The Annual Quality Assurance Report (AQAR) of IQAC

(2017-18)

Submitted to

The National Assessment and Accreditation Council (NAAC)
Bengaluru—560072,Karnataka

The Internal Quality Assurance Cell (IQAC)
Biswanath College Biswanath-784176
Assam

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

> BISWANATH COLLEGE

1.2 Address Line 1

> Biswanath Chariali

Address Line 2

> Biswanath

City/Town

> Biswanath Chariali

State

> Assam

Pin Code

> 784176

Institution e-mail address

> bcollege1960@gmail.com

Contact Nos.

> 9101363016, 9706633283, 9707914210

Name of the Head of the Institution:

> Dr. Mrinal Kumar Borah

Tel. No. with STD Code:

> 03715-222024

Mobile: | 9435546791

Name of the IQAC Co-ordinator: | Dr. Nipam Kumar Saikia

Mobile: | 9101363016

IQAC e-mail address: | iqacbiswanathcollege@gmail.com

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

1.4 **NAAC Executive Committee No. &Date:**
 *(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no.is available in the right corner-bottom
of your institution's Accreditation Certificate)*

EC(SC)/10/A&A/69.2; dated: 15-11-2015

1.5Website address: | www.biswanathcollege.in

Web-link of the AQAR: | www.biswanathcollege.in/naac_aqar_2015_16.php

1.6Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	71.00	2004	5 years
2	2nd Cycle	B	2.80	2015	5 years
3	3rd Cycle				
4	4th Cycle				

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

06-01-2003

1.8 AQAR for the year *(for example 2010-11)*

2017-18

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

- i. AQAR 2014-15 submitted to NAAC on **29-12-2018**
- ii. AQAR 2015-16 submitted to NAAC on **29-12-2018**
- iii. AQAR 2016-17 submitted to NAAC on **29-12-2018**
- iv. AQAR 2017-18 submitted to NAAC on **29-12-2018**

1.10. Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

   Affiliated College   Yes ☑ No ☐

   Constituent College   Yes ☐ No ☑

Autonomous college of UGC   Yes ☐ No ☑

Regulatory Agency approved Institution   Yes ☑ No ☐

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

Type of Institution   Co-education ☑ Men ☐ Women ☐

                Urban ☑ Rural ☐   Tribal ☐

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

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

1.11 Type of Faculty/Programme

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

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

Others(Specify) | .Vocational |

1.12 Name of the Affiliating University *(for the Colleges)* | Gauhati University |

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

Autonomy by State/Central Govt. / University | No |

University with Potential for Excellence	No	UGC-CPE	No
DST Star Scheme	No	UGC-CE	No
UGC-Special Assistance Programme DST-FIST	No		No
UGC-Innovative PG programmes	No	Any other (*Specify*)	No
UGC-COP Programmes	Yes		

2.IQAC Composition and Activities

2.1 No. of Teachers	3
2.2 No. of Administrative/Technical staff	2
2.3 No. of students	2
2.4 No. of Management representatives	2
2.5 No. of Alumni	2
2. 6 No. of any other stakeholder and	2

Community representatives

2.7 No. of Employers/ Industrialists

> 0

2.8 No. of other External Experts

> 1

2.9 Total No. of members

> 13

2.10 No. of IQAC meetings held:

> 3

2.11 No. of meetings with various stakeholders:

> 9

No. Faculty

> 5

Non-Teaching Staff Students

> 2

Alumni

> 1

Others

> 1

2.12 Has IQAC received any funding from UGC during the year? Yes

> v

No

>

If yes, mention the amount

> NIL

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

> 4

International

> 0

National

> 0

State

> 0

Institution Level

> 4

(ii) Themes   1.   Preparation of project proposals for extramural funding.

2.   Capacity building for Teaching using ICT and MOOCS.

3.   Regarding API and CAS

2.14 Significant Activities and contributions made by IQAC

The IQAC of Biswanath College has evolved suitable format and mechanism to implement the provisions of the UGC 2010 Regulations for the promotions of teachers

(CAS).The plane of Action chalked out by the IQAC in the beginning of the year towards quality enhancement and outcome achievement by the end of the year is given below.

- A committee formed to pave the way for RUSA Grants.
- Raised awareness regarding forthcoming cycle of NAAC accreditation.
- Prepared College's prospectus and the academic calendar.
- Ensured regular classes and periodic evaluation for completion of syllabus on time.
- Made provision for value-based education through the Value Education cell.
- Analysed feedback from students taken and inputs given to faculty and administration.
- Remedial teaching and coaching for entry into services done.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
- Planned to open up Bachelor of Computer Application (BCA) programme keeping in view the pertinence of computer education - Raised awareness regarding forthcoming cycle of NAAC accreditation. - Planned to establish a language laboratory for effective language learning. - Planned to create awareness among the students about competitive examinations. - Planned to create a congenial atmosphere for research activities. - Planned to post graduate courses	- The college offered BCA from the session 2017-18. - Teachers submitted their self appraisal reports. - An interactive programme on "Career Prospects and Challenges in an Era of Globalization" was organised for students on 04-08-2017. - Language laboratory established using grant from RUSA. - Held popular lectures for the benefit of teachers and students. - The process to open post graduate course in Assamese from the next academic year started. - Documentation process started.

• Resolved to create opportunities for the students to interact with eminent personalities. • Documentation of data and records. • Planned to organize remedial classes for the below average students. • Coaching for entry into service • Distribution of BPL stipends • Self-appraisal from teachers • Raised awareness about Feedback from students. • Documentation of data and records.	• Remedial classes arranged. • Coaching held for entry into service. • Feedbacks received from students, analysed and inputs provided to faculty and administration for improvement. • BPL stipends distributed. • Self appraisal received and profile updated. • Feedback analysed and inputs provided to faculty and administration for improvement.

* Attached the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes [✓] No [ ]

      Management [ ]   Syndicate [ ]   Any other body [ ]

      Provide the details of the action taken

NA

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	0	0	0	0
UG	6	0	0	0
PG Diploma	0	0	0	0
AdvancedDiploma	0	0	0	0
Diploma	0	0	0	0
Certificate	1	1	2	1
Others	0	0	0	0
Total	7	1	2	1

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

Pattern	Number of programmes
Semester	7
Trimester	0
Annual	0

1.3Feedback from stakeholders*Alumni [0] Parents [0] Employers [0] Students [√]
    (On all aspects)

Mode of feedback: Online [0] Manual [√]   Co-operating schools (for PEI) [0]

*Please provide an analysis of the feedback in the Annexure

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

NO

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

- Got approval for introducing BCA and B. Voc. Course in Small tea garden management under UGC-NSQF scheme.
- Introduced college Eco Club under Ministry of Environment, Forest and Climate Change in Collaboration with ASTEC.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
59	36	23	0	0

Note: The Commerce Stream, Department of Bodo, Department of Hindi and Department of BCA and Department of Statistics have obtained permission from Gauhati University. But these departments are yet to get approval from the government.

2.2 No. of permanent faculty with Ph.D. 15

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
01	11	0		0		0		01	11

2.4 No. of Guest and Visiting faculty and Temporary faculty 0   0   31

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		06	08
Presented		04	03
Resource Persons		Nil	Nil

2.6 Innovative processes adopted by the institution in Teaching and Learning:
> ➢ Institution has provided computers and LCD projectors to each department and hence smart classes were taken by most of the faculties.
> ➢ Students were encouraged to present department level seminars and field based education.
> ➢ Class seminars were organised for students with honours in each Departments.
> ➢ Group discussions among students were organised by each Departments for developing communication skills of students.

> ➢ Field based studies were organised for Science students in the form of excursions to various premier institutions, National parks, Medicinal plant gardens villages, etc.

2.**7Total No. of actual teaching days during this academic year**

197

2.**8Examination/ Evaluation Reforms initiated by the Institution**
(for example: Open Book Examination, Bar Coding, Double Valuation,
 Photocopy, Online Multiple Choice Questions)

0

2.**9No. of faculty members involved in curriculum restructuring/ revision/syllabus**
Development as member of Board of Study/Faculty/Curriculum Development
workshop

01

2.**10Average percentage of attendance of students**

75

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc.	107	37.53	40.73	34.29	15.33	90.35
B.A.	592	14.53	17.17	21.23	24.25	62.65
B.Com	88	26.74	33.59	35.23	16.24	85.06
Certificate	25	-----	-------	-------	-------	76

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

> ➢ Involves in preparing College's prospectus and the academic calendar
> ➢ Prepares the class routine
> ➢ Prepares the teaching plan
> ➢ Suggests authority as and when required regarding quality enhancement.

2.13Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	**04**
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	07
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	06
Others	

2.14Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	**08**	**0**	**0**	**04**
Technical Staff	**05**	**04**	**0**	**06**

Criterion – III

3. Research, Consultancy and Extension

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

- ➢ Research committee is formed for monitoring research activities of the faculty.
- ➢ Faculty members are encouraged to pursue doctoral research programmes under UGC FIP.
- ➢ Help extended in preparing MRP proposals.
- ➢ Participation in seminars, conferences, workshops promoted and publications encouraged.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01	01	02
Outlay in Rs. Lakhs		08	08	

Title of the Major Project: Development of a Suitable Starter Culture of Microbial Consortium for Locally Prepared Rice Beer of Deori Community of Assam

Funding Agency: DBT, India

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	01
Outlay in Rs. Lakhs	Nil	Nil	Nil	05

3.4   Details on research publications

	International	National	Others
Peer Review Journals	02	07	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range [   ]   Average [   ]   h-index [   ]   Nos. in SCOPUS [   ]

3.6 **Research funds sanctioned and received from various funding agencies, industry and other organisations**

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	01	DBT	08 L	06L
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published) With ISBN [　　] No. Chapters in Edited Books [03]

ii) Without ISBN No. [　　]

3.8 No. of University Departments receiving funds from:

UGC-SAP [　]　CAS [　]　DST-FIST [　]

DPE [　]　DBT Scheme/funds [　]

3.9 For colleges　Autonomy [　]　CPE [　]　DBT Star Scheme [　]

INSPIRE [　]　CE [　]　Any Other (specify) [　]

3.10 Revenue generated through consultancy [　　]

3.11No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					5
Sponsoring agencies					

3.12No. of faculty served as experts, chairpersons or resource persons 10

3.**13No. of collaborations**   International   National   01   Any other: 01

3.14No. of linkages created during this year   01

3.15Total budget for research for current year in lakhs:

From funding agency   08   From Management of University/College   02

Total   10

3.16No. of patents received this year: **Nil**

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

Total	International	National	State	University	Dist	College

3.18No. of faculty from the Institution who are Ph.D. Guides   02   and students registered under them: 08

3.19 No. of Ph.D. awarded by faculty from the Institution   03

3.20No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

     JRF 01   SRF   Project Fellows   Any other

3.21No. of students Participated in NSS events:

         University level   10   State level   07

National level [0]   International level [0]

3.22 No. of students participated in NCC events:

University level [35]   State level [75]

National level [03]   International level [ ]

3.23 No. of Awards won in NSS:

University level [05]   State level [10]

National level [ ]   International level [ ]

3.24 No. of Awards won in NCC:

University level [10]   State level [12]

National level [03]   International level [03]

3.25 No. of Extension activities organized

University forum [0]   College forum [**03**]

NCC [04]   NSS [05]   Any other [**04**]

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

- Our college for the first time organised Gauhati University East Zone Youth Festival from September 11 -13, 2017. At the East Zone of Gauhati Inter College Youth Festival includes 5 Districts of Assam – Biswanath, Sonitpur, Nagaon, Darrang and Udalguri. More than 1000 students from 30 colleges participated in 24 competitions in theatre, fine arts, dance, quiz, music, literary events and spot photographs during the three day festival. Students of our college participated in all these events and emerged as the best team of the festival.

- Free health check-up and awareness for girls' children organised in college campus.

- Tree plantation drive was taken.

- Science day and World Environment Day were celebrated with active participation of the students.

- One faculty member from the Department of English was invited by National School of Drama as screening committee member for 8th Theatre Olympic, international drama festival in 2017.

Criterion – IV

4.Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	23.72 acre	0	Govt. alloted	23.72 acre
Class rooms	34	4	UGC	38
Laboratories	15	4	RUSA	19
Seminar Halls	1	0	Govt. of Assam	1
Auditorium	0	1	UGC	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		2	UGC	
Language Laboratory	0	1	RUSA	1
Value of the equipment purchased during the year (Rs. in Lakhs)		6.12	UGC	
Others		Nil		

4.2 Computerization of administration and library

Computerisation and data entry process running in both administration and library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	28083	2251384	1205	379500	29325	2630884
Reference Books	9622		37		9265	
e-Books	0	0	0	0	0	0
Journals	29		6		29	
e-Journals	0	0	0	0	0	0
Digital Database	yes	0	0	0	0	0
CD & Video	0			10	30	
Others (Map)	10	0	0	5	25	

4.4Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	45	5	34	2	0	9	19	0
Added	5	1	10	0	1	2	0	4
Total	50	6	44	0	1	11	19	4

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

Computer lab-cum-resource centre opened Language lab with 30 computers started with the grant from RUSA

4.6Amount spent on maintenance in lakhs:

i) ICT

26.32

ii) Campus Infrastructure and facilities

207

iii) Equipments

16

iv) Others

10

Total:

259.32

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC of Biswanath College takes active part in the preparation of College's prospectus which gives a detailed introduction to the academic programmes and life in the college campus. The cell organised workshops and interactive programmes on the most relevant topics for the students. The IQAC took initiatives for visits of eminent personalities to the College organising seminars in different Departments.

The IQAC frequently arranges get together of teachers to take stock of academic progress. To regularly monitor student progression the IQAC tries to find appropriate way out. Besides, timely conduct of examinations and monitoring of class attendance, regular assignments, sessional examinations are arranged on time. Extra classes for weak students are also arranged. The IQAC encouraged different Departments of our College to organise National seminars on the most relevant subjects**.**

5.2 Efforts made by the institution for tracking the progression

Almost all the Departments hold special interactive sessions to track the progress of students. The faculty members of each Department pay special attention to the factors like diversity of students, and differences in social background. Student feedback about teaching standards has helped students become proactive in nature.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2633	0	0	50

 (b) No. of students outside the state: **20**

(c) No. of international students: **Nil**

(d)

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
659	182	277	1188	01	2328	729	216	315	1371	02	2683

e. Demand ratio

Programmes	No. of Applicants	No. of students admitted	Demand ratio
UG	4702	2633	1:2
Certificate	75	50	2:3

f. Dropout % = 7.26%

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

The IQAC in collaboration with Career Counselling Cell organises special classes to give the students orientation about different competitive examinations as well as soft skills. Special classes are also arranged sporadically to make the major students aware of NET, SET GATE, PG entrance test, Banking tests, SSC, etc.

No. of students beneficiaries:

5.5 No. of students qualified in these examinations: Not applicable

5.6 **Details of student counselling and career guidance**

The college has a Career Counselling & Guidance Centre under a highly experienced and well-informed faculty member to help the students with proper guidance and career counselling. The centre has been organising seminars & workshops in the last several years with participation of prominent personality in the field and placement agency as Resource Person. Students of the college availing the opportunity have found placement in different Departments and organisations including Defence. During this five year XIth plan this cell is financially strengthened by a good amount of grant from UGC, New Delhi.

During the time of admission and in the beginning of each academic session, student counselling is done by the faculty members of each Departments where course curriculum and issues of attendance, semester and sessional examinations are discussed. In the discussions with the students the future prospects of each course are also categorically pointed out by the respective teachers. The Women Cell takes stock of the problems of female students though our College has not yet faced gender related challenges.

No. of students benefitted:

5.7Details of campus placement: Not applicable.

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

5.8Details of gender sensitization programmes

Biswanath College is undoubtedly one of the premier seats of higher learning on the north bank of the river Brahmaputra and the College can take pride in the fact that it gets too many female students every year, and it has never faced any gender related problems. In fact in the Departments such as Assamese, Botany, Education female students outnumbered male students. All the Departments time and again made their students aware of the yields of gender discrimination and sexual abuse. The Women Cell also undertakes special awareness drive for the prevention of gender discrimination and sexual abuse.

- The Women Cell of the College organised an essay competition among the higher secondary level students on June 5, 2018.

5.**9 Students Activities**

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

State/ University level: **25**   National level: **03**   International level: 0

No. of students participated in cultural events:

           State/ University level: **25**   National level: **01**   International level: 0

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

   Sports: State/ University level: National level: **01**   Internationalevel: 0

   Cultural: State/ University level: **20**   National level: 01   International level: 0

5.10Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	17	45000
Financial support from government	1355	5797759
Financial support from other sources	03	11,500
Number of students who received International/ National recognitions		

- State Government scholarships for SC,ST,OBC, MOBC students of this college are available to all eligible students.
- National scholarships are available to students with "Star Mark"in HSLC examination who are financially weak.
- "Ishan Uday"UGC Scholarship for North East students.
- State Merit Scholarships are available to students who secure first division in HSLC Examination.
- Full tuition waiver(Free studentships)is given to a few exceptionally meritorious and needy students of the college.
- The Biswanath College Sanchai Aru Wrindan Samiti Ltd. Scholarships are available to meritorious students of H.S. Classes.
- The Chabilal Upadhyaya Memorial Educational Trust of the college offers scholarships to the poor and meritorious students of HS (Science) students.
- Ripunjoy Tamuly Memorial Trust has been offering books and the whole tution fee to one poor but meritorious student in Higher Secondary Arts Stream since 2009.
- The Poor Student-Aid-Fund of the College offers financial assistance to the poor but meritorious students of the college.During the session 2008-09 as many as ten students availed of this scheme.
- The Late Khagendra Nath Bhattacharyya Memorial Award (Rs.1500.00 and a citation) has been instituted recently and is available to the students who secure highest marks (minimum 60%)in Economi9cs (Major) in the College.
- Department of English annually offers Late Purna Hazarika Memoriels Award which includes a memento and an amount of Rs.5000.00 to the best graduate of the Department.

5.11Student organised / initiatives

Fairs   : State/ University level [   ]   National level [   ]   International level [   ]

Exhibition: State/ University level [   ]   National level [   ]   International level [   ]

5.12 Our students organised the following events:

- World Environment
- International Yoga
- Area cleaning
- Swachh Bharat Abhiyaan
- In addition to the regular Festivals and Functions(i.e. Saraswati Puja,Tithi of Sankardev, Republic day, Independence day, Fresher's social and Annual College Week),the College holds the "All Assam Inter College Sadananda Chaliha Memorial Speech Competition and Najeebur Rahman Memorial Quiz Competition every year. Again the date of 7th September has been observed as Biswanath College foundation day. All festival and function of the College has been observed during the day time. In all these our students play the major role.

5.13 Major grievances of students (if any) redressed: 3(three)
Biswanath College administration regularly addresses issues of infrastructure and academic needs of the students. We also have Grievances Redressal Cell which takes every care to solve student's problems. The Heads of departments always play an important role in addressing the immediate needs of students pertaining to extra and remedial classes. In our College one of the grievances of students relates to inadequacy of class room. In this academic year seven new class rooms were constructed.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: The prime vision of our College is to transform the College from an institution of higher education on the North bank of the river Brahmaputra to an institution of higher development of the intellect, will and moral commitment through continuous self-development, collaboration of institute of excellence, so that in the process it becomes an institute of excellence in the country in the course of time.

Mission:

- To impart higher education for the development of human resource and producing responsible citizens with a clear aim to cope with the changing global environment.
- To bring the womenfolk and the underprivileged groups to the fold of higher education.
- To provide specialized and demanding education.
- To train up the learners in a line that facilitates them to find avenues for self-employment.
- To inculcate democratic and secular values along with true human values.
- To imbibe commitment among pupils towards the society and the nation.
- To make students aware of the rich cultural heritage of our pluralistic society and foster the sense of cementing bond and national integration among them.
- To promote gathering and sharing of new knowledge through research activities and publications.
- To assist the university in curriculum development.
- To promote the use of information and communication technology in academics and administrative areas.
- To form a holistic personality of students, combining skills and values.

6.2 Does the Institution has a management Information System

Yes, notices are displayed in Central Notice Board, Notice Boards in the Science stream and the Teachers' Common Room, Hand bills are circulated, advertisements are displayed in newspapers and on Local Cable TV, information and notices are posted on College Website.

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

6.3.1   Curriculum Development

Faculty members assist the University Departments in developing curriculum.

6.3.2 Teaching and Learning

• Promotes active learning through role-playing and micro-teaching methods

• Group discussions, seminars, field visits are conducted

• Use of ICT and multi-media is encouraged.

6.3.3 Examination and Evaluation

• Internal assessment

• Continuous evaluation

• Answer-scripts are returned to students for self-checking

6.3.4 Research and Development

• Faculty members are encouraged to pursue research programmes under UGC FIP

• Teachers are advised to undertake Major and Minor research projects with financial assistance from external funding agency.

• Students are guided in carrying out UG research projects

6.3.5 Library, ICT and physical infrastructure / instrumentation

Data entry for library digitalization nearing completion.

6.3.6 Human Resource Management

• Best practices are maintained in recruitment.

• Sense of regularity, punctuality, discipline and cooperation is promoted among staff and students in order to create a conducive work culture.

• Training on managerial and technology skills is provided.

• Employment opportunities are explored through NCC/NSS.

• Grievances of students and employees are promptly redressed.

6.3.7 Faculty and Staff recruitment

Appropriate measures are taken to recruit the best of the faculty and staff. Advertisements are issued in newspapers and through employment exchange, interview committees are formed with experts in concerned fields and the best are appointed through approval from Directorate of Higher Education.

6.3.8 Industry Interaction / Collaboration: **Patkai Tea Industry**

6.3.9   Admission of Students

• Students are admitted as per merit

• Appropriate quotas of reservations are provided following government guidelines

• Entrance test is conducted for admission into major courses

6.4 Welfare schemes for

Teaching	01
Non teaching	01
Students	2

6.5 Total corpus fund **generated: 60,000/-**

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

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	No	No
Administrative	Yes	Govt.	Yes	College

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes ☐   No √

For PG Programmes   Yes ☐   No √

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

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

NA

6.11 Activities and support from the Alumni Association

NIL

6.12 Activities and support from the Parent – Teacher Association

Does not exist

6.13 Development programmes for support staff

NIL

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

• The institution believes in keeping the environment clean and green. Regular plantation programmes held, World Environment Day observed, agricultural activities taken up in surplus land area within the campus.

Criterion – VII

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

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

The College has adopted a number of innovations in teaching, monitoring and evaluation, cultural activities and extensive activities which has augmented its functioning.

- The College was the venue for GU east zone youth festival – 2017.
- Organising workshops for students.
- Cleanliness drive in the College on a regular basis to ensure a clean and green campus.
- Digitalization of library.
- Wi-fi facility in the office.
- Student support system- Counselling of students on a regular basis.
- Organising cultural events on different occasion.
- Spoken English course.
- Entry of motor vehicles and bikes within the academic arena during class hours strictly prohibited which contributed to sound academic atmosphere.

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

Action taken report is prepared on the basis of plan of action decided upon the previous year or at the beginning of the academic year. Some of the outcomes are as follows.

- Construction of the College Auditorium was complete.
- Workshops and interactive programmes organised.
- College gets permission from GU for PG in Assamese.
- Field study carried out.
- Library was up-graded.
- Gymnasium for all-round development of the students was upgraded.
- Additional boundary wall of Girls' Hostel constructed.
- Renovation of the outdoor toilets and urinals of the students done.
- Table tennis board and equipments to the Girls' Hostel provided.
- Number of newspapers and magazines at the Girls' Hostel increased from 3 to 8.

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

- Organising co-curricular and cultural programmes.
- Offering scholarships to BPL meritorious students.

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

7.4Contribution to environmental awareness / protection

> World Environment Day observed, saplings are planted, Environmental Studies has been taught both at 10+2 and UG levels. Field studies are carried out by students under guidance of teachers which help in creating awareness.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

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

Strengths:

- Qualified and resourceful faculty members.
- Huge campus with ample greenery.
- Vibrant student community.
- Digitalised and resourceful library.
- Adequate sports and gymnasium facility.

Weaknesses:

- Student – teacher ratio is not balanced.
- Inadequate number of permanent faculty members in the following departments, English, Botany, Zoology, Economics, Political Science and Philosophy.
- Urgently needs smart classrooms.
- There are still infrastructural issues.
- Shortage of non-teaching staff.
- Absence of campus placement.

Opportunities:

- In near future the institution can be easily upgraded to University level as it has all the facilities for it.
- Opening of Post Graduate and new vocational courses such as BBA, Salesmanship etc.
- Commercial tree plantation and botanical garden.
- To initiate a skill development center.

Threats:

- There is no academia – industry association.
- Existence of 10+2 level is hampering UG teaching.
- Huge amount from college fund spent for salaries of temporary employees.

8. Plans of institution for next year

- To start a botanical garden
- To initiate a skill development centre
- To make smart class rooms available.
- To open more postgraduate departments.
- To start more vocational courses/programmes.
- To construct one more conference & seminar hall.
- To construct new academic building and class rooms.
- To create an outdoor stadium.
- To hold national and international level seminars/conferences.
- To apply for Major research projects by the faculty.

Name: Dr. Nipam Kumar Saikia

Signature of the Coordinator, IQAC

Co-Ordinator
Internal Quality Assurance Cell
Biswanath College, Chariali

Name Dr. Mrinal Kumar Borah

Signature of the Chairperson, IQAC
Principal
Biswanath College, Chariali

****

Academic Calendar (from 1st August 2017-31st July 2018)

Months/Year & Date	Class days/Working Days/Examination Days /Holiday	Academic & other Ac-tivities
August/2017		
1-5	Working days/Class days	Freshmen Social is to be held in the 4th week of this month
6	Sunday	
7-10	Working days/Class days	
11-12	Working days/Class days	
13	Sunday	
14	Working days/Class days	
15	Independence day(Holiday)	
16-19	Working days/Class days	
20	Sunday	
21-22	Working days/Class days	
23	Tithi of Srimanta Sankardev(Holiday)	
24-26	Working days/Class days	
27	Sunday	
28-31	Working days/Class days	
September/2017		
1-2	Working days/Class days	College Students' Union Election is to be held in the last week of this month.
3	Sunday	
4-9	Working days/Class days	
10	Sunday(Tithi of Sri Sri Madhab Dev)	
11-12	Working days/Class days	
13	Janmastami (Holiday)	
14-16	Working days/ Class days	
17	Sunday	
18-23	Working days/Class days	
24	Sunday	
25-30	Id-Uzzuha/Durga Puja & Lakhsmi puja/ Janmostav of Srimanta Sankardev(Holiday)	

October/2017		
1-5	Durga Puja & Lakhsmi Puja/Birth day of Mahatma Gandhi (Holiday)	Educational Trip to be arranged in this month. All Assam Inter College Sadananda Chaliha Speech Competion and Nojibur Rahman Quiz Competition are to be held in this month
6-7	Working days/Class days	
8	Sunday	
9-14	Working days/Class days	
15	Sunday	
16-17	Working days/Class days	
18-20	Kati Bihu/Kali Puja & Dewali (Holiday)	
21	Working days/Class days	
22	Sunday	
23-28	Working days/Class days	
29	Sunday	
30-31	Working days/Class days	
November/2017		
1-3	Working days/Class days	GU End Semester Exams (Dates will be declared by the University)
4	Guru Nanak's Birth Day(Holiday)	
5	Sunday	
6-11	Working days/Class days	
12	Sunday	
13-18	Working days/Class days	
19	Sunday	
20-23	Working days/Class days	
24	Lachit Divas (Holiday)	
25	Working days/Class days	
26	Sunday	
27-30	Working days/Class days	
December/2017		
1	Working days/Class days	GU End Semester Exams (Dates will be declared by the University)
2	Asom Divas (Holiday)	
3	Sunday	
4-9	Working days/Class days	
10	Sunday	
11-16	Working days/Class days	
17	Sunday	
18-23	Working days/Class days	
24	Sunday	
25	Christmas Day (Holiday)	
26-31	Winter Vacation	
January/2018		

3 Dec 2017 to 16 January 2018	Winter vacation	College Week to be completed within the last week of this month.
13 & 15	Magh Bihu (Holiday)	
16-20	Working days/ Class days	
21	Sunday	
22	Saraswati Puja (Holiday)	
23-25	Working days/Class days	
26	Republic Day (Holiday)	
28	Sunday	
29-31	Working days/Class days	
February/2018		
1-3	Working days/Class days	
04	Sunday	
05-13	Working days/Class days	
14	Sivaratri (Holiday)	
15-17	Working days/Class days	
18	Sunday	
19-24	Working days/Class days	
25	Sunday	
26-28	Working days/Class days	
March/2018		
1-2	Dol Jatra (Holiday)	
3	Working days/Class days	
4	Sunday	
5-10	Working days/Class days	
11	Sunday	
12-17	Working days/ Class days	
18	Sunday	
19-24	Working days/Class days	
25	Sunday	
26-31	Working days/Class days	
30	Good Friday (Holiday)	
April/2018		
1	Sunday	
2-7	Working days/Class days	
8	Sunday	
9-13	Working days/Class days	
14-16	Bohag Bihu (Holiday)	
17-21	Working days/Class days	
22	Sunday	
23-28	Working days/Class days	
29	Sunday	

30	Buddha Purnima (Holiday)	
May/2018		
1	May day(Holiday)	GU End Semester Exams will start in the third week of this month (Dates are declared by the University)
2-5	Working days/Class days	
6	Sunday	
7-12	Working days/Class days	
13	Sunday	
14-19	Working days/Class days	
20	Sunday	
21-26	Working days/Class days	
27	Sunday	
28-31	Working days/Class days	
June/2018		
1-2	Working days/Class days	GU End Semester Exams(Dates are Declared by the University) TDC First Sem and HS First Year Admission will take place during this month.
03	Sunday	
4-9	Working days/Class days	
10	Sunday	
11-15	Working days/Class days	
16 & 17	Id-UL-Fitre (Holiday)	
18-23	Working days/Class days	
24	Sunday	
25-30	Working days/Class days	
July/2018		
1-31	Summer Vacation	Summer Vacation

Principal

Biswanath College

Students' Feed back

2017-2018

Biswanath College, Chariali

1. Majority of the students (86.47%) agreed that 80 to 90% of the syllabus was covered in class.13.53% student agreed that 70% to 80% of the syllabus was covered in UG classes.

2. Regarding teachers' preparation for classes, major percentage of students (67.46%) found it satisfactory. Rest of the students found it thorough.

3. 69.11% assessed teachers' ability to communicate as satisfactory another 30.89% termed it as effective.

4. 77.15% students agreed that the teachers encouraged students participation in the class, while another 22.85% were of the view that teacher sometimes encouraged student's participation.

5. 68.29% of the students agreed that the teachers were helpful in advising .Another 31.71% found them sometimes helpful.

6. Regarding internal assessment, majority of the students (55.20%) found it regular. Another 30.31% found it fair.

7. 87.73% students thought that internal assessment would help them on their course grade to improve. Another 12.27% were uncertain about it.

8. 76.76% students commented that the teacher provided feedback on their performance with helpful comments.

9. Majority of the students (68.49%) agreed that there was opportunity for personal interaction with teachers.31.51% commented that there was to some extent opportunity for personal interaction.

10. Majority of the students found the relationship with Administration, Library and Lib. Bearer as good (Administration 66.80%, Lib 66.76%, Lab 59.57%).rest of the students found the relationship as average.

11. Regarding primary facilities in the college, students' views are different. 65.28% students marked drinking water facility as good34.72% marked it as poor.

12. 76.38% marked classroom facility as good, 23.62% marked it as average.

13. 79.46% students marked toilet facility as good and others regarded it as average.

14. Regarding common room facilities 67.59% marked it as good. 32.41% marked it as average.

15. 48.8% found Canteen facility as good. 51.2% found it average.

16. Most of the students suggested making the wi-fi facility available in the College campus.