and Open Learning(IDOL), Gauhati University

ii. Number of programmes offered

iii. Programmes carry the recognition of the Distance Education Council.

Yes

No

28. Provide Teacher-student ratio for each of the programme/course offered

Programme	Teacher student ratio
B.A.	1 : 49
B.Sc.	1 : 8.26
B.com.	1: 15.5

29. Is the college applying for

Accreditation :

Cycle 1 Cycle 2 Cycle 3 Cycle 4

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1:04/11/2004 Accreditation Outcome/Result: **B⁺⁺**
(Enclosure- 4 & 5)

31. Number of working days during the last academic year.

301

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

301

(In semester system classes are not suspended during examinations.)

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

Date: 25/07/2005

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i) 30/07/2007

AQAR (ii) 07/08/2008

AQAR (iii) 27/10/2009

AQAR (iv) 30/09/2010

35. Any other relevant data (not covered above) the college would like to include.

(Do not include explanatory/descriptive information)

- The college offers Diploma in Elementary Education for employed teachers of primary level selected by state government.

- - -

C. Criteria-wise inputs

Criterion I : Curricular Aspects

1.1 Curriculum Planning and Implementation

1.1.1 *State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.*

Motto : Knowledge with Values

Vision: To make it a rural institution of excellence.

Mission:

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

Objectives:

1. To provide immediate opportunity for quality higher education in the area.
2. To increase the number of useful graduates in the locality.
3. To develop knowledge and skills in the emerging fields by incorporating new and upcoming courses.
4. To provide opportunities for physical development through sports and extracurricular activities.
5. To assume parental role in the area by developing moral and spiritual values among the youth, and by making them emotionally sound and enlightened.
6. To work against social evils and superstitions in the society

7. To nurture and develop rich cultural heritages following equal opportunity principle emphasizing tolerance and humanity
8. To develop the college into an information hub for the rural population not having access to information technology.
9. To take up leadership role in creating environmental awareness among the local population.
10. To act as a centre of positive social changes with value addition to human resources in the rural area

Methods of Communication:

The vision and objectives are displayed at important locations of the college. These are also published in the college prospectus and college website. In every students' and guardians' meeting, it is a part of the deliberations to highlight the vision, mission and objectives of the institution. In departments also the introductory classes revolve round these aspects.

1.1.2 *How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).*

The college prepares a routine for planning and execution of the curriculum within the frame work of the academic calendar provided by the parent University. The departments prepare individual plans for syllabus coverage, field works and study tours etc. For instance, during the session 2013-14, in the department of Biological Sciences three field related works were conducted for students, two study tours were arranged and four guest lecturers were invited. Orientation lectures for University examinations were delivered at the end of each semester to acquaint the students with the pattern of examination and to equip them to manage the given time effectively. In the year 2013, Prof. Indra Narayan Mahanta from History department and Prof. M. R.

K. Reddi of the department of English conducted awareness programme on Semester System for students. Departments also give proposal to the authority for appointment of part-time teachers and guest teachers.

The Vice Principal is entrusted with the duty of providing the students with information on different courses, fee structure, processing of applications etc.

Frequently, examinations are conducted by each and every department especially for major students, and Preparatory examinations are held at the end of the session to enable students to face University examinations with confidence.

Workshops connected with changes in the curriculum of the parent University are organized in the college to acquaint the teachers with the curricular developments. In the year 2012, one UGC sponsored workshop entitled “Teaching Learning and Evaluation in Semester System” was organized.

Teachers in the college are also encouraged to attend Refresher Courses, Orientation Programs, trainings and workshops conducted by other institutions. In 2013-14, five faculty members attended such programs.

1.1.3 *What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?*

Procedural (from the University):

- The University prepares the academic calendar and the list of holidays.

- The curriculum is prepared by the University for the majority of the courses offered by the college and it offers required guidelines accessible on the web.
- The assessment and evaluation strategies are also prepared and executed by the University with active support of the college.

Practical:

- The University deputed experts to the institute, when requested, for various works like laboratory design, designing of new courses, recruitment of teachers etc.
- External examiners/supervisors are appointed by the University.

From the institution:

- The routine for implementation of the curriculum is prepared centrally.
- The temporary, part time and guest teachers etc. are engaged by the institution.
- The infrastructure needs, teaching aids etc. are supplied by the institution.
- Teachers are given training to update their technical knowledge on recent developments in academic areas.
- Teachers are encouraged to attend training programs to update their knowledge.
- In addition to departmental computer facilities, UGC Network Resource Centre and Centralized Computer Lab have been set up to facilitate easy access by faculty members and students.
- Apart from the Central library, Department libraries have been set up so that teachers as well as students can reach on to rare books.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

1. Workshops for teachers are organised in the event of any new major change made by the university. For instance, at the beginning of the semester system, the college held a two day workshop for teachers on the system inviting university experts including the Controller of Examinations.
2. Counselling on admission into various courses is provided.
3. After admission, at the beginning of the classes, the students are informed of the curriculum by each and every department. Sometimes, general counselling is also arranged additionally.
4. Information on grading and evaluation process in the semester system is provided in the beginning of the session.
5. The institution prepares the routine for effective delivery of the curriculum.
6. Preparatory examinations are conducted at the end of the session. Periodic evaluations are carried out through a series of internal examinations.
7. The college monitors the delivery of the curriculum through academic committee meetings where syllabi progress or coverage is thoroughly discussed.
8. The college arranges temporary, part-time and guest teachers as an add on support.
9. The college provides the necessary infrastructure, supplies the teaching aids like LCD projectors, visualizers, Interactive Board etc. for effective classroom transaction.
10. The college makes arrangements for procurement of necessary books and laboratory apparatus for supporting effective classroom transaction.
11. The recurring costs like chemicals, glass-wares and day to day consumables for classroom transaction are met by the institution.
12. The college has made arrangement for continuous uninterrupted

power and water supply.

13. Computer facility is provided to every department by the institution.
14. Internet facilities have been extended to every department free of cost by the institution.
15. Exposure visits to the neighbouring higher institutions and laboratories are arranged
16. Study tours are frequently arranged.
17. The college provides free studentships to the topmost students of all classes.
18. The college provides financial assistance and book bank facility to needy students.
19. The college provides free studentship to physically challenged students.

1.1.5 *How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?*

University:

The college maintains network and good relationship with the parent university and nearby institutes and others.

a) Gauhati University:

- i. Being the parent University, it is the immediate guide for the institution.
- ii. Skilled personals are readily available for the college.
- iii. Researchers of the college get the opportunities of using the University laboratories.

b) Tezpur University

- i. The college approaches the University for immediate guidance.

- ii. The college utilizes the laboratories and skills of the personnel for specialized works such as research and practicals.
- iii. Students are sent to the University for exposure and training.

c) Dibrugarh University:

- i. Skilled personals are provided by the University when asked for.
- ii. Laboratory facilities are open for the researchers of the college.

d) Assam Agricultural University

- i. Offers consultancy in research field.
- ii. Experts of the university are easily accessible to the college.

e) Rajib Gandhi University, Arunachal Pradesh

Extends facilities to the research workers of the college.

Research Bodies:

a) Defence Research Laboratory, Tezpur.

- i. The college has availed the opportunities of research funding from this institute.
- ii. Students are sent to the laboratory for exposure visits and practicals.

b) North Eastern Institute of Science and Technology, Jorhat.

- i. Skilled personals are readily available from the institute for various programmes organized by the college.
- ii. A grant of rupees 50 lacs was sanctioned by the Department of Science and Technology, Govt. of India, and the said grant is being monitored by this institute.

c) Indian Institute of Technology, Guwahati.

The Department of Biotechnology, Government of India channelized an amount of rupees fifteen lacs to the College through this institute for strengthening of teaching.

d) Lokapriya Gopinath Bordoloi Regional Institute of Mental Health, Tezpur.

Resource persons and experts from this institute are periodically invited by the college for deliberations.

Industries:

a) Assam Branch, Indian Tea Association (ABITA):

The company financed one of the buildings of Chemistry department.

b) India Carbon Limited:

The building of the biology department was constructed with the aid from India Carbon Limited.

c) Oil India Limited:

Apart from financial aid for construction of basketball court and part of Chemistry building, it extended small term grants for the departmental libraries.

d) All Assam Small Growers Association

The college has signed a MOU with All Assam Small Tea Growers Association for use of the Association's expertise, infrastructure for the learners of B. Voc. Course.

e) Green Ashiyana Group of Hotels

The college has signed a MOU with Green Ashiyana Group of Hotels for use of the Group's expertise, infrastructure for the learners of B. Voc. Course.

1.1.6 *What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided,*

specific suggestions etc.

The course curriculum is developed by the university. Affiliated colleges can take part if and when called by the university. Within this limitation, the college actively participates in the development of curriculum by the University. The college has five teachers as members in the Committee for Courses and Studies(CCS) instituted by the university.

- A CCS member of the Department of History prepared the syllabus of two Major Papers of the subject of the new course on the history of Europe.
- Mathematics was made compulsory for all students in UG Courses of Commerce Stream from the academic session 2011-12 by the university, but based on the recommendations made by one of the faculty members of Commerce in this college, who is also a member of CCS of the Parent University, the rule is modified and Mathematics was made compulsory for Major students only, and optional for general students.
- Another CCS member from the Department of Mathematics suggested in favour of introducing Major Courses from 3rd Semester onwards in place of the current system of studying Major from 1st Semester. The same suggestion was offered by CCS members from other colleges in Assam, and now it is in the process of implementation.
- In the year 2011, a mistake in the syllabus of Biotechnology syllabus was detected and the same was pointed out to the parent University, and rectifications were made accordingly in the subsequent syllabus provided by the University.
- The principal attended and took active part in the meeting called by the Vice Chancellor of the university before introduction of the semester system in the curriculum.

- The college submitted draft syllabus for B. Sc. Microbiology at UG level.
- It also submitted draft syllabus Certificate courses in Tourism & Herbal Medicine to the University.
- It also started initial communications with the University for Preparation of BSW Course at UG level.
- The college took initiatives by communicating suggestions to the parent University for introducing B.A.- B.Ed. integrated course.
- Prepared syllabus of B.Voc. Courses sponsored by the U.G.C.

1.1.7 *Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.*

Yes, The College develops curriculum for courses other than those offered by the University. Details on the process are listed below.

Name of the course	'Needs Assessment'	Design	Development and Planning
FCA (Fundamentals of Computer Application)	Due to the absence of short term computer courses in the locality, there was a demand for increasing computer literacy with courses having low fee structure.	The faculty members of the college designed the course which included MS Office package/use of internet etc.	The course was started from the year 2005 and received good response from the students.

<p>Certificate course in herbal medicine.</p>	<p>The area is rich in biodiversity especially in medicinal plants. There is huge scarcity of medical personals in the area.</p>	<p>The faculty members of the Department of Botany designed the syllabus which included topics on the use of herbs for common diseases, botany of herbs, and simple medical diagnostic techniques.</p>	<p>The course was introduced in the year 2004. Favorable response was not received from the students' side.</p>
<p>Certificate Course in Tourist Guidance</p>	<p>Kaziranga National Park, a world heritage site, is in the vicinity of the institute. The locality of Kaliabor is well known in Assam as a historical tourist spot.</p>	<p>The course was designed by a faculty member of History department. The topics include Wildlife Tourism, Medical Tourism, Ecotourism, Personality Development etc.</p>	<p>The course was introduced in the year 2011, and witnessed good response from the students, and some of the alumni got employment as tourist guides. Presently the course is discontinued as the college now offers a better option in the form of Tourism & Travel Management as one of the subjects under Gauhati University.</p>
<p>Certificate Course in Human Rights.</p>	<p>North East India has witnessed numerous incidents of human rights violation during the last thirty years. Rise of terrorist</p>	<p>The course was designed by the Deptt. of Political Science</p>	<p>The course was introduced from the year 2010 and is still continuing.</p>

	<p>organizations, communal riots, ethnic conflicts etc. make the people of the region more vulnerable. On the other hand, ignorance and illiteracy, lack of literature on human rights, lack of human rights education are some important factors that lead to human rights violation in India and the region. Kaliabor College is a premier institution of higher education in middle Assam. The college, through introducing Human Rights Course, seeks to impart human rights education to students, civil servants, teachers, law enforcement personnel and members of NGOs at a very low cost.</p>		
<p>Certificate Course in Entrepreneurship Development.</p>	<p>To make successful entrepreneurs and to make the students more oriented towards self</p>	<p>The curriculum includes project designing and loan processing techniques,</p>	<p>The course was introduced in the year 2009.</p>

	employment.	Accounting, Entrepreneurship development.	
Bachelor Degree in Microbiology	There is no such course offered under government sector in North East India. There is huge scope of employment in the medical sector, research institutes and industries.	The syllabus was designed by a faculty member from the Department of Botany and sent to the parent university for approval. The syllabus included Biochemistry, Industrial Microbiology, Biotechnology etc.	The parent university has not yet approved the syllabus but initiated discussion with the college. The college plans to introduce the course from 2017.
Bachelor Degree in Tea Garden Management	Assam is the largest producer of Tea in India. There are more than 800 large tea gardens and huge number of small tea growers with a demand for trained personals.	The faculty members of Botany Department designed the syllabus with help from small tea growers association of Assam and Dibrugarh University. The syllabus included topics on management of tea gardens, management of tea sales, growing of tea (technical aspects) etc.	The course is in the implementation stage.

Bachelor of Social Works	There is a significant number of Local, National and international NGOs working in Assam. There are many employment opportunities.	The syllabus was designed by Deptt. Of Pol. Science, which covered topics like Social work in Education, Problems of developing societies, Computer application in social work etc.	The course is in the planning stage for execution.
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1.1.8 *How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?*

The college has to abide by the curriculum of the parent University.

The stated objectives of curriculum are achieved in the course of implementation by:-

1. Strict adherence to the academic calendar provided by the parent university.
2. Ensuring maximum number of classes and practicals to be conducted in the college within the academic calendar.
3. Strict adherence to attendance requirement for the students.
4. Ensuring completion of the syllabus work including field work by the students.
5. Arranging Sessional Examinations as per guidelines.
5. Providing the facilities for remedial coaching to the slow learners.
6. Inviting guest teachers for specialized classes.
7. Students are taken on study tours to provide exposure to recent changes and advancement in their concerned fields.

8. By evolving strategies at the department level for ensuring achievement of the objectives of the curriculum

1.2 Academic Flexibility:

1.2.1 *Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.*

Name of Course	Goals	Objectives
Certificate Courses		
Certificate course in herbal medicine.	To impart need based practical knowledge along with usual degrees.	To provide the students with basic medical knowledge on, and use of herbs at home and in the locality.
Certificate Course in Tourist Guidance.	To enhance the student's ability for employment.	To enhance the knowledge skills of students required for tourism industry.
Certificate Course in Human rights.	To prevent oppression and exploitation in society and to preserve human dignity.	To create awareness on human rights for preventing oppression and exploitation in the conflict prone area.
Certificate Course in Entrepreneurship Development.	To create self employment.	To impart requisite skill and knowledge in the line of setting up self employment ventures.

FCA Fundamentals of Computer Application	To increase the skills of students for employment and to make students self dependent in the field of automation.	To equip the students with the basics of Computer Application along with regular courses.
Personality Development and Spoken English Course	To increase the skills of students for employment	To increase the self confidence of students for facing interview boards by necessary training.

1.2.2 *Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.*

The Twinning/ Dual Degree system has not been introduced by the Parent University yet however the College offers the same along with Krishna Kanta Handique State Open University (KKHSOU) as well as Institute of Distance and Open Learning(IDOL), Gauhati University. A student can pursue two courses, one in regular mode under the parent university, and one in distance mode under KKHSOU or IDOL through the study centre existing in the college.

The College also offers skill development courses like DTP, FCA, Human Rights & Duties etc. along with the regular courses.

There is also option for the students to take up subjects not available in the college in the distance mode of parent university under IDOL.

1.2.3 *Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies*

and improved potential for employability

- *Range of Core /Elective options offered by the University and those opted by the college*

Range of subject options offered by University	Range of subject options opted by College.
Core	Core
English	English
Modern Indian Language: Bengali, Assamese, Nepali, Hindi, Bodo, Manipuri, Urdu, Alt. English	Modern Indian Language. Bengali, Assamese, Nepali, Hindi, Bodo, Manipuri, Urdu, Alt. English
Environmental Studies	Environmental Studies
Elective (second language):	Elective(second language):
Assamese	Assamese
Manipuri	English
English	
Bengali	
Arabic	
Nepali	
Hindi	
Bodo	
Elective	Elective
Economics	Economics
Education	Education
Pol. Science	Pol. Science
History	History

Philosophy	
Geography	
Sociology	
Folklore	
Linguistics	
Psychology	
Physics	Physics
Chemistry	Chemistry
Anthropology	
Home science	
Mathematics	Mathematics
Statistics	Statistics
Biotechnology	Biotechnology
Electronics	Electronics
Environmental Science	
Geology	
Zoology	Zoology
Botany	Botany

- *Choice Based Credit System and range of subject options* – Choice Based Credit System is not yet introduced by the parent University.
- *Courses offered in modular form:* Fundamentals of Computer Application, Tourist guidance, Herbal medicine.
- *Credit transfer and accumulation facility-* Not introduced by parent University.

- *Lateral and vertical mobility within and across programmes and courses-*
 1. The College allows change of major subjects based on the availability of seats for students within a short period soon after admission.
 2. The college also allows weak learners to switch over from Major course to Core (pass) course.
- *Enrichment courses-* PGDCA, Communicative English, Personality Development and Spoken English Course, Certificate Course on Human Rights.

1.2.4 *Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc*

Sl. No	Programmes	Admission	Curriculum	Fee structure	Teacher qualification	Salary Rs. pm
1	BCA	Same as normal admission procedure in the College. Additionally the admission forms can be downloaded from College website.	Curriculum is designed by Gauhati University and implemented by the College.	Rs. 20,000 per annum	MCA	10,000
2	BBA	Same as normal admission procedure in the College. Additionally the admission form can be downloaded from College website.	Curriculum is designed by Gauhati University and implemented by the College.	Rs. 12,000 per annum.	MBA	10,000

3	BSc Biotechnology	Same as normal admission procedure in the College. Additionally the admission form can be downloaded from College website.	Curriculum is designed by Gauhati University and implemented by the College.	Rs 27,000 per annum	1.MSc Bio- technolo gy 2. Ph.D Bio- technolo gy	10,000
4	Tourism and Travel Management (Vocational)	Same as normal admission procedure in the College. Further, the admission form can be downloaded from College website.	Curriculum is designed by Gauhati University and implemented by the College.	Rs 4,540 per annum	Master in Tourism Manage ment.	7,000

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries. Yes.

Programme	Details of the Programme.	Beneficiaries.
FCA Fundamentals of Computer Application	Certificate course with MS Office Pack, DTP, Internet.	B.A., B.Sc., B.Com. Students of the College.
Personality Development and Spoken English Course	Certificate course covering topics like facing interview board, group discussions and pronunciation.	B.A., B.Sc., B.Com. Students of the College.

Certificate course in Tourist Guidance	The syllabus covers topics like Medical Tourism, Eco Tourism, Wildlife Tourism etc.	B.A., B.Sc., B.Com. Students of the College
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1.2.6 *Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?*

There is a provision for the students opting for certain subjects not offered by the college, or for students opting for a subject but cannot be accommodated in the preferred subject due to limited intake capacity of the subject. Such a student can study the preferred subject along with the regular course through distance mode in IDOL(Institute of Distance and Open Learning) under the parent University.

1.3 Curriculum Enrichment

1.3.1 *Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programmes and Institution’s goals and objectives are integrated?*

The goal of the institution is to make itself a rural institution of excellence. The objectives are to cater to the needs of quality education in diverse fields. In order to achieve the above goals and objectives, the college makes its own efforts to supplement University curriculum by opening need based programmes or courses in emerging fields like Management, Information Technology, Biotechnology etc. Further, the College also runs short term courses or packages related to global issues such as Human Rights, and also on immediate matters

like employment. The range and scope of the courses in each programme/course assure that the students achieve academic excellence in the concerned disciplines. Seminar presentations, project works and teacher-student contacts are indispensable for meeting the objectives of the programmes, and they help the students to develop their personality and outlook. Apart from the academic framework, the programmes provide exposure to the students by allowing interactions with society through field studies, educational tours and community services.

1.3.2 *What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?*

The college does not possess the flexibility to modify the curriculum set by the parent University. However the college attempts to enrich and organize the curriculum by way of faculty members being in intense discussions with the students on the given curriculum and by ensuring active participation from the students' side. Student feedback is regarded as one of the important tools to gauge their experiences of the curriculum. Their problems and difficulties in the learning process are kept track of, and corrective measures are adopted so as to make the teaching learning process a rich experience for the students. To enrich the students' experience of the curriculum, guest teachers are invited from other institutes. To cater to needs of the dynamic employment market, the college supplements the regular courses with other courses like personality development and short term computer courses along with the regular courses. The College has a fully functional Career Counseling Cell and Placement cell which collects information on employment opportunities and displays them on the display board of the cell. The cell also extends help in collecting the application forms and filling up the same. The cell offers assistance for online mode of application submission. Various training programmes exclusively meant for job opportunities are organized by the Entry into Service Scheme. On top of this, sometimes, various organizations external to the institutions like local schools, Indian Army etc. recruit personals by holding recruitment interviews inside the college campus.

1.3.3 *Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?*

Gender

The College has Women Cell which organizes various programmes like workshops and popular talks on gender issues.

Climate Change and Environmental Education

The college offers environmental studies as a core subject. Students are offered projects on environmental issues as a compulsory subject of study. Workshops and seminars related to the subject are organized in the college. Regular field trips under teachers are arranged in Environmental Studies. To enrich the practical Environmental education, a Green Audit amongst students was organized this year and it is to be continued in the future as well.

Human Rights

The College offers a Certificate course on Human rights. Now and then popular talks are arranged where the concerned issues are discussed. Talks by external experts are also organized.

ICT

Short term courses are arranged for both faculty and students. Information Technology is a part of the curriculum in some of the subjects. A motivational talk on use of ICT in teaching, learning and evaluation by Dr. K Pathak, Professor of IIT, Kharagpur was organized. Collaboration in this regard with Dr. Pathak is also in process.

One video conference was organized with one professor from Finland.

1.3.4 *What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?*

- Moral and ethical values- Certificate Course in Human rights.
- Employable and life skills- Short Term Computer Courses, Personality Development and Spoken English course.
- Better career options- Tourist Guidance, Functional English.
- Community orientation- Nil.

1.3.5 *Cite a few examples to enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?*

The college has evolved a system of feedback from the stakeholders in enriching the curriculum. Teachers' opinions are sought for in the academic meetings for enriching the curriculum. Students submit their feedback through response sheets to the departments. Based on the feedback, the academic committee decides the course of action for enrichment programmes which includes short term enrichment courses, popular talks on moral and ethical values, training programmes on advance laboratory techniques not covered by the normal curriculum. Examples: In the last four years there was a demand from the side of the stake holders to arrange more expositional courses or programmes on English usage. Accordingly, Personality Development and Spoken English Course were introduced from the year 2009. There was also a demand for widening the existing scope for computer literacy courses which resulted in incorporating more packages such as Tally, DTP etc. Following the decision of staff members, a shorter course was introduced on Human Rights.

1.3.6 *How does the institution monitor and evaluate the quality of its enrichment programmes?*

The college monitors the enrichment programmes by a monitoring committee consisting of Principal as chairman, Vice principal as convener and the coordinators of the respective courses as members.

1.4 Feedback System

1.4.1 *What are the contributions of the institution in the design and development of the curriculum prepared by the University?*

The College is bound by the curriculum set by the parent University. The college as well as its faculty members can take part in the design and development of the curriculum if and when called by the university. However the college exploits its best possible opportunity in design and development of the curriculum within the university's limitations. The faculty members make specific suggestions to the

parent University individually and through CCS members in the college. For instance,

1. One faculty member of the Department of History in the capacity of CCS member prepared the syllabus of two Major Papers of the subject on the history of Europe. He also suggested for modifications in six papers in CCS meeting which are accepted.

2. Mathematics was made compulsory by the university for students of major and core Courses of Commerce Stream from the academic session, 2011-12. Keeping in mind the difficulties faced by general students, one of the faculty members of the Commerce stream in the capacity of member of CCS gave suggestion for modification of this rule and the rule was modified, and Mathematics was made compulsory for Major students only, and optional for general students.

3. Another faculty member of the Department of Mathematics as CCS member suggested in favor of introducing Major Courses from 3rd Semester onwards in place of the current system of studying Major from 1st Semester. The same suggestion was offered by CCS members from other colleges in Assam also and now it is under serious consideration.

4. In the year 2011 a major mistake in the syllabus of Biotechnology syllabus was detected and the same was pointed out to the parent University, and rectifications were made accordingly in the subsequent syllabus provided by the University.

1.4.2 *Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?*

Yes. There is a mechanism in the Departments, and the students submit their feedback on curriculum to the Heads of the Departments who in turn send the same to the Principal for onward transmission to the University. The Teachers directly send their suggestions through the CCS members in the college. Individual suggestions are sent to the University through the Principal.

1.4.3 *How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)*

Sl. No	Programmes	Rationale for introducing the programmes
1	B.C.A. (Bachelor of Computer Applications)	<ol style="list-style-type: none"> 1. No such programmes are offered in the locality. 2. Availability of jobs. 3. The area is economically backward and majority of the students cannot avail the courses in other places.
2	B.B.A. (Bachelor of Business Administration)	<ol style="list-style-type: none"> 1. No such programmes are offered in the locality. 2. Job opportunities in private sector. 3. Economically backward students can study so that they do not have to go outside which is not possible for them financially.
3	B.Sc. Biotechnology	<ol style="list-style-type: none"> 1. Students requested for the programme. 2. Availability of jobs. 3. The College is successful in obtaining funds from DBT for equipment.
4	Tourism and Travel Management (Vocational)	<ol style="list-style-type: none"> 1. Demand from students. 2. Availability of jobs in local area and nearby Kaziranga National Park.

1.4.4 Any other relevant information regarding curricular aspects which the college would like to include.

- The college designed the syllabi of B.Sc. Microbiology and Bachelor of Social Works with the help of experts, and submitted for approval of the university.
- It designed the common component of the new B. Voc. Programme and the skill components for Small Tea Garden Management and Tourism and Service Industry, and submitted the same to the university on 23-06-14 for approval.
- It also prepared the syllabus for the vocational course in Tourism and Travel Guide, and submitted it to the university.
- It requested university authority for more participation of college teachers in curriculum design and development and also for provision of student participation by means of on line feedback.

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

The College adopts a fully effective and transparent policy and procedure for admission of students into various programmes.

Wide publicity is given in the following way:

- a. By notifications in leading newspapers of Assam.
- b. Through website of the College.
- c. Through advertisements on cable and satellite television.
- d. Through motivational programmes in feeder institutions.
- e. Through leaflets in local area.
- f. Through flex and banners in nearby areas.

Transparency:

While the college has to adhere to the policies laid down by the state Government and the parent University with regard to admission process, it has devised its own ways to make the admission process transparent within the ambit of the policies. Admission procedure is clearly brought out in the prospectus.

Three Admission Committees are formed by the principal for three different streams Arts, Science and Commerce, before starting of the admission process, comprising senior faculty members and representations from all concerned departments. These committees do the scrutiny works of the submitted applications, prepare and publish selection lists for each course strictly on merit basis. These lists are published on the college website as well as on college Notice Boards indicating the marks obtained by the candidates. In case of admissions of Major courses in Education, Political Science, Assamese and English, Entrance Tests have been conducted for the last two years on experimental basis. In this case also a merit list is prepared based on the performance in the last examination plus marks obtained in the Entrance Test as follows: (% of 10+2 level + % of the subject + marks obtained in the Entrance

Test). In case of major in other subjects, the merit lists are prepared on the basis of aggregate marks + marks obtained in the subject at 10+2 level. The method is clearly mentioned in the prospectus.

Admission processes are carried out in a hall after open verification of original documents by the Admission Committees in presence of all candidates and guardians.

The admission fees are collected through a local bank.

The admission process of the college is fully computerised including assignment of roll numbers and printing of Identity Cards.

2.1.2 *Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.*

The college largely adopts merit as a criterion for admission.

In case of admissions into Major courses in Education, Political Science, Assamese and English, entrance tests have been conducted for the last two years on experimental basis.

In case of major in other subjects, the merit lists are prepared on the basis of aggregate marks + marks obtained in the subject at the 10+2 level.

For professional courses, admissions are allowed on merit basis.

Though personal interviews are conducted, they do not carry any marks. The interviews are arranged only for counselling, interactions and verification of documents.

Reservation policies of State and Central Government are strictly followed. Reservations are also kept for candidates with sports, co-curricular, NCC proficiency, land donor families and students from single parent families.

At present there is no common entrance system by outside agencies.

The process of admission is as follows:

- The Detailed Admission Schedule is published in reputed Dailies and in the College Website.
- Counseling programmes are conducted.
- Entrance tests are conducted for Major Courses into the above mentioned subjects.

- Submission of admission forms are scrutinised by the Admission Committee.
- The Admission Committee prepares and publishes the merit lists.
- The final merit list is displayed on the notice boards and also uploaded on the college website.
- Open admission procedure is adopted by the College. Sitting arrangement for the candidates as well as guardians is made in a hall. They are called one by one for verification of their testimonials by members of the Admission Committees.
- Admission into major courses is based on
 - (a) Intake capacity of the department.

 - (b) In case of admissions into Major courses in Education, Political Science, Assamese and English, Entrance Tests are conducted. Lists prepared on merit basis are displayed on the Notice Board and the college website.

 - (c) In case of admissions into Major courses in other subjects, admissions are allowed on merit basis as mentioned above, and the selection lists are displayed on Notice Board as well as on college website.

- After the verification of documents, if a candidate is found eligible, he/she is finally selected for admission and is allowed

to deposit fees through Assam Gramin Vikash Bank.

- 2.1.3 *Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.*

College	Minimum and maximum percentage of marks		
Kaliabor College	B.A. 100%	Min. 40%	Max.
	B.Sc. 100%	Min. 40%	Max
	B.Com. 100%	Min. 40%	Max
	Professional 100% Courses	Min. 50%	Max.
Nagaon College	B.A. 100%	Min. 55%	Max.
	B.Sc. 100%	Min. 55%	Max
	B.Com. 100%	Min. 55%	Max
	Professional 100% Courses	Min. 50%	Max.
BKB College, Purinigudam	B.A. 100%	Min. 35%	Max.
Samaguri College.	B.A. 100%	Min. 30%	Max.

- 2.1.4 *Is there a mechanism in the institution to review the admission process*

and student

profiles annually? If 'yes', what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes, the admission process is reviewed annually by the Academic Committee consisting of all heads of departments, president of teachers association, all related coordinators including the IQAC, the Vice Principal and the Principal as Chairperson. The shortcomings of the previous admission process are detected by the Admission Committee, and they are rectified for the next admission. Any suggestions from the stakeholders are also treated seriously and discussed in such meetings.

The admission process for professional courses is treated separately and is constantly reviewed by the Principal along with the coordinators.

Admission

- In the last admission process it was seen that without entrance tests, a student's aptitude for a particular subject, especially Major subject, remained undetected for which the performance of the student was adversely affected in later stages, and he/she dropped out from the Course. It was felt that introduction of entrance tests will help in filtering students into various subjects on the basis of their corresponding aptitudes. Entrance tests are being introduced from 2013 for major subjects mentioned earlier on experimental basis. It yielded quite hopeful results.
- In case of professionals, admission process is reviewed by the coordinators under the supervision of the principal.
- The college maintains soft database of the student profile and reviews it periodically.

2.1.5 *Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion.*

The college strictly adheres to the reservation policies of State and Central Government. The college provisionally admits

economically handicapped students and allows them to submit their admission fees in instalments. Sometimes, it provides financial assistance if necessary. The college also provides distance education facilities to students for the continuation of their studies where the said students happen to be the only earning members in their families and cannot continue the regular course. It also organizes motivation programmes in SC and ST villages in the fringe areas for attracting students to higher education.

Category	Govt. Commitments	Offered by the college
SC/ST	7% reservation for admission and 7% for jobs in case of SC. In case of ST, 15 %reservation for admission and 15% for jobs.	The college strictly follows the Government policies.
OBC	27% reservation for admission.	The college strictly follows the Government policies
Women	No specific instructions given from state Government.	Enrolment of girl students has been higher than that of boys for the last four years in the college.
Differently abled	3% reservation for admission and 3% for jobs in case of the differently abled.	The college abides by the govt. directions in this regard.
Economically weaker sections	No specific instruction from state Government	There is provision for Poor Student Fund to assist students from economically weak background.
Minority community	No specific instruction from state Government	A large number of students here are from minority community (roughly 15 per cent).

2.1.6 Provide the following details for various programmes offered by the

institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Programmes	Year	Number of applications	Number of students admitted	Demand Ratio
UG 1. B.A.	2010-11	456	430	1.05:1
2. B.Sc.		52	45	1:1
3. B.Com.		51	45	1:1
UG 1. B.A.	2011-12	590	576	1:1
2. B.Sc.		70	55	1.2:1
3. B.Com.		67	47	1.4:1
UG 1. B.A.	2012-13	610	590	1.03:1
2. B.Sc.		95	87	1.09:1
3. B.Com.		98	85	1.15:1
UG 1. B.A.	2013-14	620	610	1.01:1
2. B.Sc.		145	110	1.3:1
3. B.Com.		85	80	1.06:1

The number of students has been increasing steadily which is the

result of better infrastructure facilities and introduction of professional courses like BCA and Biotechnology. Students from all over the state are now applying for admission which was restricted to the home district in the previous years. Being the lone institute in the entire subdivision, the college is always attempting to accommodate almost all eligible applicants.

2.2 Catering to Student Diversity .

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

The College strictly implements the reservation policies of the government in this regard. The college provides free admission for such students. The college also provides exemption from the uniform to differently abled students. They are also given preference in hostel admission.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Yes. Before the beginning of the session, various methods are adopted to assess the skill and knowledge. Departments conduct aptitude tests prior to the allotment of Major subjects. Orientation programs are held to educate the newly admitted students on various aspects of the course program and on the different supporting facilities available in the college. Based on their responses in the class, personal advice is given to students individually and collectively.

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.

The college organizes regular remedial courses based on demands from the students. The college also has Personality Development and Spoken English courses as ad- on programmes. The students are offered short term computer courses to enhance computer literacy in this rural area. Coaching classes for entry into services is a

regular affair in the institution. Last year, the institution organized coaching for the Teacher's Eligibility Test Examination (TET) held by the Government of Assam. A significant number of students cleared the examination and got employment. The College provides enrichment courses like Fundamentals of Computer Application, Tourist Guidance etc. along with regular courses.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

Male female ratio in student enrolment is almost 50 as to 50. In Arts stream, girls enrollment surpasses slightly its male counter part. Till date, we feel proud to mention that gender issues have not sprouted in this institution.

Environmental study tours, projects and assignments are compulsory for students from every stream as part of the syllabus work. The college also organizes workshops, seminars on environmental issues. Green Audit has also been done this year by students.

There is a faculty member designated for supervising the beautification and plantation requirement in the campus. Every major occasion in the college is preceded by tree plantation. The NSS wing and NCC wing of the college organize plantation programmes in and outside the campus.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

The college identifies the quick learners by personal contact in the departments. Teachers take special interest in such students and special classes are held for them. Guest teachers from peer institutes are sometimes invited for such classes. Some of the departments offer student research projects for quick learners. They are also sent to peer institutions for better motivation and learning.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme

duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

The College conducts periodic Academic audit wherein the slow learners, dropout rate, subject wise performance of the students are identified. The data is communicated to the departments for necessary steps. Remedial coaching programmes are organized by the departments for such students. Further, where the dropout is owing to economic reasons, the college provides assistance in the form of poor student fund and book bank facilities

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

The college follows the academic calendar provided by the parent university. It prepares the college routine at the start of the session and the syllabus is distributed among the teachers by the concerned departments. The academic committee also finds out the additional requirement of teachers and infrastructure induced by increased enrollment. Planning for additional shifts, appointment of part-time teachers etc. are discussed in the academic meeting. Departmental teaching plans are prepared in departmental meetings and monitored by the Academic Committee when necessary.

Evaluation:

The examination schedule is fixed by the parent university. The College plans and conducts sessional examinations in every semester in the Academic Committee. All internal examinations are conducted by the Internal Examination Board headed by the Vice Principal with the approval of the Principal. In addition to this, departments plan and conduct unit tests and class tests for continuous evaluation. The evaluation of the answer scripts for University examinations is carried out in Zones constituted by the parent university. The answer scripts of internal examinations are evaluated in the college itself.

The project reports and reports of environmental studies are evaluated by concerned deputed teachers.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

The IQAC of the college makes significant contribution to the improvement of the teaching-learning process. It took important measures in the post accreditation phase, keeping in view the recommendations of the NAAC.

- Enhancement of student enrollment, increasing the number of seminars and workshops, opening of career oriented courses, arrangement of remedial coaching for slow learners –these were some of the actions in favour of which the IQAC made recommendations to the college authority.
- Recently a motivational lecture programme was organized by the IQAC on ICT use in the teaching, learning and evaluation process by an expert from IIT, Kharagpur.
- It organized a workshop for the coordinators of the B. Voc. Program sponsored by the UGC to discuss the preparation of the syllabus.
- Holds frequent discussions with the principal and the staff for quality enhancement and sustenance.
- Arranges meetings with Student Union to obtain feedbacks on support issues.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The college always lays emphasis on teachers making their classroom activities more student centric. To make the teaching-learning process more interactive, the college has a separate set up of digital classrooms where audio-visual aids like Interactive Boards, Visualizers, Ultra Short Throw Projectors, etc. are at hand for teachers to help them in developing skills for interactive teaching.

National seminars and workshops are frequently conducted so that teachers are in touch with new developments in various subjects.

To increase the collaborative learning skills, the college equips the teacher with sophisticated equipment wherever necessary. Teachers assign joint Power Point Presentations to students to promote collaborative learning skills. Group discussions are held for Major students in which students interact with their fellow beings in accomplishing certain tasks such as preparing papers for Seminar, or going online and collecting study materials, etc.

Teachers are encouraged to adopt experimental measures like allowing students to set question papers under the supervision of the faculty members. Students are also asked to evaluate the scripts themselves before the final evaluation by teachers. This makes learning more interactive for the students. These techniques are taken recourse to in the internal examinations in the college. Students are, on regular basis, encouraged to make group study of various aspects of the museum to arrive at certain historical conclusions. Study tours, field works, small research projects are the various means through which collaborative learning skills are developed.

Teachers for Remedial classes are engaged by the Principal with the consultation of students. Guest teachers are also engaged as suggested by the students.

A process of uploading classroom materials on college website is in process so that students can use the materials of their interest at any moment. The College is planning to implement an ICT based software in collaboration with an expert from IIT, Kharagpur which will enable students to appear in the examinations from any place.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

Various academic and co-academic activities/programmes in the college help the students to develop critical as well as creative thinking. Debates, essay writing, article writing on relevant topics,

creative art, contributing to college and departmental magazines are different ways in which the college attempts to encourage critical thinking. Classroom activities often include group discussions to answer certain questions. Question-answer techniques are adopted to make learning more student- centric.

Further,

- Students are offered small research projects on their areas of interests.
- They are encouraged to take part in science exhibitions.
- The students are taken to peer institutions like Tejpur University, Defense Research laboratory, Gauhati University etc to give them exposures to modern scientific developments.
- The college organizes training programmes like soil testing, DNA isolation and detection, etc. by inviting experts from other institutes to acquaint the students with the use of modern instruments.
- The College has good laboratory facilities like independent microbiology laboratory, Tissue Culture Laboratory, Molecular Biology Laboratory etc that initiate motivation for students to take up research.
- The college invites renowned innovators like Udhab Bharali for popular talks.
- The college established a Student Innovation Club this year to encourage innovative thinking and activities.

2.3.5 *What are the technologies and facilities available and used by the faculty for effective teaching? E.g., Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.*

The College provides internet facilities to most of the departments. Internet facilities for students are available in the library. The students

get printing and copying facilities at cheap rates in the College. The college has not yet availed the facilities of National Mission on Education through Information and Communication Technology (NME-ICT) as it is not available here. However, the faculty members regularly collect materials and learning resources from the internet and use them for teaching purpose. The college provides LCD projectors, Virtual presenters to almost all the departments. It has also set up one E-classroom facility.

2.3.6 *How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?*

- Seminars and workshops both sponsored by outside agencies and organized by the college are frequent events in this institution.
- Internal Seminars, workshops at departmental and inter departmental levels are also frequently organised.
- 11 expert lectures were held in the last session. The experts were invited from Assam Agricultural University, North Eastern Hill University, Bangalore Geni (Corporate sector), Lokopryio Gopinath Bordoloi Institute of Mental Health, Tezpur.
- Combined classes from different departments are frequently held in Science Departments.
- The students are taken to peer institutions like Tezpur University, Defense Research laboratory, Gauhati University etc to lend them exposure to modern scientific developments.
- The college organizes training programmes like soil testing, DNA isolation and detection etc by inviting experts from other institutes to acquaint the students with the use of modern instruments

2.3.7 *Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counselling / mentoring / academic advise) provided to students?*

Sl. No.	Process	No of faculties involved	No. of students benefited.	Remarks
1	Personal and Psycho-social support	06	50	Programs organized on mental health and hygiene.
2	Professional counselling	11	55	Career oriented programs conducted every year.
3	Mentoring	nil	nil	
4	Academic advise	56	600	Academic advice is provided at departmental level.

2.3.8 *Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?*

Innovative teaching approaches/Methods:

- Sometimes the students are asked to take up some topics in the classes for explication.

- They are also asked to set question papers in class tests and also evaluate the answer scripts under the teacher's supervision.
- Mock parliaments are held by the Department of Political Science.
- Sometimes direct field workers are brought to the college for taking special classes.

Efforts made by the institution to encourage the faculty to adopt new and innovative approaches:-

The institution provides physical, moral and financial support to all the faculties to initiate innovative approaches.

The impact of such innovative practices on student learning:-

- It was observed that interaction with students effected a noticeable enhancement in self confidence among a few students.
- The students' understanding of the topics was on the better side, and the preparation for examination received a boost up. This approach also resulted in a better self study for students.

2.3.9 *How are library resources used to augment the teaching-learning process?*

There are more than 32,000 books in the central library and 25 journals readily available for students and faculty. There is a book bank with more than 2,000 books which are issued to poor and needy students. The internet facility in the library also caters to students' need for information. The College library is used to the optimum by the students. The collection of books is diverse and carefully selected by the faculty members with the help of the library staff. Thus it functions for the stake holders as a reliable source of information and knowledge during teaching and learning. Augmenting the central library are the departmental libraries. This again helps for ready reference during teaching.

2.3.10 *Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.*

- Challenges Encountered:-

1. Shortage of teachers is also a big challenge in the wake of increasing enrolment.
2. Owing to the recent introduction of the semester system, the students are not adapted to the changes, and sometimes students keep skipping the classes.
3. Frequent *bandhs* and strikes take a toll of the teaching days.
4. Shortage of classrooms.
5. Erratic power supply.

- Institutional approaches to overcome these:-

1. Appointment of Part Time Teachers.
2. Awareness on the semester system is part of the teaching routine. The faculty members often hold discussions with the principal for counter measures.
3. No cancellation of classes or examinations during *Bandhs*. Additional classes are arranged to minimize the losses.
4. The college has been trying its best for construction of new classrooms and requested different agencies for funds.
5. The College arranged Generator system for round the clock power and also approached the local Member of Parliament for installation of Solar power system.

2.3.11 *How does the institute monitor and evaluate the quality of teaching learning?*

The monitoring of quality of teaching and learning is carried out at the departmental level and at the college level.

On the departmental level, the HOD, in consultation with his departmental colleagues and through discussion with the students, collects information pertaining to problems connected with teaching and learning processes. In the departmental meetings, the issues are discussed, and ways are devised for improvement. Largely, the monitoring job is done by the department head informally by discussion with colleagues and students. Sometimes the department

arranges meetings with parents and guardians for feedback from the learning side.

At the central level the problems are discussed between the principal and HODs in Academic Committee meetings. Teachers in general also raise issues on this aspect in the staff meetings convened by the principal. The Principal also arranges discussions with students as well as teachers individually or in group when necessary. Ways are devised to overcome the problems. In one of the academic committee meetings, it was observed that some students were reluctant to purchase text books. The college prompted the book suppliers to visit the college, and students were encouraged to procure the same from them. The college also arranges book fairs frequently to motivate the students.

2.4 Teacher Quality:

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

- **Recruitment:**

The College is required to adhere to the state government rules for recruitment policies. The College advertises its requirement in the leading dailies of Assam. An interview board is constituted for the evaluation of the candidates as per government rules. After selection, the list is approved by the Governing body and sent to the Director of Higher Education, Assam for appointment.

For self financing courses, advertisement in leading dailies is done and the interview is arranged. Appointment letter is issued by the principal after approval by the Governing Body.

For part time teachers, teachers are recruited by providing advertisements in leading dailies as well as in local media, and interviews are arranged. Appointment letters are issued by the principal after approval by the Governing Body.

Retention:

The College tries to provide a proper environment to its teachers. Internet facilities and audio visual aids are provided to every department. The teachers are provided ample opportunity for research by allowing study leave and opportunity for availing research grants.

The college tries to provide maximum amount of salary possible out of its income for teachers in self financing courses and part time teachers.

It is trying to extend accommodation facilities for outstation teachers.

• **Faculty particulars:**

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	00	00	00	00	00	00	00
Ph.D.	00	00	05	03	04	00	12
M.Phil.	00	00	00	02	00	00	02
PG	00	00	11	05	17	06	39
Temporary teachers							
Ph.D.	00	00	00	00	00	01	01
M.Phil.	00	00	00	00	00	01	01
PG	00	00	00	00	12	11	23
Part-time teachers							
Ph.D.	00	00	00	00	00	00	00
M.Phil.	00	00	00	00	00	00	00
PG	00	00	00	00	00	04	04

2.4.2 *How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas*

(emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The college initiates the search for teachers by advertisements in local dailies. The coordinators also visit peer institutes to attract teachers to the college.

In recent years, the college has introduced courses like B.C.A., B.B.A., B.Sc. Biotechnology and Tourism and Travel Management. Qualified regular teachers are serving in these departments.

Name of the course	No of qualified regular teachers presently serving.
B.C.A.	02
B.B.A.	02
B.Sc. Biotechnology	02
Tourism and Travel Management (Vocational)	01

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes:

Academic Staff Development Programmes	Number of faculty nominated
Refresher Course	2010-11→05
	2011-12→01
	2012-13→00
	2013-14→04

Academic Staff Development Programmes	Number of faculty nominated
HRD programmes	00
Orientation Programmes	2010-11→00 2011-12→01 2012-13→03 2013-14→00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / winter schools, workshops, etc.	00

b) *Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning:*

- ❖ *Teaching learning methods/approaches:*
UGC sponsored workshop in February 2012
- ❖ *Handling new curriculum:*
UGC sponsored workshop in February 2012
- ❖ *Content/knowledge management:* Nil
- ❖ *Selection, development and use of enrichment materials:* Nil
- ❖ *Assessment:* UGC sponsored workshop in February 2012
- ❖ *Cross cutting issues:* Programs on mental health and hygiene conducted.

❖ *Audio Visual Aids/multimedia:*

Two training programmes on the use of audiovisual aids were organized in 2013.

❖ *OER's:Nil*

❖ *Teaching learning material development, selection and use :*

One day awareness program on the use of ICT conducted in Oct 2014.

c) *Percentage of faculty*

- * *invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies: 2%*
- * *participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies: 6%*
- * *presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies : 5%*

2.4.4 *What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)*

The college facilitates obtaining research grants from organizations like UGC, DRL(Defence Research Lab) and ICSSR(Indian Council for Social Science Research) etc. The college also provides study leave to teachers opting for research works in other organization depending upon workload of the departments. The college organizes training programmes for faculty using experts from companies to acquaint them with new technologies. It publishes textbooks compiled by faculty members. During the last four years two books have been published, one on environmental studies and the other on sustainable development. It also published two Laboratory Manuals.

2.4.5 *Give the number of faculty who received awards / recognition at the*

state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

Nil.

2.4.6 *Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?*

Some of departments conduct student feedback on teachers and the data obtained are analyzed in departmental meetings. The strategy for teaching is chalked out after discussion with peer members.

2.5 Evaluation Process and Reforms:

2.5.1 *How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?*

- **Students:**

The college publishes the evaluation processes in the prospectus. The answer scripts of internal examinations are made open to the students for their understanding of error etc. This gives them a fair idea about the evaluation. The faculty members discuss the answer scripts with the students in the respective departments. The faculty members, usually before the examinations, talk on the expected length of the answers and also the content on the basis of marks allotted to the questions. It is a common experience of the teachers that, often students exhibit a tendency to beat about the bush instead of sticking to the point. Importance of construction of to-the-point answers is highlighted by the teachers.

- **Faculty:**

Majority of the faculty members are recruited by the parent University for evaluation of answer scripts. Most of the faculty members are members of examination boards constituted by the college for University examinations as well as internal examinations.

2.5.2 *What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?*

The university has overhauled the entire examination system including the annual system on the introduction of the *semester system*. The University has adopted a *grading system* instead of percentage system for awarding marks. The University also introduced the *Spot Evaluation* of answer scripts at the zones instead of allowing faculty members to carry answer scripts home for evaluation. The college encourages the evaluation of answer scripts not individually but in the departments with consultation with other fellow colleagues so that it becomes more effective and accurate.

2.5.3 *How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?*

As soon as the reforms by the University are notified to the college, the principal conveys the same formally to respective departments and is displayed on the notice board for students. The principal convenes academic staff to discuss the requirements induced by the reforms like new infrastructure requirements, new faculty requirements and computer requirements. A comprehensive plan is formulated to achieve the necessary results. The authority sanctions duty leave to teachers engaged by the University for evaluation in the examination zones. A workshop was also organised.

2.5.4 *Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.*

The College adopts both formative and summative assessment approaches. Continuous student feedbacks are taken in classes by teachers to identify where students find things difficult. Class assignments such as submitting a few sentences identifying the key aspects of a lecture are given. The feedback is discussed among the co-workers in the department to arrive at conclusions on the strengths and weaknesses. Teaching methods are modified accordingly to address the problems of the students immediately.

Class tests and unit tests are regularly conducted by the faculties for obtaining student feedback. Sessional Examinations are conducted by the College as part of the curriculum. At the end of the year, there are internal examinations like Preparatory Examinations apart from the University examinations. Findings from these assessments are discussed in academic meetings and departmental sittings. The inferences are often used formatively to guide the teaching activities.

The pass percentage increased significantly after the introduction of preparatory examinations.

2.5.5 *Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.*

- **Monitors the progress**

The college monitors the progress and performance of the students during the course/ programme by conducting a series of internal examinations like Class Tests, Unit Tests, Sessional Examination and Preparatory Examination apart from the compulsory university examinations.

- **Communication of the progress:**

Printed results are displayed on departmental notice boards. The teacher discusses the performance with the students in respective departments. The answer scripts are returned to the students for their self study.

Programmes	Results in %	Analysis
2011		

B.A.	72	It was felt by the academic body that the percentage needs improvement by paying attention to the specific subjects.
B.Sc.	82	Though the performance was satisfactory, there is scope for further improvement.
B.Com.	81	--Do--
2012		
B.A.	93	Satisfactory.
B.Sc.	67	Some students got employment and did not complete the exams. Needs special attention for subjects like Chemistry.
B.Com.	92	Satisfactory.
2013		
B.A.	76	Needs special attention for students from vernacular backdrop.
B.Sc.	80.7	Needs improvement.
B.Com.	93	Results were as expected.
2014		
B.A.	76	Special focus to be placed on English subject.
B.Sc.	81	Needs further improvement through concerted efforts from the departments.

B.Com.	95	Satisfactory.
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2.5.5 *Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioural aspects, independent learning, communication skills etc.*

For ensuring rigor and transparency, the college adopts the following measures:-

- For ensuring rigor, attendance in the Sessional Examinations is made compulsory. Majority of the departments ensure regular presence in class tests and unit tests.
- Teachers of the concerned departments attempt to create psychological preparedness among the students by touching upon the approaching internal assessment tests. Sometimes guardian meetings are held to create parental awareness of internal assessment systems of the College.

For ensuring transparency:

- Notifications are duly displayed on boards centrally and in departments.
- After allotment of marks in internal examination, the Head of the concerned department scrutinizes the evaluated scripts.
- The answer scripts are made open to the students for verification and analysis.
- In some departments, the students are allowed to self evaluate the answer scripts before the final evaluation by teachers.

Weightage for behavioural aspects, independent learning, communication skills:

- The attendance of a student is considered during allotment of internal assessment marks.
- The students in the classroom are divided into pairs and

groups to exchange ideas before the teacher commences the explication of the topic. Thus teaching is sought to be more student centric. The conclusions are informally drawn by the teachers, and the good performers are personally encouraged by making them aware of their abilities and assuring added assistance from teachers.

- Small research projects are allotted to students in the areas of interest. The projects are submitted to the external examiner during practical examinations for considerations.
- Student seminars are organized in many departments to stimulate independent thinking on prescribed topics. The performance of the student is considered as one of the parameters during allotment of internal assessment marks in the annual system.
- In the subject of Functional English, communication skill is incorporated in the internal assessment system.
- The personality development short term course and Spoken English course designed by the college contain communication skills as part of the assessment.

2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes, the College uses assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning. The performance of the student in Sessional Examinations is forwarded to the University in the form of internal assessment marks. The college as well as individual teachers offers scholarships, incentives and awards apart from the Government sponsored scholarships, basing on performance in the examinations.

Scholarships and awards by individual teachers:

1. Special award by Ms. Anjali Gogoi, Assoc. Prof. Deptt of Pol. Science, sponsoring the academic expenditure of the final year of

the student who secures the highest mark in Pol. Science Major (subject to minimum of 55%).

2. The faculty members of commerce department extend a cash award of Rs 5,000 to the best commerce graduates (subject to minimum of 60%)
3. Two awards of Rs 5,000 each for students who secure first class in final examination, sponsored by Mr. Gopal Mili and Mr. Dilip Sonowal, Astd. Professors of the department.
4. The faculty members of Assamese departments sponsor a cash award of Rs 5,000 to the students of Assamese major who secure first class in final examinations.
5. Special incentives are given by Ms. Manisha Goswami, Astd. Prof in chemistry, to the students who secure 80% or above in Chemistry in HSSLC Examination.
6. Ajit Hazarika Memorial Award for the topper of the Higher secondary final examination in Commerce subject (subject to minimum of 60%) in Kaliabor Sub –division.
7. Kaliabor College Teachers' Unit (KCTU) has arranged to extend a cash award of Rs. 5,000 to three best performers from Science, Commence and Arts streams.

2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

The students have no barriers in meeting the authority or any faculty directly to present their grievances. Appropriate measures are taken after discussion in meetings specially arranged for the purpose.

There is a re-evaluation mechanism in the university. Those students not satisfied with their results can place their appeals in this process and their grievances can be redressed. Even students can get photocopies of their evaluated answer scripts. Such applications should be routed through the college. The college authority takes prompt action on such grievances and forwards them to the university without delay.

In case of grievances for internal examinations, re-evaluation or even re-examination system is in vogue in the college.

2.6 Student performance and Learning Outcomes

2.6.1 *Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?*

Yes, the college has clearly stated learning outcomes. In the beginning of the session the outcomes are stated in the academic meetings. The statements are as follows:-

Programmes/ Modules	Specific intention	Mode of awareness	
		Students	Staff
Bachelor's Programme in Arts	1. To acquire knowledge and understanding of specific subjects. 2. To acquire language skills in both written and communicative modes. 3. Inculcation of social and moral values. 4. The students are given orientation to place themselves in job market as well as to opt for self employment.	The intentions are stated in the college Prospectus. At the commencement of the programmes, the learning outcomes are stated in the introductory lectures delivered by the respective teachers.	In the academic meetings and departmental meetings the intentions are discussed.
Bachelor's Programme in Commerce	1. To acquire knowledge and understanding of specific subjects. 2. To acquire language skills in both written and communicative modes. 3. Inculcation of social and moral values. 4. The students are given orientation for	The intentions are stated in the college prospectus. At the commencement of the programmes, it is a part of the introductory	In the academic meetings and departmental meetings the intentions are discussed.

	<p>placement in job market for self employment.</p> <p>5. Apart from the above intentions, the Commerce Stream makes additional efforts to create successful entrepreneurs.</p> <p>6. To instill the spirit of professionalism in the minds of students with special emphasis on commercial traits.</p>	<p>lectures delivered by the respective teachers.</p>	
<p>Bachelor's Programme in Science</p>	<p>1. To acquire knowledge and understanding of specific subjects.</p> <p>2. To instill the spirit of innovation for future research workers.</p> <p>3. To generate true scientific attitude to combat harmful and destructive social evils</p> <p>4. The students are trained to place themselves in job market as well as in self employment.</p> <p>4. To impart state of the art technical knowledge for employment as well as use in the society.</p> <p>5. To impart eco friendly knowledge that can be dispersed in the society.</p>	<p>The intentions are published in the Prospectus. At the commencement of the programmes, it is a part of the introductory lectures delivered by the respective teachers. Sometimes faculty members from other institutes are invited to convey the intentions by career motivation classes.</p>	

<p>Bachelor's Programme in Professional courses</p>	<p>1. To impart state of the art technical knowledge for employment, and for the society.</p> <p>2. To instil the spirit of innovation for future research workers.</p> <p>3. To acquire language skills in both written and communicative modes for achieving a well developed personality.</p>	<p>The intentions are published in the prospectus and website.</p>	<p>In departmental meetings the intentions are discussed.</p> <p>At the commencement of the programmes, it is a part of the introductory lectures delivered by the respective teachers.</p>
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2.6.2 *How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?*

- Strategies Structured for Teaching, learning:

Keeping in consideration the desired learning outcomes which will enable the student to face the challenges in life, which will modify his personality so as to present himself as an ideal citizen, and which will render him morally and spiritually healthy, the following strategies, are evolved by the institution:

1. A carefully thought out routine is formulated after discussion on the academic calendar provided by the parent University in the beginning of the session so that optimum utilization of the infrastructure is used.
2. Deficit of faculty is managed by appointment of part time teachers.
3. Guest teachers are invited as per the requirement to augment the teaching and learning process.

4. Remedial coaching classes are held for learners not capable of coping with the pace.
5. Audiovisual aids like LCD projectors, visualizers are frequently used by the departments.
6. Students are taken to peer institutes for exposure.
7. Internet facility is provided for the students.
8. Computer facilities are offered to the students free of cost.
9. Every department is provided with internet connection. The teachers frequently collect study materials from the net and forward them to the students.

- Strategies Structured for Employment:

1. Trainings and popular talks are organized for providing information in employment opportunities.
2. The employment avenues are collected and displayed on the notice board of the Placement Cell.

- Strategies Structured for Moral and social values:

1. Courses like Human Rights are initiated to inculcate moral values
2. NSS and NCC Wings are a part of institutional structure which undertake social works and awareness programmes for sensitizing students on social and moral values.
3. Every year Teachers Day is observed emphatically and enthusiastically by both students and teachers. As a part of the programme, talks on moral, national and cultural heritage of India, the ethical, philosophical and cognitive values of knowledge, and the need for student teacher relationship based on love, respect and cooperation, are delivered.
4. Participation in Youth Festivals etc.
5. Organising Youth Exchange Programme.

- Assessment strategies Structured:

To assesses the specific knowledge level of the students, the college conducts internal examinations like Sessional Examination, Class Tests, Unit Tests etc. in addition to the University examination. The HODs discuss the coverage of the syllabus in the departments with faculty, and finally they place their views and impressions in the academic committees.

Performance of the students in final examinations is discussed in the academic and staff meetings and after considering various opinions and comments from faculty members, strategies are formulated. There is a disciplinary committee that collects the data on behavioural problems of the students and on community activities, and strategies are structured in the meetings. The placement cell monitors the employment of the college alumni. Small environmental projects are allotted to students and marks are assigned for the reports.

2.6.3 *What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?*

Quality Jobs:

- The college has a Career Counselling Cell. A faculty member is designated to coordinate the cell.
- The Cell collects and displays the information regarding employment avenues on the display board. The Cell also supplies the formats and advertisements on demand from the students.
- One of the primary functions of the Cell is to organize training programmes, Crash Courses, coaching classes and popular talks for students applying for jobs. In the recent years students availing the facilities got employment as school teachers, got placement in the defence sector, and one student got success in the cleared State Civil Service Examination.
- An army recruitment camp was organized at the college and two students got selected in the recruitment interview.

Entrepreneurship:

- The Women Study Centre organized programmes like food processing and preservation and doll making for development of entrepreneurship spirit among girl students.
- The college organizes short time computer courses for enabling students to take up self employment.
- The college has initiated courses to inspire and enable students

for self employment like Certificate Course in Tourist Management and Certificate Course in Herbal Medicines.

Innovation and research aptitude:

- Students are sent to other peer institutes for exposure to development of science and technology.
- Eminent personalities, especially renowned innovators, are invited for motivation.
- Students are given small research projects in their line of interest.
- Teachers involve the students in their personal research projects.
- Training on scientific writing and presentations are organized in departments.
- Specialized trainings in modern scientific methods are organized in the departments.
- Every year a science talent search examination is organized for the school students to motivate them for development of scientific attitude and mindset.
- Every year Science Day is celebrated ceremoniously where experts are invited for popular talks and contributions of eminent scientists are highlighted. Various competitions like drawing, essay writing etc are organized.
- Students Innovation Club opened for motivation and support.

2.6.4 *How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?*

The college collects the data on performance of students in specific subjects from results of both internal and external examinations. The Academic Committee analyses the data and adopts measures like remedial coaching for overcoming low performance in specific subjects.

The college has a disciplinary committee for collecting data on incidents of behavioural problems of the students. The Committee is also responsible for chalking out ways for overcoming the problems. The college organizes workshops, popular talks and counselling sessions on mental health for students to inculcate moral values among

students. Education department regularly conducts popular talks related to mental health and behavioural problems.

The college has a Placement Cell which monitors and discusses the data on the number of people absorbed in employment from the alumni. The cell also organizes trainings and crash courses for enhancing the knowledge base and capabilities of the students for employment.

Though there is no specific mechanism for data collection on language skills, it is frequently observed by the faculty members that a large section of the students hesitate to exchange their views in the class room as well as on other occasions owing to their language problem, especially in English. To mitigate such shortcomings, programmes like personality development, Spoken English etc. are regularly conducted.

2.6.5 *How does the institution monitor and ensure the achievement of learning outcomes?*

The institution conducts periodic internal examinations to monitor the acquired specific knowledge on subjects. The performance of the students is analyzed and strategies for weak students like remedial coaching, guest lectures, motivational talks etc. are adopted.

There is a moral committee for monitoring moral achievements.

The employment status of the college alumni is monitored by the Placement Cell.

2.6.6 *What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?*

- The college envisages a graduate of the institute to be a good and morally sound human being.
- He/she should possess an ardent sense of nationality.
- He or she should be employable and also be capable of self employment.
- He or she should possess a good level of knowledge in the specific subjects studied as well as general knowledge in other fields.

- He/she should possess social and environmental consciousness.

The college has mechanism for ensuring attainment of the attributes for the students:

- There is the regular curriculum work along with examinations for ensuring specific knowledge in subjects.
- The college has regular coaching facilities for entry into services. The college also organizes classes, trainings and talks on self employment.
- The NCC and NSS wings offer the opportunity for development of social and moral values by community service. Talks and workshops are organized on topics related to social and moral values.
- The college conducts popular talks on environmental issues. Environmental study field works and plantation programs are integral part of the college activities.

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

The college is planning to use more and more ICT methodology in teaching-learning and evaluation process. With the help of external experts, the college is planning to use ICT software for the same. Collaboration in this regard is under way with Dr. Khanindra Pathak, Professor of IIT, Kharagpur who is doing a project in this field under MHRD. We are planning to introduce the project first in professional courses like B.C.A. and B.Sc. Biotechnology, and if found acceptable to us, it would be put to use in other departments also. The first motivational programme was held on 13-10-14.

The college is planning to upload the video clips of different lecture programmes, especially on important topics, and those of guest teachers. It is also planning to upload study materials on important topics as well as reference readings so that students of the college and other institutions get benefitted.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 *Does the institution have recognized research center/s of the affiliating University or any other agency/organization?*

No. The college does not have a research centre presently.

3.1.2 *Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.*

Yes, the institution has a Research Committee to monitor and address the issues of research activities. The composition of the committee and its recommendations are as below:

Composition of research committee:

Coordinator: Dr. Pranjit Kumar Bhuyan, HOD, Chemistry

Members: Dr. Balin Hazarika, Associate Professor, Finance
Mr. Chiranjeev Bezbaruah, Assistant Professor, Botany
Dr. Basistha Kalita, Assistant Professor, Botany
Mr. Jayanta Kumar Das, Assistant Professor, Assamese

Recommendations (Last two years):

- i. There should be a research activity having a definite and common direction in the college with interdepartmental involvement.
- ii. There should be a mechanism for screening of research proposals before submission to outside organization.
- iii. Periodic presentation of the findings of the research work for the benefit of students and teachers needs to be made more active.
- iv. There should be more involvement of students in individual research work.
- v. In academic committee meetings, discussions on research works and related publications be made a part of the agenda.

- vi. Common Instrumentation should be developed in the college for inculcation of innovative spirit among the students.
- vii. Motivational talks by innovators and reputed scientists need to be arranged with greater intensity.

Impact:

- i. In case of recommendation (i), desired results could be achieved owing to differences in research background and training.
- ii. There is a mechanism for screening process.
- iii. Last year two presentations of the research findings were organized by the Research Committee.
- iv. Involvement of students in individual research project has considerably increased during the last two years. Majority of the students are involved with environmental related small research projects.
- v. The recommendations concerning discussion of research work has been put into action since last year.
- vi. Common Instrumentation facility has been developed in the department of Botany.
- vii. Seven motivational lectures have been organized during the last academic session.

3.1.3 *What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?*

The college has taken various measures to effect smooth progress and implementation of research schemes and projects. The details are as below:

- Autonomy to the principal investigator:
Complete financial and working autonomy is given to the principal investigator by the college authority.
- Timely availability or release of resources :

The college ensures timely availability of resources for those involved in research work. The funds are released immediately by the authority as soon as they are made available to the institution.

- Adequate infrastructure and human resources:

There is no restriction whatsoever from the side of the authority in the use of infrastructure and human resource by the Principal Investigator subject to the availability of the same. Adequate work space, electricity, broadband internet connection (both wired and wireless), assistance from administrative staff and computing facilities are provided to the investigators.

- Reduced teaching load, special leave etc. to teachers:

As reduced teaching load and special leaves are necessary for the research workers and investigators, the college arranges for the same. The authority liberally sanctions special leave to the workers from time to time.

- Support in terms of technology and information needs:

Internet facility is provided to almost all departments in the College. Well stocked central library along with departmental library lends informative support to the people involved in such work. College laboratories are also allowed to be used by research worker even in holidays.

For technological support, the authority assists in establishing links with peer institutes.

- Facilitation of timely auditing and submission of utilization certificate to the funding authorities:

The authority facilitates timely submission of audited accounts and utilization certificates. It fully cooperates in auditing the accounts and preparing the utilization certificates.

3.1.4 *What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?*

The college has made the following efforts to develop scientific temper, research culture and aptitude among students.

- * Upgradation of laboratories with sophisticated instruments.
- * Small project works for students are assigned.

* Organized Summer School Programmes.

* Hands- on Training on Simple Laboratory Techniques, Soil Testing, Orchid Culture etc. are organized to motivate the students.

* Students are sent to different advanced laboratories like Defense Research Laboratory, Tezpur Central University, Assam Agricultural University etc. for exposure.

- Talent Search Examination is being organized to motivate young students.
- Students Innovation Club is formed.

Apart from the above, students are given constant guidance in research methodology and are advised to follow MLA/APA style in project writing. All these efforts have yielded positive results.

3.1.5 *Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.*

Types of research	Number of Faculty involved
Guiding student research	25
Research projects	19
Individual research activity (pursuing Ph.D.)	12

3.1.6 *Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.*

The college frequently conducts various programmes with focus on imbibing research culture among teachers and students. The details are furnished below:

Departments	Topic of the Seminar/ Training/ Workshop
Authority	Workshop for Principals on UGC fund accounting

Library	Library Automation
Commerce	Problems and Prospect of SSE in the wake of Globalization
Commerce	Research Methodologies in Social Sciences.
KCTU	Sustainable Development in NE Region
Political Science	Inclusive Development in North Eastern India
Political Science	Ethnicity and politics of identity in North East India.
Botany	Hands on Training on Soil Testing
Zoology	Simple Laboratory Technique
Botany	Faculty Improvement Programme on Advanced Laboratory Techniques
Botany	Maintenance of Orchid Germplasm through Conventional Breeding
Education	Workshop on teaching learning and evaluation in semester system

3.1.7 *Provide details of prioritised research areas and the expertise available with the institution.*

In the last two years the humanities wing primarily focused on Human Development and Cultural Studies. The Commerce faculty prioritised Entrepreneurship Development. The Science Faculty mainly focused on Biodiversity Conservation.

Expertise has been developed in the field of Orchid Identification and Conservation.

3.1.8 *Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?*

The college maintains a cordial relationship with researchers of eminence in nearby institutions. This enables the college to approach them easily for their visits to the institution. It also discusses proposals of workshops and seminars with faculty members of nearby peer institutes. The faculty members of the peer institutes in turn help to establish linkages with researchers of eminence.

3.1.9 *What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?*

9% and 22% of faculty members have been benefited by Faculty Improvement Programme Leave (FIP Leave) and Research Leave respectively. It is found that the leave availed helps the research workers considerably in carrying out their research activity without interruption. As they are free from teaching as well as examination work load, their minds are more aptly concentrated on the investigatory activity, thus effecting quality of research. Being academically strengthened, the teachers help in improving the quality of students. This finally paves the way for research culture in the campus.

Further, the number of individual researches in terms of admissions into PhD programmes has increased. The number of research projects, research publications and seminars has also increased.

3.1.10 *Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)*

- At the departmental level, the teachers interact with the students to enhance their research awareness.
- Soon after obtaining research degree, the awardees are felicitated in the meetings where they deliver introductory talks on their findings

which contribute to awareness among students.

- Research workers of the college publish their findings in journals and proceedings.
- Many of the faculty members contribute articles related to their research work to the local media.
- The college conducts training programmes for transfer of expertise developed in easy cultivation of local orchids.
- In the field of human development research, a level of expertise has been achieved by the college which assists organizations like SIRD (State Institute of Rural Development).

3.2 Resource Mobilization for Research

3.2.1 *What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.*

The college is provincialized and guided by state government rules. The expenditures of the institution are borne by state government and the UGC, and there is a proper guideline for spending the amount. So, no scope is there for the institution to allocate budget for research. In spite of this, the college provides a minimal amount to students interested in taking up small research projects.

3.2.2 *Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?*

No. There is no provision in the college to provide seed money to the faculty for research.

3.2.3 *What are the financial provisions made available to support student research projects by students?*

A part of the expenditures for students' research projects is shared by

different schemes like DBT Star College Scheme, Biotech Hub etc., and the remaining part is borne by the students.

3.2.4 *How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.*

Different departments, with the understanding that interdisciplinary research is the modern investigatory trend, interact through the research committee. Various research ideas are discussed in the research committee meetings for undertaking interdisciplinary research work. Accordingly, the concerned faculty members apply for funds to different agencies. In the last few years, a collaborative work (between department of Botany and of Zoology) related to mosquito control sponsored by Defense Research Lab, Tezpur, resulted in evaluation of the plants of Kaliabor area in inducing mortality of mosquito larva. A joint effort between the department of Political Science and that of Education resulted in the preparation of Human Development Index of the tea garden workers in the Kaliabor region.

3.2.5 *How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?*

Various equipments and research facilities available in the college are used by both teaching staff and students. Common instrumentation facility is developed in the department of biological sciences. There are various computer systems centrally located along with departmental computer facilities in the college which are put to use by people engaged in research works. Almost all the departments have internet connectivity, and there is also centralized internet connectivity in the general library and the computer cell. Xeroxing facility is centrally located in the general library as well as in the administrative section for students and staff. LCD projectors and

visualizers are provided to majority of the departments for optimal use. There is also provision for the same in the computer cell on request. There is a separate microbiology and tissue culture lab for use by staff and students from Biological sciences. Various artefacts, especially old manuscripts, are available for research investigation in the cultural museum under Department of History and are used by investigators from various agencies in the state. The authority encourages the students and teachers for optimum use of its infrastructure. The infrastructure is made available to research workers even beyond official time as well as during holidays.

3.2.6 *Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.*

The college has received financial support under North East special package from Department of Science and Technology, Govt. of India, and a sophisticated computer laboratory was set up. Under the scheme, many important instruments were supplied to the college through NEIST, Jorhat. One microbiology laboratory and tissue culture facility were developed with funds from Department of Biotechnology, Govt. of India under the scheme "Programme for Strengthening of Teaching in Colleges". A Biotechnology hub housing sophisticated instruments was developed under the DBT sponsored Biotechnology HUB.

3.2.7 *Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.*

Financial support provided to the faculty in securing research funds is enumerated below:

Nature of the Project	Duration	Title of the project	Name of the funding agency	Total grant in Rs		Total grant received till date in Rs
				Sanctioned	Received	
Minor project	2years	“Effect of metal...nano structures”	UGC	1,85,000	1,50,000	1,50,000
Minor project	2years	“Statistical evaluation..... Kaliabor Subdivision”	UGC	90,000	80,000	80,000
Minor project	2years	Goalpara loko.....Parampara”	UGC	76,000	76,000	76,000
Minor project	2years	“Studies on crude.....Assam”	UGC	1,50,000	1,15,000	1,15,000
Minor project	2years	“ Quest for identity.....Kaliabor”	UGC	1,40,000	1,02,500	1,02,500
Minor project	2years	“Studies on Diseases”	UGC	1,40,000	00	00
Minor project	2years	“Rural entrepreneurship.... Assam”	UGC	1,50,000	1,12,000	1,12,000
Minor	2years	“ micro enterprise.....Assam”		1,50,000	1,50,000	1,50,000
Minor project	2years	“Place of marwaris.....Assam”	UGC	1,50,000	1,50,000	1,50,000
Minor project	2years	“Study on ornamental.....Assam”	UGC	2,00,000	1,50,000	1,50,000
Minor project	2years	“Emergence of deuri.....Lakhimpur”	UGC	1,20,000	1,20,000	1,20,000
Minor project	2years	“Preparation.....of size effect”	UGC	1,00,000	1,00,000	1,00,000

Nature of the Project	Duration	Title of the project	Name of the funding agency	Total grant in Rs		Total grant received till date in Rs
				Sanctioned	Received	
Minor project	2years	“Creativity and learning.....sonitpur district of Assam”	UGC	1,40,000	1,26,000	1,26,000
Major project	3 years	“Socio economic problems....., Assam’	ICSSR	3,30,000	3,07,000	3,07,000
Major project	2 years	“..... Studies on.....Assam”	DRL	4,00,000	4,00,000	4,00,000
Major project	2 years	“ A study on.....Assam”	ICSSR	4,00,000	3,40,000	3,40,000
Industry sponsore	Nil	---	----	----	----	---
Studentsresearch projects	6 months	Part of syllabus work in departments like History, Education etc.	Nil	Nil	Nil	Nil
Any other (specify)	-----	-----	-----	-----	-----	-----

3.3 Research Facilities

3.3.1 *What are the research facilities available to the students and research scholars within the campus?*

Research facilities available to the students and research scholars within the campus are:

- Well equipped laboratories
- Undisturbed and steady power supply
- Computing facilities, departmental as well as centrally located
- Wi-Fi Campus and free Internet Access
- Rich library with 23 Journals, 11 daily newspapers and 30,485 books.

- A cultural museum with rich collection of ancient manuscripts and artefacts.
- An orchid house consisting of almost all species found in Kaliabor to assist research scholars in identification.

3.3.2 *What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?*

The college prepares the research strategies in the academic committee meetings and research committee meetings.

- The Institute always gives priority to encouraging research in the local context.
- For up-gradation of Laboratory and creation of infrastructural facilities, the college approaches different funding agencies like the UGC, Department of Biotechnology, Government of India, Department of Science and Technology, Govt of India, and it also approaches local MLA and MPs from the State of Assam for funds. As a result, a good infrastructure has been developed in the College.

3.3.3 *Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments/ facilities created during the last four years.*

Research facilities created during the last four years through finances/grants from different funding agencies are enlisted below:

Sl No	Scheme	Sponsoring Agency	Facilities developed
1.	North East Special Package	Department of Science and Technology, Govt. of India	A sophisticated computer laboratory was set up.

2.	Programme for Strengthening of Teaching in Colleges	Department of Biotechnology Govt. of India	One microbiology laboratory and one tissue culture facility were developed.
3.	Biotechnology HUB	Department of Biotechnology Govt. of India	A Biotechnology HUB housing sophisticated instruments was developed.
4.	Star College Scheme	Department of Biotechnology Govt. of India	Sophisticated instruments Were procured.

Sophisticated instruments procured during last four years under the schemes:

SL NO	PRODUCT
01.	25 Well College Model Thermal Cycler
02.	Sub System (Electrophoresis)
03.	Gel Doc System
04	UV Trans-illuminator with filter(312nm)20cmx20cm
05	Vertical Gel System
06	Regular Gel Multicaster
07	Platform rocker II
08	Electrotransfer Midi system
09	Genei Digital PS 3000

10	Vortex Mixer
11	Magnetic Stirrer with hot plate(2 litres)
12	Geiger Muller Counter
13	Midi PCR workstation
14	Genei Cooler 24x1.5ml Tube
15	Hybridization Oven
16	Laminar Flow

3.3.4 *What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?*

The College always lends inspiration and helping hand to students and scholars outside the campus. The facilities like well equipped laboratories, Wi-Fi Campus and free internet access, rich library with 23 journals, 11 daily newspapers and 30,485 books are available to outsiders without any cumbersome official formalities.

Scholars engaged in the relevant research activity are given easy access to a cultural museum with rich collection of ancient manuscripts and artefacts.

An orchid house holding almost all species found in Kaliabor is open to research scholars to facilitate identification.

3.3.5 *Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?*

- There is a general library with 23 journals, 11 daily newspapers and 30,485 books.
- Apart from the central library, each department has its own departmental library.
- The College has a UGC network resource centre.
- Wi-Fi campus and free internet access.

3.3.6 *What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.*

There is no research institute in the college. It also does not have exclusively collaborative research facilities at present.

3.4 Research Publications and Awards

3.4.1 *Highlight the major research achievements of the staff and students in terms of*

* *Patents obtained and filed (process and product):* Nil.

* *Original research contributing to product improvement:* Nil.

* *Research studies or surveys benefiting the community or improving the services:*

Survey of the orchids in Nagaon district was undertaken by Department of Botany, and trainings were organized to popularize commercial orchid cultivation at Kaliabor.

* *Research inputs contributing to new initiatives and social development:* Nil

3.4.2 *Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?*

No. However proceedings of seminars held in the institute are regularly published where individual research findings of scholars find place.

3.4.3 *Give details of publications by the faculty and students:*

* *Publication per faculty:* 0.25 in the last year

* *Number of papers published by faculty and students in peer reviewed journals (national / international) :* 02 in the last

year.

* *Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.):* 00

* *Monographs :* 00

* *Chapter in Books:* 02

* *Books Edited :* 01

* *Books with ISBN/ISSN numbers with details of publishers;*
03(Published by college)

* *Citation Index :* 00

* *SNIP:* 00

* *SJR:* 00

* *Impact factor:* 00

* *h-index :* 00

3.4.4 *Provide details (if any) of*

* *research awards received by the faculty :* 05 (PhD), Research Guideship- 01

* *recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally :* 00

* *incentives given to faculty for receiving state, national and international recognitions for research contributions. :* 00

3.5 Consultancy

3.5.1 *Give details of the systems and strategies for establishing institute-industry interface?*

The institution establishes contact with specialists from industries before introducing professional courses. In the last four years, this resulted in opening of courses like Tourism & Travel Management. The college developed a curriculum for a course in

Small Tea Garden Management for which the college took active support from the tea industry of Assam. This course is in the process of implementation.

- 3.5.2 *What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?*

There is a system in the college to offer the expertise of the institution to the public. The public approaches the principal for consultancy requirement. The principal deposes the concerned expert for solving the problem. In case of laboratory services associated with consultancy, the college offers the service free of cost.

- 3.5.3 *How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?*

The college encourages every faculty to offer consultancy services. In fact, being the only institution of higher learning in the area, the people look up to the institution in solving local problems. For majority of programmes in local organizations, the experts are invited from the college. For programmes related to environment, education, cultural affairs and literature, the college has a good rapport with the area.

- 3.5.4 *List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.*

Being situated in a rural area, the college tries to offer the services without any sort of expenses.

Broad areas of consultancy offered.

- i) Environmental awareness:
Every year there are number of environment awareness programmes organized by NGOs and schools. The experts are from the college.
- ii) Education:
The sister organizations invite experts in teacher training

- programs.
- iii) Literature:
In publication activities of organizations like Assam Shaitya Shabha, the faculty members of the college assist it in editing works.
 - iv) Local Governance:
Experts from the college are invited by organization like State Institute of Rural Development (SIRD) to train members of the Panchayat. For general elections, faculty members of the college are invited as master trainers. In national census activities, teachers are called by the administration to assist it.
 - v) Legal:
Many of the faculty members are invited by the local administration for Lok Adalats.
 - vi) Tax:
Faculty members offer consultancy services to the local population and small businessmen.
 - vii) Identification and preservation of wild life
In most of the problems associated with identification of flora and fauna or conservation and protection of wild life, the local population approaches the college for guidance.
 - viii) Health and hygiene:
The local administration and NGOs invite experts from the college for awareness programmes

3.5.5 *What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?*

Consultancy services are offered free by the institution.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 *How does the institution promote institution-neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?*

The college is a product of intense sacrifice and long years of hard work by the people of Kaliabor. Hence the college has a special attachment with the public. The college uses this relationship to achieve many targets. For any major event in the college, the public are invited for consultation and participation. The students are engaged under NCC and NSS schemes for social works to develop social responsibility and service orientation. Workshops relating to social issues and mental health are organized to raise awareness levels relating moral issues. Popular talks are arranged where moral values are highlighted. Study tours are organized to train the students in achieving leadership qualities.

The college established Distance Learning Cell to educate the deprived and the uncovered section by formal education. It provides opportunity of education up to PG level. Lots of service holders, housewives get the benefit through this Cell.

3.6.2 *What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?*

The college has made it a rule that students should report any involvement in any social movement to the principal in advance. In positive movements, the authority encourages and helps the students, but academic priorities are kept in forefront before encouraging any such involvement. The college organises Blood Donation Camps it also constituted Red Ribbon Club.

3.6.3 *How does the institution solicit stakeholder perception on the overall performance and quality of the institution?*

The college believes in soliciting the perception of students and public for chalking out its path of development. The college organizes guardian meetings and public meetings to gather the perception of the public. Some of the departments conduct students' feed back in black and white. Every department discusses academic performance and other requirement of the students verbally. The

principal regularly meets the members of the Students Union to assess their needs and wants.

3.6.4 *How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.*

The college plans the outreach programmes for the year in meetings organized by the authority where senior faculties are involved. There is no separate budgetary provision for extension activities. The expenses for the programmes are met from different heads of the general fund when needed. The list of activities during the last four years is:

- A non govt. school in SC/ST dominated area was taken up by the college for developmental works.
- 8 plantation programmes were conducted.
- Protection of boundary fencing of an adopted school was done.
- Drinking water facility installed in the adopted school.
- Medical health camp was organized.
- Blood donation camp was set up.
- The college extends its infrastructure and manpower resources to various organizations for promoting social and cultural values. In the last two years the annual conference of the largest cultural organization of Assam, The Sankar Sangha was held in the vicinity of the institution. The college was actively involved in the successful organization of the conference. The college also organized a stall in the exhibition to showcase the biodiversity of Kaliabor.

3.6.5 *How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?*

Most of the faculty members and students are involved

with local NGOs and voluntary organizations. The college always encourages such ventures. The college actively participates in events organized by local social organizations and state level organizations. The college provides a platform for many extension activities like blood donation camps, plantation programmes, anti tobacco campaigns etc. The college has functioning NCC and NSS units. Enrolment for the same begins with the admission process itself. There are separate faculty members entrusted with the coordination of NCC and NSS units.

- 3.6.6 *Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?*

Social surveys are undertaken which are sponsored by different agencies like ICSSR (Indian Council for Social Science Research). In the last four years, the survey work was performed to assess the social status of tea garden workers under ICSSR Sponsored scheme. Research work was also conducted to assess the educational status of tea garden workers. The results showed low level of educational achievements and a lower employment rate under government sector. The Women Cell in the college arranges remedial coaching and training for entry into services to bridge the gap.

- 3.6.7 *Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.*

The institution believes in making its own efforts in contributing to the necessary social change in this rural area by increasing the number of educated youth. It tries to build the awareness level of environmental issues like pollution, evils of tobacco consumption etc. and of the need to protect and conserve the rich biodiversity of the area. The college strives to make the people conscious of their rich cultural heritage so that the young generation

will stand on a strong cultural foundation that would guard against the malefic influences. All these efforts so far have yielded encouraging results.

- We have witnessed a marked increase in the number of graduates in the locality.
- The students are motivated to opt for higher studies in specialized fields. The increased environmental awareness has given rise to more entrepreneurs.
- Many NGOs relating to environmental issues mushroomed in the area. Many organizations started placing environmental issues on their agenda.
- Social movements especially relating to wildlife protection and environmental impact of brick kilns are seen casting their impact on the area.
- In the cultural line, a cultural museum was set up in the college. Periodic popular talks are arranged relating to the culture of the region.
- In the annual college week, cultural procession showcasing cultural heritage of the area is a very popular event here.

As a result of all these endeavors, students, as it is observed, are being positively conscious of values which is reflected in their learning process. They are keener on taking part in debates and group discussions and essay competitions related to different issues.

3.6.8 *How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?*

The college discusses its development plans for a particular community with public figures of the community before undertaking any such activity. The strategies and plans are discussed in the college by inviting the community members to the institute, e.g. the adopted school of the college was selected on the basis of discussion with members of the communities of the fringe area of the school in

order to achieve an effective participation from the community side. The programmes conducted in the school were the result of discussions with the members of the school as well as the community members.

The Distance Learning Cell contributes to the educational upliftment of a large section of the community.

- 3.6.9 *Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.*

The college maintains a very good relationship with majority of the schools in area. When they face any issue relating to academic matters, the schools look up to the college to solve them. The local student bodies and the NGOs take active part in all the events organized by the college.

- 3.6.10 *Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.*

The institution has not received any award as such for its extension activities.

3.7 Collaboration

- 3.7.1 *How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.*

The institution maintains a very good relationship with other peer institutes like Assam Agricultural University, Tezpur University, Dibrugarh University, Defence Reserch Laboratory, Tezpur, North East Institute of Science & Technology, Jorhat etc. The faculty members of the college use the laboratories of the universities for conducting individual research. The universities readily offer their expertise concerning any field sought by the college. The NEIST, Jorhat, supplied many sophisticated instruments under the scheme of

North Eastern Special Package of DST which gave a new thrust to research workers of the college. A project covering a broad area for mosquito control was sponsored by the Defence Research Laboratory, Tezpur, as part of a major project in controlling mosquitoes by the department of Botany. The project initiated a new line of research in the institution.

3.7.2 *Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.*

- The college has signed a MOU with Department of Science and Technology, Govt. of India, in the year 2008 for strengthening of science infrastructure, and with the grants received a computer laboratory was set up and also laboratories were up graded.
- In the year 2010 and 2011 three MOUs were signed with the Department of Biotechnology, Govt. of India, and the grants received were utilized for setting up of a Microbiology laboratory, and a Common Instrumentation Facility in the department of Biological Sciences. B.Sc. Biotechnology was introduced after having improved laboratory facilities achieved with the grants.
- In the current year, the college has signed one MOU with the Assam Science and Environmental Council for survey of the plant bio diversity of Kaliabor subdivision.
- The college signed a MOU with All Assam Small Tea Growers Association and Green Ashiyana Group of Hotels for implementation of B. Voc. Programme of the UGC.

1.7.3 *Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.*

- The college was established in 1969 on the land donated by the local people.

- The local population contributed and constructed the initial infrastructure required for a college.
- The local public also contributed significantly for starting the science stream of the college in 1992.
- The Tata Tea Limited, Assam, sponsored the construction of one science building.
- India Carbon Limited sponsored for raising one Assam type Building for the Department of Biological Sciences.
- The pavilion of the sports complex of the college was constructed with the aid from individual donors.
- The gymnasium set up in the sport complex was sponsored by Indian Army.
- The Orchid house of the college was renovated with the financial aid of Kaliabor Anchalik Panchayat.
- The boundary wall of the sport complex was sponsored by Nagaon Zila Parishad.
- The basket ball Court of the college was donated by Indian Oil Corporation Limited.
- Honorable Ex-Prime Minister of India Dr. MM Singh sanctioned rupees 25 lakh for construction of an academic building in the college.
- Local MLA has sanctioned Rs. 2.0 lakhs for construction of departmental library room.
- Local individuals spontaneously donated many more necessary items useful for the college.

3.7.4 *Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.*

In the last four years, a number of eminent research workers and innovators visited the institution. Some of the visitors in the last two years were:

1. Dr. Dinesh Chandra Goswami, Eminent Scientist and popular science writer, NEIST(North Eastern Institute of Science and Technology), Jorhat, Assam.
2. Dr. AmarJyoti Choudhury, Eminent Scientist, Pro Vice Chancellor, Tezpur University
3. Dr. Alok Buragohain, Vice Chancellor, Dibrugarh University
4. Dr. Sachin Kumar Barthakur, Eminent Scientist, Gauhati University.
5. Dr. Abu Nasser Syed Ahmed, Noted Social Scientist, IIT ,Gauhati.
6. Dr. Ashish Mukherjee, Professor, Tezpur University
7. Dr. Mrinmoy Sarma, Professor, Tezpur University.
8. Mr. Uddhab Bharali, President's Award Winner Innovator.
9. Dr. Khanindra Pathak, Professor, IIT, Kharagpur.
10. Prof. M.P. Bezbaruah, eminent economist, Gauhati University.

3.7.5 *How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –*

Curriculum development/enrichment:

- The MOU signed with All Assam Small Tea Growers Association and Green Ashiyana Group of Hotels resulted in drafting of the syllabi for B. Voc. Course which has been submitted to Gauhati University.
- Linkages among six colleges under Gauhati University selected for the introduction of B. Voc. programme sponsored by the UGC resulted in an agreement for preparation of the common components of the Curriculum. The principal of this college was entrusted with the responsibility of coordinating the process of submission of the entire syllabi of all the six colleges. The college not only compiled the common components of the curriculum but also coordinated the submission of all of the syllabi with the help of fellow colleagues of the other colleges.

- *Internship/ On-the-job training:* Two MOUs with the Department of Biotechnology, Govt. of India, under the programme of Biotech Hub and Star College Scheme resulted in various on- -the- job trainings for faculty and students.
- *Summer placement:* No summer placement.
- *Faculty exchange and professional development:* Various faculties from other institutions were invited to the college to take up classes at the UG level. It was possible because of a MOU with the Department of Biotechnology, Govt. of India, under the Star College Scheme.
- *Research:* One MOU with the Department of Biotechnology, Govt. of India, had a component of research. Another MOU was signed with Assam Science and Environmental Council for survey of the plant bio diversity of Kaliabor subdivision.
- *Consultancy:* Nil
- *Extension:* Nil
- *Publication:* Nil
- *Student Placement:* One MOU with the All Assam Small Tea Growers Association and another with the Green Ashiyana Group Hotels (three star hotels) were signed in 2014 for student placement.
- *Twinning programmes:* Nil
- *Introduction of new courses:* A MOU with the Department of Biotechnology, Govt. of India, for a programme for strengthening of teaching and research. This resulted in introducing Biotechnology as one of the subjects at the UG level.
- *Student exchange:* Nil
- *Any other :* None.

3.7.6 *Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.*

The college plans its linkages through discussions in the academic committee meetings and the concerned committees. The meetings forward the recommendations to the college authority for implementation.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

- The college always encourages research work among teachers and students. As a result, the research activities among teachers and students got momentum in the last few years. Three teachers completed their Ph. D. work in the last four years, and one teacher has been engaged in the work. Seven teachers completed their research work leading to PhD with the facility for study leave and other support from the institution.
- The Students Innovation Club is being constituted for motivating students into research work. In the coming years, this area will be given priority.
- For Consultancy and Extension Activities, the college could not afford enough time and effort in the last couple of years on account of the introduction of Semester System. The college has to struggle its best with the increased work pressure laid by the System. Besides, the institution has to struggle with the increased enrolment load with the same faculty strength. In the last five years, the college enrolment has increased 2.6 times. Hence, the college could hardly find time and human resource for other activities.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

For facilitation of effective teaching and learning, the college primarily depends on the UGC, the State Govt. and student fees for development of infrastructure. To garnish the funds from the UGC, the college submits detailed plan for consideration under the UGC five year plans. Plans are also submitted in between for grants apart from plan outlay when advertised by the UGC.

Apart from these grants, the College also endeavours to tap funds from other funding agencies like the Department of Science and Technology (DST), Government of India, the Department of Biotechnology (DBT), Govt. of India, and various funding agencies. With the financial help of DST and DBT, laboratories of the College are up graded for research level facilities. One Microbiology and one Tissue Culture laboratory were developed with grants from DBT. A computer laboratory was set up using funds from DST.

The College is also trying its utmost to get help from the local MLAs and MPs from Assam, and the result is encouraging.

- One classroom was constructed using local MPLAD funds of Sri Tarun Gogoi.
- The Ex- MP Sri Dip Gogoi also sanctioned Rs. 2 lakhs for construction of Classroom.
- One block of an RCC building meant for teaching purpose was constructed from the MPLAD funds provided by the Honourable Prime Minister of India.
- Sri Keshab Mahanta, the local MLA also sanctioned Rs. 2 lakh for the construction of departmental rooms.

The College also approaches individual donors. A number of class rooms were constructed with donation from individual donors. The college attempts to tap the state government avenues for funds which are especially meant for infrastructure.

4.1.2 Detail the facilities available for

- a) *Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.*

Class Rooms:

- There are 39 classrooms with different dimensions. One e-classroom with computers and interactive board is also available.
- There is a computer centre with internet and printing facilities where students can access the internet and avail the printing facilities.
- The department for Biological Sciences has an ICT classroom.
- The general library also provides learning spaces where the students can browse the web.

Seminar halls: There are 3 seminar halls cum classrooms.

Tutorial spaces: There are a number of small sized rooms where the faculty offers tutorial coaching to students.

Laboratories: 15 laboratories are in the college including central instrumentation facility as well as Specialized Microbiology, Tissue culture laboratory and language lab for Functional English.

Botanical Garden: One small garden along with the department of Botany. The entire college campus is used for plantation of trees as per the recommendation of experts.

Orchid House: The college has one Orchid House which houses different species of local orchids.

Animal house: Presently there is no animal house but there is an aquarium housing the local fishes.

Specialized facilities: The College has a Biotechnology Hub, one sophisticated computer laboratory, one Language Lab, and one centralized instrumentation facility.

Equipment for Teaching and Learning:

There are 52 computers, 10 LCD projectors, 5 Visual presenters, and 4 Interactive Boards.

Research:

Some of the sophisticated instruments available for teaching and research are Gel Doc System, Laminar flow system, Spectrophotometer, Research Microscope, PCR, Deep freeze, Ultra Centrifuge, Incubator, Hot air oven, and Shaker.

- b) *Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.*

Sports

Outdoor: Protected Playground with pavilion, Basketball Court and Volley ball court.

Indoor: Indoor stadium with facilities for badminton and table tennis with the size of 44 x 90 sq.ft. (under construction).

Gymnasium: Two numbers with multi gym facilities- One sponsored by Indian Army and the other initiated with the help of the student union fund.

Auditorium: There is one auditorium with the size of 60 x 150 sq. ft.

NSS: Active NSS Unit. No separate room could be provided at present.

NCC: NCC Unit for both Boys and Girls under the 8th Assam Battalion NCC housed in two rooms exclusively for the purpose.

Public speaking, communication skills development:

Communicative English laboratory.

Yoga: No special facility for Yoga. Open space and halls are used when necessary.

Health and Hygiene: Safe drinking water facilities, toilet facilities for students and faculty. First aid Boxes available. Free Transportation support to nearby hospitals provided in case of emergency. Separate sick bed facility for sick students in examinations.

4.1.3.1 *How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).*

Plan

- There is a building committee which plans the housing requirement induced by academic growth in advance for the year. The routine is so prepared that the available infrastructure be used for the academic growth. Introduction of new courses is considered and they will be introduced as soon as new infrastructure is available.
- The committee for UGC schemes, constituted by the principal, makes recommendations, keeping in view the academic growth, for building grants under the UGC. The principal discusses the matter with the governing body of the college for fund arrangement.

Ensuring Optimum use

- The institution prepares a scientific routine taking into account the academic growth for the year. Modifications needed are

conveyed to the routine committee by the concerned departments which are taken up in meetings for rectification immediately.

- The classes of second shift are arranged in the afternoon so that the available infrastructure be put to optimum use.
- Remedial and tutorial classes are held in the afternoon only. This too ensures optimal use of the infrastructure.
- The college infrastructure is used for PG and UG classes and examinations of Distance Learning learners in the afternoon or on Sundays and holidays.
- Sophisticated classrooms with LCD projectors and online power and internet support have been in use on Sundays for the last three years for Diploma in Elementary Education Programme under the Govt. of Assam and the KK Handique State Open University.
- Three induction programmes of TET Teachers have been conducted on holidays in last three years.
- There is a centralized housing for sophisticated instruments for optimal use. Three departments- Department of Botany, Zoology and Department of Biotechnology- are housed together for optimum use of space, equipments and chemicals.
- The Cycle stand surrounding the basket ball court serves as gallery at the time of sport events and small meeting also.
- The auditorium is designed in such a way that it fulfils the requirement of indoor stadium as well as academic hall.
- All halls and possible infrastructure are engaged for public uses, different examinations, meetings and Government training, etc. on holidays or on other days without affecting the normal academic activities.
- The college playground is allowed to be used for public purposes without affecting the regular college activities. Annual games and sports competitions are held in college field. It is also used by local youths for day to practice. All Assam Master Athletics was also held in the college field a few years back. The annual conference of Shankar Shangha was also held in the college field.
- One of the college gymnasiums with multigym facilities is allowed to be used by local youths.

Optimum Power:

- The college always tries to make optimum use of the available power. Online UPS systems are available at each important location. Inverter connections are also available where necessary so that large generator system is not used for small occasions. Solar Street lights are installed for green and optimum use of power. Tube lights, CFL and LED lights are used instead of conventional bulbs for low consumption as well as for optimum use of power. Further, best quality power devices and equipments are also installed.
- One designated person looks after the needs of power back up and ensures that the power supply is closed down when not in use.
- There are computer hardware personnel for ensuring proper use and maintenance of the computers and internet facilities in the college.
- Xeroxing facilities are routed through designated personals in the library and office for optimum use.
- There is a proper record system for issue and receipt of equipments for optimum use.

Water Supply:

- There is a person allotted to look after the supply of piped water. This ensures that the water taps are not left open and water is wasted. There is a centralized tank for the college for reducing need of extra personnel for servicing.
- The college is planning to install Water Overflow protection devices in all water pumps.

In the last four years the following infrastructure has been developed:

Sl. No	Facilities developed	Augmented	Amount spent during the last four years in Rs
1	Class Room Construction		
	i. 13 class rooms ii. 3 ICT enabled classroom	23 class rooms are renovated during last 4 years	78 lacs

2	Laboratory development		
	<ul style="list-style-type: none"> a) One Microbiology laboratory developed. b) One tissue culture developed. c) One language laboratory developed. d) Education laboratory renovated. e) Two computer laboratories developed. f) One central instrumentation facility One Biotechnology laboratory. 		21 lacs
3	Laboratory Renovated	<ul style="list-style-type: none"> i) 3 laboratories in chemistry dept. ii) 3 laboratories of Physics dept. 	4 lacs
4	Hostel facilities developed <ul style="list-style-type: none"> i) Girls hostel completed ii) Boys hostel completed 		97 lacs.
5	Sports facilities developed Two gymnasiums constructed.	Boundary wall of the field completed.	5.7 lacs
6	Development of uninterrupted Power supply	<ul style="list-style-type: none"> i. One 40 KVA generator installed. ii.4 online UPS 	7lacs
7	Development of Computer facilities		
	<ul style="list-style-type: none"> i. Two new Computer Laboratory were developed ii. Extension of Internet 	Increase of numbers of Computers and Visual presenter and	7 lacs

	facilities to all the departments iii. Wi-Fi system in the campus	LCD projector	
8	Development of Library facilities		
	i. Computerization of Library ii. New housing for material prison	i. Renovation of reading facilities.	5 Lacs
9	Common Room Facilities	i. Teachers Common room Renovated ii. Boys Common room Renovated	3.5 lacs
10	Parking Facilities	i. Students Bicycle Stand renovated ii. Car-parking facilities for Teaching and non teaching facilities renovated.	2.3 lacs
11	Office	Renovation	4.47 lacs
12	Canteen.	Renovation	0.48 lacs

Future planned expansions:

1. The new canteen building will be completed within six months.
2. The first floor of Girls Hostel will be completed within six months.
3. Renovation of Girls Common Room will be done within one year.
4. The boundary wall of Boys Hostel will be completed within one year.
5. Three big classrooms and four small classrooms will be constructed within one year.
6. Construction of Indoor Sports Training Facility will be completed within one year subject to availability of receipt of grant from the UGC.

7. Construction of one mini tea garden within one year for B. Voc. Scheme.
8. Another two big classrooms and four small classrooms will be completed within two years.
9. Construction of the administrative building will be started in the next five years.

4.1.4 *How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?*

Provisions for students with physical disabilities will be kept in new RCC buildings.

4.1.5 *Give details on the residential facility and various provisions available within them:*

- *Hostel Facility – Accommodation available:*
The College has one Boys' and one Girls' hostel with capacities of 70 and 50 students respectively. The hostels are well furnished and have 24 hour water supply and power supply.

There are warden quarters for both the hostels
- *Recreational facilities, gymnasium, yoga center, etc.:*
 - i) There is one protected playground with facilities for football and cricket. Apart from one Basketball Court and One Volley Ball Court, there is one indoor stadium with facilities for badminton and table tennis.
 - ii) One Auditorium with the facilities for drama and music.
 - iii) Two Gymnasias for exercise.
- *Computer facility including access to internet in hostel:*
Internet is available in boys and girls hostels for a restricted period.
- *Facilities for medical emergencies:*
 - i) In Science departments First Aid Boxes are available.

- ii) Sick bed is available in medical emergency also during examinations.
 - iii) Local medical personals are called to the college as per requirement.
 - iv) Free transportation to nearby hospitals is provided on emergency.
- *Library facility in the hostels: Nil*
 - *Internet and Wi-Fi facility:*
 - i) Internet facility for students is available at the library.
 - ii) A centralized Internet facility is available in the Computer Cell.
 - iii) Almost all the departments have internet facilities.
 - iv) The campus is connected by Wi-Fi system with restrictions.
 - *Recreational facility-common room with audio-visual equipments:*

The college has one central common room with audio visual facility for faculty members and two common rooms for students without audio visual facility, one for boys and the other for girls. Two common rooms with audio visual facilities are available for boys' and girls' hostels respectively.
 - *Available residential facility for the staff and occupancy, Constant supply of safe drinking water:*
 - i) Residential facility for Principal within the campus.
 - ii) Residential facilities for wardens of boys' and girls' hostels.
 - iii) Free residential facility is provided to some of the unmarried faculty members including males and females.
 - iv) Constant supply of safe drinking water in the residential as well as in the academic complex.

- *Security*

The whole campus including the playground is protected with boundary wall. Security personal on duty is available for 24 hours in the campus. In case of events needing tight security such as students' elections, the college takes the help of the local administration.

4.1.6 *What are the provisions made available to students and staff in terms of health care on the campus and off the campus?*

- The institution takes optimum care to keep the campus green and clean so that pollution free atmosphere prevails.
- Safe drinking water facilities for both students and faculty are available.
- Awareness programmes on health and hygiene are arranged frequently.
- There is canteen facility providing clean and hygienic food inside the campus.
- Two gymnasias are there for health conscious students and faculty.

4.1.7 *Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.*

Common facilities are available in the campus for the following special units.

- IQAC: A separate room with automation.
- Counseling and Career Guidance Cell: Two rooms with automation and internet facilities.
- Placement Unit: It is housed along with the Career Guidance Cell.
- Canteen: A Canteen with eco-friendly open air space.
- Recreational Space:

- i) One protected playground with facilities for Foot ball and Cricket.
 - ii) One Basket Ball Court.
 - iii) One Volley Ball Court.
 - iv) One Indoor Stadium with facilities for Badminton and Table Tennis
 - v) One Auditorium with facilities for drama and music.
- Two Gymnasia for fitness.
 - Constant supply of safe drinking water available in the residential as well as the academic complex.

4.2 Library as a Learning Resource

4.2.1 *Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?*

Yes. The college library has an Advisory Committee composed of the following:

Chairman:	Principal
Member Secretary:	Librarian
Members:	4 from teaching staff, 1 from non-teaching staff.

Initiatives taken by the Committee in the last four years:

1. Library Automation.
2. Internet Facilities.
3. Xerox facility in the library
4. Development of a new material prison.
5. Workshop for librarian for library automation was organized in the college.

6. Opening of new departmental libraries.
7. Access to the library is extended to the students of distance learning cell.
8. The stock of books has been significantly improved.

4.2.2 *Provide details of the following:*

- *Total area of the library (in Sq. Mts.):*480 sqmt.
- *Total seating capacity:*80
- *Working hours (on working days, on holidays, before examination days, during examination days, during vacation):*
The library offers services from 9.30 am to 4 pm on working days, before examination days, during examinations and during vacations. The library remains closed during holidays.
- *Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)*
 - a) *Individual reading carrels:*16
 - b) *Lounge area for browsing and relaxed reading:* 60sqm.
 - c) *IT zone for accessing e-resources:* Nil

4.2.3 *How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.*

Process of purchase:

The Library committee analyses the available funds for purchase of books, other reading material and required equipments for the year.

The departments are asked to submit their requirements to the librarian. The committee finally determines the allotment of fund for purchase of books and reading materials for specific department.

The books are generally purchased by the librarian. But if departments or faculties express their willingness to purchase books individually for their departments, they are allowed to do so. Bulk purchases of books are done in book fairs held in different parts of the state. A book fair is organized every year in the college campus which ensures selection for procurement of books and reading materials in the campus itself. Apart from this, books are also purchased from suppliers visiting the college.

Use of current titles, print and e-journals and other reading materials:

The centralized library has an open access system where students can directly access the books. This helps in using the library by the students in sizeable numbers throughout the year.

Students can access the internet facilities in library free of cost.

The librarian informs the departments about the new arrival of books which in turn is conveyed to the students by the faculty.

Adequate reading space and sitting arrangement for students is available in the library.

There is a provision for display of current arrivals at the entry of the main library itself.

Library holdings	Year -1		Year - 2		Year - 3		Year - 4	
	Nos.	Total Cost in Rs	Nos.	Total Cost in Rs	Nos.	Total Cost in Rs	Nos.	Total Cost in Rs
Text books	1165	2,12,71	1190	17,001	955	1,65,21	692	1,70,5
Reference Books	110	58,000	119	85,737	108	59,047	70	42,195

Library holdings	Year -1		Year – 2		Year - 3		Year - 4	
	Nos.	Total Cost in Rs	Nos.	Total Cost in Rs	Nos.	Total Cost in Rs	Nos.	Total Cost Rs
Journals/ Periodicals	28	15,600	28	15,800	34	17,100	34	17,400
e-resources	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Any other (specify)	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

4.2.4 *Provide details on the ICT and other tools deployed to provide maximum access to the library collection?*

- *OPAC: Nil*
- *Electronic Resource Management package for e-journals: Nil*
- *Federated searching tools to search articles in multiple databases: Nil*
- *Library Website: Nil*
- *In-house/remote access to e-publications: Nil*
- *Library automation: Library automation is done by SOUL software.*
- *Total number of computers for public access: 2 sets of Computers.*
- *Total numbers of printers for public access: 2 nos. of Printers.*
- *Internet band width/ speed: Broadband connection with 10 mbps □ 2mbps □ 10 mbps □ 1 gb (GB)*
- *Institutional Repository: Nil*
- *Content management system for e-learning: Nil*

- *Participation in Resource sharing networks/consortia (like Inflibnet): Nil*

4.2.5 *Provide details on the following items:*

- *Average number of walk-ins: 260*
- *Average number of books issued/returned: 200 books daily.*
- *Ratio of library books to students enrolled: 18:1(18 books per student)*
- *Average number of books added during last three years:2800*
- *Average number of login to opac (OPAC): Nil*
- *Average number of login to e-resources: Nil*
- *Average number of e-resources downloaded/printed: Students are free to download materials from the net whenever they desire.*
- *Number of information literacy trainings organized : One literacy training in an year.*
- *Details of “weeding out” of books and other materials : Books partly unusable are restored with help from experts from the printing press. Fully damaged books and journals are weeded out by the library staff and placed in the library committee meetings for removal.*

4.2.6 *Give details of the specialized services provided by the library.*

- *Manuscripts: Nil*
- *Reference : A Reference section is there in the library.*
- *Reprography: Xeroxing facility is available in the library.*
- *ILL (Inter Library Loan Service): Nil*
- *Information deployment and notification (Information Deployment and Notification): Information relating to new arrivals of books are displayed at the library.*
- *Download: Available in the library.*
- *Printing: Available in the library.*

- *Reading list/ Bibliography compilation:* Available.
- *In-house/remote access to e-resources:* Nil.
- *User Orientation and awareness:* Awareness programme for the students are arranged in the beginning of the year.
- *Assistance in searching Databases:* Library staff assists students in finding out the desired books.
- *INFLIBNET/IUC facilities:* No such facilities are there in the library at present.

4.2.7 *Enumerate on the support provided by the Library staff to the students and teachers of the college.*

The library has an open access system. The library staff assists the students in searching for books. They also assist in browsing the internet. There is a book bank facility for the students where the library staff provides assistance to avail the facility of the bank.

4.2.8 *What are the special facilities offered by the library to the visually/physically challenged persons? Give details.*

No such facilities are there at present.

4.2.9 *Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)*

Feedback from library users is collected through a box kept at the library. The library committee analyses the suggestions. Necessary steps are taken for improving library services whenever the students require them.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- *Number of computers with Configuration (provide actual number with exact configuration of each available system):* 52 systems.

Configuration:

02 with core i5 processors, 2 GB RAM, 360 GB HDD.

30 with core i3 processors, 2 GB, RAM, 360 GB HDD.

10 with core 2Duo processors, 1 GB RAM, 250 GB HDD.

05 with dual core processors, 1 GB RAM, 250 GB HDD.

05 with Celeron processors, 512MB RAM, 80 GB HDD.

- *Computer-student ratio:* 1:32
- *Stand alone facility:* One stand alone facility in the library.
- *LAN facility:* LAN facility is there in a) college office, b) Library, c) BCA.
- *Wi-Fi facility:* Yes.
- *Licensed software:* There are 20 licensed software packages.
- *Number of nodes/ computers with Internet facility:* 27 computers with internet facility.
- *Any other:* Think line devises are also available.

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

On campus internet facility is provided to almost all the Departments. Centrally located internet facilities are available in the library and in the computer cell for students and faculty. The campus is Wi-Fi made. Dongles for accessing Internet are provided to the coordinators of different schemes to be used outside the campus.

4.3.3 *What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?*

There is a plan to incorporate a digital repository of important books and documents in the library in near future. There is also a proposal to develop a digital library. The internet facility will be extended to the hostels via cable mode. Discussions are on to introduce internet kiosks for students in the campus. Plans are underway to upload more important lectures to the college website so that students missing important classes can access them.

4.3.4 *Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years).*

Procurement and maintenance of the computers is done using funds from different organizations like UGC, Department of Science and Technology Govt of India, Department of Biotechnology. In different schemes, there are separate allotments for computers and their maintenance. The college allots approx. 1.3 lakhs for library purposes from its resources.

In the last four years, the following computers were procured:

Sl No	Year	Funding agency	Number of computers procured.	Amount Spent for computers procured (Rs.)	Amount earmarked for maintenance (Rs)
1	2011	UGC	02	70,000	20,000
		DBT	02	70,000	
		DST	10	3,50,000	

2	2012	UGC	05	1,75,000	30,000
		DBT	04	1,40,000	
		DST	00	00	
3	2013	UGC	10	3,50,000	35,000
		DBT	00	00	
		DST	00	00	
4	2014	UGC	01	35,000	40,000
		DBT	00	00	
		DST	00	00	
		KKH State Open University	02	70,000	

4.3.5 *How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?*

The college has considerable number of computers (52 Nos.), LCD projectors and visual presenters along with printers and Xerox facilities. This facility is extended to users readily. There are two classrooms specially designed to take up classes using computers, internet and projectors.

4.3.6 *Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of*

teaching-learning process and render the role of a facilitator for the teacher.

The college has three ICT enabled classrooms. One learning space is available in the library where the students can access the internet. In the Department of Commerce, there is a provision where the students can browse the internet. In the department of Biological Sciences, there is a separate space for students where the students can study as well as use the internet for learning. Space is provided in the vicinity of the teachers' common room of the department, and the students can easily contact the teachers for guidance.

4.3.7 *Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?*

There institution has not been able to avail the National Knowledge Network connectivity so far.

4.3 Maintenance of Campus Facilities

4.4.1 *How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?*

There is proper planning for maintenance and upkeep of building facilities and furniture to ensure optimal allocation and utilization. The principal, in consultation with the building committee, allocates the required funds for maintenance with the approval by the governing body. Computers and equipments procured under different schemes are maintained by part of the funds of the schemes themselves. For maintenance of facilities such as power and water supply, the principal allocates funds

from the general fund keeping in view the optimal use of the available resources.

Year		Item	Budgetary allocation (Rs)	Actual Expenditure(Rs)
2011	A	Building	2,00,000	2,02,000
	B	Furniture	30,000	23,450
	C	Equipment	20,000	23,000
	D	Computers	28000	32,000
	E	Vehicles	00	00
	F	Campus maintenance	50,000	45,680
2012	A	Building	2,00,000	2,10,000
	B	Furniture	30,000	28,750
	C	Equipment	30,000	31,250
	D	Computers	30,000	29,600
	E	Vehicles	00	00
	F	Campus	75,000	76,000
2013	A	Building	2,20,000	2,23,000
	B	Furniture	30,000	30,750
	C	Equipment	30,000	31,250
	D	Computers	30,000	33,400
	E	Vehicles	---	----
	F	Campus	75,000	76,000
2014	A	Building	2,20,000	2,22,000
	B	Furniture	30,000	32,450
	C	Equipment	30,000	29,750
	D	Computers	30,000	33,500
	E	Vehicles	00	00
	F	Campus	80,000	81,200

4.4.2 *What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?*

- Regular monitoring by the Principal and the Building Committee is made for buildings and college campus.
- Each and every classroom is allotted to one grade IV staff to be looked after. They immediately inform the principal for any damage or necessity of repairing.
- For departmental equipments etc. are monitored by the Laboratory Bearers under constant supervision of the Heads of Departments and they inform the principal if and when necessary. For maintenance of sophisticated instruments students are also involved.
- Library infrastructure are monitored by Library staff.
- A separate person for Maintenance of Computers is engaged.
- There is an electrician for maintenance of power equipments.
- For the maintenance of open spaces and gardens, a regular gardener is appointed.
- The college has lot of responsible students who themselves care the property of the institution and inform the authority any damage or necessity of repairing. The college also involves the students in many such cases like plantation and maintenance of gardens, playground etc. so that they feel the property of the college as their own. The multi-gyms are maintained by the students themselves.
- The hostel property is maintained by hostel staff and boarders under supervision of Superintendents and Assistant Superintendents
- Boys Common Rooms, Girls Common Rooms, Union Room and NCC room are maintained by students themselves.
- External Experts are also called for whenever it is necessary.

4.4.3 *How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?*

The college during procurement of instruments has an understanding with the suppliers to make the necessary calibration and

other precision measures for the equipment/instruments. On demand from departments, the authority makes the necessary arrangement for inviting experts through suppliers where and when necessary. On an average, there are routine visits by the engineers annually from different suppliers.

4.4.4 *What are the major steps taken for location, upkeep and maintenance of sensitive equipment(voltage fluctuations, constant supply of water etc.)?*

The college has procured a sizable number of sophisticated instruments in the last four years under different schemes. The following major steps are taken for location, upkeep and maintenance of sensitive equipment:-

- Instruments
 - i) Housing of sophisticated instruments in a Common Instrumentation Facility with online UPS facility.
 - ii) Air conditioning facility installed where necessary.
 - iii) Voltage stabilizers for sensitive instruments.
 - iv) Power backup for the campus.
 - v) Overhaul of the wiring system with MCB.
 - vi) Permanent appointment of electrician for the college.
- Constant water supply
 - i) Proper upkeep of the pipes and accessories.
 - ii) Centralized water storage facility for the college.
 - iii) There is designated personal for supervising the supply of water to different units.

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

- The enrolment of the college has gone up 2.6 times in recent years. The college has been trying its best for comfortable accommodation of the students.
- The college wrote to the honorable Ex Prime Minister Dr. MM Singh describing the growth of the college and

requesting him for grant for construction of classrooms. He was kind enough to sanction Rs. 25 lakhs for the purpose. It also gathered resources from MLA, MP etc. Recently a proposal of Rs. 26 lakhs for construction of classrooms was submitted to Oil India Ltd. A proposal for installation of Solar Power project has been submitted to the local MP amounting to Rs. 1.06 crore.

- In the last few years, the infrastructure and learning resources of the college have attracted students from eight other districts to pursue their studies in this college.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

The college publishes an updated prospectus every year in the beginning of the academic session. The prospectus contains the following information-

- i.** General information on the college.
- ii.** Information on the programmes offered in the college.
- iii.** Subject combinations to be opted by students.
- iv.** Fees structure of different programmes.
- v.** Information about examination procedure.
- vi.** Information on co-curricular aspects in the college.
- vii.** Information on different awards and honours offered by the college, donors and the faculty members.
- viii.** Rules and regulations set by the college to maintain the academic environment of the college.
- ix.** List of faculty members.

The Academic Committee, Admission Committee etc. ensure the implementation of the stated provisions in the prospectus. If any lapses are noticed, immediate measures are taken by the college in consultation with the academic and the admission committees.

5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

Institutional scholarships / free ships given to the students during the last four years:

Year 2011

Type	Number	Amount (Rs)
<i>Cash award</i>	03	15,000
<i>Free studentship</i>	20	39,650
<i>Poor studentship</i>	55	45,950
<i>Donor scholarship through Institution.</i>	08	15,000
<i>Scholarship sponsored by faculty</i>	05	5,000

Year 2012

Type	Number	Amount (Rs)
<i>Cash award</i>	02	10,000
<i>Free studentship</i>	31	56,420
<i>Poor studentship</i>	62	58,080
<i>Donor scholarship through Institution.</i>	04	20,000
<i>Scholarship sponsored by faculty</i>	03	7,000

Year 2013

Type	Number	Amount (Rs)
<i>Cash award</i>	03	15,000
<i>Free studentship</i>	17	39,420
<i>Poor studentship</i>	39	41,720
<i>Donor scholarship through Institution.</i>	06	30,000
<i>Scholarship sponsored by faculty</i>	04	13,000

Year 2014

Type	Number	Amount (Rs)
<i>Cash award</i>	02	10,000
<i>Free studentship</i>	09	23,440
<i>Poor studentship</i>	43	66,750
<i>Donor scholarship through Institution</i>	08	40,000
<i>Scholarship sponsored by faculty</i>	05	15,000

5.1.3 *What percentage of students receive financial assistance from state government, central government and other national agencies?*

Students receive financial assistance from the state government.

2013				2014			
Minority	SC	ST	OBC	Minority	SC	ST	OBC
3%	4.9%	5.2 %	10.1 %	2.8%	5.2 %	6.5 %	9.4 %

Financial award from national agencies:

In the year 2013, two students received Inspire Scholarship from Department of Science and Technology, Govt. of India. In the year 2014, one student received Inspire Scholarship.

5.1.4 *What are the specific support services/facilities available for*

✓ Students from SC/ST, OBC and economically weaker sections:

- i. For the students from SC/ST and OBC communities, remedial classes are arranged regularly.
- ii. Scholarships from State Government as well as Central Government are availed by the students of SC and ST communities.
- iii. Special financial aids to students from economically weaker section are extended by the college.
- iv. In the library, there is a book bank facility for the benefit of the poor students.

Students with physical disabilities:

Free admission for physically challenged students. Special arrangements for physically disabled students are to be made in the newly constructed buildings. During the examinations, separate sitting arrangements are made for such students.

✓ ***Overseas students:***

No overseas students in this institution.

Students to participate in various competitions/National and International:

The college always encourages students to participate in various competitions. Students participating in different events are encouraged by extending different facilities and financial assistance. During the last four years, a sizeable number of students participated in different sports, cultural and literary events at State, University and local levels, and won different prestigious awards, medals, etc.

✓ **Medical assistance to students: health centre, health insurance etc.**

- i. There is no health centre in the college. However, most of the science departments have first aid boxes for emergency, and local health practitioners are invited whenever necessary.

- ii. The college arranges group life insurance policy for each and every student annually.
- iii. In case of accidents causing injuries or death, financial assistance is provided to poor students if and when necessary.

✓ ***Organizing coaching classes for competitive exams:***

Organizing coaching classes for different competitive examinations is a regular practice in the institution. During the last few years, coaching classes were organized for Army Recruitment, Railway Recruitment, Teachers Eligibility Test, Medical and Engineering Entrance etc. Generally, these coaching classes are arranged with the aid of the UGC, but sometimes, they are also conducted by the college with its own resources.

✓ ***Skill development (spoken English, computer literacy, etc.):***

There is a language laboratory in the department of English for development of English language skills. Training programmes and short term courses on spoken English are also conducted by the college.

The computer cell and the department of Computer Science of the college are offering short term computer literacy programmes to the students of the college. Free computer literacy programme are also conducted for students on request.

✓ ***Support for “slow learners”:***

Remedial and tutorial classes are organized frequently for slow learners. At the department level, slow learners are identified and special attention is given to them in addition to the remedial classes.

✓ ***Exposures of students to other institution of higher learning/ corporate/business house etc.***

Exposure visits to other institutions is a regular practice. During the last few years, students of different departments, particularly of science departments, were sent to the Defence Research Laboratory, Tezpur University, North Eastern Hill University, Shillong, Numaligarh Refinery Limited, Numaligarh, Fishery College of Assam Agricultural University, Raha, National Potato Research Centre, Shillong, etc. Financial support is extended for such visits.

Students of BBA are often sent to business houses and industries with financial assistance of the college.

Students of Arts and Commerce streams are encouraged to visit different places, and such activities, directly and indirectly, contribute to their learning.

Study and project tours are arranged under the supervision of the faculty members for Environmental Studies and projects included in their syllabi.

✓ ***Publication of student magazines***

Every year, the College Students' Union publishes a magazine where articles on different aspects by the students as well as by teachers and by non teaching staff are published. The magazine serves as a platform for the young writers. Most of the departments have wall magazines to which students are the major contributors.

A few wall magazines are also published periodically by students.

5.1.5 *Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.*

The college facilitates entrepreneurship skills among its students by conducting skill development courses, particularly on computer science. Workshops and seminars are also organized to motivate the students. A career oriented program on entrepreneurship development was conducted in the Commerce Department. A National Seminar on entrepreneurship development was also organized by the college.

In consequence, some of the alumni have started new ventures.

5.1.6 *Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.*

Every year, a week long programme is organized by the college in the form of College Week. During this period, different sports, cultural and literary events are organized, and prizes, medals etc. are awarded to successful students. The college regularly participates in the Youth Festivals organized by the university. Apart from this, students are sent to different places for participating in events. Selection for participation outside the institution is done on the basis of performance in the college week, which motivates the students towards extracurricular activities.

*** additional academic support, flexibility in examinations:**

- Study materials are provided to students
- All toppers of all streams and all classes are given free studentships.
- Cash award for meritorious students, financial assistance and provision of extra books from libraries for poor students, are regular practices of the college.

- In internal examinations like Sessional Examinations and Departmental Unit Tests, flexibility is adopted where necessary.

** special dietary requirements, sports uniform and materials:*

Dietary support is provided to NCC cadets and NSS volunteers during the activities. Workers of the students' union are also given dietary facility. Sports materials for different indoor and outdoor games are provided by the college so that students can explore their talent in games and sports. Sports uniforms for football and volley ball are provided by the college. Sports uniform is also provided for external competitions.

** any other:* Provision for financial assistance for sports persons from financially weak families. In personal capacity, faculty members extend financial and material support to students.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

The college organizes short term coaching programmes for entry into services for the students. In specific examinations like state level Teachers Eligibility Test (TET), the college organizes long term coaching classes. In the year 2013, 24 students who availed the coaching programme on Teachers Eligibility Test (TET) organized by the college cleared the examination and were subsequently employed. The college organized coaching and guidance for entry into defence services, and in 2014, 4 students got employment. In the year 2011, coaching for state civil service examinations was conducted. Eight students passed through the examination.

5.1.8 *What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)?*

There is a career counselling cell in the college. This cell regularly organizes different counselling classes by experts from different fields. The main purpose of these counselling classes is to guide the students so that they can take the right decision for their future. Another aim of these career counselling classes is to motivate the students with suitable examples. Apart from career counselling cell, different departments organize training programmes/ workshops etc. on personality development, Spoken English etc. Successful persons in Civil Service like IAS, IFS, ACS, etc. are invited to the college for interaction with students.

5.1.9 *Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).*

The career counselling cell in the college arranges counselling classes with the help of experts in the concerned areas for career guidance. Another aim of these career counselling classes is to motivate the students to use their abilities and build their self-confidence.

The college also has a placement cell which displays information and advertisement for jobs and higher studies on its notice board, and provides detailed information along with application forms when asked for. It also arranges need based pre examination coaching.

No campus interview has been conducted during the last four years.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes, the college has a redressal cell. During last four years, a total of 12 major grievances were reported and all of them were redressed.

List of grievances reported and redressed during the last four years.

Sl. No	Grievances reported	Grievances redressed
1	Drinking water facility	Redressed
2	Toilet facilities.	Partially done and Process going on.
3	Classroom facilities	Process going on.
4	Increase of seat capacity in hostels	Process going on.
5	Security of the campus.	Redressed
6	Increase street lights in the campus	Redressed
7	Improvement of boys common room.	Redressed
8	Improvement of girls common room	Process going on.
9	Increase of sport materials	Redressed
10	Better facilities during filling of forms.	Process going on.
11	Relaxing of Uniform	Could not be redressed.
12	Boundary wall of boys hostel.	Process going on.

5.1.11 *What are the institutional provisions for resolving issues pertaining to sexual harassment?*

The college has a women cell, and it takes up matters related to sexual harassment. The cell keeps itself abreast of such incidents, if any, in the campus, and seriously considers the matters. It is required to discuss them in the general meetings of the staff. It is also required to draw the authorities' attentions. However, no major incident has been reported so far.

5.1.12 *Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?*

Yes, there is an anti ragging committee with which students are associated as some of the members. There was no instance of ragging during the last four years. The anti ragging committee addresses the students every year at the beginning of the session and deliberates on the harms of ragging, and cautions the students of legal consequences for those involved in such evil practices. No major incident has been reported in the last four years. Strict warning was issued by the authority against three minor incidents.

5.1.13 *Enumerate the welfare schemes made available to students by the institution.*

- The college offers six cash awards for students securing highest positions in final examinations and the top position holders of the classes are offered free studentship.
- Admission is free for differently abled students.
- The students coming from land donor families are offered financial relief by exemption from admission fees.
- Book bank facility is extended to students coming from poor economic background.
- Financial assistance is given to poor needy students on request.
- Free admission to physically challenged students

- Financial support to students participating in sports and cultural competitions at the state and at the national level.
- Financial support in part provided to students for study tours and excursions.

5.1.14 *Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?*

Yes, the college has an alumni association. The alumni of the college have donated one public drinking water equipment (Aquaguard) for students.

5.2 Student Progression

5.2.1 *Provide the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.*

2011

Student progression	%
UG to PG	38
PG to M.Phil.	00
PG to Ph.D.	00
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	0.01 3

2012

Student progression	%
UG to PG	53
PG to M.Phil.	00
PG to Ph.D.	00
Employed	
• Campus selection	00
• Other than campus recruitment	5.2

2013

Student progression	%
UG to PG	56
PG to M.Phil.	00
PG to Ph.D.	00
Employed	
• Campus selection	00
• Other than campus recruitment	3.4

2014

Student progression	%
UG to PG	67
PG to M.Phil.	00
PG to Ph.D.	00
Employed	
• Campus selection	0.3
• Other than campus recruitment	2.3

5.2.2 *Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in*

comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Batch	Programme	Number Of Students	Completion Rate.	Pass percentage College	Pass percentage University.
2011					
	BA	159	67	72	74.33
	B.Sc	23	85	82	82.35
	B.Com	19	90	81	88.52
2012					
	BA	139	56	93	72.79
	B.Sc	28	76	67	83.88
	B.Com	21	82	92	89.87
2013					
	BA	176	56	76	76.77
	B.Sc	27	76	80.7	81.28
	B.Com	21	78	93	93
2014					
	BA	196	79%	76	Not available from the University
	B.Sc	27	89%	81	-do-
	B.Com	21	92%	95	-do-

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

- The college has a career cell and placement cell. These cells provide information about higher studies and employment opportunities. The computer cell of the college provides facilities of applying online to the

students. Besides, motivational talks are frequently arranged.

- The Distance Learning Cell of the college provides admission and opportunity of studying Post Graduate Courses in the college in distance mode to those not getting admission in the regular mode of the university. The cell also arranges classes for the same.
- Sometimes, financial aid is also extended to poor students by the faculty members.

5.2.4 *Enumerate the special support provided to students who are at risk of failure and drop out?*

- Remedial and tutorial classes are arranged for weak students.
- Special attention is given to such students at the department level by providing learning materials and taking additional classes.
- Additional books are supplied through the library.
- Support is provided in the way of granting permission for attending regular classes even after their failure in the university examination.

5.3 Student Participation and Activities

5.3.1 *List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.*

List of Sports, Games facilities in the institute.

Name of the sports/games	Time of availability for students for practice	Program for competitions
Football	From 4 pm in	In the months of January

	summer and after 3pm in winter after academic activities round the year.	and February
Volleyball	Do	do
Badminton	Do	do
Cricket	Do	do
Basketball	Do	do
Table tennis	Do	do
Athletics	Do	do

List of cultural and other extracurricular activities and facilities in the institute.

Name of the Activity	Time of availability for students for practice	Program for competitions
Music	From 4 pm in summer and after 3pm in winter after academic activities round the year.	In the months of January and February
Drama	do	do
Dance	do	do
Literary	do	do
Debating/ quiz and speech	do	do

5.3.2 *Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.*

Student achievements in co-curricular, extracurricular and cultural activities in last four years:

Name of achievement	Level of achievement	Number
2011		
Best debater	State	03
Best quiz team	State	01
2012		
Best debater	State	04
Best quiz team	State	02
Best singer	University	01
Best dancer		01
2013		
Best debater	State	02
Best quiz team	State	01
2014		
Best debater	University	01
Best singer	University	01
Best actor	University	01
Best drama	University	01

5.3.3 *How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?*

The departments seek the feedback from its graduates, and the feedback is thoroughly discussed in the academic committee meetings and staff meetings. The feedback serves as an important tool during policy making for oncoming years. At present there is no mechanism for obtaining feedback from the employers.

5.3.4 *How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.*

The college encourages the students to explore their talents by publishing their writings in wall magazines and college magazines.

Apart from these magazines, each department publishes its own wall magazine. The college provides moral and financial assistance for this. Books of poems composed by students were also published during the last five months.

5.3.5 *Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.*

The college has a Students' Union. Every year the body is formed by general election by the students. There is a written constitution of the union and the union is run strictly according to the constitution.

The Students' Union conducts annual sports, cultural and literary fiesta as well as other festivals. Besides this, the Union also organizes programs like freshmen social, etc. Students of the college participate in various competitions like youth festival, sports competitions, debate and quiz and cultural competitions etc. through the students union. The students union also plays the role of a bridge

between the students and the authority. It conveys different needs and grievances of the students to the authority. The authority implements anti-ragging measures and similar activities through the students union.

There is a Students' Union Fund developed with the help of the contribution from students at the time of admission. The students' union performs their activities with this fund.

5.3.6 *Give details of various academic and administrative bodies that have student representatives on them.*

There are a number of committees in the college where student representatives have their place. They are,

1. Election Committee
2. Anti Ragging Committee
3. Disciplinary Committee
4. Students Innovation Club

5.3.7 *How does the institution network and collaborate with the Alumni and former faculty of the Institution.*

The college maintains a good relationship with its alumni and the former faculties. On important occasions, the college invites its alumni and former colleagues. Sometimes, the services of alumni and retired colleagues are also utilized in specific jobs.

Any other relevant information regarding Student Support and Progression which the college would like to include.

In the last couple of years, it was observed that many students were willing to take admission into PG courses but could not get seats in the regular courses of the universities. Hence, the college seeks to strengthen the Distance Learning Cell so that more and more students get the opportunity to pursue higher studies in this institution. It is also planning to open regular PG courses in some subjects in the near future to meet the demand.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 *State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?*

Motto:

Knowledge with values

Vision:

The vision of the college is to make it a rural institution of excellence.

Mission:

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

The institution is situated in a rural area with a large number of SC, ST, and minority, and economically as well as educationally backward groups. Imparting quality education to the rural masses is the primary need which is a challenging task. Therefore, the mission statement incorporates the need of providing higher education in the vicinity of these deprived people. On the other hand, there is a mass migration of talented youths to other parts of the country. The youths seldom return for jobs to their native area. This results in dearth of talented youths who can extend services to this rural area. Moreover, talented young men and women with a financially poor background lag behind in availing quality education. We are aware that maximum number of youths moves out for education in science and technology. To attract them and cater to their aspirations is one of the missions of this institution. Moreover, being the only institution for higher education, people of this area look up to this college for leadership in

various areas of concern. The most prominent one being the eroding of cultural foundation of the youths in the wake of the ills of globalization, one of the missions of the college is to provide a strong cultural base to the new generation. In the absence of proper scientific education in the area, superstitions like witch hunting, child marriage, etc. seem to make their way into some populations. The place is very rich in biodiversity and is endowed with natural beauty. Reckless developmental activities will result in demolition of uniqueness of the area in the long run. Our mission statement addresses these issues.

6.1.2 *What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?*

The top management in the college is the Governing Body followed by the Principal. The plans for quality improvement are designed by the principal in consultation with different committees like Academic Committee, UGC Committee, etc. Apart from these, different faculty members are invited by the principal, as per requirement, for discussions in designing quality policies. The implementation depends upon the policies. Academic improvement policies are implemented through the Academic Committee and the heads of departments. Some policies like improvement of office services are implemented through the principal. Major quality policies are approved and monitored by the Governing Body. Since the college is a provincialised one, the Govt. of Assam also formulates and monitors the policies.

6.1.3 *What is the involvement of the leadership in ensuring :*

- *the policy statements and action plans for fulfillment of the stated mission:*

The principal is the authority from which every action plan for fulfillment of the stated mission issues forth. The principal plays a proactive role in implementation of the plans. If the plans and policies originate from other sources such as staff meetings, academic committees, individual faculty members, students and

other stake holders, the principal takes the necessary steps for implementation of the same.

- *formulation of action plans for all operations and incorporation of the same into the institutional strategic plan:*

The principal formulates the action plans in consultation with faculty members. Viewpoints and opinions from different quarters of the institution need final approval of the Governing Body for their incorporation into the institutional strategic plan.

- *Interaction with stakeholders:*

The principal discusses policies relating to student affairs with student bodies during planning as well as implementation. The strategies are discussed in guardian meetings. Local experts are invited to the institution for consultation during policy formulation. The faculty members interact directly with principal, individually as well as through committees, during formulation of policies and implementation.

- *Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders:*

The principal deposes individual faculty members to analyze the need. The deputed faculty hold consultations with students, guardians and local experts where and when necessary. The input received is conveyed to the principal for policy making and planning.

- *Reinforcing the culture of excellence:*

Students are offered initiatives in the form of awards like Free Studentships for toppers of each class, Best Student Award, Best Library Reader, etc. Teaching aids and equipment facilities are liberally provided to the faculty members. Cash incentives are offered to faculty members involved in specific tasks connected with areas of excellence.

- *Champion organizational change:*

The principal always initiates every organizational change and takes the major steps necessary. For any major organizational change, the Governing Body is the final authority locally, and the state government centrally.

6.1.4 *What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?*

The Governing Body is the ultimate authority that discusses and monitors every major plan and policy initiative. The principal collects information and feedback on the programmes of the college from students and teachers through periodic meetings and places the major issues before the Governing Body for approval. He forms different committees and subcommittees in consultation with the staff to monitor and evaluate policies and plans of the institution for effective implementation. Monitoring of academic matters is carried out through the vice principal assisted by the head of the departments. The conveners of various committees like building committee, academic committee, research committee, library committee, examination committee, and UGC committee submit their reports to the principal who reviews the same with the help of the faculty for initiatives. Apart from the long term committees, there are short term committees like workshop committee and seminar committee to organize and monitor specific events. Specific persons are appointed by the principal from time to time to monitor specific works like library auditing, internal financial auditing, etc.

6.1.5 *Give details of the academic leadership provided to the faculty by the top management?*

Every department has the freedom to prepare its own plan to allot teachers for specific units in the subjects. The covering of the courses is monitored by HODs only. The faculty members are free to select the method of teaching. The department has the freedom to design

course plans but implementation needs permission of the central authority. Every faculty has the freedom to take up research works in his/her field of interest, but for availing leave, it needs the permission of the authority. Assessment of students' progress, and the methods and frequency of assessment can be determined by the faculty themselves under the supervision of the HOD. The use of teaching aids is again determined by the teachers themselves.

6.1.6 *How does the college groom leadership at various levels?*

The college takes up programmes like social services to groom leadership qualities among students. The faculty members of the college take active participation in every activity of the students and promote leadership qualities among students. Every year, the Students' Union is formed democratically by secret ballot system. The union so formed takes necessary measures to address issues related to the students. At the faculty level, the leadership qualities in different fields are identified by the authority in consultation with senior faculty, and accordingly, responsibilities are allotted for coordinating different schemes and works.

6.1.7 *How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?*

The HODs have ample freedom to plan the completion of the courses. They have the autonomy to hold any number of internal examinations and evolve evaluator techniques. The HODs are also responsible for allotment of unit wise courses among the departmental faculty. The departments have autonomy to invite guest faculty and the authority makes arrangement for finance. The departments can design certain courses in addition to the running ones, both short and long term, but their implementation needs the approval of the authority. The selection of equipments, books, etc. is done by the departments and the purchasing is done by the college after discussion in the concerned meetings. The faculty members are

free to conduct research work of their choice.

The office works are carried out through methods adopted by the office staff within the ambit of the rules and supervised by the principal.

The library committee has some autonomy to administer the library according to their plans in line with library management principles. The library committee acts as an advisory body in designing the systems as per standard library procedures.

6.1.8 *Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.*

Yes, the college does promote a culture of participative management.

Management of the college:

- Representatives of teaching and non-teaching staff are nominated to the Governing Body of the College to participate in the management of the institution. The representatives of student community participate in the management of college election and in the maintenance of disciplines. For management of major academic works and administrative works, responsibilities are distributed among departments and concerned committees. In handling of the research fund, there is a culture of providing full autonomy to the research workers.
- Examination Board is formed in the meeting of Academic Committee and the Vice Principal is given full autonomy to choose his/her co-workers.
- In case of external examinations, duties are entrusted to faculty members in the centre committees, and optimum opportunity is provided to choose their co-workers so that they enjoy good working atmosphere.
- The Principal normally entrusts duty with consultations with concern senior faculty members and the senior

workers are taken into confidence to choose their co-workers for a better working environment.

Management of major events:

There is a culture of managing centrally organized events through faculty members by designated committees like workshops, Seminars, Students' Union as well as College Week. For all major events, the committees are formed in the staff meetings.

Managements of Schemes:

Different schemes sponsored by outside agencies are managed by designated coordinators of the coordinating committees as per the guidelines, and they are closely supervised by the principal.

Management of Library:

There is a Library committee to advise the library staff in different works.

Managements of Hostels:

- Hostel Wardens are appointed for supervising and managing the hostels. The hostel management committee also works for maintenance of the hostels.
- The Principal holds staff meetings time to time to discuss various issues and problems in the college where the teachers keep making their suggestive remarks.
- At the beginning of every academic session, the principal generally calls a staff meeting to discuss and fix plans and strategies to be adopted for the next year.
- On all major issues like achievements, failures, receipt of grants, visits by dignitaries, students disciplinary problems, the principal always calls staff meeting or meeting of academic committee for discussions and suggestions so that suitable result comes out. Generally major suggestions and decisions of these meetings are placed in the Governing Body

or before the higher authority, when necessary, by the principal for information or necessary action. If required, student representatives are also asked attend the meetings or discussions to make their own points.

6.2 Strategy Development and Deployment

6.2.1 *Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?*

Yes, there is a formally stated quality policy envisaged by the vision and mission of the institution. The quality policy is formulated for the year by the Academic Committee where, apart from the regular members, individual faculty members are also invited. To maintain a continuous drive for quality, the parameters are reviewed in staff meetings as well as in academic committee meetings. The IQAC puts forward its decisions and suggestions in these meetings. The policies are put into practice through formal intimations to the stakeholders concerned.

6.2.2 *Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.*

The college has a perspective plan for development. The aspects considered are mentioned below:

Academic:

- The college plans to introduce job oriented professional courses in addition to the existing ones. The college has taken part in the Skill Development Initiatives of the central government, and applied for the B. Voc. and Community College Schemes of the UGC. The UGC has approved the B. Voc. Scheme for the institution.
- The college has been trying to enhance its student enrolment for the last five years to keep itself in tune with the national policy of the GER . As a result, the enrolment of the college has increased 2.6 times.

- Has plans to open Post Graduate Courses in a few subjects (like Commerce, Education, Botany) in the regular mode.
- Has a plan for continuous improvement in the academic performance of the students by widening its latest teaching learning resources and by facilitating close interactions with experts from other institutes.
- The college has plans for extensive use of the ICT methods in teaching, learning and evaluation process. It has taken the expertise of Dr. Khanin Pathak, Professor of IIT, Kharagpur on this matter.
- It further feels the need for the improvement of placement support as well as student welfare services, and thereby lending permanency to the existing set up.

Infrastructure:

- The college has a future design to provide best possible modern class room with ICT facilities for better learning by remodeling the existing structure.
- Completion of the ongoing construction works of hostel buildings to accommodate more residents.
- Construction of a new administrative building and large sized class rooms is included in the plan.
- Has plans for the renovation of the present auditorium.
- Has a plan to construct more cycle stands for students and one car parking zone for staff.
- Has a plan to install solar power system for green energy.

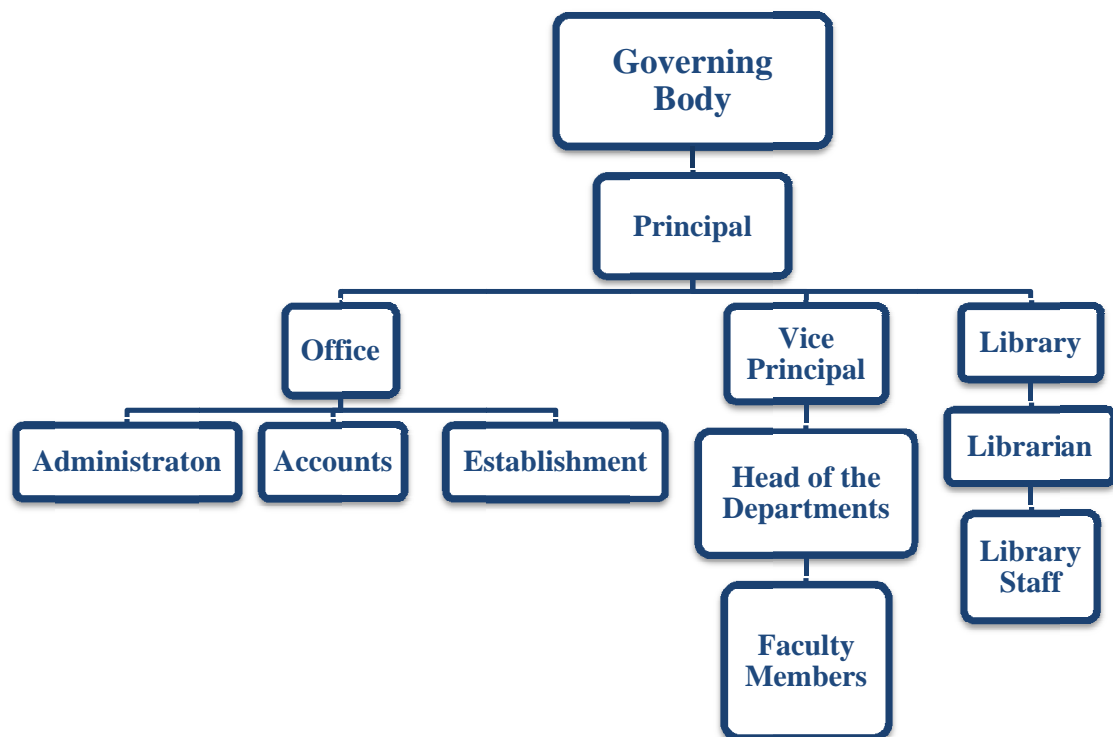
Sports:

- There is a plan to renovate gymnasium in addition to the existing one.
- To complete the Construction of the ongoing indoor stadium.
- To submit proposal for development of outdoor sports facility to the UGC.

6.2.3 *Describe the internal organizational structure and decision making processes.*

The Governing Body(GB) is at the apex in the hierarchy of internal organizational structure. The Principal acts as the secretary to the GB. In practice, certain decisions are taken by the principal. Decisions related to the college as a whole are forwarded to the apex body. On many important matters, the principal can apply his discretionary powers in taking decisions and implementing them. Authority is delegated to the departments in decisions relating to certain academic matters. The librarian executes some decisions in connection with procurement of books, arrangement of library facilities, weeding of books and library maintenance. The final say in any matter rests with the principal having accountability to the Governing Body as well as the state government.

The organizational structure is given below.



6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following:

- **Teaching & Learning:**

The college tries to provide the latest classroom facilities and the best teaching and learning tools to the students.

There is a system of academic audit where the performance of the students in particular subjects is taken note of. The results are analysed in the Academic Committee's meetings, in general, and major matters in staff meetings. Strategies are undertaken accordingly to improve the performance as well as teaching and learning qualities. The development of the strategies can be broadly categorized into improvement of teaching and learning process, improvement of infrastructure facilities, and optimal utilization of teaching aids. Strategies of teaching, learning and evaluation for one session are taken in a staff meeting normally held in the beginning of the session.

Teaching and learning

- For improvement of teaching and learning, at the beginning of the session, the academic committee reviews the available resources including man power resources. Need based remedial classes are an important strategy of the institution. Guest lecture, motivational talks are also part of the strategy. Strategies of teaching, learning and evaluation for one session are taken in a staff meeting normally held at the beginning of the session.
- Strategies are developed to improve support services for teaching and learning by augmenting library resources including IT services.
- The departments adopt individual strategies in tune with the centralized strategies. They also invite guest teachers and make all necessary arrangements for improvement and exposure visits etc. with the approval of the principal.
- The institution plans the requirement of additional teachers and part-time teachers.

Infrastructure and teaching aids

The requirement of teaching aids is planned in the beginning of the session and arrangement for their procurement is made. The principal plans the short term and long term infrastructure strategies for construction of class rooms etc. and placed in the Governing Body and takes approval. The strategies for fund arrangements are made by the principal and places proposals to the state government, the UGC and other sources.

- *Research & Development:*

The College adopts following strategies to improve the quality of research. The first is to increase the motivation of the faculty members to take up quality research. This is done by means of teacher seminars organised by the research committee where the faculty members exchange ideas. External experts are also invited to raise the motivation levels.

The second strategy is by increasing and improving the laboratory and computer facilities.

The third is a liberal policy for availing study leave for research works and to allot Faculty Development Programme where allowed.

It also encourages small research projects by students by extending financial assistance, arranging motivational lecturers and allotting teachers for guidance of such projects. Keeping this objective in view, the college initiated a Students Innovation Club last year with majority of the students as members.

- *Community engagement:*

As this college was established with public venture, it has been proactive since its inception in the engagement of community works. The college has been delivering service for health and hygiene awareness in nearby Tea Tribe areas and SC/ST villages. It is also a long term strategy of the college to work against social evils like use of tobacco, superstitions, witch hunting (a recent threat to under developed communities)

etc. which are incorporated in the mission. The college also develops strategies to work for environmental awareness. The women cell develops plans to tackle women problems of the community and arrange training programmes for women.

The college also has a continuous effort to provide the information for employment to the youths of the area. The college has a strategy to provide education to dropouts through distance education facilities through its Distance Learning Cell. It is a part of the college strategy to improve computer literacy of the youths at nominal cost. The college also has a strategy to promote entrepreneurship. It has adopted a school for providing services and planning to increase the same. It also conducted D. El. Ed and Induction Programmes for newly recruited TET qualified school teachers. It also provides opportunity of higher education in the distance mode.

A workshop on Electrical Safety was organised for electricians in service and for self employed in collaboration with Grade IV employees Association of Assam State Electricity Board where 187 electricians participated. The Association also conducted a plantation programme in the college campus.

A few plantation programmes and health camps were organised in the adopted school with local community there, and the college set up one drinking water facility there.

The college actively participates in major public events. The college infrastructure is allowed to be used for All Assam Master Athletics Tournament held in the college field. The college infrastructure was also utilized for the Annual Conference of Assam Shankar Shangha in 2012, the top most leading organization of the state.

The entire college infrastructure is utilized for all local major events and government trainings, etc.

- *Human resource management:*

The college adopts a holistic approach towards managing the human resource. The college aims to avail the best of the efforts from its members while resting its

management plans on the spirit of cooperation, good will, instead of official highhandedness. The college identifies the individual expertise of its members and tries to assign specific works for achieving maximum benefits.

- ***Industry interaction:***

Since the college is situated in a rural area, the number of industries is very low, and the interaction is often not easy. It has signed two MOUs with All Assam Small Tea Growers Association and Gree Ashiyana Group of Hotels for B. Voc. Programme. It also plans to develop industry institute interface in the line of student placement, to collect donations for specific works and to obtain experts from industries for development of new courses and to strive for academic improvement in the near future.

6.2.5 *How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?*

The principal collects the information in black and white and by personal contact from various sources such as feedback from teachers, students, guardians, office staff and local bodies, and places important information in the governing body meetings from time to time for discussion. Information is made available to the stakeholders through official notifications and deliberations in the meetings. The principal at the beginning of his office sought feedback from teachers and students for the betterment of activities.

6.2.6 *How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?*

The authority uses personal contact for improving the institutional process. The principal always believes in scientific

distribution of work among faculty members and non teaching staff for proper and effective functioning of the college. It takes care to see that nobody is over loaded as well no person left untouched. For example most of the teachers are engaged in examination works both external and internal. To enhance efficiency of the support services such as office, library, etc., the management seeks to provide work environment and modern equipments. The management maintains close rapport with the staff as a whole for effective involvement in the services. Monetary incentives are also taken recourse to for specific works in addition to the normal duties.

6.2.7 *Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.*

Date	Resolutions made by the Management Council in the last year	Status of implementation
16/09/2013	<ul style="list-style-type: none"> i. Construction of Classrooms, boys' hostel and girls' hostel. ii. Appointment. iii. Rotation of headship iv. Leave v. Promotion vi. Enhancement of fees vii. Appointment of Vice Principal 	<p>All implemented.</p> <p>Construction going on</p>
10/12/2013	<ul style="list-style-type: none"> i. Construction ii. Appointment iii. Promotion and leave 	All implemented
26/05/2014	<ul style="list-style-type: none"> i. Appointment ii. Promotion iii. Leave ii. Construction 	All of these have been carried out. Construction work is in progress

6.2.8 *Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?*

At present no college is granted the status of autonomy by the parent University.

6.2.9 *How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?*

There is a grievance redress cell in the institution comprising the principal and senior faculty members which analyzes the grievances from different sources. Grievances needing immediate response are taken up by the principal as well as faculty members. Grievances requiring long term solutions are forwarded to the grievance redressing cell. Academic grievances are tackled in the departments concerned. All effort is made for quick disposal of grievances/ complaints.

6.2.10 *During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?*

None.

6.2.11 *Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?*

Feedback from students is obtained at the departmental levels by HODs and faculty members. In addition, the principal sits with the student representatives frequently to access their views on the institutional performance. The students' views are analyzed in staff meetings and necessary steps are taken accordingly. Sometimes students individually convey their suggestions to faculty members.

6.3 Faculty Empowerment Strategies

6.3.1 *What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?*

Eligible candidates for Faculty Improvement Programme of UGC are always encouraged by the college. The college does prompt action for approval of such programme. Apart from UGC sponsored FIP, the college also sanctions special leaves, study leaves and special concession for the professional development of faculty members. The college always encourages the faculty to attend different trainings and workshops for their knowledge update. During the last four years, short term computer training programmes were arranged by the computer cell of the college specially or by the faculties. For the professional development of the non teaching staff, computer literacy programmes were arranged by the computer cell of the college. Workshops sponsored by outside agencies for library automation, office accounts maintenance, etc. are certain steps for strengthening support services. The office assistants are motivated to attend training programmes outside. Last year, one informative programme on power conservation was arranged for the college staff. The college also conducts various workshops etc. for faculty development.

6.3.2 *What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?*

Depending on the need, the college makes strategies for training programmes for its staff. For skill up gradation, specific programs are organized. Inviting eminent personalities and experts for deliberations on subjects concerned is one of the strategies for motivation. For instance, in the last four years, the college organized training programmes on Soil testing, DNA techniques, Simple

Laboratory techniques, advanced Laboratory techniques, Orchid germplasm maintenance techniques etc. for skill up gradation. The college encourages the faculty members to visit peer institutes like Tezpur University, Gauhati University, North Eastern Hill University etc. for enhancement of skills. A regional workshop on Semester System and a workshop on Research Methodology were also organized. Seminars, sponsored by outside agencies, were held by different departments for equipping the faculty with latest knowledge in the last four years.

- 6.3.3** *Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.*

Performance appraisal record is maintained by the principal and communicated to the appropriate authority from time to time when necessary.

- 6.3.4** *What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?*

The principal places the appraisal records in the management meetings for review. All promotions of teaching and non-teaching staff are based on their appraisal reports. In the last four years, certain crucial decisions were taken and notified to the persons concerned. There is no provision to communicate the same to the students.

- 6.3.5** *What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?*

There is a welfare society in the college for teaching and nonteaching staff. Apart from the welfare society, there is a teachers' cooperative society in the college. The teachers can avail loan facilities from these societies as and when they need. The College Teachers' Unit, affiliated to All Assam College Teachers Association,

undertakes staff welfare activities. There is also one group insurance scheme. Almost all members avail these facilities.

6.3.6 *What are the measures taken by the Institution for attracting and retaining eminent faculty?*

The institute provides homely working environment for its faculty members. The college tries to set up the necessary infrastructure and procure research equipments as demanded by the faculty. For self financed programmes, maximum amount possible is offered to the faculty as remuneration. The college always tries to attract good personalities.

6.4 Financial Management and Resource Mobilization

6.4.1 *What is the institutional mechanism to monitor effective and efficient use of available financial resources?*

The college strictly follows the financial rules laid down by Government and the funding agencies. All college accounts are checked by Government Auditors annually. College follows the suggestions and recommendations of such audit reports. Apart from this, it also sometimes adopts internal check system to minimize the errors in financial matters. The college also takes the help of Chartered Accountants if and when required. The Governing Body as well as the state government monitors the financial exercises.

6.4.2 *What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.*

An annual external audit by auditors appointed by the State Government is carried out regularly. However, internal audit is done regularly for some subsidiary funds. Some accounts are audited by Chartered Accountants as per guidelines of the funding agencies.

The last audit was performed on 31.03.2013.

There were no major audit objections.

6.4.3 *What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.*

- The major sources of funding is from state government, UGC, a small part of student fees, funding from agencies like DBT, DST .
- State Government funds and college funds are audited by Govt. Auditors - Audit done up to 31-03-13, Financial Statement not yet submitted.
- UGC funds are audited by Govt. auditors and Chartered Accountants. The auditing is up to date.
- Audit of DBT and DST funds by Chartered Accountant and Internal auditors: up-to-date.
- MPLAD grants are by Local Accounts of Govt. of Assam under DC's office.

Expenditure statement for the last four years:

Income year wise in Rupees	Expenditure in Rupees
Year 2011: 1,35,66,704	1,18,55,374
Year 2012: 1,80,57,210	1,62,14,264
Year 2013: 1,52,28,398	1,34,92,815
Year 2014: 1,48,37,000	1,33,37,000

Accounts Statement (General)

GENERAL A/C (A.G.V.B.) KUWARITOL BRANCH - A/C NO. 7254010000804

RECEIPT AND PAYMENT ACCOUNT w.e.f. April/2009 to March/2010

Sl.No	Particulars	Amount	Sl.No	Particulars	Amount
1	OPENING BALANCE		1	Salary	2201828.00
	CASH IN HAND	0.00	2	T.A. & D.A.	44664.00
	CASH AT BANK	102918.05	3	Advertizement	74032.00
			4	Registration	250411.00
2	Govt. Grant under GIA	471132.00	5	Postage & Telegraph	1135.00
3	Financial Assistance	600000.00	6	Printings & Stationary	12720.00
4	Final Withdrawal CPF Money	315500.00	7	Telephone	8641.00
5	Received from MLA	148000.00	8	Stationary	13352.00
6	Arrear Deficit	1543199	9	Library Equipments	42865.00
7	Recived from Maturity (Fixed)	1266293	10	Fixed Deposite	1800000.00
8	Tution fees	803370	11	GSLI of Staff	62000.00
9	KC Development Fee	2026190.00	12	Coundect of Interview	5600.00
10	Bank Interest	3713.00	13	Contigency	3324.00
11	Mise. Recived	2700.00	14	Repairing	5370.00
			15	Carring Charge	2050.00
			16	Fixed of CPF (P.K)	359650.00
			17	Refershment	9972.00
			18	Wages	2030.00
			19	P.Tax Payment	1664.00
			20	Construction of Building	281220.00
			21	Farewel of Sri T.Bhuyan	2880.00
			22	Audit Fee to CA	4744.00
			23	Opening of BCA	16148.00
			24	Architech Fees	5000.00
			25	Mise Exp.	5027.00
			26	K. Oil	846.00
			27	Bank Commission	972.00
			28	Identi Card	1550.00
			29	CLOSSING BALANCE -	2063320.05
		0			
	TOTAL	7283015.05		TOTAL	7283015.05


 Principal
 Kaliabor College
 Kuwaritol, Nagann, Assam



Statement of UGC Grants of Kaliabor College

Sl No.	Year	Amount Received Rs.	Purpose	Status of Utilisation
1	2014-15	3,00,000	Establishment of IQAC	Utilisation going on
		20,52,000	General Development Grant- it includes Books & Journals and Equipments, Maintenance of Equipments, Enhancement of initiative for competence building, improvement of existing premises, Examination reforms, Educational Innovation, construction of Canteen building etc,	Utilisation going on
		2,10,000	Construction of Classrooms- XI Plan	Utilised, UC submitted & settled
2	2013-14	2,12,000	Books & Journals and Equipments	Utilised & UC submitted
		2,50,000	Remedial Coaching & Coaching for entry into services	Utilised & UC submitted
		3,40,000	Construction of Classrooms- XI Plan	Utilised & UC submitted and settled
		1,75,000	Construction of Classrooms- XI Plan	Utilised & UC submitted & settled
		3,60,000	Construction of Classrooms- XI Plan	Utilised & UC submitted & settled
3	2012-13	4,81,000	Remedial Coaching, Coaching for entry into services & Equal Opportunity Cell	Utilised & UC submitted
		1,00,000	Classroom furniture	Utilised & UC submitted
		11,90,125	Additional grants for Equipments	Utilised & UC submitted
		1,78,400	Additional grants for Equipments	Utilised & UC submitted
4	2011-12	16,05,000	Additional grants for Equipments	Utilised & UC submitted
		28,00,000	Construction of Women's Hostel	Utilised & UC submitted & settled
		4,50,000	Construction of Classrooms	-do-
		4,25,000	Construction of Classrooms	Utilised & UC submitted & settled
		1,75,000	Construction of Classrooms	-do-
		35,00,000	Construction of Indoor Sports Training facility	Utilised & UC submitted
5	2010-11	35,00,000	Construction of Women's Hostel	-do-



6	2009-10	10,00,000	Strengthening of science infrastructure	Utilised & UC submitted
		22,29,000	College Development & Merged Schemes (Merged Schemes includes Remedial Coaching, Coaching for entry into services, Equal opportunity cell, Career counseling cell, Backward colleges etc.)	Utilised & UC submitted and settled
7	2008-09	5,12,000	General Development Grant (Books & Journals and Equipments, Maintenance of Equipments, Enhancement of initiative for competence building, improvement of existing premises, Examination reforms, Educational Innovation etc.)	Utilised & UC submitted
		1,10,000	Books & Journals and Equipments	Utilised & UC submitted
8	2007-08	2,10,000	Books & Journals and Equipments	Utilised & UC submitted
		77,000	Construction of Building	Utilised & UC submitted and settled
9	2006-07	1,70,000	Construction of Building	-do-
		62714	General Development Grant (Books & Journals and Equipments, Maintenance of Equipments, Enhancement of initiative for competence building, improvement of existing premises, Examination reforms, Educational Innovation etc.)	Utilised & UC submitted and settled
		2,00,000	Construction of Building	-do-
10	2005-06	4,05,500	General Development Grant (Books & Journals and Equipments, Maintenance of Equipments, Enhancement of initiative for competence building, improvement of existing premises, Examination reforms, Educational Innovation etc.)	Utilised & UC submitted and settled
		2,00,000	Construction of Building	-do-

24-11-14


Principal
Kaliabor College

Principal
Kaliabor College
P.O. No. 282137
Kaliabor, Assam

6.4.4 *Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).*

The college has approached each and every funding source available for procuring funds apart from the regular sources. In the last four years,

- Department of Science and Technology, Government of India, has sanctioned an amount of rupees fifty lacs for development of science infrastructure, and the said amount was properly utilized under strict supervision of North East Institute of Science and Technology as appointed by DST. After successful completion, the college has requested the central ministry for continuation of the scheme.
- The college submitted three proposals to the Department of Biotechnology, Government of India, for strengthening of Bio-sciences in three different schemes under DBT Hub, Star College and NER package. After meticulous screening, the college was able to receive all the said schemes. The institution successfully utilized the sanctioned amount as per the guidelines, and the utilization and progress has been annually reviewed by the Review Committees constituted by the DBT. The college was appreciated for its efforts and the grant are continued.
- Apart from the normal development grants from the UGC, the college applies for all eligible schemes. Recently, it has been able to get the B. Voc. scheme that covers only six colleges in the north east.
- The college approached the honourable ex-prime minister Dr. Manmohan Singh for financial assistance for the construction of classrooms. Dr. Singh was kind enough to sanction rupees twenty five lacs from his MPLAD scheme. The construction of the said rooms was completed.
- The college also approached the Oil India Ltd. on different occasions and was able to get financial aid for construction of

basketball court, construction of classrooms and infrastructural development. Utilization of the amount is completed.

- The college approached different individuals having ability to sponsor for scholarships to meritorious and financially weak students in the college. The efforts resulted in obtaining sponsorship for eight scholarships worth of Rs. 40,000/-
- It approached the Zila Parishad, Nagaon for Boundary wall of the Play Ground through the local MLA and they completed the construction.
- Approached the Indian Army for construction of the remaining part of the boundary wall of the playground and one multigym through the MLA and the Indian Army has constructed the same vide their own mechanism.
- It often approaches individuals as well as organizations and several small donations like sofa sets for principal's chamber, and steel almiras, furniture etc. for departmental rooms.
- The college approached Assam Gramin Vikash Bank for installation of drinking water facility and the request was conceded to.
- Submitted a proposal for construction of classrooms amounting to rupees twenty six lacs to the Oil India Ltd.
- Has submitted proposal for installation of solar energy of 100 KW amounting to Rs. 1.06 crore to the local MP.
- Has submitted a proposal for infrastructure Development to state government amounting to Rs. 5.97 crore.
- Submitted one proposal for construction of Rural Institute of Science and Technology to the Department of North Eastern Region Ministry through the state government.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC):

- a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to*

quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Yes, the college has established an Internal Quality Assurance Cell. The college strives to achieve highest level of quality. In the last four years the policy of the college was to achieve quality in its academic front by increasing enrollment which yields very good results. The IQAC took active role in preparing the blueprint for raising the enrollment. The next policy was to improve the teaching and learning process. The IQAC recommended the types and numbers of teaching aids needed.

The college has a policy to improve the programme options for the students by introduction of professional courses. The IQAC analyzed professional courses needed in this rural area and recommended them to the authority.

The IQAC in fact has served as the guiding rails for every quality improvement policy of the institution. Many of the quality initiatives have originated from the cell.

b. *How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?*

Six decisions of the IQAC have been approved by the authorities for implementation, and three of them were actually implemented in the last four years.

1. Decision to increase of enrollment.
2. Decision to introduce professional courses.
3. Construction of E-classroom
4. Provide internet to all departments
5. Making the campus Wi-Fi
6. Providing internet facility to hostels.
7. Use of ICT in teaching and Learning

c. *Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.*

Yes. There are two external members. They offer valuable suggestions in their own field of expertise. As one of them happens to be the local MLA, he helps in establishing links with the state government agencies on different matters.

d. *How do students and alumni contribute to the effective functioning of the IQAC?*

The IQAC consults the students where the issues concern them. This ensures that students actively participate in any recommendations of the IQAC. On recommendations of the IQAC, the students are appointed as members in some committees like disciplinary committee.

e. *How does the IQAC communicate and engage staff from different constituents of the institution?*

The IQAC requests the authority to constitute specific committees to realize works. The committees have the office staff and library staff as members. Individual staff members are invited when specific service is needed.

6.5.2 *Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.*

Yes, the college has a framework for quality assurance of the academic and administrative aspects. The academic committee comprising the principal, vice principal, all HODs and selected faculty members monitors the academic activities and takes necessary decisions with regard to quality assurance. The decisions are analyzed and implemented by the authority. At the departmental level, the execution and monitoring is carried out by the HOD with

the help of the teachers of the department. The administrative aspect is discussed in the staff meetings in the presence of the principal and the outcome of these discussions is implemented by the authority. The IQAC was formed in the year 2006. Since then, it has been acting as the coordinating agency for the quality improvement efforts of the institute. It develops benchmarks and parameters for academic and administrative quality. It makes arrangement for feedback responses from students, parents and other stakeholders. The feedback is discussed in the IQAC meetings and policies are chalked out for quality improvement. In staff and academic meetings the issues are raised for further analysis. The IQAC recommends the policies to the authority for application.

6.5.3 *Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.*

The college organizes short term training programmes such as effective presentation preparations, advanced biological techniques and office automation etc to its staff. The college also taps funds from other agencies like the UGC to organize workshops for quality improvement in the services of the library and the office. The faculty members periodically refresh their knowledge by attending refresher and orientation courses.

6.5.4 *Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?*

Yes, the college conducts Internal Academic Audit. The findings are discussed in the academic meetings, and steps are taken to improve the institutional activities.

6.5.5 *How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?*

- The college uses the guidelines of NAAC to chalk out its quality

assurance initiatives. It has established the IQAC in the year 2006. As per the recommendations by the Peer Team of NAAC in its last assessment, the college attempted to increase its enrollment, especially in the science departments. One of the recommendations of the last assessment was to increase the number of research works in the college. The college has taken initiatives in this regard. The college also introduced many professional courses like BBA, BCA, B.Sc. Biotechnology etc. Another recommendation was to provide Xerox facility in the library which was approved.

- The college keeps in view the guidelines and circulars issued by the UGC from time to time to keep up its efforts for quality. The college organizes remedial courses to reduce drop-outs. It has also strengthened its placement services using UGC funds. The pre-service coaching is provided to job aspirants.
- Keeping in view the national efforts to make India as an informational and biotechnological hub, one of the policies of the college is to introduce courses in IT and Biotechnology.
- The Department of Biotechnology envisages creation of innovators right from undergraduate level. The college aligns its policies in this direction and has been successful in obtaining funds for strengthening quality in science teaching and research.

6.5.6 *What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?*

The institution continuously reviews the teaching learning process at two levels. At the department level, the HODs obtain the feedback from faculty members as well as students, and discuss the feedback in departmental meetings. At the institutional level, the academic committee reviews feedbacks obtained from HODs. The principal and the vice principal review the same by obtaining feedback from students and faculty members. The continuous review has helped in the optimum use of the academic calendar for teaching

learning activities and also in making it more students centric. For the procurement of books for the college, the feedback serves as an important tool.

6.5.7 *How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?*

The institution communicates its quality assurance policies through website and through notice boards.

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

The authority of this college tries its best to make the working atmosphere friendly and healthy. It seeks to accord priority to management over administration. The principal obtains feedback from teachers and students for determination future course of action.

The work distribution among teachers and staff is planned scientifically so that nobody feels overburden and nobody remains untouched. Care is taken such that everybody is engaged and even the junior most teacher also can take part in different activities.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 *Does the Institute conduct a Green Audit of its campus and facilities?*

Green audit is conducted. The college entrusts a faculty member with the need assessment of plantation, the type of plantation, and to advice how to keep the campus clean and green with the suggestions and help from other faculty members, staff and students. As per the assessment of the designated member, different programmes are implemented. The college conducted one green audit in 2014 by students.

7.1.2 *What are the initiatives taken by the college to make the campus eco-friendly?*

** Energy conservation*

Judicious use of electricity, use of energy conservation devices such as fluorescent lighting systems, LCD monitors, etc. are taken recourse to. Use of best quality materials and devices for the purpose is in vogue. Regular checking of rooms etc., is made so that lights, fans and other devices do not remain in on state when not in use. Students are also motivated for energy conservation. Regular maintenance of wiring system to minimize transmission loss is performed.

** Use of renewable energy*

Solar Street Lights are used. Proposal for running the campus through 100 KVA solar power project for the entire campus has been submitted to the local MP.

** Efforts for Carbon neutrality*

The college campus is amply planted. Pollution emission is very minimal in the campus.

* *Plantation*

Regular Plantation programmes are conducted in and around the campus.

* *Hazardous waste management*

The campus does not generate hazardous wastes.

* *e-waste management*

Unusable electronic devices and parts/components are separated and stored safely in the campus. Sometimes, part of the waste (not hazardous), is sent for recycling through local scrap dealers.

7.2 Innovations

7.2.1 *Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.*

- Examination

Setting of question papers and evaluation of answer scripts by the students to facilitate the students themselves for thorough learning is introduced.

- Teaching

Most of the departments use ICT enabled class rooms for effective teaching. Some important classes are digitized and uploaded to the college website so that students from outside as well as students of the college missing the classes may gain access to the same online.

- Research

Student Innovation Club has been set up for nurturing innovative mind among students. To develop a research oriented mind, especially among the students, there are provisions for small project works for students. Such projects are first approved by the research committee, and a teacher is assigned to play the role of the guide for each such project. Necessary financial assistance is provided for this.

- Office management

For the management of the office, management software, specifically designed for the requirement of the college, was developed by an ex-faculty member of the college with the help of principal and office staff of the college.

- Management of Sports facilities

Two gyms were constructed in the college. One is completely managed by a committee of students and the other by a public committee from users. The other facilities like playground, indoor games facility etc. are managed by the authority.

- Student attraction for enrollment

Different strategies have been adopted for attracting the students to the college. Some of the strategies are -

- i. Low fee structure
- ii. Good classroom and laboratory infrastructure
- iii. Counseling on admission
- iv. Clean and green campus to maintain homely atmosphere.
- v. Free studentship to class toppers and concessions on admissions for meritorious and poor students.
- vi. Cash awards for meritorious students.
- vii. Science talent search examination is organized every year for attracting meritorious students from nearby districts.
- viii. Special book grant for poor students.
- ix. Various professional programmes such as BBA, BCA, Biotechnology etc have been introduced to attract students from different backgrounds.
- x. Use of latest ICT facilities.
- xi. The college makes arrangement for remedial and coaching classes for different competitive examinations.
- xii. Arrangements and support for Regular Study Tours.
- xiii. Good Hostel facility for boys and girls with round the clock power and Water.

- Book fair

Every year a book fair is organized in the college. Students and faculty members get opportunities to procure books of own interest in the campus itself. The College library purchases a good numbers of books from such fairs.

- Library

A Best Reader Award for students is instituted by the college to motivate the students for utilization of the knowledge pool available in the library.

- Literary & Co-curricular

i) College encourages literary and co-curricular activities amongst students. In the last year all Wall Magazines are regularly maintained, two small books are published by the students with the encouragement and support from the principal.

ii) The college team regularly participated in the Youth Festivals of Gauhati University and other major debating and cultural competitions of the state.

iii) Conducted residential Youth Exchange Programme for better understanding among youths.

7.3 Best Practices

Efforts for different best practices are in continuation for the benefit of the students.

- Organization of Science Talent Search Examination
- Digitization of selected classes for uploading in the college website.
- Uploading of selected study materials in the college website.
- Institution of Cash awards by the authority, different departments and faculty members and external donors.
- Eminent personalities from different fields are invited to deliver guest lectures, motivational talks and popular talks.

- vi. Students of different departments, particularly of science departments, are sent to different prestigious institutions for exposure.
- vii. Placing emphasis on inter disciplinary activities to make the learning more meaningful and attractive.
- viii. Conducting periodic internal examinations for preparing the students for University examinations.
- ix. Youth exchange programme.

7.3.1 *Elaborate on any two best practices as per the annexed format (see page ..)*

which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Best Practice No 1

1. Title of the Practice: Annual Book Fair at College campus

2. Goal

To increase familiarity of the students with books. To cultivate reading habits of the students.

3. The Context

Non-availability of good books is a big problem in this rural area.

4. The Practice

Every year a book fair is organized in the college. Students and faculty members get opportunities to procure books of own interest in the campus itself. The College library purchases a good numbers of books from such fairs.

5. Evidence of Success

The purchase of books has increased significantly among students every year.

6. Problems Encountered and Resources Required:

Adequate fixed space for the annual event was necessary.

7. Contact Details:

Name of the Principal: Dr. H. K Chaliha

Name of the Institution: Kaliabor College

City: Kaliabor

Pin Code: 782137

Accredited Status: B++ in 1st cycle

Work Phone : 03672-276535/ 211255

Fax: 03672-276535

Website: www.kaliaborcollege.org

E-mail : principal@kaliaborcollege.org

Mobile: 09435165486

Best Practice No 2

1. Title of the Practice: Youth exchange programme.

2. Goal:

To promote interaction with students of other institutions.

3. The Context

The students of the institution will understand the level of competition existing in the modern times.

4. The Practice

Students from Guwahati College were invited to the college for stay, and a rhino conservation awareness camp was organised.

5. Evidence of Success

It has been observed that students are more concentrating on studies and they tend to be more academically interested.

6. Problems Encountered and Resources Required

No separate financial resources available in the college for organising the event.

7. Contact Details:

Name of the Principal: Dr. H. K Chaliha

Name of the Institution: Kaliabor College

City: Kaliabor

Pin Code: 782137

Accredited Status: B++ in 1st cycle

Work Phone : 03672-276535/ 211255

Fax: 03672-276535

Website: www.kaliaborcollege.org

E-mail : principal@kaliaborcollege.org

Mobile: 09435165486

D. Departmental Inputs :

Evaluative Report of the Department of Assamese

1. *Name of the department:* **Department of Assamese**
2. *Year of Establishment:* 1969
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* UG
4. *Names of Interdisciplinary courses and the departments/units involved:*
Elective Assamese
5. *Annual/ semester/choice based credit system (programme wise) :*
Semester
6. *Participation of the department in the courses offered by other departments:* Functional Assamese in Commerce Classes.
7. *Courses in collaboration with other universities, industries, foreign institutions, etc. :* Nil
8. *Details of courses/programmes discontinued (if any) with reasons :* Nil
9. *Number of Teaching posts :*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	Nil	Nil
<i>Associate Professors</i>	01	01
<i>Asst. Professors</i>	06	05

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Students guided for the last 4 years</i>
Jinu Goswami	M.A.	Assistant Professor	Literature	34 years	N.A.
Runima Sarmah	M.A.	Associate Professor	Language	27 years	N.A.
Dr. Gahan Kumar Mahanta	M.A. Ph.D.	Assistant Professor	Language	21 years	Nil
Jayanta kr. Das	M.A. (NET JRF)	Assistant Professor	Literature	15 years	N.A.
Arati Bsumatari	MA (NET)	Assistant Professor	Literature	11 years	N.A.
Pinaki Das	M.A. B.Ed (SLET)	Assistant Professor	Language	2 year	N.A.

- 11. List of senior visiting faculty:** Nil
- 12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 10%
- 13. Student -Teacher Ratio (programme wise):** B.A. : 220:1
- 14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil
- 15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:**
Ph.D. – 1 P.G. - 6

16. Number of faculty with ongoing projects from a) National : 01
b) International funding agencies and grants received: NIL
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil
18. Research Centre /facility recognized by the University: Nil
19. Publications:
- * a) Publication per faculty
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : 04
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil
 - * Monographs: Nil
 - * Chapter in Books: 10 By Jayanta Kr. Das and 02 Runima Sarmah by articles in different books. 01 ISBN and 01 ISSN By Pinaki Das.
 - * Books Edited: 1. Satabdi a journal published by women cell of Kaliabor College edited by Runima Sarmah
 - 2. A book On Environmental Studies edited by Jayanta Kumar Das.
 - 3. A national level ISSN journal jointly edited by Jayanta Kumar Das.
 - * Books with ISBN/ISSN numbers with details of publishers: 01
 - * Citation Index : Nil
 - * SNIP
 - * SJR
 - * Impact factor
 - * h-index
20. Areas of consultancy and income generated : Nil
21. Faculty as members in
- a) National committees:06 Members in Assam Sahitya Sobha , 01

Member Assam Science Writers Association.

B) International Committees

c) Editorial Boards.....: 02 Members in Assam Sahitya Sobha(books and journals)

22. Student projects

a) *Percentage of students who have done in-house projects including inter departmental/programme: 03.97%*

b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil*

23. Awards/ Recognitions received by faculty and students: Nil

24. List of eminent academicians and scientists/ visitors to the department: 01

25. Seminars/ Conferences/Workshops organized & the source of funding

a)*National : Nil*

b)*International: Nil.*

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received (In Major)	Selected	Enrolled		Pass percentage
			*M	*F	
Bachelor of Arts					
2010-11	75	30	3	27	65
2011-12	80	30	4	26	58
2012-13	115	35	1	34	73
2013-14	156	35	5	30	83

*M=Male F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Bachelor of Arts	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :Not Applicable

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed	
• Campus selection	N.A.
• Other than campus recruitment	N.A.
Entrepreneurship/Self-employment	N.A.

30. Details of Infrastructural facilities

- a) Library : With more than 100 books
- b) Internet facilities for Staff & Students :Not available
- c) Class rooms with ICT facility : Nil
- d) Laboratories : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: 20%

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :01

33. Teaching methods adopted to improve student learning : In addition to conventional method of teaching the department introduces smart class accessible to all students, where mute visual course content are displayed through electronic devices before the target groups and analysis of course contents are done by teachers and students.

The style, mode and the standard of teaching are revised from time to time based on feed-back rendered by the students. Receiving feed-back has been made a regular feature.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

The department ensures its active participation in almost all the activities like blood donation camps, awareness programmes on harmful consumption of narcotic drugs and gutkhas, peace rallies etc.

35. SWOC analysis of the department and Future plans : SWOT analysis of the department and Future plans: Attached Herewith: The SWOT analysis of the Department is as follows:

Strength: Resourceful faculty and energetic students backed by an ever-vigilant Principal.

Weakness: Huge volume of students who cannot be given personalized attention.

Opportunities: Good infrastructure coupled with involved faculty and inquisitive students may alter the placement scenario in the near future.

Threat: The socially and economically disadvantaged section of the students may have to keep pace with the ICT teaching methods without proper back-up at home.

Future plans.

- Introduction of PG courses.
- Opening a small model cultural museum in the department.
- Improvement of departmental library.

The Department keeps firm belief in its strength and tries to leave no stone unturned to devote the same in realizing its immediate and ultimate objectives. This is possible for the sincere effort of the dedicated faculty members for which approximately 20% of the total students passed are now in different jobs and approximately 5% are self employed and approximately 15% are still continuing their higher study in different fields.

Although the Department has a library of its own, the number of books in the library is not sufficient. Paucity of fund is a major hindrance in this regard.

The Department has a goal to achieve in the days to come. The goal is to make the students more oriented towards Assamese literature and Assamese language.

Evaluative Report of Department of BBA

1. *Name of the department :* **Department of Bachelor of Business Administration (BBA)**
2. *Year of Establishment :* **2010**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)* **UG**
4. *Names of Interdisciplinary courses and the departments/units involved* **B.COM., B.C.A.**
5. *Annual/ semester/choice based credit system (programme wise)* **Semester system**
6. *Participation of the department in the courses offered by other departments* **B.C.A., B.COM.**
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.* **NIL**
8. *Details of courses/programmes discontinued (if any) with reasons* **NIL**
9. *Number of Teaching posts*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	0	0
<i>Associate Professors</i>	0	0
<i>Asst. Professors</i>	2 (non sanctioned)	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Students guided for the last 4 years</i>
Mr. Suman Medhi	MBA	Asst. Professor	Finance & Marketing	9 months	0
Miss. Purnima Mahanta	MBA	Asst. Professor	HR & Marketing	3 months	0

11. List of senior visiting faculty **NIL**
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty **NIL**
13. Student -Teacher Ratio (programme wise) **13.5 : 1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **NIL**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG. **02 - PG**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received **NIL**
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received **NIL**
18. Research Centre /facility recognized by the University **NO**
19. Publications: **NIL**

- * *Number of papers published in peer reviewed journals (national / international) by faculty and students* **NIL**
 - * *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)*
 - * *Monographs* **NIL**
 - * *Chapter in Books* **NIL**
 - * *Books Edited* **NIL**
 - * *Books with ISBN/ISSN numbers with details of publishers*
NIL
 - * *Citation Index* **NIL**
 - * *SNIP* **NIL**
 - * *SJR* **NIL**
 - * *Impact factor* **NIL**
 - * *h-index* **NIL**
- 20.** *Areas of consultancy and income generated* **NIL**
- 21.** *Faculty as members in*
- a) *National committees b) International Committees c) Editorial Boards....* **NIL**
- 22.** *Student projects*
- a) *Percentage of students who have done in-house projects including inter departmental/programme*
87.5%
 - b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies*
12.5%
- Awards/ Recognitions received by faculty and students*
NIL
- 23.** *List of eminent academicians and scientists/ visitors to the department*
NIL

24. Seminars/ Conferences/Workshops organized & the source of funding

a)National

NIL

b)International

NIL

25. Student profile programme/course wise:

<i>Name of the Course/programme (refer question no. 4)</i>	<i>Applications received</i>	<i>Selected</i>	<i>Enrolled</i>		<i>Pass percentage</i>
			<i>*M</i>	<i>*F</i>	
BBA(2014-2017)	20	16	15	1	--
BBA(2013-2016)	10	6	6	0	--
BBA(2012-2015)	9	5	4	1	--
BBA(2011-2014)	8	5	3	2	100%
BBA(2010-2013)	10	6	4	2	75%

*M=Male F=Female

26. Diversity of Students

<i>Name of the Course</i>	<i>% of students from the same state</i>	<i>% of students from other States</i>	<i>% of students from abroad</i>
BBA(2014-2017)	100%	0	0
BBA(2013-2016)	100%	0	0
BBA(2012-2015)	100%	0	0
BBA(2011-2014)	100%	0	0
BBA(2010-2013)	100%	0	0

27. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc?

NIL

28. Student progression

<i>Student progression</i>	<i>Against % enrolled</i>
UG to PG	54.54%
PG to M.Phil.	NIL
PG to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
<i>Employed</i>	
• <i>Campus selection</i>	NIL
• <i>Other than campus recruitment</i>	45.54%
<i>Entrepreneurship/Self-employment</i>	NIL

29. Details of Infrastructural facilities

- a) Library **Yes**
- b) Internet facilities for Staff & Students **Yes**
- c) Class rooms with ICT facility **Yes**
- d) Laboratories **No**

30. Number of students receiving financial assistance from college, university, government or other agencies **NIL**

31. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:

- Kanailal Bhattcharjee, Tezpur college, Tezpur (Lecture on HRM)
- Dr. P. K. B. Purukayastha, GNDG Commerce College, Nagaon (Lecture on Management)

32. Teaching methods adopted to improve student learning:

- Lectures
- Power point presentations
- Case studies
- Home assignments
- Educational trips

- Group discussions
- Regular class tests

33. Participation in Institutional Social Responsibility (ISR) and Extension activities: NIL

34. SWOC analysis of the department and Future plans

Strength:

1. Qualified Faculty Members
2. Collaborative effort from faculties of other departments.

Weakness:

1. Faculty yet to be provincialised.
2. Low enrollment.

Opportunities:

1. Large enrollment potential owing to increase in number of students every year.
2. Support from affiliated University.

Challenges:

1. Most of the students belong to vernacular medium.
2. Low enrollment due to weak financial background of students.
3. No funds from state government to conduct student support activities like Industrial visits, workshops etc.

Future Plans of the Departments:

- Workshop for BBA students on Entrepreneurship and career planning.
- Assistance for students in their preparation for various competitive exams like
 - MBA entrance exams (CAT, MAT, XAT, ATMA)
 - Job oriented exams (Bank clerical, PO, SSC)
- Educational trips to PSUs

Evaluative Report of the Department of B.C.A.

1. *Name of the department:*

Department of Bachelor of Computer Application.

2. *Year of Establishment* : **2009**

3. *Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)* : **UG**

4. *Names of Interdisciplinary courses and the departments/units involved:*
BBA, B.COM, PGDCA

5. *Annual/ semester/choice based credit system (programme wise)* :

SEMESTER

6. *Participation of the department in the courses offered by other departments* : **BBA**

7. *Courses in collaboration with other universities, industries, foreign institutions, etc.* : **NIL**

8. *Details of courses/programmes discontinued (if any) with reasons* :

NIL

9. *Number of Teaching posts*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	NIL	
<i>Associate Professors</i>	NIL	
<i>Asst. Professors</i>	2 (non sanctioned)	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Students guided for the last 4 years</i>
Miss. Madhusmita Bora	MCA	Asst. Prof.	Database	2	Nil
Mr. Prasanta Pratim Bairagi	MCA	Asst. Prof.	Image Processing	1	Nil

11. List of senior visiting faculty :

Name of Faculty And Designations	Name of Departments
Binod Sah,Asst. Prof.	Mathematics
Dhruba Jyoti Bora, Asst. Prof.	Mathematics
Pankaj Adhikary,Asst. Prof.	Mathematics
Nilotpai Borah,Asst. Prof.	Physics
Purabee Bhuyan,Asst. Prof.	Statistics
Harakanta Nath,Asst. Prof.	Commerce
Anupam Kr. Medhi,Asst. Prof.	Zoology
Bhabesh Sarmah,Asst. Prof.	English

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : Nil

13. Student -Teacher Ratio (programme wise) : 8:2

14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled: NIL*
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG. :PG*
16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :NIL*
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :NIL*
18. *Research Centre /facility recognized by the University :NIL*
19. *Publications:*
- * a) *Publication per faculty :NIL*
 - * *Number of papers published in peer reviewed journals (national / international) by faculty and students :NIL*
 - * *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :NIL*
 - * *Monographs :NIL*
 - * *Chapter in Books :NIL*
 - * *Books Edited :NIL*
 - * *Books with ISBN/ISSN numbers with details of publishers :NIL*
 - * *Citation Index :NIL*
 - * *SNIP :NIL*
 - * *SJR :NIL*
 - * *Impact factor :NIL*
 - * *h-index :NIL*

20. Areas of consultancy and income generated : NIL

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards
: NIL

22. Student projects

a) Percentage of students who have done in-house projects including
inter departmental/programme : 100%

b) Percentage of students placed for projects in organizations outside the
institution i.e.in Research laboratories/Industry/other agencies
:NIL

23. Awards/ Recognitions received by faculty and students :NIL

24. List of eminent academicians and scientists/ visitors to the department

:NIL

25. Seminars/ Conferences/Workshops organized & the source of funding

a)National :NIL

b)International :NIL

26. Student profile programme/course wise:

<i>Name of the Course/programme (refer question no. 4)</i>	<i>Applications received</i>	<i>Selected</i>	<i>Enrolled</i>		<i>Pass percentage</i>
			<i>*M</i>	<i>*F</i>	
BCA(2009-2012)	10	10	9	1	----
BCA(2010-2013)	10	6	6	0	----
BCA(2011-2014)	Nil	Nil	Nil		Nil
BCA(2012-2015)	7	3	2	1	70%
BCA(2013-2016)	5	3	2	1	20%
BCA(2014-2017)	5	3	3	0	----

*M=Male F=Female

27. Diversity of Students

<i>Name of the Course</i>	<i>% of students from the same state</i>	<i>% of students from other States</i>	<i>% of students from abroad</i>
BCA(2009-2012)	100%	Nil	Nil
BCA(2010-2013)	100%	Nil	Nil
BCA(2011-2014)	Nil	Nil	Nil
BCA(2012-2015)	100%	Nil	Nil
BCA(2013-2016)	100%	Nil	Nil
BCA(2014-2017)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :NIL

29. Student progression

<i>Student progression</i>	<i>Against % enrolled</i>
<i>UG to PG</i>	80%
<i>PG to M.Phil.</i>	NIL
<i>PG to Ph.D.</i>	NIL
<i>Ph.D. to Post-Doctoral</i>	NIL
<i>Employed</i>	NIL
<ul style="list-style-type: none"> • <i>Campus selection</i> • <i>Other than campus recruitment</i> 	
<i>Entrepreneurship/Self-employment</i>	NIL

30. Details of Infrastructural facilities

- a) *Library* : NO
b) *Internet facilities for Staff & Students* : YES
c) *Class rooms with ICT facility* : ONE
d) *Laboratories* : One with 10 PCs

31. Number of students receiving financial assistance from college, university, government or other agencies :NIL

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :NIL

33. Teaching methods adopted to improve student learning :

- *Lectures*
- *Practicals*
- *Seminars*
- *Project works*
- *Home assignments*
- *Educational trips*
- *Regular class tests*
- *Audio visual aids*

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Nil

35. SWOC analysis of the department and Future plans:

- Strength:**
1. Qualified and dedicated faculty.
 2. Well equipped laboratory with internet facility.
 3. ICT based class room.
 4. Collaborative effort from faculties of other departments.

- Weakness:**
1. The Faculty is yet to cover under Government Umbrella.

2. Shortage of Class Room.
3. Rural Locality.
4. Low enrollment.

- Opportunity:**
1. Support from parent University.
 2. Job opportunity

- Challenges:**
1. Lack of awareness.
 2. Poor Economic conditions of the students
 3. Meeting of high recurring cost due to the lack fund from State Government.
 4. No funds from state government to conduct student support activities like Industrial visits, workshops etc.

Future Plans of the Departments:

1. To introduce B.Sc(Major and Pass Course) in Computer Science.
2. To introduce Regular PGDCA Course.
3. Assistance for students in their preparation for various competitive exams like (TUEE, CAT, MAT, SSC, IBPS etc)

Evaluative Report of the Department of Biotechnology

1. *Name of the department:* **Department of Biotechnology**
2. *Year of Establishment:* **2012**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)* **UG**
4. *Names of Interdisciplinary courses and the departments/units involved*
Courses: B.Sc. Zoology
B.Sc. Botany
Departments involved: Botany, Zoology, Biotechnology and Chemistry
5. *Annual/ semester/choice based credit system (programme wise):*
Semester system
6. *Participation of the department in the courses offered by other departments*
The faculty members regularly participate in the courses of Botany and Zoology Department
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.* **Nil**
8. *Details of courses/programmes discontinued (if any) with reasons:*
Pass course in Biotechnology due to introduction of BSc Biotechnology
9. *Number of Teaching posts:*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	Nil	Nil
<i>Associate Professors</i>	Nil	Nil
<i>Asst. Professors</i>	03	03

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Students guided for the last 4 years</i>
Mrs. Daisy Baruah	M.Sc.	Asst Professor	Bioresource and Environmental Biotechnology	2 years	
Dr. Barnali Sarma	M.Sc.; M.PhilPh.D	Asst Professor	Food Biotechnology	1 year	
Mr. Parag Nath	M.Sc.	Asst Professor	Bioinformatics		

11. List of senior visiting faculty

Dr. Bipul Deka, Chief Scientist, KVK, Kahnikuchi, Guwahati

Dr. Pankaj Hazarika, Department of Chemistry, Darrang College

Dr. Lalit Mohan Goswami, Department of Zoology, Nowgong College

Mr. Ratul Borah, Scholars Academy, Guwahati

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: **Nil**

13. Student -Teacher Ratio (programme wise) **20:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Support staff Sanctioned:

Support staff Filled: 03

Support Staff

Mr. Bhabani Upadhyaya (Laboratory Bearer)

15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*

Ph.D – 01

M.Phil - 01

PG. - 01

16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil*

National Funding agency:

Grant received:

17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil*

18. *Research Centre /facility recognized by the University: No*

19. *Publications:*

* a) *Publication per faculty: 06*

* *Number of papers published in peer reviewed journals (national / international) by faculty and students*

International: 02

National: 06

* *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil*

* *Monographs: Nil*

* *Chapter in Books: 12*

* *Books Edited: 01*

* *Books with ISBN/ISSN numbers with details of publishers*

* *Citation Index*

* *SNIP*

* *SJR*

* *Impact factor*

* *h-index*

20. *Areas of consultancy and income generated: Nil*

21. *Faculty as members in*

a) *National committees* b) *International Committees* c) *Editorial Boards....*

Nil

22. Student projects

a) *Percentage of students who have done in-house projects including inter departmental/programme: Nil*

b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies*

23. Awards/ Recognitions received by faculty and students

24. List of eminent academicians and scientists/ visitors to the department

Dr. Pratap Jyoti Handique, Professor, Gauhati University (Renowned Biotechnologist)

25. Seminars/ Conferences/Workshops organized & the source of funding

a) *National* **Workshop on Maintenance of Orchid Germplasm Through**

Conventional Breeding sponsored by UGC Faculty Improvement programme on Advanced

Laboratory

Technique sponsored by DBT

Hands on Training on Soil Testing sponsored by DBT.

Summer School Programme sponsored by DBT

b) *International Nil.*

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc.	54	22	16	06	Continuing

*M=Male F=Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc.	100	0	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? **Does not arise.**

29. Student progression

Student progression	Against % enrolled
UG to PG	Continuing UG courses
PG to M.Phil.	--
PG to Ph.D.	--
Ph.D. to Post-Doctoral	--
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	---

30. Details of Infrastructural facilities

a) Library: **Departmental Library with 60 Books**

b) Internet facilities for Staff & Students: **Wi-Fi Department, Broad band connectivity available both for Staff and students**

b) Class rooms with ICT facility: **Three class rooms with LCD Projector (including Ultra through Projector), Visual Presenter.**

d) Laboratories: **Three well equipped and well furnished Laboratories.**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Nil**

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts*

Special Lectures: 10

Resource Persons:

1. Dr. Bipul Deka
2. Dr. Pankaj Hazarika
3. Dr. Lalit Mohan Goswami
4. Dr. Barnali Sharma

Workshops: Hands Training on Soil Testing

Maintenance of Orchid Germplasm

Through Conventional Breeding

Workshop on Simple Laboratory Techniques

Workshop on Advanced Laboratory Techniques

33. *Teaching methods adopted to improve student learning:*

Along with the conventional Chalk and talk Method, the Department also applies activity method and uses recent technological aids like Visual Presenter, Ultra through LCD Projector to improve student learning.

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:* Nil

35. *SWOC analysis of the department and Future plans*

Strength:

1. Qualified Faculty Members
2. Sophisticated Laboratories
3. Strong Research base of the Faculty members
4. ICT based Class room.

Weakness:

1. The Faculty is yet to provincialized.
2. Shortage of Class Room
3. Rural locality
4. Comparatively low enrollment of students due to lack of feeder institutions.

- Opportunities:**
- 1. Rich Biodiversity area**
 - 2. Untapped students potential**
 - 3. Supportive parent University**
 - 4. Good relations with advanced institutions like Tezpur Central University, Dibrugarh University, agencies like DBT, DST, DRDO.**

- Challenges:**
- 1. Lack of awareness in the fringe area**
 - 2. Poor Economic conditions of the students**
 - 3. Meeting of high recurring cost despite lack funds from State Government.**

Evaluative Report of Department of Botany

1. *Name of the department:* **Department of Botany**
2. *Year of Establishment:* **1992**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* **UG**
4. *Names of Interdisciplinary courses and the departments/units involved*
Courses: B.Sc. with Biotechnology
B.Sc. Biotechnology
Departments involved: Botany, Zoology, Biotechnology and Chemistry
5. *Annual/ semester/choice based credit system (programme wise):*
B.Sc. semester system
6. *Participation of the department in the courses offered by other departments*
The faculty members regularly participate in the courses of Biotechnology and Zoology Department
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.* **Nil**
8. *Details of courses/programmes discontinued (if any) with reasons*
Certificate Course in Herbal Medicine
The course is discontinued due to lack of interested students.
9. *Number of Teaching posts*

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	04	04

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Students guided for the last 4 years</i>
Mrs. Madhumita Saikia	M.Sc.; M.Phil.	Asst Professor	Plant Taxonomy	16 years	-
Dr. Basistha Kalita	M.Sc.; Ph.D	Asst Professor	Cytogenetics & Plant Breeding	15 Years	-
Mr. Chiranjeev. Bezbaruah	M.Sc.	Asst Professor	Plant Physiology	13 Years	-
Mrs. Rinju Bharali	M.Sc.;	Asst Professor	Ecology	5 years	-

11. List of senior visiting faculty

Dr. Bipul Deka, Chief Scientist, KVK, Kahnikuchi, Guwahati

Dr. Pankaj Hazarika, Department of Chemistry, Darrang College

Dr. Lalit Mohan Goswami, Department of Zoology, Nowgong College

Mr. Ratul Borah, Scholars Academy, Guwahati

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: **Nil**

13. Student -Teacher Ratio (programme wise) **14:1**

14. Number of academic support staff (technical) and administrative staff;

sanctioned and filled:

Support staff Sanctioned: 03

Support staff Filled: 03

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

Ph.D – 01

M.Phil - 02

PG. - 01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

National Funding agency: 04

Grant received: Rs. 44 90000/-

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

UGC- Rs. 705000

DBT- Rs. 4200000

DRL- Rs. 400000

18. Research Centre /facility recognized by the University: No

19. Publications:

* a) *Publication per faculty:* **06**

* *Number of papers published in peer reviewed journals (national / international) by faculty and students*

International: **02**

National: **06**

* *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.):* **Nil**

* *Monographs:* **Nil**

- * *Chapter in Books: 12*
- * *Books Edited: 01*
- * *Books with ISBN/ISSN numbers with details of publishers*

1. Text Book on Environmental Studies

Publisher: Kaliabor College Science Forum

**2. Maintenance of Orchid Germplasm through
Conventional Breeding**

**Publisher: Organizing Committee, National Workshop
on Maintenance of Orchid Germplasm through
Conventional Breeding**

- * *Citation Index*
- * *SNIP*
- * *SJR*
- * *Impact factor*
- * *h-index*

20. Areas of consultancy and income generated:

**Free Consultancy on Orchid cultivation and Germplasm
Maintenance**

21. Faculty as members in

- c) *National committees* b) *International Committees* c) *Editorial
Boards....*

Nil

22. Student projects

- a) *Percentage of students who have done in-house projects including
inter departmental/programme: 02*
- b) *Percentage of students placed for projects in organizations outside the
institution i.e.in Research laboratories/Industry/other agencies: Nil*

23. Awards/ Recognitions received by faculty and students: Nil

24. List of eminent academicians and scientists/ visitors to the department

- 1. Dr. Sachin Kumar Barthakur, Professor, Gauhati University
(Renowned Taxonomist)**

**2. Dr. Pratap Jyoti Handique, Professor, Gauhati University
(Renowned Biotechnologist)**

25. Seminars/ Conferences/Workshops organized & the source of funding

a)National

**Workshop on Maintenance of Orchid Germplasm Through
Conventional Breeding sponsored by UGC Faculty Improvement
Programme on Advanced Laboratory Technique sponsored by
DBT Hands on Training on Soil Testing sponsored by DBT.
Summer School Programme sponsored by DBT**

b)International Nil.

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc	60	56	24	32	100

*M=Male *F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc.	97.25	2.5	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? Does not arise.

29. *Student progression*

Student progression	Against % enrolled
UG to PG	30
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	24
Entrepreneurship/Self-employment	11

30. *Details of Infrastructural facilities*

a) *Library:* **Departmental Library with 300 Books**

b) *Internet facilities for Staff & Students:*

Wi-Fi Department, Broad band connectivity available both for Staff and students

c) *Class rooms with ICT facility:* **one.**

d) *Laboratories:*

Three well equipped and well furnished Laboratories.

31. *Number of students receiving financial assistance from college, university, government or other agencies:* **Nil**

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts*

Special Lectures: 10

Resource Persons: 1. Dr. Bipul Deka
2. Dr. Pankaj Hazarika
3. Dr. Lalit Mohan Goswami
4. Dr. Barnali Sharma

Workshops: Hands Training on Soil Testing

Maintenance of Orchid Germplasm

Through Conventional Breeding

Workshop on Simple Laboratory Techniques Workshop on Advanced Laboratory Techniques

33. *Teaching methods adopted to improve student learning:*

Along with the conventional Chalk and talk Method the Department also applies activity method and uses recent technological aids like Visual Presenter, Ultra through LCD Projector to improve the student learning

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities*

The Faculty members of the Department actively participate in different extension activities of the College. Different Programmes organized at adopted school of the College and at the adopted village of Women Cell of the College were attended by the faculty members of the Department. Apart from these activities, faculties are also associated with different social organization.

35. *SWOC analysis of the department and Future plans*

- Strength:**
1. Qualified Faculty Members
 2. Sophisticated Laboratories
 3. Strong Research base of the Faculty members
 4. ICT based Class room.
- Weakness**
1. Shortage of Class Room
 2. Rural Locality
 3. Comparatively Low enrollment of students due to lack of Feeder Institution.
- Opportunities:**
1. Rich Biodiversity area
 2. Untapped Students Potential
 3. Supportive Parent University
 4. Good relations with advanced Institutions like Tezpur Central University, Dibrugarh University, agencies like DBT and DST.
- Challenges:**
1. Lack of awareness in the fringe area
 2. Poor Economic conditions of the students
 3. Meeting the high recurring in spite of lack fund from State Government.

Evaluative Report of Department of Chemistry.

1. *Name of the department* : **DEPARTMENT OF CHEMISTRY.**
2. *Year of Establishment* : **1992.**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)* : **UG courses offered.**
4. *Names of Interdisciplinary courses and the departments/units involved:*
Nil.
5. *Annual/ semester/choice based credit system (programme wise) :*
Semester based(w.e.f year 2011).
6. *Participation of the department in the courses offered by other departments:* **Yes.**
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.:*
Nil.
8. *Details of courses/programmes discontinued (if any) with reasons :*
Nil.
9. *Number of Teaching posts*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	NA	
<i>Associate Professors</i>	NA	
<i>Asst. Professors</i>	02	04

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Pranjit Kr. Bhuyan	MSc,Ph.D	Asst. Professors	Organic Chemistry	16 Years	Nil
Pratap Medhi	MSc	Asst. Professors	Physical Chemistry	14 Years	Nil
Manisha Goswami	MSc, SLET, M.Phil	Asst. Professors	Inorganic Chemistry	6 Years	Nil
Smita Chowdhury	MSc,	Asst. Professors	Physical Chemistry	2 Years	Nil

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : Nil
13. Student -Teacher Ratio (programme wise) : 23 : 1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG. : Ph.D -01, MPhil- 01
16. Number of faculty with on going projects from a) National b) International funding agencies and grants received : 01(Funded by UGC).
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : Rs = 1,95,000/(Funded by UGC) in the year 2012.

18. *Research Centre /facility recognized by the University* : **Nil**

19. *Publications:*

- * a) *Publication per faculty* : **02 international research papers by Dr. Pranjit Kr. Bhuyan.**
- * *Number of papers published in peer reviewed journals (national / international) by faculty and students* : **Nil**
- * *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)* : **Nil**
- * *Monographs*
- * *Chapter in Books*
- * *Books Edited*
- * *Books with ISBN/ISSN numbers with details of publishers*
- * *Citation Index*
- * *SNIP*
- * *SJR*
- * *Impact factor* : **1.8(Journal of Applied Polymer Science).**
- * *h-index*

20. *Areas of consultancy and income generated* : **Academic consultancy(without pay)**

21. *Faculty as members in*

a) *National committees* b) *International Committees* c) *Editorial Boards.*

As reviewer in international journal.

22. *Student projects*

- a) *Percentage of students who have done in-house projects including inter departmental/programme* : **50%(Literature survey in different science topics pertaining to chemistry, visits to oil industries at Tezpur University,etc)**
- b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:* **Nil.**

23. Awards/ Recognitions received by faculty and students :

- i) 3rd prize in classical dance in the youth Festival at Gauhati University in the year 2011.ii) best debater in inter college debate competition at B.K.B College, Puranigudam, etc.

24. List of eminent academicians and scientists/ visitors to the department

<i>Sl No</i>	<i>Name of academicians and scientists/ visitors</i>	<i>Address</i>	<i>Year</i>
1	Prof. Khiradhar Baruah	Biswanath College	
2	(Prof)Dr. Mihir K. Choudhury	VC , Tezpur University	
3	(Prof)Dr. Amar J. Choudhury	Tezpur University	
4	(Prof)Dr.K.G. Bhattacharya	Director, Academic Staff College	2011
5	(Prof)Dr. Dilip K. Kakati	Department of Chemistry Gauhati University	2011
6	(Prof)Dr. Dibakar C. Deka	H.O.D, Chemistry Gauhati University	2013

25. Seminars/ Conferences/Workshops organized & the source of funding

a)National : Nil

b)International: Nil

26. Student profile programme/course wise:

<i>Name of the Course/programme (refer question no. 4)</i>	<i>Applications received</i>	<i>Selected</i>	<i>Enrolled</i> <i>*M *F</i>	<i>Pass percentage</i>
TDC-I(1+1+1), 2009-2010 --	Major=05 -- Gen=16 --	03--- 12---	11 04 - --	67% 53%
TDC-II(1+1+1),2009-2010 --	Gen=27 ---	27---	----- -- 18 09 - --	90.9%
TDC-I(1+1+1), 2010-2011 --	Major=07 -- Gen=38 --	05--- 38---	36 07 - -	80% 71.7%
TDC-II(1+1+1),2010-2011 --	Major=03 -- Gen=12 --	03-- 12---	----- 11 04 --	100% 90%
TDC-III(1+1+1),2010-2011 --	Gen=02 --	02---	----- 01 01	100%
TDC-1 st sem, 2011-2012 ----	Major=10 -- Gen=33 --	06---- 33----	24 15--	100% 70%
TDC-2 nd sem, 2011-2012 ---	Major=10 -- Gen=33 --	06--- 33---	24 15--	100% 100%
TDC-II(1+1+1),2011-2012 --	Major=05 -- Gen=38	05---- 38----	----- 36 07	80% 80% 67%

TDC-III(1+1+1),2011-2012 --	Major=03----	03---	----- 02 01	
TDC-1 st sem, 2012-2013 -----	Major=20 -- Gen=44 --	13---- 44----	40 17 --	69.2% 65%
TDC-3 rd sem, 2012-2013 ----	Major=06 -- Gen=33 --	06---	-----	100% 100%
TDC-III(1+1+1),2012-2013 --	Major=04 ---	33---- 03----	24 15- ----- 02 01-	100%

*M=Male F=Female

27. Diversity of Students

<i>Name of the Course</i>	<i>% of students from the same state</i>	<i>% of students from other States</i>	<i>% of students from abroad</i>
B.Sc. in Chemistry	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.

i) Defense services = 08, ii) Teacher's Eligibility Test = 10.

29. Student progression

<i>Student progression</i>	<i>Against % enrolled</i>
<i>UG to PG</i>	25%
<i>PG to M.Phil.</i>	
<i>PG to Ph.D.</i>	
<i>Ph.D. to Post-Doctoral</i>	
<i>Employed</i>	
<ul style="list-style-type: none"> • <i>Campus selection</i> • <i>Other than campus recruitment -----</i> 	25%
<i>Entrepreneurship/Self-employment</i>	25%

30. Details of Infrastructural facilities

a) Library : **01**

b) Internet facilities for Staff & Students : **Yes**

c) Class rooms with ICT facility : **Nil**

d) Laboratories : **Yes (Three numbers LAB-1, LAB-2, LAB-3)**.

31. Number of students receiving financial assistance from college, university, government or other agencies :

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts : **i) Participated in the National Translation Mission(NTM)at Kaliabor College, ii) participated in the Molecular Design at Tezpur University, National Seminar on Environmental Science at Tezpur University .**

33. Teaching methods adopted to improve student learning: **Special lectures, students seminars, audio- visual classes, class tests, interactions with teachers.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

participations in different awareness programmes in Kaliabor sub-division, conducting science talent search exams, team in-charge of inter college youth festival at Gauhati University, state level Chemistry Olympiad etc.

35. SWOC analysis of the department and Future plans:

SWOC analysis:

Strength :

- i) Sincere and committed teachers are there in the department to properly monitor the teaching and learning aspects.
- ii) Qualified teachers with research base.
- iii) Good laboratory facilities.
- iv) Departmental library.

Weakness:

- i) Low enrollment.

Opportunity :

- i) Student enrollment has increased since last years.
- ii) Research base may be further strengthened.
- iii) New courses (like BSc in Industrial chemistry etc.) may be started after five years.

Challenges :

- i) In spite of meager salaries of some teachers to keep up our endeavors to impart quality education.
- ii) Quality of the students as input is not up to the desired level due to low number of feeder institutes.

Future plans :

Star college programme, Research lab, BSc in Industrial chemistry etc. after five years.

Evaluative Report of the Department of Commerce

1. *Name of the department:* **Department of Commerce**
2. *Year of Establishment:* 1982
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* **UG**
4. *Names of Interdisciplinary courses and the departments/units involved:*
Accountancy, Management, Finance
5. *Annual/ semester/choice based credit system (programme wise) :*
Semester- Bachelor in Commerce(B.Com.), Major Courses – Accountancy and Management
6. *Participation of the department in the courses offered by other departments:* Bachelor of Business Administration(B.B.A.), Bachelor of Computer Applications(B.C.A.), Tourism & Travel Management, UG & Certificate Courses in Human Rights and Duties.
7. *Courses in collaboration with other universities, industries, foreign institutions, etc. :* Nil
8. *Details of courses/programmes discontinued (if any) with reasons :* Nil
9. *Number of Teaching posts :*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	Nil	Nil
<i>Associate Professors</i>	11	11
<i>Asst. Professors</i>	2	1

**10. Faculty profile with name, qualification, designation, specialization,
(D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Students guided for the last 4 years</i>
Dr.Bipul Kumar Sarmah	M.Com., M.A., Ph.D.	Associate Professor	Accountancy	30 yrs	Nil
Rupsagar Sahni	M. Com	Associate Professor	Accountancy	25 ,,	Nil
Dr.Balin Hazarika	M.Com., Ph.D.	Associate Professor	Finance	24 ,,	07
Kula Dhar Borah	M. Sc.	Associate Professor	Mathematics	24,,	Nil
Utpal Kumar Borah	M.Com.	Associate Professor	Accountancy	23 ,,	Nil
Dr. Pompei Baruah	M.A., M.Phil, Ph.D.	Associate Professor	English Literature	23 ,,	Nil
Dr. Sanjeeb Hazarika	M.Com., LLB,M. Phil., Ph.D.	Associate Professor	Management	22 ,,	Nil
Rajnish Sarmah	M.Com., LLB	Associate Professor	Management	22 ,,	Nil
Manoj Kumar Dutta	M.A..	Associate Professor	Economics and Banking	22 ,,	Nil

Debi Charan Goswami	M.A.	Associate Professor	Economics and Banking	21,,	Nil
Ridip Das	M.Com., LLB	Associate Professor	Management	17 ,,	Nil
H.K.Nath	M.Com., M.Phil.	Asst. Professor	Accountancy	13 ,,	Nil

11. *List of senior visiting faculty:* Nil
12. *Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:* Nil
13. *Student -Teacher Ratio (programme wise):* B.Com. – 193 : 12
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:* Nil
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:*
Ph.D. – 4; M.Phil.- 3; P.G. - 12
16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:* National – 1/
Rs.1,50,000/-
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:* Nil
18. *Research Centre /facility recognized by the University:* Nil
19. *Publications:*
 - * a) *Publication per faculty*
 - * *Number of papers published in peer reviewed journals (national / international) by faculty and students :* 2 (National) by Dr B.K.Sarmah, ..by Dr. B. Hazarika 2(International) by Dr. S. Hazarika 3(National) by H.K. Nath and 1 (Nationa) by U.K. Borah
 - * *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International*

Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): 2

* *Monographs*: Nil

* *Chapter in Books*: Nil

* *Books Edited*:

1. Sustainable Development in N.E.Region –

by Dr B..K..Sarmah And M..K. Dutta

2. Challenges And Opportunities Before SSEs In The Wake Of Globalization- by Dr. B.K. Sarmah and Dr. B. Hazarika

* *Books with ISBN/ISSN numbers with details of publishers*:

Accountancy for class XI and Accountancy for Class B.Com.

1st Sem Published by Kalyani Publishers, Ludhiana, Sustainable Development in N.E. Region edited by Dr. B. K. Sarmah and

Mr.M.K. Dutta published by Teachers' Unit, Kaliabor College

and Challenges And Opportunities Before SSEs In The Wake Of Globalization published by Department of Commerce,

Kaliabor College .

* *Citation Index* : Nil

* *SNIP*:

* *SJR*

* *Impact factor*

* *h-index*

20. *Areas of consultancy and income generated* : Nil

21. *Faculty as members in*

b) National committees b) International Committees c) Editorial Boards.....:

a) Dr B.K.Sarmah, R. Sarmah – Members of CCS of Commerce Faculty Gauhati University for 2006-08, 2012-14), for 2009-2011.

22. Student projects

a) *Percentage of students who have done in-house projects including inter departmental/programme:* Nil

b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:* Nil

23. Awards/ Recognitions received by faculty and students: Nil

24. List of eminent academicians and scientists/ visitors to the department:

1. Professor C.R. Boibya, eminent academician from Nowgong College, Assam.
2. Dr. Surajit Bhagawati, eminent academician, from Nowgong College, Assam.
3. Dr. P.K.D. Purakayastha, eminent academician from G.N.D.G. Commerce College, Nagaon, Assam.
4. Mr. Kanailal Bhattacharjee, eminent academician from Rangia College, Assam.

25. Seminars/ Conferences/Workshops organized & the source of funding

a) *National :* National Seminar on *Challenges and Opportunities before SSEs in the Wake of Globalization* funded by UGC and a Workshop on Research Methodology funded by UGC .

b) *International:* Nil.

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
Bachelor of Commerce					
2010 -2011	9	9	8	1	55.56
2011 - 2012	19	19	19	0	94.7
2012 - 2013	26	26	23	3	88.46
2013 - 2014	34	34	23	11	88.23

*M=Male F=Female

27. Diversity of Students

<i>Name of the Course</i>	<i>% of students from the same state</i>	<i>% of students from other States</i>	<i>% of students from abroad</i>
Bachelor of Commerce	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :Not Applicable

29. Student progression

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library : With more than 450 books
- b) Internet facilities for Staff & Students : Available
- c) Class rooms with ICT facility : 1
- d) Laboratories : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: nil

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :The Department makes arrangement of special lectures under Faculty Exchange Programme with external experts.

33. *Teaching methods adopted to improve student learning :*

- Lectures
- Power point presentations
- Case studies
- Home assignments
- Educational trips
- Group discussions
- Regular class tests

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities :*

The department ensures its active participation in almost all the activities like blood donation camps, awareness programmes on harmful consumption of narcotic drugs and gutkhas, peace rallies etc. In addition to usual class room activities some of our teachers successfully conducted training programs on House Listing and Population Census, Socio Economic Census and also training to the Presiding and Polling Officers to assist the local administration in conducting General Elections as per the guidelines of the Central and State Election Commission.

35. *SWOC analysis of the department and Future plans :*

Strength:

- 1) Qualified, sincere and dedicated faculty members.
- 2) Well equipped Departmental Library with more than 450 books.
- 3) Coordination and good relation with other departments.
- 4) Good relation with Department of Business Administration of neighboring Tezpur Central University.
- 5) Facility of Audio-Visual Presentation.

Weakness:

- 1) Absence of Office bearers.
- 2) No fourth grade Employee deployed permanently.
- 3) Insufficient office equipments.

Opportunities:

- 1) Future plan for introducing PG classes.
- 2) Future plan for organizing workshops for local entrepreneurs.
- 3) Future plan for introducing Major Course in Finance.

Challenges:

- 1) Majority of the students enrolled are from rural areas.
- 2) Lack of awareness about Commerce Education in the sub-division.
- 3) Slow pace of urbanization.

Future Plans of the Department:

- Future plan for introducing PG classes.
- Future plan for organizing workshops for local entrepreneurs.
- Future plan for introducing Major Course in Finance.

Evaluative Report of the Department of Economics

1. *Name of the department* : **DEPARTMENT OF ECONOMICS**
2. *Year of Establishment* : **1969**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)* : **Under Graduate**
4. *Names of Interdisciplinary courses and the departments/units involved* : **B.Sc./ B.Com / BBA**
5. *Annual/ semester/choice based credit system (programme wise)* : **Semester**
6. *Participation of the department in the courses offered by other departments* : **B.Sc./ B.Com /BBA**
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.* : **None**
8. *Details of courses/programmes discontinued (if any) with reasons* : **NONE**

9. *Number of Teaching posts*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	Nil	Nil
<i>Associate Professors</i>	7 (Seven)	6 (Six)
<i>Assistant Professors</i>	Nil	Nil

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. Etc.,)

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No of Years of Experience</i>	<i>No. of Ph.D. Students guided for the last 4 years</i>
Mr. A.Dutta	M.A.	Associate Professor	Agri. Eco	33	Nil
Mr.P.K.Saikia	M.A.	Associate Professor	Labour Eco.	28	Nil
Mr.B.Barkatki	M.A.	Associate Professor	Demography	25	Nil
Mr. M.K.Dutta	M.A.	Associate Professor	Banking	22	Nil
Mr.D.C.Goswami	M.A.	Associate Professor	Demography	22	Nil
Dr.Rupa Bora	M.Sc,Ph.D	Associate Professor	Econometrics	19	Nil

11. List of senior visiting faculty : **None**
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : **None**
13. Student -Teacher Ratio (programme wise) : **BA - 24:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Nil**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG. **PG-SIX, : PhD- 1 (One)**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received **Nil**

17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received* : **Nil**

18. *Research Centre /facility recognized by the University* : **None**

19. *Publications:* **Nil**

- * a) *Publication per faculty*
- * *Number of papers published in peer reviewed journals (national / international) by faculty and students*
- * *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)*
- * *Monographs*
- * *Chapter in Books*
- * *Books Edited*
- * *Books with ISBN/ISSN numbers with details of publishers*
- * *Citation Index*
- * *SNIP*
- * *SJR*
- * *Impact factor*
- * *h-index*

20. *Areas of consultancy and income generated* : **Nil**

21. *Faculty as members in* : **Editorial Board = 03**

a) National committees b) International Committees c) Editorial Boards....

22. *Student projects* : **NIL**

a) Percentage of students who have done in-house projects including inter departmental/programme

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies

23. Awards/ Recognitions received by faculty and students :

NONE

24. List of eminent academicians and scientists/ visitors to the department :

NONE

25. Seminars/ Conferences/Workshops organized & the source of funding :

a)National NIL

b)International NIL

26. Student profile programme/course wise:

Year	Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
2011-12	B.A. (Major)	22	20	11	08	90%
	B,A.(General)	135	135	70	57	100%
	B.Com.	23	23	15	08	100%
	B.B.A.	07	07	05	02	100%
2012-13	B.A. (Major)	12	10	05	05	100%
	B,A.(General)	115	110	56	51	96%
	B.Com.	21	21	18	03	100%
	B.B.A.	06	06	05	01	100%
2013-14	B.A. (Major)	05	05	03	01	90%
	B,A.(General)	200	200	100	91	100%
	B.Com.	39	39	30	09	100%
	B.B.A.	08	08	07	01	100%
2014-15	B.A. (Major)	15	12	05	05	76.9%
	B,A.(General)	140	140	70	63	100%
	B.Com.	37	37	32	05	100%
	B.B.A.	16	16	15	01	100%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A	100%	NIL	NIL
B.Com.	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? **NIL**

29. Student progression

<i>Student progression</i>	<i>Against % enrolled</i>
<i>UG to PG</i>	40%
<i>PG to M.Phil.</i>	NA
<i>PG to Ph.D.</i>	NA
<i>Ph.D. to Post-Doctoral</i>	NA
<i>Employed</i>	NA
<ul style="list-style-type: none"> • <i>Campus selection</i> • <i>Other than campus recruitment</i> 	20%
<i>Entrepreneurship/Self-employment</i>	10%

30. Details of Infrastructural facilities

- a) *Library* : **Departmental library with 518 nos. of books**
- b) *Internet facilities for Staff & Students* : **One computer with Internet facility for staff**
- c) *Class rooms with ICT facility* : NO
- d) *Laboratories* : NO

31. Number of students receiving financial assistance from college, university, government or other agencies :
NONE

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts* : NONE

33. *Teaching methods adopted to improve student learning, Interactive and Participatory:*

- Normal classroom teaching supported by teaching aids like LCD projectors.

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:*

A. I S R

1. Engaged in conducting elections to Students' Union.
2. Member of College Governing Body, Member of college building committee.
3. Convener and member college admission committee.
4. Working as Assistant Zonal officer of University Examinations
5. Office bearer of Teachers Unit.
6. Office bearer of Teachers Welfare fund, Co-op Society.

B. Extension activities

1. Worked as master trainer in State Economic census.
2. – do - in Population census.
3. – do - in General election.
4. Office bearer of Asom Sahitya Sabha.
5. Office bearer of Assam Association of Deaf.

35. *SWOC analysis of the department and Future plans:*

- (A) STRENGTH:**
- Experienced and dedicated staff,
 - Regular counseling with students
 - A departmental library
 - Feeder institutions providing inputs
 - Good contact with expertise.
- (B) WEAKNESS:**
- Input with poor economic back ground
 - Lack of aptitude due to lack of mathematical back ground of students
 - Rural locality

- (C) OPPURTUNITY:** - - Higher employment possibility,
- Advantage in competitive examination
- Supportive parent university
- Inculcation of values and social responsibility.
- (D) THREAT:** - - Decreasing enrolment
- Social milieu not conducive to the study of
Economics
- (E) FUTURE PLAN :** -Introduction of P.G. Course.

Evaluative Report of the Department of Education

1. *Name of the department:* **Department of Education**
2. *Year of Establishment:* **1969**
3. *Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* **UG**
4. *Names of Interdisciplinary courses and the departments/units involved:*
Computer, Internet, Psychology, Statistics, etc.
5. *Annual/ semester/choice based credit system (programme wise):*
Semester System
6. *Participation of the department in the courses offered by other departments:* In
 Environmental Studies
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.:*
 Nil
8. *Details of courses/programmes discontinued (if any) with reasons:* Nil,
does not arise
9. *Number of teaching posts*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	None	None
<i>Associate Professors</i>	03	03
<i>Asst. Professors</i>	01	01

10. *Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)*

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Students guided for the last 4 years</i>
Dr. Bhanu Borthakur	M.A., B. T., Ph.D.	Associate Professor	School Organization	23 Years	Nil

Mrs. Anjali Chutia	M.A., M.Phil.	Associate Professor	Abnormal Psychology	22 Years	Nil
Dr. Debahari Talukdar (On Leave)	M.A., M. Ed., M. Phil. Ph.D.	Associate Professor	Child Psychology	17 Years	Nil
Dr. Pradip Mochahary	M.A. & Ph. D.	Assistant Professor	Environmental Education	8 Years	Nil
Ms. Nabanita Sarmah (Contractual)	M.A., M.Phil.	Assistant Professor	Abnormal Psychology	1 Year	Nil
Ms. Purabi Kalita (Contractual)	M.A.	Assistant Professor	Educational Management	1 Year	Nil
Dr. Bhanu Borthakur	OC-2001	RC-1996, 2007 and 2009			
Mrs. Anjali Chutia	OC-1998	RC-2001, 2006 and 2010			
Dr. Debahari Talukdar (On Leave)	OC-1999	RC-2001, 2011 and 2012			
Dr. Pradip Mochahary	OC-2010	RC-2011 and 2014			
Ms. Nabanita Sarmah (Contractual)	OC-Nil	RC-Nil			
Ms. Purabi Kalita (Contractual)	OC-Nil	RC-Nil			

11. *List of senior visiting faculty:* Nil

12. *Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:* Nil

13. *Student -Teacher Ratio (programme wise):* 1:225

14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:* One Education Laboratory Bearer

15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D. / M. Phil./PG.:*
P.G.-6, M. Phil.-3 , Ph. D-3

16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:* National-1 sponsored by -ICSSR

17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:* Minor Research Project-1 sponsored by UGC.

18. *Research Centre /facility recognized by the University:* Nil

19. *Publications:*

a) *Publication per faculty*

Number of papers published in peer reviewed journals (national / international) by faculty and students : None.

Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : None.

Monographs : None.

Chapter in Books: None.

Books Edited

Books with ISBN/ISSN numbers with details of publishers

DR.Bhanu Borthakur-2 (ISBN & ISSN)

Dr.Debahari Talukdar-1 (ISSN)

Citation Index

SNIP

SJR

Impact factor

h-index

20. *Areas of consultancy and income generated:* Nil

21. *Faculty as members in*

a) *National committees b) International Committees c) Editorial Boards....* Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter: Nil departmental/programme
 b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards/ Recognitions received by faculty and students: One student awarded at district level for securing highest marks in the district in the H. S. Examination in 2011.

24. List of eminent academicians and scientists/ visitors to the department:

Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National: Workshop on Teaching-Learning and Evaluation in Semester System sponsored by UGC from 14 & 15 February, 2012; Mental Health Awareness Programme in collaboration with LGB Regional Institute of Mental Health, Tezpur (2011-13 & **2014**).
 b) International: Nil

26. Student profile programme/course wise:

TDC (Education) Major

Sl. No.	Year	Name of the Course	Application received	Selected	Enrolled		Pass percentage
					M	F	
1	2011-12	TDC (Education) Major	45	18	2	16	100%
2	2012-13		60	21	5	16	
3	2013-14		40	16	3	13	
4	2014-15		50	23	3	20	

TDC (Education) General:

Sl. No.	Year	Name of the Course	Application received	Selected	Enrolled	Pass percentage
1	2011-12	TDC (Education) General	Not Applicable	Not Applicable	500*	73.95*
2	2012-13				450*	90.00*
3	2013-14				370*	70.01*
4	2014-15				340*	79.01*

(* indicates enrolled in 1st Year & 1st Semester admission and pass percentage is indicated of 3rd Year for annual system & 6th semester result)

27. *Diversity of Students:* Nil

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Nil	Nil	Nil	Nil

28. *How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc ? Does not arise.*

29.. *Student progression*

<i>Student progression</i>	<i>Against % enrolled</i>
<i>UG to PG</i>	15
<i>PG to M.Phil.</i>	Nil
<i>PG to Ph.D.</i>	Nil
<i>Ph.D. to Post-Doctoral</i>	Nil
<i>Employed Campus selection Other than campus recruitment</i>	Nil
<i>Entrepreneurship/Self-employment</i>	Nil

30. *Details of Infrastructural facilities*

- a) *Library*
- b) *Internet facilities for Staff & Students*
- c) *Class rooms with ICT facility*
- d) *Laboratories*

31. *Number of students receiving financial assistance from college, university, government or other agencies:* One

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:* Special Lecture-2, Seminar-4

33. *Teaching methods adopted to improve student learning:* Individualized Instruction, Seminars, PPT.

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:* None.

35. *SWOC analysis of the department and Future plans:* From time to time:

(a) **Strength:** Heavy demand for enrolment in the the subject.

(b) Weakness:

i) Dearth of quality text books in Assamese medium.

(ii) Students are mostly from Assamese medium backgrounds who fail to cope with the English medium in post graduation level.

(c) Opportunity:

(i) Prospect for getting admission in B. Ed. and other teacher education courses.

(ii) Major course in Education is very useful for students aspiring to appear in TET.

(d) Challenges: Tough competition in getting admission in P.G. course.

Evaluative Report of the Department of English

1. *Name of the department* **Department of English**
2. *Year of Establishment* **1969**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D.,
Integrated Masters; Integrated Ph.D., etc.)* **UG**
4. *Names of Interdisciplinary courses and the departments/units involved:*
Functional English
5. *Annual/ semester/choice based credit system (programme wise)* **Semester**
6. *Participation of the department in the courses offered by other
departments:* BCA,BBA and Biotechnology.
7. *Courses in collaboration with other universities, industries, foreign
institutions, etc.* **None**
8. *Details of courses/programmes discontinued (if any) with reasons*
None
9. *Number of Teaching posts*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	-	-
<i>Associate Professors</i>	3	3
<i>Asst. Professors</i>	2	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. Etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
S.N. Behera	M.A.	Associate Professor	Indian writing and Commonwealth	32+ years	
M. R. K. Reddi	M.A.	Associate Professor	American Literature		
Pompi Baruah	M.A. M. Phil,PhD.	Associate Professor	American Literature		
Raju Pokhrel	M. A.	Asstt. Professor	American Literature		
Sujoy Borthakur	M. A.	Asstt. Professor	American Literature		
Bhabesh Sarmah	M. A.	Asstt. Professor(Non-Sanctioned)	English Language Teaching		
Swati Reddy	M. A.	Asstt. Professor(Non-Sanctioned)	American Literature		

11. *List of senior visiting faculty* **None**
12. *Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:*
Major. 85 %, Pass Course 75%.
13. *Student –Teacher Ratio (programme wise):* **Major 10:1, Pass Course 395:1.**
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:* **Nil**
15. *Qualifications of teaching faculty with D.Sc/ D.Litt/ Ph.D/ Mphil/PG.*
:PhD – 1, PG -6
16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received*
None
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received* **None**
18. *Research Centre /facility recognized by the University* **Nil**
19. *Publications:*
- * a) *Publication per faculty*
 - * *Number of papers published in peer reviewed journals (national / international) by faculty and students: One*
 - * *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)*
 - * *Monographs*
 - * *Chapter in Books*
 - * *Books Edited*
 - * *Books with ISBN/ISSN numbers with details of publishers*
 - * *Citation Index*
 - * *SNIP*
 - * *SJR*

* *Impact factor*

* *h-index*

20. *Areas of consultancy and income generated :* **Nil**

21. *Faculty as members in*

a) National committees b) International Committees c) Editorial Boards:

02

22. *Student projects*

a) Percentage of students who have done in-house projects including inter departmental/programme : **Nil**

*b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **None***

23. *Awards/ Recognitions received by faculty and students: **None***

24. *List of eminent academicians and scientists/ visitors to the department :*

Many eminent academicians and renowned literary figures have graced the College as well as the Department and they include: Dr. Hiren Gohain, Mr. Homen Borgohain, Mr. Atulananda Goswami, Mr. Apurba Sharma, Dr. Madan Sharma, Dr. Gautam Borah, Dr. Madhumita Borborah, Dr. Manoj Tula, Dr. Moromee Goswami, Dr. Nityananda Pattanaik, Dr. Bhubananda Pattanaik, Dr. Debashis Mahapatra.

25. *Seminars/ Conferences/Workshops organized & the source of funding*

*a)National: **None***

*b)International **None***

26. Student profile programme/course wise: None.

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG BA	625	576	286	290	70
FunctionalEnglish(Vocational)	25	20	15	05	80
BSc	100	90	49	51	100
B.Com	25	20	13	07	77
BCA	20	20	14	06	100
BBA	16	16	07	09	100
Biotechnology	22	22	09	13	100

*M=Male F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Degree	100	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? **None**

29. Student progression

Student progression	Against% enrolled
UG to PG	60%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	None
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	11%
Entrepreneurship/Self-employment	24

30. Details of Infrastructural facilities

- a) Library : **Yes**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility: **Yes**
- d) Laboratories: **Yes**

31. Number of students receiving financial assistance from college, university, government or other agencies. **None.**

32. Details on student enrichment programmes (special lectures /workshops / seminar) with external experts :

The students are encouraged to give vent to their creative and critical faculty by involving them in the publication of Wall Magazine, Poetry Recitation sessions, Extempore Speech on literary topics. Observance of teacher's day and similar other activities.

33. Teaching methods adopted to improve student learning: **Interactive sessions, ICT enabled classes, Student seminars etc**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Students regularly take part in social service camps organized by the college NSS, NCC camps and projects and street plays and rallies to create awareness on drug trafficking and other evils plaguing the society. The students also participate in blood donation camps and other health related cleanliness drives.

35. SWOT analysis of the department and Future plans: Attached Herewith: The SWOT analysis of the Department is as follows:

Strength: Resourceful faculty and energetic students backed by an ever-vigilant Principal; Solid infrastructural support in ICT and language lab.

Weakness: Huge volume of students who cannot be given personalized attention.

Opportunities: Good infrastructure coupled with involved faculty and inquisitive students may alter the placement scenario in the near future.

Threat: The socially and economically disadvantaged section of the students may have to keep pace with the ICT-enabled teaching methods without proper back-up at home.

Future plans.

- Introduction of PG courses.
- Opening of short term courses consisting of modules covering spoken and written aspects of English language.

Evaluative Report of the Department of History

1. *Name of the department* : **HISTORY**
2. *Year of Establishment* : **1969**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)* :
UNDER GRADUATE
4. *Names of Interdisciplinary courses and the departments/units involved:*
Tourism & Travel Management, and Cultural Museum.
5. *Annual/ semester/choice based credit system (programme wise)* :
SEMESTER
6. *Participation of the department in the courses offered by other departments:* Tourism & Travel Management Department, and Cultural Museum.
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.* : None
8. *Details of courses/programmes discontinued (if any) with reasons* :
None
9. *Number of Teaching posts*

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Three	Three
Assistant Professors	Two	Two

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. Etc.,)

Name	Qualification	Designation	Specialization	No of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. I. N. Mahanta	M.A.	Associate Professor	Modern	28	Nil
Mrs. S. Upadhyaya	M.A.	Associate Professor	Ancient	22	Nil
Dr. N. C. Das	M.A., LL.B., Ph.D.	Associate Professor	Ancient	18	Nil
Mrs. B. Kakati (On FIP leave)	M.A.	Assistant Professor	Modern	7	Nil
Mrs. A. Saikia (lien)	M.A.	Asstt. Professor	Modern	1	Nil
Md.Asif Iqbal Ahmed (Tourism)	MTM	Asstt Professor	Tourism	2	Nil

11. List of senior visiting faculty : NONE

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : None

13. Student -Teacher Ratio (programme wise) : Session-2014: 1st Sem: 33:1

3rd Sem:

5th Sem:

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NIL

15. Qualifications of teaching faculty with D.Sc. / D.Litt. /Ph.D. / M. Phil. /P.G.: Ph.D. &P.G.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: a) National: One

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : National Archives of India and Rs.26000/- & Rs.48000/-.

18. Research Centre /facility recognized by the University : NONE

19. Publications:

- * a) Publication per faculty
- * Number of papers published in peer reviewed journals (national / international) by faculty and students: Prof. N.C. Das: 5
Prof. Arani Saikia: 5
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil
- * Monographs: Prof. N.C. Das :1
- * Chapter in Books: Prof. I.N. Mahanta: 9
Prof. N.C. Das: 3
Prof. Arani Saikia: 5
- * Books Edited: Prof. N.C. Das: 1
- * Books with ISBN/ISSN numbers with details of publishers: Nil
- * Citation Index: Nil
- * SNIP: Nil
- * SJR: Nil
- * Impact factor: Nil
- * h-index: Nil

Publication of Dr. Nripen Chandra Das

1. *Impact of Colonial Rule on the Socio-cultural Structure of the N.E. Tribes;* the Journal of

the Assam Research Society, Vol.XXXV, 1996.

2. *Masks used in Dhulia Bhaona of Assam: A Dying Art;* Proceedings of Indian Art History

Congress, 7th Session, Kanyakumari: November, 1998.

3. *A Note on Mother and Child Terra-cotta Toys of Gauripur, Assam;* Kala, Journal of Indian

Art History Congress, Vol.V, 1998-99.

4. *Nataraja Images from Assam;* Proceedings of Indian Art History Congress, 8th Session,

Dharmashala, Karnataka, 1999.

5. Authored a booklet named *Few Glimpses of Kaliaborian Culture* published by the

Department of History and Cultural Museum of Kaliabor College in 2004.

6. Joint Editor of *A Descriptive Catalogue of Sanchi Manuscripts of Kaliabor,* a publication

brought out under the financial assistance of the National Archives of India in 2004.

7. Impact of Globalization on Traditional Professions: A Case Study of Nagaon District,

Assam in Adhikari, Sukdev(ed)2011. *Asamiya Sankriti aru Vishwayan.* Dhing College, Nagaon, Assam.

8. Kaliaborar Sthapatya, Bhaskarya aru Chitrakala in Borkataki, U. (ed) 2012 *Daponat*

Kaliabor. Kaliabor Dist. Committee of Srimanta Sankardeva Sangha, Assam.

9. Traditional Knowledge and Sustainable Development: A Study with special reference to

Traditional Occupations of Nagaon District in Sarmah, B.K. & Dutta, M.K. (ed) 2012

Sustainable Development in North-East Region. KCTU, Kaliabor College, Kuwaritol, Nagaon, Assam.

10. *An illustrated Manuscript in the Cultural Museum, Kaliabor College, Assam: A Note;*

Kala, Journal of Indian Art History Congress, Vol. XX, 2014-2015.

Publication of Arani Saikia

1. **‘Srimanta Sankaradeda Sangha: A Brief Study’** in Proceedings of North East India History Congress : XXXth Session, Nagaon 2009, Pp. 378-381
2. **‘Food-Habits in Pre-Colonial Assam’** in International Journal of Humanities and Social Science Invention, Peer-reviewed, p-ISSN: 2319-7714, Vol.2, Issue-6, June-2013, Pp. 1-5
3. **‘Ethnicity and Nationalism: Some Gleanings from *Mor Sowanrani*’** by P.G. Barooah(1871- 1946)’ in International Journal of Humanities and Social Sciences, ed. Prof. Neill Harvey, Peer-reviewed and referred journal, ISSN: 2250-3226, Vol.3, Number3, 2013 Pp. 173-178
4. **‘Srimanta Sankaradeva Sangha: Climacteric of a Social Movement’** in Researchers World, ed. Dr V.S. More, International referred research journal, ISSN: 2231-4172, Vol.4, Issue3, July2013, Pp. 21-25
5. **‘The Carit Puthis: an Evaluation’** in Indian Journal of Applied Research, Peer-reviewed & referred international journal, Vol3, Issue8, August2013, Pp. 3-4
6. **‘Lakshminath Bezbaroa and the Assamese Nationality Question’** in Researchers World, ed. Dr V.S. More, International referred research journal, ISSN: 2231-4172, Vol.5, Issue I, January 2014, Pp. 38-43
7. A research paper titled **‘Nalinibala Devi: Abdication and Assertion in *Eri Aha Dinbor*’** in the edited volume on ‘Women’s Narratives from North East India : Lives in the Margins’ ed. by Dr Debarshi Prasad Nath to be published by Sage Publications in 2014

20. *Areas of consultancy and income generated* : NONE
21. *Faculty as members in* :
- a) *National committees b) International Committees c) Editorial Boards....*
- a) Indian Art History Congress: Prof. I.N. Mahanta
Dr. N.C. Das
- c) Editorial board: National Seminar on Sustainable Development in North- East Region conducted by the KCTA in 2011: Prof. N.C. Das
22. *Student projects* : NIL
- a) Percentage of students who have done in-house projects including inter departmental/programme
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies
23. *Awards/ Recognitions received by faculty and students* : NONE
24. *List of eminent academicians and scientists/ visitors to the department* :
- i) Dr. Kulendu Pathak, Former VC of Dibrugarh University,
- ii) Dr.Mrinmoy Kr. Sarma, Dean, Faculty of Commerce, Tezpur Central University,
- iii) Dr.Sunil Dutta, Dean, Faculty of Social Science, Tezpur Central University,
- iv) Dr. Rajen Saikia, Former President of Indian History Congress, Modern Session,
- v) Dr. Dipankar Banerjee, Professor of History, Guwahati University,
- vi) Dr. P.J. Mahanta, Professor in Cultural Studies, Tezpur Central University
- vii) Dr. Mridul Kr. Hazarika, VC of Gauhati University
25. *Seminars/ Conferences/Workshops organized & the source of funding* :
- a)National NIL
- b)International NIL

26. Student profile programme/course wise: Session 2014

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG(Annual, semester)					
1. TDC 1+1+1 (Major & General)					
2. Semester-1,2,3,4 (Major & General)	151	151	61	90	85
3. Semester-1,2,3,4 (Tourism, General)	97	97	64	33	80

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG(Annual, semester)	100%	0%	0%
1. TDC 1+1+1 (Major & General)	100%	0%	0%
2. Semester-1,2,3,4 (Major & General)	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? NIL

29. Student progression

Student progression	Against % enrolled
UG to PG	20
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed	50
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a) Library : Central & Departmental
- b) Internet facilities for Staff & Students : Computer Cell
- c) Class rooms with ICT facility : Nil
- d) Laboratories : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies :
NONE

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts : Special lectures

33. Teaching methods adopted to improve student learning, Interactive and Participatory- i) Use of audio-vidual aids, and artifacts of Cultural Museum and ii) External exposure to historical and archaeological sites.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Museum works.

35. SWOC analysis of the department and Future plans: The institution is located in Kaliabor- famous for its aura of religiosity and historicity. The department of history consists of very efficient faculty members. The Cultural Museum has added the strength of the department. The weakness of our department is the weak response of students which is a common scenario all over the state of Assam. The challenge of the department is enhancement of popularity of history as a subject in Higher Secondary and Under Graduate Course among the students.

Our future plan is the maintenance of present trend of increasing popularity of history not only among the students but also with the mass people as a whole. Organising seminars, workshops and lecture programmes in the department in near future is also included in the future plans of the department.

Evaluative Report of the Department of Mathematics

1. *Name of the department* : **DEPARTMENT OF MATHEMATICS**
2. *Year of Establishment* : **1993**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)* : **UG**
4. *Names of Interdisciplinary courses and the departments/units involved*
: **BCA, BBA, B.Com**
5. *Annual/ semester/choice based credit system (programme wise):*
SEMESTER
6. *Participation of the department in the courses offered by other departments* : **BCA, BBA, B.Com**
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.* **NIL**
8. *Details of courses/programmes discontinued (if any) with reasons* : **NIL**
9. *Number of Teaching posts*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	Nil	Nil
<i>Associate Professors</i>	2	2
<i>Asst. Professors</i>	2	3

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Kuladhar Borah	M.Sc.	Asso. Prof.	Applied	23	Nil
Arun Mahanta	M.Sc.	Asso. Prof.	Pure	20	Nil
Binod Sah	M.Sc.	Asst. Prof.	Applied	17	Nil
Dhruba Jyoti Bora	M.Sc.	Asst. Prof.	Applied	15	Nil
Pankaj Adhikari	M.Sc.	Asst. Prof.	Pure.	4	Nil

11. List of senior visiting faculty **NIL**
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty **NIL**
13. Student -Teacher Ratio (programme wise) **26: 1 in undergraduate programme**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled **NIL**
15. Qualifications of teaching faculty with **Ph.D and PG. 04 PG**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received **NIL**
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received **NIL**
18. Research Centre /facility recognized by the University **NIL**
19. Publications:
- * a) Publication per faculty
 - * Number of papers published in peer reviewed journals

(national / international) by faculty and students: Nil

- * *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): NIL*
- * *Monographs: NIL*
- * *Chapter in Books.Nil*
- * *Books Edited Nil*
- * *Books with ISBN/ISSN numbers with details of publishers Nil*
- * *Citation Index Nil*
- * *SNIP Nil*
- * *SJR Nil*
- * *Impact factor Nil*
- * *h-index Nil*

20. Areas of consultancy and income generated NIL

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards

1. Mr. Arun Mahanta, is a member of curriculum construction committee of Department of Mathematics, Gauhati University.
2. Mr. Arun Mahanta is a life time member of Assam Academi of Mathematics.
3. Mr. Binod Kumar Sah is a life time member of Assam Academi of Mathematics.

22. Student projects

*a) Percentage of students who have done in-house projects including inter departmental/programme **100%***

*b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies **NIL***

23. *Awards/ Recognitions received by faculty and students*
INSPIRE fellowship of DST, New Delhi obtained by
1. **Parag Borah in 2011**
 2. **Bhagya Jyoti Nath in 2012**
24. *List of eminent academicians and scientists/ visitors to the department*
NIL
25. *Seminars/ Conferences/Workshops organized & the source of funding*
 a) *National* **NIL**
 b) *International* **NIL**
26. *Student profile programme/course wise:*

<i>Name of the Course/programme (refer question no. 4)</i>	<i>year</i>	<i>Applications received</i>		<i>Selected</i>	<i>Enrolled</i>		<i>Pass percentage</i>
		<i>M</i>	<i>G</i>		<i>*M</i>	<i>*F</i>	
B.Sc. I semester	2010-11	2	18	20	15	2	42.3
B.Sc. I semester	2011-12	3	24	27	23	4	60
B.Sc. I semester	2012-13	8	25	33	30	3	62.5
B.Com I semester	2013-14	3	30	33	30	5	100

*M=Male F=Female

1. Tina Bucha got **first class first** in 2011.
2. Bhagya Jyoti Nath got **first class first** in 2014.

27. *Diversity of Students: NIL*

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc	100%	Nil	Nil
B.Sc	100%	Nil	Nil
B.Sc	100%	Nil	Nil
B.Sc	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

TET (Teacher eligibility test)=10

Air Force=01

Navy=02

29. Student progression

<i>Student progression</i>	<i>Against % enrolled</i>
<i>UG to PG</i>	80%
<i>PG to M.Phil.</i>	–
<i>PG to Ph.D.</i>	–
<i>Ph.D. to Post-Doctoral</i>	–
<i>Employed</i>	13
• <i>Campus selection</i>	0
• <i>Other than campus recruitment</i>	13
<i>Entrepreneurship/Self-employment</i>	2%

30. Details of Infrastructural facilities

a) Library : Yes

b) Internet facilities for Staff & Students: Yes

c) Class rooms with ICT facility : Nil

d) Laboratories: Nil

31. Number of students receiving financial assistance from college, university, government or other agencies **TWO**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts **NIL**

33. Teaching methods adopted to improve student learning: **Home assignment, regular class tests, Audio visual aids, Group discussion among the students, student seminar etc.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **NIL**

35. SWOC analysis of the department and Future plans

Strength:

Skilled and dedicated faculty members.

Weakness:

1. Low enrollment due to lack of feeder institution.
2. Rural locality

Opportunity:

1. Job opportunity and business opportunity.
2. Supportive Parent University.
3. Good relationship with higher institutions like Tezpur Central University and Gauhati University.

Challenges:

1. Lack of competitive mind and awareness.
2. Poor economic background of the students.

Future Plan:

1. To introduce M.Sc. in Mathematics.
2. To set up a modern computational laboratory.

Evaluative Report of the Department of Physics

1. *Name of the department:* **DEPARTMENT OF PHYSICS**
2. *Year of Establishment :* **1992**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :* **UG**
4. *Names of Interdisciplinary courses and the departments/units involved*
 Short term training programme on Synthesis, characterisation and application of Nanostructures for UG students .
5. *Annual/ semester/choice based credit system (programme wise) :*
 Semester System

Physics Major Course

Grand Total Marks =1700(Major) + 900(General) = 2600

Grand Total Credit =136(Major) + 72(General) = 208

Physics General Course

For Electives with Practical. Otherwise Total

Marks=20+80=100 and

Total Credit=8

6. *Participation of the department in the courses offered by other departments :* BCA
7. *Courses in collaboration with other universities, industries, foreign institutions, etc. :* Nil
8. *Details of courses/programmes discontinued (if any) with reasons:* Nil
9. *Number of Teaching posts*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	—	—
<i>Associate Professors</i>	—	—
<i>Asst. Professors</i>	04	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr Mafizul Haque	M.Sc.	Asstt. Prof.	Spectroscopy	21 yrs	Nil
Mr Parag Dahal	M.Sc	Asstt. Prof.	Theoretical Physics	14 yrs	Nil
Mr Rhituraj Saikia	M.Sc, M.Phil	Asstt. Prof.	Advanced Electronics & Advanced Condensed Matter Physics	6 yrs	Nil
Mr Nilutpal Borah	M.Sc	Asstt. Prof.	Photonics & Electronics	1 yrs	Nil

11. List of senior visiting faculty :

1. Dr. Mihir Kanti Choudhury (V.C. Central University, Tezpur),
2. Dr. Amar jyoti Choudhury(Pro V.C. Central University, Tezpur)
3. Dr Anup Buragohain (Professor Gauhati University)
4. Dr Srinath Baruah (V.C. KKHSOU)
5. Dr. Balin Hazarika (Principal.Biswanath Chariali College)
6. Sri Haliram Hazarika (HOD Deptt .of Physics, Nowgong College)

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: Nil

13. Student -Teacher Ratio (programme wise) : 22:1

14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled*
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*
M.Phil- 01
PG.- 04
16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:*
- a) National-
- (1) Mr Mafizul Haque (**Effect of metal doping on optoelectronic characterization of Cds and CdSe nanostructures, Amount 1.85 lakh**)
- (2) Mr Rhituraj Saikia (**A Comparative Study of Size Effects in CdS and CdSe Nanostructures., Amount 1 lakh**)
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received:*
- a) UGC-
- (1) Mr Mafizul Haque (**Effect of metal doping on optoelectronic characterization of Cds and CdSe nanostructures, Amount 1.85 lakh**)
- b) (2) Mr Rhituraj Saikia (**A Comparative Study of Size Effects in CdS and CdSe Nanostructures., Amount 1 lakh**)
18. *Research Centre /facility recognized by the University:*
- (1)NEHU,
(2)Tezpur University,
(3)Gauhati University.
19. *Publications:*
- * a) *Publication per faculty*
- * b)*Number of papers published in peer reviewed journals (national / international) by faculty and students :*

International Publications with ISSN Numbers.

1. Rhituraj Saikia, P.K.Kalita, P.Datta, "Study of Optical Properties of Quasi Type II CdSe/CdS Core/Shell Nanostructures for Photovoltaic Application", *Jnl. of Adv. Phys.*, Vol.2, p.1-5, 2013
2. Rhituraj Saikia, P.K.Kalita, P.Datta, K.K.Chattopadhyay, "Green Growth of CdSe Nanostructures for Application in Schottky Type Solar Cell", "*Int. Jnl. of Nanodimension*", Vol.4,2013.
3. Rhituraj Saikia, P.K.Kalita, P.Datta, "Current Transportation Mechanism in Schottky Type Solar Cell Fabricated with Quasi Type-II CdSe/CdS Core/Shell Nanocomposite", *Energy and Environment Focus*, Accepted 2013 (In Press)
4. Rhituraj Saikia, P.K.Kalita, P.Datta, "Structural and Optical Properties of Green Synthesized CdSe/CdS Core/Shell Nanostructures", *International Journal of Nanoscience and Nanotechnology*, Vol.3, No.1, p.39-45,2012.
5. Rhituraj Saikia, P.K.Kalita, P.Datta, "Quantum Size Effect In CdSe/CdS Core/Shell Nanostructures", *International Journal of Nanoscience And Application*, Vol.5, No.4,2011, p.413-418,2011
6. Rhituraj Saikia, P.K.Kalita, P.Datta "A Study of Quantum Size Effect in Green Synthesized CdS Nanostructures", *International Journal Of Applied Physics* , Vol.2,No.2, p.131-136,2012
7. Rhituraj Saikia, P.K.Kalita, P.Datta, "Green Synthesized CdS Nanorods for Application in Schottky Type Solar Cell", *Int. Jnl. of Chem. Sc. And Tech.*, Vol.2, No.2, p.23-28,2012.
8. Rhituraj Saikia, P.K.Kalita, P.Datta, "Effect of Green Growth Mechanism on Structural and Optical Properties of Cu₂S Nanostructures, *Jnl. of Chem. Bio. And Phy. Sc.*, Vol.2, No.4, p.2091-2096, 2012.
9. Rhituraj Saikia, P.K.Kalita, P.Datta, "Quantum Size Effect In Chemically Synthesized CdS Nanoclusters" ,*American Institute of Physics(AIP) Proceeding*, Vol.1147,p.390-395,2009.
10. Rhituraj Saikia, P.K.Kalita, P.Datta, P.K.Boruah, "Luminescence Study of CdSe/CdS Core/Shell", *ICFANT 2010 Proceedings*, Vol. 1, p.125-129, Dec. 2010
11. Rhituraj Saikia, "The Coming Era of Nanotechnology", *Amazines*, online 2107763, Oct. 2010

12. Rhituraj Saikia, “Fabrication & Characterization of CdTe/CdS Nanostructures based Solar Cell”, Amazines, online 2659763, Mar. 2011

- * *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): All above mentioned.*
- * *Monographs*
- * *Chapter in Books*
- * *Books Edited*
- * *Books with ISBN/ISSN numbers with details of publishers*
- * *Citation Index*
- * *SNIP*
- * *SJR*
- * *Impact factor*
- * *h-index*

20. *Areas of consultancy and income generated*

21. *Faculty as members in*

- a) *National committees b) International Committees c) Editorial Board:*
- b) *International Committees- Selected as permanent member of review board of an international journal titled, “Nanoscience & Nanotechnology: An International Journal” (NIJ), Published from Malaysia, Kuwalalampur. ISSN: 2180-1304*

22. *Student projects*

- a) *Percentage of students who have done in-house projects including inter departmental/programme*
- b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies*

23. Awards/ Recognitions received by faculty and students

24. List of eminent academicians and scientists/ visitors to the department

25. Seminars/ Conferences/Workshops organized & the source of funding

a)National

b)International

26. Student profile programme/course wise:

Name of the Course/pr programme (refer question no. 4)	Year	Applications received	Selected		Enrolled		Pass percentage	
			Major	General	Male	Female	Major	General
B.Sc.	2009	10	4	3	5	2	50%	100%
	2010	13	5	5	8	2	80%	80%
	2011	10	2	5	6	1	0%	100%
	2012	14	5	5	8	2	60%	40%
	2013	15	5	6	3	8	100%	43%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Physics(major)	100%	0%	0%
Physics(general)	100%	0%	0%
Electronics(general)	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. : yes, 03(Defense services)

29. *Student progression*

Student progression	Against % enrolled
UG to PG	06
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none">• Campus selection• Other than campus recruitment	Other than campus recruitment 10
Entrepreneurship/Self-employment	

30. *Details of Infrastructural facilities*

- a) Library – departmental Library.
- b) Internet facilities for Staff & Students: broad-Band, Wi-fi internet facilities.
- c) Class rooms with ICT facility: Power point, interacting board and projector facilities used when necessary.
- d) Laboratories: Major Lab, General lab and Nanotech Lab.

31. *Number of students receiving financial assistance from college, university, government or other agencies: NIL*

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: NIL.*

33. *Teaching methods adopted to improve student learning: Power point, interacting board, projector facilities and demonstrations are used.*

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities: NCC, NSS, students and faculty members are participating in blood donation camp etc.*

35. *SWOC analysis of the department and Future plans*

Strength :

- (i) Inspiring students for continuing higher education in the subject. Each year, the Department has produced students who have enrolled

themselves in M. Sc. Courses against the trend in fashion among the youth of joining the job market immediately after Graduation.

(ii) Department of Electronics is run by the Department as an appendage from 2011.

Weakness :

Excellent performance in final Examinations is yet to be achieved.

Opportunities :

More and more students are showing interest in pursuing a carrier in pure sciences. With well-equipped laboratory and hard-working faculty, the Department can provide them with advanced knowledge and deeper understanding in the subject as well as motivation and guidance to make this inclination lead them to an actual choice of carrier in Physical Sciences.

Challenges :

To achieve both qualitatively and quantitatively excellent results in Final Examinations.

Future Plans :

To establish a Centre of Instrumental Science as an appendage of the Department.

Evaluative Report of the Department of Political Science

1. *Name of the department:* **DEPARTMENT OF POLITICAL SCIENCE**
2. *Year of Establishment:* **1969**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):*

Under Graduate course

4. *Names of Interdisciplinary courses and the departments/units involved*
2 (Two) short term courses on Human Rights and Duties Education-
(1) Human Rights Certificate Course - 6 months Duration
(2) Human Rights Under-graduate Course - 6 months Duration
5. Annual/ semester/choice based credit system (programme wise)

Under Graduate Course in Political Science				
Semester	PASS		MAJOR/HONOURS	
	Paper	Marks/credit	Paper	Marks/credit
Semester I	Paper	100	Paper	100
			Paper	100
Semester II	Paper	100	Paper	100
			Paper	100
Semester III	Paper	100	Paper	100
			Paper	100
Semester IV	Paper	100	Paper	100
			Paper	100
Semester V	Paper	100	Paper	100
			Paper	100
Semester VI	Paper	100	Paper	100
			Paper	100

6. *Participation of the department in the courses offered by other departments*

Faculty members participate in class-room teaching, field study and projects guidance, supervision and their evaluation under the subject Environmental Studies. Faculty members participate frequently in the P. G. Course of IDOL under Gauhati University, U. G. Courses of Krishna Kanta Handique State Open University and D. El. ED lecture programme under SSA, Assam organized by the college.

7. *Courses in collaboration with other universities, industries, foreign institutions, etc. : None*
8. *Details of courses/programmes discontinued (if any) with reasons: None.*

9. *Number of Teaching posts*

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	-----	-----
<i>Assoc. Professors</i>	02	02
<i>Asst. Professors</i>	02	02

10. *Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)*

Name	Qualification	Designation	Specialization	Experience (in years)	No. of Ph.D. Students guided for the last 4 years
Mr. Alimuddin Ahmed	M.A., B. Ed	Assoc. Prof.	Public Admin.	35	-----
Mrs. Anjali Gogoi	M.A.	Assoc. Prof.	Public Admin.	28	-----

Mr. Gopal Mili	M. A.	Asstt. Prof.	Govt. & Politics of South Asia	13	-----
Mr. Dilip Kr. Sonowal	M. A., M.Phil	Asstt. Prof.	Govt. & Politics of South Asia	7	-----

11. *List of senior visiting faculty*
12. *Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty*
13. *Student -Teacher Ratio (programme wise)*

Course in Political Science (Student -Teacher Ratio, programme wise for the session 2013-14)		
Under Graduate (B. A.)	PASS	MAJOR/HONOURS
Semester I	1:65	1:8
Semester II	1:47	1:6
Semester III	1:43	1:7
Semester IV	1:20	1:8
Semester V	1:16	1:8
Semester VI	1:27	1:8

14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled*

Non-sanction Faculty- 1 (filled)

Administrative staff – Nil

15. *Qualifications of teaching faculty with D. Sc/ D. Litt/ Ph. D/ M. Phil/P. G.*
16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received*
- 2 (two) faculty members have received grants from UGC and ICSSR, New Delhi**
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received*

Name of Faculty	Total Grants received	Agency (National)	Title of the Project
Mr. Gopal Mili	45,000/-	UGC, NERO	Preparation of Human Development Report Kaliabor Subdivision, Assam
	330,000/-	ICSSR, New Delhi	Socio-Economic Problems and their Impact on Social Development as well as Human Development of the Tea Garden Workers of Nagaon District, Assam
	115,000/-		Assessment of the Human Development Indicators in the Tea Garden Workers of Nagaon District, Assam
Mr. Dilip Kr. Sonowal	120,000	UGC, NERO	The Emergence of Deori Autonomy Movement with special reference to Lakhimpur District of Assam

18. *Research Centre /facility recognized by the University*

19. *Publications:*

* a) *Publication per faculty*

Sl. No	Name of Faculty	Paper Published (in Numbers)	Communicated
1	Mr. Gopal Mili	4	1
2	Mr. Dilip Kr. Sonowal	15	2

* *Number of papers published in peer reviewed journals (national / international) by faculty and students*

* *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)*

* *Monographs*

* *Chapter in Books*

* *Books Edited*

1. Mr. Gopal Mili edited “Inclusive Development in North East India: Issues and Challenges”, 2013, ISBN 978-93-81694-65-7 (It is an anthology of papers presented in the National Seminar *Inclusive Development in North East India: Issues and Challenges* by the Department of Political Science.

2. ‘WOMEN IN NORTH EAST INDIA’, Edited Book of Mr. Dilip Kr. Sonowal (co-editor), Krantikaal Prakashan, Nagaon, ISBN-978-81-920586-9-6; 2011.

* *Books with ISBN/ISSN numbers with details of publishers*

* *Citation Index*

* *SNIP*

* *SJR*

* *Impact factor*

* *h-index*

20. Areas of consultancy and income generated : -----

21. Faculty as members in

a) National committees b) International Committees c) Editorial

Boards....

Md. Alimuddin Ahmed	Mrs. Anjali Gogoi	Mr. Gopal Mili	Mr. Dilip Kr. Sonowal
ACTA, AIFUCTO	ACTA, AIFUCTO NEIPSA	ACTA, AIFUCTO NEIPSA, NEICSSR, Shillong	ACTA, AIFUCTO NEIPSA,

22. Student projects

a) *Percentage of students who have done in-house projects including inter departmental /programme:* None.

b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:* None.

23. Awards/ Recognitions received by faculty and students: None.

24. List of eminent academicians and scientists/ visitors to the department

1. Dr. Amarjyoti Choudhury, Professor & Pro Vice-Chancellor, Tezpur University.
2. Dr. Abu Nasar Saied Ahmed, Professor & Director (Retired) OKDISCD, Department Of Political Science.
3. Dr. Shyam Bhadra Medhi, M. A., LL. B., M. Sc. (England), Ph. D., I. A. S. (Rtd), Former British Council Scholar in UK, Former Visiting Scholar in Stanford & Harvard University, USA, London School of Economics & School of Oriental & African Studies, UK & Royal Institute of Public Administration, UK.
4. Dr. Adil ul Yasin, Professor, Department of Political Science, Dibrugarh University,
5. Dr. Rudraman Thapa, Reader, Department of Political Science, Dibrugarh University
6. Dr. Madhurjya Prasad Bezbaruah, Professor, Department of Economics, Gauhati University, Assam
7. Dr. Mrinal Kanti Dutta, Professor, Economics, IIT, Gauhati, Assam,
8. Dr. Chandan Kumar Sharma, Professor, Department of Sociology, Tezpur University.
9. Dr. Kedilezo Kikhi, Associate Professor & HOD, Department Of Sociology, Tezpur University.
10. Dr. Khokan Chandra Das Associate Professor, Department of Political Science, Assam University Diphu Campus(AUDC), Diphu.

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National Seminar- 02 Nos. Funded by UGC, NERO, Guwahati

b) International: NIL

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received		Year	Enrolled				Pass percentage	
				Major		Pass		Major	Pass
	Major Course	Pass Course		M	F	M	F		
UG	18	95	2009	2	16	45	50	94%	91.5%
UG	18	113	2010	7	11	51	62	93%	91.1%
UG	10	97	2011	5	5	44	53	100%	82.4%
UG	19	83	2012	7	12	39	44	95%	86.7%
UG	32	100	2013	12	20	51	49	96.0%	77.0%

*M=Male F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?

None

29. Student progression

Student progression	Against % enrolled	
	Year	No. of students admitted in PG Courses
UG to PG	2009	4
	2010	2+2

Student progression	Against % enrolled	
	2011	4+5
2012	2+5	
2013	2+23	

There are Three Universities in Assam which provides PG course in Political Science with limited seats. Therefore, aspiring students cannot admit themselves in for P. G. in political science the Universities of the state.

30. Details of Infrastructural facilities

a) Library:

The department has a Library with a collection of 430 course books and reference books. A good numbers of reference books on Human Rights are also stored in the departmental library.

b) Internet facilities for Staff & Students:

The department has two computers and one has internet connectivity for the staff. Another has no internet connectivity and it was purchased under Minor Research Project conducted by Mr. Gopal Mili, (Asstt. Prof.) funded by the UGC NERO, Guwahati, Assam

c) Class rooms with ICT facility:

There is no permanent ICT based class room for the department. Faculty members use Power Point Presentation in teaching with the help of laboratory staff when and where he feels necessary.

d) Laboratories

The department has no laboratory.

31. Number of students receiving financial assistance from college, university, government or other agencies:

Apart from government sponsored scholarships, three faculty members offer cash awards to encourage meritorious students in their academic pursuit. Mrs. Anjali Gogoi bears the admission fee for the student who tops in the B. A. Semester IV examination with major in Political Science.

Mr. Gopal Mili and Mr. Dilip Kr. Sonowal award individually a cash

award of Rs. 5000/- those who secures C. G. P. A. 9 point (& above) in Degree Course.

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts:

Special lecture programme Dated - 13th November, 2010

Theme - Importance of Internalizing of Human Rights and Duties,

By - Dr. Adil ul Yasin, Professor, Department of Political Science, Dibrugarh University

Theme - Historical, Philosophical and Social Perspectives of Human Rights

By - Dr. Rudraman Thapa, Reader, Department of Political Science, Dibrugarh University

National Seminar- 01

1. Theme- Inclusive Development in North East India: Issues and Challenges,

External Experts invited and attended-

1. **Dr. Madhurjya Prasad Bezbaruah, Professor, Department of Economics, Gauhati University, Assam**
2. **Dr. Mrinal Kanti Dutta, Professor, Economics, IIT, Gauhati, Assam,**
3. **Dr. Shyam Bhadra Medhi, M. A., LL. B., M. Sc. (England), Ph. D., I. A. S. (Rtd), Former British Council Scholar in UK, Former Visiting Scholar in Stanford & Harvard University, USA, London School of Economics & School of Oriental & African Studies, UK & Royal Institute of Public Administration, UK.**

National Seminar- 02

1. Theme- 'Ethnicity and Politics of Identity in North-East India: Issues and Challenges'

External Experts invited and attended-

1. **Dr. Abu Nasar Saied Ahmed, Professor & Director (Retired) OKDISCD, IIT Guest Faculty, Department Of Political Science.**

2. **Dr. Chandan Kumar Sharma, Professor, Department of Sociology, Tezpur University.**
3. **Dr. Kedilezo Kikhi, Associate Professor & HOD, Department Of Sociology, Tezpur University.**
33. *Teaching methods adopted to improve student learning*
Apart from regular lecture Students’ seminar, Group Discussion, Quiz, Debate is organized to motivate and encourage students.
34. *Participation in Institutional Social Responsibility (ISR) and Extension activities*
The faculty members participate in the extension activities either taken out by the college, community or government under Institutional Social Responsibility (ISR).

Date	Activities
05.01.2009 to 09.10.2009	Mr. Gopal Mili and Mr. Dilip Kr. Sonowal participated in the training programme on Exposure Visit of Trainers at Kerala Institute of Local Administration (KILA), Mulamkunnathukavu, Thrissur – 680 581.
25th & 26th September, 2008;	Mr. Dilip Kr. Sonowal attended - as a Programme Officer in the two day ‘Seminar on Human Rights and Social Harmony’ Organized by Rajiv Gandhi National Institute of Youth Development (RGNIYD) Sriperumbudur in association with the State NSS Cell, Mizoram and NSS Regional Centre, Guwahati, Aizal, Mizoram,
13th Oct. to 19th Oct. 2008.	Mr. Dilip Kr. Sonowal participated as a Programme Officer in the ‘National Integration Camp’ sponsored by the Ministry of Youth Affairs and Sports, Govt. of India organized by A. B. S. COLLEGE, Lalganj, Vaishali(Bihar)
22nd June to 3rd July, 2009	Mr. Dilip Kr. Sonowal participated as a Programme Officer in ‘N.S.S Mega Summer Camp 2009’ organised by Rajiv Gandhi National Institute of Youth Development, Sriperumbudur, under the Ministry of Youth Affairs and Sports, Govt. of India.
	The faculty members earnestly take part in all the college activities taken for the development of institution. The faculty members extend their sincere cooperation to SIRD (State Institute of Rural Development) frequently in their training programmes.

35. SWOC analysis of the department and Future plans:

STRENGTH:

Political Science as a subject is very popular among the students of the locality which can be substantiated by the annual enrolment. The department has experienced faculty members with a good numbers of students enrolled every year. The departmental library with course and reference books is an addition to its strength. The department has a cordial relation with its alumni who inspire the faculty members to involve in community related activities in its journey.

WEAKNESS:

Rural base economic background of the surrounding and lack of quality input has been a continuous threat to its strength. Un-availability of course books and lack of awareness of the parents hampers students' progression which directly or indirectly is a weakness of the department.

OPPORTUNITY:

The subject is highly sought for among the students who aspire for competitive examinations in different branches and department of the State and Union Government.

CHALLENGES:

The higher teacher student ratio, workload of Higher Secondary Course etc is the internal challenge to the department. The external challenges are-

- (1) Disadvantaged Socio-economic condition.
- (2) Lack of employment avenues.
- (3) Limited scope for higher academic pursuit, etc.

Evaluative Report of the Department of Statistics

1. *Name of the department:* **STATISTICS**
2. *Year of Establishment:* **1992**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)* **UG**
4. *Names of Interdisciplinary courses and the departments/units involved*
Courses: B.Sc. ,BA , B.Com ,B.B.A ,BCA
Departments involved: STATISTICS ,MATHEMATICS ,PHYSICS and ECONOMICS ,COMMERCE.
5. *Annual/ semester/choice based credit system (programme wise):*

Annual and semester system
6. *Participation of the department in the courses offered by other departments*

The faculty members regularly participate in the Deptt. of COMMERCE ,BBA and BCA,
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.* **Nil**
8. *Details of courses/programmes discontinued (if any) with reasons* **Nil**
9. *Number of Teaching posts*

	Sanctioned	Filled
Professors	-----	-----
Assoc. Professors	00	00
Asst. Professors	03	03

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No.of Ph.D. Students guided for the last 4 years
Mrs. Purabee Bhuyan	M.Sc.; M.Phil	Asst Professor	Demography	17years	
Ms Rekha Borah	M.Sc.;	Asst Professor	Econometrics	15 Years	
Mr.Rijib Kr Borah	M.Sc.	Asst Professor	Econometrics	14 Years	

11. List of senior visiting faculty

Dr.Arundhuty Deka(Assoaciate Professor),Darrang College,Tezpur.

Mr J.N Saikia(Rtd. Professor), Nowgong College.

Mr J.K.Singh(Assoaciate Professor),A.D.P. College,Nagaon.

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: **Nil**

13. Student -Teacher Ratio (programme wise) **20:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Lab Bearer : 01(One)

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

M.Phil – 01, PG-02 .

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

National Fund : One

Grants Received of Rs 90,000(Ninety Thousand Only) from U.G.C,M.R.P

17. *Research Centre /facility recognized by the University:* **No**

18. *Publications:*

- * Publication per faculty: **One**
- * Number of papers published in peer reviewed journals (national / international) by faculty and students
International: **Nil**
National: **One**
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **Nil**
- * Monographs: **Nil**

19. *Faculty as members in*

- d) *National committees b) International Committees c) Editorial Boards....*
Nil

20. *Student projects*

- a) *Percentage of students who have done in-house projects including inter departmental/programme:* 100%
- b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies:* Nil

21. *Awards/ Recognitions received by faculty and students:* Nil

22. *List of eminent academicians and scientists/ visitors to the department*

Dr. Hemanta Kumar Boruah (V.C. Bodoland University, Assam)

Dr. Sarat Kakaty, Professor, Dibrugarh University .

23. *Seminars/ Conferences/Workshops organized & the source of funding*

- a) *National :* **Nil**
- b) *International* **Nil.**

24. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc /B.A	9 nos(B.Sc) 1 no(B.A)	10 Nos	M=9 F=1		100%
B.Com.	100	70	M=55 F=15		
B.B.A	16	16	M=15 F=1		
B.C.A	03	03	M=02 F=01		

*M=Male F=Female

25. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc.,BA	100%	Nil	Nil
B.Com,BBA,BCA	100%	Nil	Nil

26. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? **Does not arise.**

27. Student progression

Student progression	Against % enrolled
UG to PG	5
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
• Campus selection	

Student progression	Against % enrolled
• Other than campus recruitment	60
Entrepreneurship/Self-employment	35

28. Details of Infrastructural facilities

Number of students receiving financial assistance from college, university, government or other agencies a) Library: **Departmental**

Library with 100 Books

e) Class rooms : **One class room.**

c) Laboratories: **One well furnished Laboratory.**

29. : Nil

30. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:

Special Lectures: 05

Resource Persons: 1. Dr. Arundhuty Deka

2. Mr J N Saikia

Survey On Literacy rate, Brick Kiln Industry

Workshop on Probability theory and Regression Analysis.

31. Teaching methods adopted to improve student learning:

Using conventional Lecture, Talk and Discussion method, along with teaching aids. Department also apply activity method and use recent technological aids like Visual Presenter, LCD Projector to improve the student learning.

32. Participation in Institutional Social Responsibility (ISR) and Extension activities:

The Faculty members of the Department are actively participated in different extension activities of the College. Different Programmes are organized

by Women Cell of the College at the adopted school of the College . Apart from these activities, faculties are also associated with different Social Organization in different way.

33. SWOT analysis of the department and Future plans

Strength:

1. Qualified Faculty Members
2. Sophisticated Laboratories
3. Strong Research base of the Faculty members
4. ICT based Class room.

Weakness:

1. Shortage of Class Room
2. Rural Locality
3. Comparatively Low enrollment of students due to

lack of

Feeder Institution.

Opportunities:

1. Rich Biodiversity area
2. Untapped Students Potential
3. Supportive Parent University
4. Good relations with advanced Institutions like Tezpur Central University, Dibrugarh University.

Challenges:

1. Lack of awareness in the fringe area
2. Poor Economic conditions of the students
3. Meeting of high recurring cost due to the lack fund

from

State Government.

Evaluative Report of the Departments

1. *Name of the department:* **Zoology**
2. *Year of Establishment:* **1992**
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)* **UG**
4. *Names of Interdisciplinary courses and the departments/units involved*
Courses: B.Sc. with Biotechnology
B.Sc. Biotechnology
Departments involved: Botany, Zoology, Biotechnology and Chemistry
5. *Annual/ semester/choice based credit system (programme wise):*
Annual and semester system
6. *Participation of the department in the courses offered by other departments*
The faculty members regularly participate in the courses of Education, Biotechnology and Botany Department
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.* **Nil**
8. *Details of courses/programmes discontinued (if any) with reasons*
Certificate Course in Sericulture
The course is discontinued due to lack of interest of students

9. Number of Teaching posts

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	Nil	Nil
<i>Associate Professors</i>	Nil	Nil
<i>Asst. Professors</i>	02	04

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. Anupam Kr. Medhi	M.Sc.	Asst Professor	Animal physiology	19 years	
Mr. Gosai chan Das	M.Sc.	Asst Professor	Fish and Fishery Biology	18 Years	
Ms. Junttee Rabha	M.Sc.	Asst Professor	Entomology	02 Years	
Ms.Ponchi Kataki	M.Sc.	Asst Professor	Cell and Molecular	01 year	

11. *List of senior visiting faculty*
Dr. Bipul Deka, Chief Scientist, KVK, Kahnikuchi, Guwahati
Dr. Pankaj Hazarika, Department of Chemistry, Darrang College
Dr. Lalit Mohan Goswami, Department of Zoology, Nowgong College
Mr. Ratul Borah, Scholars Academy, Guwahati
12. *Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: Nil*
13. *Student -Teacher Ratio (programme wise) 10:1*
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:*
Support staff Sanctioned: 01
Support staff Filled: 01
Support Staff
Mr. Bhumidhar Daimari- Lab Bearer
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.*
Ph.D – Nil
M.Phil - Nil
PG. - 04
16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received*
National Funding agency: Nil
Grant received: Nil
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received*
UGC- Two lakh thirty two thousand(rupees).
DBT- Forty two lakh(rupees)
DRL-0
Total: Forty four lacs thirty two thousand only(rupees)
18. *Research Centre /facility recognized by the University: No*
- 19.

20. Publications:

- * a) *Publication per faculty:*
- * *Number of papers published in peer reviewed journals (national / international) by faculty and students*
International: 02
National: 01
- * *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil*
- * *Monographs: Nil*
- * *Chapter in Books: 06*
- * *Books Edited: Nil*
- * *Books with ISBN/ISSN numbers with details of publishers*

3. Text Book on Environmental Studies

ISBN No.

Publisher: Kaliabor College Science Forum

- * *Citation Index*
- * *SNIP*
- * *SJR*
- * *Impact factor*
- * *h-index*

21. Areas of consultancy and income generated:

Free Consultancy on fish seed production

22. Faculty as members in

- f) *National committees b) International Committees c) Editorial Boards....*

Nil

23. Student projects

- a) *Percentage of students who have done in-house projects including inter departmental/programme:15*
- b) *Percentage of students placed for projects in organizations outside the*

institution i.e.in Research laboratories/Industry/other agencies:0

24. Awards/ Recognitions received by faculty and students:Nil

25. List of eminent academicians and scientists/ visitors to the department

Dr. Sachin Kumar Barthakur, Professor, Gauhati University

(Renowned Taxonomist)

Dr. Pratap Jyoti Handique, Professor, Gauhati University

(Renowned Biotechnologist)

Dr. Jogen ch Kalita, CDC, Gauhati University.

Mr. Uddhav Bharali, Scientist

26. Seminars/ Conferences/Workshops organized & the source of funding

a)National

Faculty Improvement programme on Advanced Laboratory

Technique sponsored by DBT

Hands on Training on Laboratory Technique sponsored by

DBT.

Summer School Programme sponsored by DBT

b)International Nil.

27. Student profile programme/course wise:

<i>Name of the Course/programme (refer question no. 4)</i>	<i>Applications received</i>	<i>Selected</i>	<i>Enrolled</i>		<i>Pass percentage</i>
			<i>*M</i>	<i>*F</i>	
B.Sc. 1 st Semester (Major)	39	24	12	12	Appeared
B.Sc. 1 st Semester (General)	35	34	24	10	Appeared
B.Sc.3 rd Semester (Major)	17	16	11	05	Appeared
B.Sc. 3 rd (General)	16	16	10	06	Appeared
B.Sc. 5 th Semester (Major)	07+01	07+01	04	04	Appeared

<i>Name of the Course/programme (refer question no. 4)</i>	<i>Applications received</i>	<i>Selected</i>	<i>Enrolled</i>		<i>Pass percentage</i>
			<i>*M</i>	<i>*F</i>	
B.Sc. 6th Semester 2013	04	04	03	01	100

*M=Male F=Female

28. Diversity of Students

<i>Name of the Course</i>	<i>% of students from the same state</i>	<i>% of students from other States</i>	<i>% of students from abroad</i>
B.Sc.	97.25	2.5	Nil

29. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? Does not arise.

30. Student progression

<i>Student progression</i>	<i>Against % enrolled</i>
<i>UG to PG</i>	30
<i>PG to M.Phil.</i>	
<i>PG to Ph.D.</i>	
<i>Ph.D. to Post-Doctoral</i>	
<i>Employed</i>	
<ul style="list-style-type: none"> • <i>Campus selection</i> • <i>Other than campus recruitment</i> 	
<i>Entrepreneurship/Self-employment</i>	

31. Details of Infrastructural facilities

- a) *Library:* **Departmental Library with 250 Books**
- b) *Internet facilities for Staff & Students:* **Wi-Fi Department, Broad band connectivity available both for Staff and students**
- g) *Class rooms with ICT facility:* **Three class rooms with LCD**

Projector (including Ultra through Projector), Visual Presenter.

d) **Laboratories: Three well equipped and well furnished Laboratories.**

32. *Number of students receiving financial assistance from college, university, government or other agencies: Nil*

33. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts*

Special Lectures: 10

Resource Persons: 1. Mr. Pratap Medhi
2. Dr. Pankaj Hazarika
3. Dr. Lalit Mohan Goswami

Workshops: Hands Training on Preparation of Laboratory Reagents
Workshop on Simple Laboratory Techniques.

Workshop on Advanced Laboratory Techniques.

34. *Teaching methods adopted to improve student learning:*

Along with the conventional chalk and talk method, the Department also uses activity method and uses recent technological aids like Visual Presenter, Ultra through LCD Projector to improve student learning.

35. *Participation in Institutional Social Responsibility (ISR) and Extension activities*

The Faculty members of the Department actively participate in different extension activities of the College. Different Programmes organized at the adopted school of the College and at the adopted Village of Women Cell of the College were attended by the faculty members of the Department. Apart from these activities, faculties are also with different social organizations in different ways.

36. *SWOC analysis of the department and Future plans*

Strength: 1. Qualified Faculty Members
2. Sophisticated Laboratories

3. Strong Research base of the Faculty members

4. ICT based Class room.

Weakness:

1. Some of the Faculty is Yet to cover under Government Umbrella.

2. Shortage of Class Room

3. Rural Locality

4. Comparatively Low enrollment of students due to lack of feeder institution.

Opportunities:

1. Rich Biodiversity area

2. Untapped Students Potential

3. Supportive Parent University

4. Good relations with advanced Institutions like Tezpur Central University, Dibrugarh University, College of Fisheries, agencies like DBT, DST.

Challenges:

1. Lack of awareness in the fringe area

2. Poor Economic conditions of the students

3. Facing the high recurring cost in spite of lack of funds from State Government.

E. i. Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)
This is to certify that **Kaliabor College** fulfils all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 10/12/2014
Place: Kaliabor



Dr. H. K. Chaliha
Principal

Principal
Kaliabor College
Kuwaritol- 782137
Nagaon, Assam

E. ii. Letter 12B and 2(f)

UNIVERSITY GRANTS COMMISSION
BARLDURSHIL ZILAH NAG
NEW DELHI-110002

Recd
37/1/90 (2)

NO. F.8-34/87(CPP-I) December, 1989

To
The Registrar,
Gauhati University,
Guwahati - 781 014
(ASSAM)

REC'D JAN 1990

Sub: List of Colleges prepared under Section 2(f) of the
UGC Act, 1956

-ooooo-

Sir,

I am directed to refer to College letter No. nil dated the 11th December, 1989 on the above subject and to say that the following College already included in the Commission's list of Colleges prepared under Section 2(f) of the University Grants Commission, has been declared fit to receive assistance from the University Grants Commission and other Central sources under Section 12(B) of the University Grants Commission Act, 1956 consequent upon the grant of permanent affiliation by the University :-

Name of the College

Kaliabor College,
P.O. Kuwaritol,
Nagaon (Assam)
Principal - D.K. Kaziruka

Yours faithfully,
Kishan Chand
(KISHAN CHAND)
UNDER SECRETARY

Copy forwarded to :

1. The Principal, Kaliabor College, Nagaon
P.O. Kuwaritol (Assam)
2. Accounts 'G' Section
3. Computer Cell
4. All Officers/Sections in UGC
5. Guard file

Office of the Principal
Kaliabor College, Kuwaritol
Receipt No. 26
Date 2.2.90
File No. 4

J.P. Mittal
(J.P. MITTAL)
SECTION OFFICER

E.iii. Certificate of affiliation.



Gauhati University, Guwahati-781014, Assam

No.GU/AFF/2014/670

19 March 2014

Dr. S. K. Nath, MA. B.Ed. Ph.D

Registrar

TO WHOM IT MAY CONCERN

This is to certify that **Kaliabor, College, Kuwaritol, Nagaon, Assam** is affiliated to the **Gauhati University** since 1973 and recognized by the University Grants Commission and the following Courses/Subjects are taught in the said college as per approval-

Sl No	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
(I)	Three year B.A. Course with Major Courses in English, Assamese, Pol. Science, Education, History, Economics.	Permanent		----
(II)	Three year B.Com course General	Permanent		
(III)	Three year B. Sc. General course	Permanent		
(IV)	Three year B.Com Major Course in Management and Accountancy.	Temporary		----
(V)	Three year B. Sc. Major Courses in Physics, Chemistry, Mathematics, Zoology & Botany	Temporary		---
(VI)	Three year Bachelor in Computer Applications(BCA)	Permitted		
(VII)	Three year Bachelor in Business Administration(BBA)	Permitted		
(VIII)	Three year B. Sc. Biotechnology	Permitted		

19th March, 2014


Registrar

Gauhati University

১৯/৩/১৪
১৯৩৪
অসমতী বিশ্ববিদ্যালয়, গুৱাহাটী-১৪
Registrar
Gauhati University, Guwahati-14



UNIVERSITY GRANTS COMMISSION
NORTH EASTERN REGIONAL OFFICE
3RD FLOOR, HOUSEFED, RENTAL BLOCK - V
BELTOLA - BASISTHA ROAD
DISPUR, GUWAHATI - 781006, ASSAM
PHONE : 0361- 2267721 (0)
FAX : 0361 - 2267056
Website : www.ugc.ac.in
E-mail : ugcneroghy@rediffmail.com
ugcnero@gmail.com

FD Diary No. 2710
Dated : 14 NOV 2014

No. F.33-04/XI/Sports/NERO

July, 2014

14 NOV 2014

The Accounts Officer,
University Grants Commission,
North-Eastern Regional Office,
Housefed Complex,
Dispur, Guwahati (Assam) – 781006

Subject :-Release of Grants-in-aid to Kaliabor College, Kuwaritol - 782 137, Nagaon, Assam (Affiliated to Gauhati University, Gopinath Bordoli Nagar, Guwahati - 781 014, Assam, India) for the year 2014-15 under Plan in respect of Sports Infrastructure and Equipment Grant.

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of ₹28,00,000/- (Rupees Twenty eight lakh) only as 2nd installment for the year 2014-15 towards Sports Infrastructure and Equipment Grant to the Principal, Kaliabor College, Kuwaritol - 782 137, Nagaon, Assam for the Plan expenditure to be incurred during 2014-15.

1.

Purpose	Amount allocated (₹)	Head of Account [3(xxv)(ii)]	Amount already released (₹)	Amount being released (₹)	Balance Grant (₹)
Indoor Sports	70,00,000/-	2C(i) - General 2C (ii) - SC 2C (iii) - ST	35,00,000/-	28,00,000/-	7,00,000/-
Total=	70,00,000/-		35,00,000/-	28,00,000/-	7,00,000/-

- The sanctioned amount is debitable to the Sports Infrastructure and Equipment Grant Head 3(xxv)(ii) and is valid for payment during the current financial year.
- The amount of the grant shall be drawn by the Joint Secretary, University Grants Commission, North Eastern Regional Office, Guwahati, on the Grant-in-aid bill and shall be disbursed to and credited to the Principal, Kaliabor College, Kuwaritol - 782 137, Nagaon, Assam through RTGS/NEFT as per the following details.

Payment Details -	
Name & Address of Account Holder	Principal, Kaliabor College, Kuwaritol - 782 137, Nagaon, Assam
Account No.	11656791335
Name & Address of Bank Branch	State Bank of India, Kaliabor, Kuwaritol, Nagaon
MICR Code of Branch	782002508
IFSC Code	SBIN0004273
Type of Account : SB/Current/Cash Credit	SB

4. The Grant is subject to the adjustment on the basis of the Utilization Certificate in the prescribed proforma submitted by the University/College/Institution.
5. The University/College/Institution shall maintain proper accounts of the expenditure out of the grants which shall be utilized only on approved items of expenditure.
6. The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guidelines there under from time to time.
7. The Utilization Certificate to the effect that the Grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the close of the current financial year.
8. The Assets acquired wholly or substantially out of the University Grants Commission's Grant shall not be disposed or encumbered or utilized for the purpose other than those for which the grant was given without proper sanction of the University Grants Commission and should at any time the University ceased to function, such Assets shall revert to the University Grants Commission.
9. A register of Assets acquired wholly or substantially out of the Grant shall be maintained by the University/College in the prescribed proforma.
10. The grantee institution shall ensure the utilization of grants-in-aid for which it is being sanctioned/ paid. In case non-utilization/ part utilization thereof simple interest @ 10% per annum, as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provisions contained in General Financial Rules of Govt. of India, will be charged.
11. The University/Institution shall follow strictly the Government of India/ University Grants Commission guidelines regarding implementation of the reservation policy [both vertical (for SC, ST & OBC) and horizontal (for persons with disability etc.)] in teaching and non-teaching posts.
12. The University/College shall fully implement the official language policy of Union Govt. and comply with the official language Act, 1963 and Official Languages (Use for official purposes of the Union) Rules, 1976 etc.
13. The sanction is issued in exercise of the delegation of powers vide University Grants Commission order no. 130/2013 [F.No. 10-11/12 (Admn. IA & B)] dated 28/05/2013.
14. The University / Institution shall strictly follow the University Grants Commission Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009.
15. The University / Institution shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
16. The accounts of the University / Institution will be open for audit by the Comptroller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e., balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.

18. It is certified that an amount of ₹...35,00,000/-...out of the grant of ₹...70,00,000/-...sanctioned vide Letter No. F.33-04/XI/Sports/NERO Dated ...10-02-2011...has been utilized by the University/College/Institution for the purpose for which it was sanctioned, Utilization Certificate for ₹...35,00,000/-...has already been entered at Page No. 01... S.No.04... Now we may enter Utilization Certificate for ₹..... in the U.C. Register at Page No. S.No.....

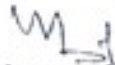
19. It is also certified from the B.C.R. that the funds are available under the scheme. Entered in BCR at S.No. Page No.

20. Funds to the extent of ₹.....are available under the scheme of BE/RE of the year.

21. This issues with the concurrence of IFD Vide No. Diary No.....Dated

22. This issues with the approval of the Joint Secretary (Sports Infrastructure and Equipment Grant),Vide Diary No.Dated

Yours faithfully,


(Dr. Mohammad Arif)
Joint Secretary
UGC-NERO

Copy forwarded for information and necessary action to:

- ✓ 1. The Principal, Kaliabor College, Kuwaritol - 782 137, Nagaon, Assam.
2. The Registrar, Gauhati University, Gopinath Bordoli Nagar, Guwahati - 781 014, Assam, India.
3. The Director, College Development Council, Gauhati University, Gopinath Bordoli Nagar, Guwahati - 781 014, Assam, India.
4. Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781 028.
5. The Director of Higher Education, Kahilipara, Guwahati - 781 019, Assam, India.
6. Guard File.


(Kishor Kumar)
Education Officer
UGC-NERO

E. v. Declaration by the Head of the Institution

I certify that that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.



Place: Kaliabor
Date: 10/12/2014

Dr. H. K. Chaliha
Principal, Kaliabor College

Principal
Kaliabor College
Kuwaritol- 782137
Nagaon, Assam