

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

Jagiroad College, P.O.- Jagiroad
Dist.- Morigaon , Assam, PIN-782410

Section A

Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement (attach separate sheet if required)

1. With a view to infuse professionalism, transparency and commitment to create a healthy synergy between the stakeholders and the institution, the College would adopt a Student Charter from the academic session: 2011-12.
2. Towards a more effective teaching-learning transaction, some fresh functional mechanisms would be adopted, such as: in case of internal examination system, marks secured by the individual students would be sent to their guardians, the progress about the concerned courses would be more frequently analysed upon by the individual Departments at their own level, the results of the Major courses would be especially reviewed for future improvement, holding of remedial classes for the weak and socio-economically disadvantaged students, ad-hoc arrangement of teaching staff by utilizing part of the institution's self-generated resources to temporarily meet the needs.
3. To improve the quality of teaching and learning through initiation of specific means such as: holding programmes like workshops and interactive sessions for the orientation of the teachers towards getting maximum benefits from the newly introduced Semester system.
3. To fulfil certain basic infrastructural needs, such as providing a spacious common room cum seminar hall for the teachers, increase in office infrastructure, fulfilling the needs for LCDs, OHPs etc. for conducting ICT-based Seminars and workshops and to do the best to equip the departments with facilities such as computer sets, books, furniture besides teaching tools to ensure a learner-friendly teaching environment.
4. To lay thrusts upon adequate physical facilities (classroom and common room) in the departments running P.G. Programmes.
4. To lay special thrust upon holding interactive programmes by inviting scholars and scientists into the campus for delivering lectures - thus enabling the students to learn about the contemporary trends and developments in the concerned disciplines.
5. To take initiatives for the growth of a 'Best Practices Culture' in the institution to enhance the institutional effectiveness.
6. To continue with the process of modernization and digitalisation of the library.
7. Students will be facilitated and encouraged for taking up educational trips cum excursions.
8. To lay special emphasis on encouraging the potential students to achieve honours at the state and University level in co-curricular activities.
9. Thrust upon NCC and NSS with an aim to participate character building and in nation building processes.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

10. To organize national level and institution level seminars and workshops.
11. Towards gender sensitization, the College will endeavour to take up specific programmes through the Women Cell- a philanthropic body formed by the women faculties of the College.
12. To take up special programmes of activities as part of the institution's vision and agenda for community development, such as to organize certain training programmes towards self-employment and entrepreneurship development.
13. Beautification of the premises.
14. Ground preparation for opening of Commerce Stream from the session 2013-14
15. To make communication with MNRE, govt. of India for setting up of 50 kw Solar power plant.

Section B

Details in respect of the following (attach separate sheet)

1. Activities reflecting the goals and objectives of the College

- * A UGC sponsored National Seminar on "Infrastructure for Economic Development: Problems and Prospects of Assam" was organised by the Economics department in collaboration with NB Institute of Rural Technology (NBIRT) at the College on Feb-3 and 4, 2012.
- * To enable the students to get sufficient benefits from the teaching-learning, utmost emphasis was given on uninterrupted and regular holding of classes vis-à-vis the specified number of classes and teaching hours. The teachers planned their lessons to make them interactive and student-centred.
- * Regular monthly students' attendance records were procured from the academic departments to ensure regularity in the students' individual attendance.
- * To make the students stay in close contact with the teachers, class and home assignments were regularly given.
- * Remedial classes were held to support the learners belonging to socio-economically disadvantaged section of the society.
- * Towards promotion of entrepreneurship, association with NGO was taken.
- * Special emphasis was given on career oriented professional programmes like MTM and PGDCA by expansion of their infrastructural facilities.
- * To empower the students to be able to choose their cherished career in future and also to infuse confidence, special programmes and measures were taken in career counselling during the session.

2. New academic programmes initiated (UG and PG)

Nil.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

3. Innovation in curricular design and transaction

Innovation in curricular design : In regards to the regular general courses, the curriculum design is being initiated and performed by the affiliating university.

Transaction:

*The teachers of the College design their own methodologies and ways of transacting teaching and learning and always try to create a dynamic and cordial environment inside the classroom, in order to ensure a pleasant learning ambience. While preparing and transacting their lessons, they try their best to transcend boundaries in pedagogic practices and usually keep in their mind the facts about the diverse range of the learners' proficiency levels and that most of them do belong to the socio-economically disadvantaged communities.

*In broad terms, the teachers of the College undertake experiments in teaching as is being evident in their application of the best of the 'traditional' and 'indigenous' teaching-learning mechanism.

*Many departments use to holding seminars and workshops internally (Intra-class Paper Presentation Sessions) where the students make presentations. A few others also engage the students in doing project works. Students are rewarded with marks in their internal assessment as a matter of incentives and encouragements in this context. Such a mechanism help the learners substantially in adapting scholarly practices in preparing their lessons and more particularly increasing their knowledge and understanding of a subject.

*In certain classes like in the B.Sc. Functional English, the concerned teachers engage, provoke and inform students on language skills through group discussion method while imparting a major chunk of its 24 units. Such a method being learner friendly has come to be highly effectual in the process of developing the learners' skills.

*Some of the Departments including Geography, Economics, Education and English took the students out on educational excursions (later reports were prepared on the subject by the participating students) which too played supplementary roles in the process of learning.

*The programmes run by the Tourism Department are of professional nature and therefore the Department in its transaction supplemented the lessons with case-studies, projects, exposure trips, interviews with tourists, guides and administrators, colloquiums, special trainings about various aspects of hospitality, ticketing, etc.

*The teachers of each department as a means of support to the Major students on supplementary materials, take them out to the library to let them learn about how to pursue a study through reference books and also to guide them on how to find out the relevant information from the books and about note-making.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

4. Inter-disciplinary programmes started

*The affiliating University has already introduced Environmental Studies as one of the compulsory subject-components in the undergraduate B.A and B.Sc programmes. It is an interdisciplinary subject and faculty members of almost all the departments render their services to the running of the course. Besides, while doing the classes for Environmental Studies, students also require to do project works with field studies. In this regard too, the teachers of different streams and departments render their services as Supervisors.

*Two other Interdisciplinary subjects in the College are: “Biotechnology” and “Travel and Tourism Management”.

5. Examination reforms implemented

*The College has over the years evolved a strong evaluation mechanism. It has a transparent, unbiased, fair and continuous assessment and evaluation mechanism. Keeping with its tradition of adhering to all the relevant examination rules and regulations of its affiliating university, in this Session too it has shown the similar amount of diligence in maintaining the sanctity of examinations.

*As regards to the holding of internal examinations also, the College has strictly adhered to the schedules already declared to the students by the authority at the outset of the Session.

* In the matter of question paper designing for the Internal Test and Pre-final examinations, the final form of paper is followed as model by the departments.

* The Departments in order to cater to the value of fairness and transparency in evaluation, try to ensure objectivity in marking answer scripts and offer the opportunity to the students to ‘check’ the marked answer scripts themselves for any probable errors or aberrations on the part of the Examiner in marking .

6. Candidates qualified : NET/SLET/GATE etc. 1 Sri Debajit Saikia, an alumni of the College and presently a part time teacher in Assamese department has cleared SLET.

7. Initiative towards faculty development programme

a. Number of teachers who attended Orientation/Refresher Course: **3** (Orientation:1; Refresher:2)

b. Number of teachers who attended Summer Time Courses: **2**

c. Number of Seminars/Workshops attended by the faculty members: **9** (National Seminars: 1; International workshop: 1; National Workshops: 2; Regional Workshops: 3; State-level training programme: 1; Annual Conference: 1)

8. Total number of Seminars/Workshops conducted:

National Seminars=**1**, Workshops=**1**, In-house/Departmental Seminars=**11**, Training programmes=**4**

a.UGC Sponsored National Seminar on: “Infrastructure Development of Assam: Problems and Prospects” held on 3rd and 4th feb,12 .

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

b. A workshop cum awareness programme on Cancer was organized in the College at the initiative of The Women's Cell of the College. The workshop was conducted by *Deepsikha Cancer Care Foundation*, a national level NGO dedicated to prevention and eradication of cancer. The workshop was attended by a few expert health specialists in the disease including those from the B. Barooah Cancer Institute who are also activists of the national anti-cancer awareness mission. Besides the members of the teaching and the non-teaching staff and the students of the College, the workshop also had participation from members of various cross-sections of society.

c. The College has a tradition of organizing departmental and inter-departmental Seminars and Workshops (at the institutional level). Teachers guide the students and supervise their preparation for presentations in such Sessions. Such Sessions are generally of interactive nature.

d. The affiliating university has made the subject of Environmental Studies a mandatory component in the degree course, the curriculum of which also includes project work based on field study. The Environmental Studies Department assigns supervision and guidance of the students for their individual projects upon teachers-coordinators selected from among the teachers of the College, who hold workshops and tutorials for the concerned students prior to their taking up of field studies in order to make them prepared in respect to the objective of the study besides the methodology involved.

e. The College through collaborative programmes with N.B. Institute of Rural Technology, a national level NGO, has been imparting entrepreneurship skills to the students and the local youth. In this regard, during the session, 4 Training programmes were organized, viz. Food Processing, D.T.P Works, Wiremanship and Cosmetology and Beautician.

9. Research Projects : *a) ongoing ,* *b)Completed :*

Number of ongoing projects: **4** (Major: 1, Minor: 3) , Completed project: **1**(Minor)

Sl No	Name of the Faculty	Dept	Sponsoring Agency	Type of Project	Status
1.	Dr. Jyotirmoy Das Chaudhury	Geography	DST	Major	Ongoing
2.	Dr. Dipak Jyoti Baruah	English	UGC	Minor	Ongoing
3.	Mr. Achintya Kr. Keot	Zoology	UGC	Minor	Ongoing
4.	Dr. B. K. Sarma	Economics	UGC	Minor	Ongoing
5	Md. Habibur Rahman	Assamese	UGC	Minor	completed

10. Patents generated, if any

Nil.

11. New collaborative research projects

Nil

12. Research grants received from various agencies

A total of Rs. 5 lakh 60 thousand was received from the UGC towards the above research projects (Minor) as mentioned above.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

13. Details of Research Scholars:

Research Projects undertaken:

Sl.No	Name of the Scholar	Dept.	Role	Type of Project	Current Status	Funding Agency
1	Dr. J. Das Chaudhury	Geography	P.I.	Major	Ongoing	DST
2.	Mr. Prabir Banerjee	Physics	Co P.I.	Major	Ongoing	DST
3.	Mr. Kaushik Mahanta	Geography	R.S.	Major	Ongoing	DST
4.	Dr. Jyotirmoy Das Chaudhury	Geography	P.I.	Major	Ongoing	UGC
5.	Mr. Munindra Tahbildar	Geography	Co.P.I.	Major	Ongoing	UGC
6.	Mr. Ashish Das	Geography	R.S.	Major	Ongoing	UGC

Research leading to Ph. D: (with or without sanctioned Project from funding agency)

Sl.No	Name of the Scholar	Dept.	Current Status
1	Mr. Khagen Sarma	Geography	Ongoing
2.	Mr. Dipak Jyoti Baruah	English	Awarded the Ph. D. by the Gauhati University
3.	Mr. Achintya Kr. Keot	Zoology	Ongoing
4.	Mr. Bhupen Kr. Sarma	Economics	Ongoing
5.	Md. Habibur Rahman	Assamese	Completed

Research papers

Presentation of Research Papers

Name of the Faculty	Dept	Number of Papers	Venue of Presentation	Nature of Seminar/Conference
Mrs. Ranju G. Chutia	Economics	1	Jagiroad College	National
Dr. Khagen Sarma	Geography	3	J.N. College	National
			Bikali College	National
			Sonapur College	National
Dr. Amiya Sarma	Economics	3	Assam University	National
			Jagiroad College	National
			Pondicherry University	National
Anjana Dutta Barbaruah	Zoology	2	Dhing College	National
			Assam Science Society	Regional
Himangshu Haloi	Pol.Science	1	Jagiroad College	National
Jita Baruah	English	1	Gauhati University	National
Srijani Das	Education	2	Jagiroad College	National
			Gauhati University	National
Adity Das Baruah	Assmese	1	Gauhati University	National
Dhanada Kakati	History	1	Sonapur College	National
Achintya Keot	Zoology	1	Gauhati University	Regional
Bhupen Sarma	Economics	1	Assam University	Regional
Sangeeta Sarma	Commerce	2	Darrang College	National
			Jagiroad College	National
Dipak Jyoti Baruah	English	1	Kolkata	International
Bhaben Ch. Neog	Mathematics	1	USA	International

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

Publication of Research Papers(ISSN/ISBN)

Sl No.	Name of Faculty	Dept		Name of Journal/Book	Period of Publication
1.	Dipak Jyoti Baruah	English	1	Asomiya chuti galpa: Oitijya aru bibartan(Book)	2012
			1	Research Spectrum	2012
			1	Wizcraft Jnl of Language and Lit	2012
			1	Contemp. Res. In India	2012
			1	Satsari	2012
			1	Drishti: the Sight	2012
2.	Bhaben Ch. Neog	Mathematics	1	Fundamentals of Computer and C language (Book)	2012
			1	Int. J. of Engg. Research and Technology	2012
			1	Int. J. of Sc and Engg. Res	2012
			1	IOSR J. of Math	2012
3.	Rudra Kr. Das	Physics	1	Int. J. of Engg. Research and Technology	2012
			1	Int. J. of Sc and Engg. Res	2012
			1	IOSR J. of Math	2012

14. Citation index of faculty members and impact factor

Sri Bhaben Ch. Neog, Citation index=9, h-index=1, Impact Factor=1.76, 1.3, 1.4

Rudra Kr. Das, Impact Factor=1.76, 1.3, 1.4

15. Honours, awards to the faculty:

Ph. D degree was awarded to 3 faculty of the College.

1. Dipak Jyoti Baruah, Associate Professor, Dept. of English
2. Hema Kanta Chutia, Associate Professor, Dept. of Education
3. Sohail Ahmed, Associate Professor, Dept. of English

16. Internal resources generated

1	Income from student's fees	Rs. 10, 86,960.00
2	Income from Career oriented courses	Rs. 9,500.00
3	Income from Xerox facility	Rs.11, 500.00
4	Self Finance	Rs.25, 000.00
5	Resource generated from the donated books in the Library	Rs. 5,820.00
	Total income:	Rs.11, 38,780.00

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

17. Details of Departments getting assistance/recognition under SAP,COSIST(ASSIST)/DST,FIST and other programmes

A total fund amounting to Rs. 12 lakh 32 thousand was received towards project cost from DST in favour of Dr. Jyotirmoy Das Chaudhury, Former Lecturer, Dept. of Geography for his work on “A Delineation of the Seismically Active Kopili Fault Zone of North East India” (Sanction No. MoEs/P.O. (Seismo)/GPS/48/2005, Dated 7-6-2006). The duration for completion of the project which started in the year 2006-07 was extended upto this session (2011-12).

18. Community services

1. A College, and for that matter, any educational institution mirrors and epitomizes the entire society around and in which it comes to exist. The students bear all the shades, traits, and ethos of the milieu which they belong to and therefore those who run an educational institution do not think just mechanically pushing a profession, they automatically and inevitably build up a bridge or a strong bond of relationship between themselves and the community. The necessity of coming closer the students was never more imperative than it is today. In almost each of the meetings and conferences of the Jagiroad College Teachers’ Unit (JCTU), the unit members make constructive interactive parleys about how best to guide the students for developing them holistically. They exchange points about their individual experiences, resolve to assist the authority on possible strategies and means for an effective transaction of teaching-learning and over and above, try to do careful thinking by adjusting themselves to the contexts. The College as a community can exert the healthiest influence on the future citizens of our country through collective and individuals’ impact. It is a rare privilege especially for the teachers, who have to mould their learners with utmost care and patience. In the ‘family’ of Jagiroad College too all its members try to prove equal to the uphill task of moulding their learners in the right direction, which ultimately goes a long way in the development of the society at large.

2. The teachers of the College under the banner of JCTU joined themselves on some social issues during the session. The most notable among them was extension of moral support to the anti-corruption movement steered nationwide under the stewardship of the Gandhian leader Anna Hazare. The Unit also handed over a donation amount to a local organization on the eve of Anna Hazare’s Mission Tour in Assam.

3. The teachers of the College during the session generated among themselves a total sum of Rs. 60,000 as a matter of donation on social ground and charity. A few beneficiaries of the charity were Mantu Bordoloi, U.D.A of Jagiroad College, Basanti Gogoi, Head, Dept.of English, Tengakhat College and Mr.Dilip Das, Assistant Professor, Commerce, Goreswar College who were suffering from diseases.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

4. A number of teachers of the College are providing social leadership by actively associating and engaging themselves in the social and cultural landscape of the locality and the vicinities. They have proven qualities to acquire a status of indispensability among the members of the community as they are passionately associated with various community organizations and institutions in various capacities. A few notables among these teachers are:

Ms. Moloya Goswami Associate Professor in Education (she is the recipient of the National Best Actress award for films in the year 1996, associated with various film and media houses and theatre organizations, associated with 'AROHAN'-a voluntary organization dedicated to the cause of all round development of the children. She is one of the Members of the Governing Body of the Regional Govt. Film and Television Institute, Guwahati, Members of the Governing Body of Arohan (Dr. B.N. Saikia Children Trust, Guwahati) and also the Chairperson (Honorary) of the Montessori Teachers' Training Academy, Guwahati).

Mr. Khagen Sarma, Associate Professor in Geography (Secretary and Principal(Honorary) of the Jagiroad Satriya Sangeet Vidyalaya, a cultural academy set up to groom youngsters in the art of Satriya dance who is pursuing research works on the Sattras of Assam).

Mr. Tulsi Bordoloi, Associate Professor and HoD of History Department (associated with a host of non-political organizations particularly related to the socio-cultural and literary development of the Tiwa tribe. He was the President of the Tiwa Mathonlai Tokhra(Tiwa Sahitya Sabha) and has since been associating with it in various capacities).

Dr. Inishi C Mahanta, , Associate Professor and HoD of English Department (long associated with the Indian Society for Cultural Unity and Friendship as one of its General Members, actively associated with the Jagiroad College Women's Wing, also a Member of the Kalang Kapili Integrated Development Society: a voluntary organization of the Morigaon District which has taken up a number of social development programmes in the ruralities).

Dr. Dipak Jyoti Baruah, , Associate Professor in English (Executive Member of the Jagiroad Branch of the Asam Sahitya Sabha, Editor of the 'Jagiroad Sakha Sahitya Sabha Patrika', a member of the advisory committee of the Nalanda Academy situated at Jagiroad and the President of the Governing of the Solitude Drawing and Craft School, Jagiroad).

Ms. Ranju Gogoi Chutia , Associate Professor in Economics (serves the Shankardev Bidya Niketan- a local secondary level school as one member of its Managing Committee, works towards the cause of the women writers of the locality through the Jagiroad branch of the 'Sadau Asam Lekhika Samaroh Samity' as one of its Executive Members and the Editor of the Magazine of this

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

literary organization, remained the Coordinator of the Jagiroad College Women's wing during this session).

Mr. P.C Gogoi, Asstt. Professor and HoD of Education Department (cultural activist and organizer. He is invited by different organizations in the district and the locality to judge over various musical events. He is the founder Principal (Honorary) of the Surdeol Sangeet Mahavidyalaya- a premier institution of the area imparting education in classical music and art. He also remained the President of the Jagiroad unit of the Asam Sahitya Sabha- a literary body, during the session).

Mr. Anandaram Burhagohain, , Associate Professor in Mathematics (serves the cause of the development of the secondary education in the area as the President of the Managing Committee of the Shankardev Bidya Niketan, Jagiroad, contributes his mite to the cause of the development of the academic standard in Mathematics in the locality by organizing Mathematics competitions and Olympiad under the Assam Academy of Mathematics, an organization which he serves as a member-representative), Mr. Manoranjan Maullik (along with his fellow members he has been working for the social and economic welfare of the people of his native village and its neighbouring areas through micro-financing on behalf of the Sanatan Samaj, a voluntary body under the NGO: Adarsha Milan Samity).

Mr. Khagen Gogoi, , Associate Professor in History has been rendering his yeoman services to the area by his association with the Jagiroad Sports Association as one of its Office-bearers.

Dr. B.C. Neog, Associate Professor in Mathematics and now the Principal of the College has been rendering the yeoman services by associating himself in the Computer Literacy drive of All Assam Students Union's CEC programme and acted as course co-ordinator for the last fifteen years. He is also associated with different Scientific and Social organisations and life members of many premier organisations such as Indian Science News Association(life member), Indian Science Congress Association(life member), Assam Science Society(life member and Executive member-2010-12), Assam Academy Academy(life member), Assam College Principals' Council, Jyoti Sangam Samity, a mother NGO of Lakhimpur District of Assam (life member), and other socio economic activities.

5. At a time when numbers of youths having general education are increasing day by day and employment opportunities in government and public sector are shrinking, a strong entrepreneurship culture may only restrain the frustration of our youth. An entrepreneur is a constant learner, has a vision, is independent, is creative and innovative, takes pragmatic decisions, is motivated to take initiative, recognize opportunities that others overlook, understands dignity of labour and works systematically and purposefully. The Jagiroad College, envisaging development of a strong culture of entrepreneurship in the locality and to provide some practical opportunities for the unemployed

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

educated youth, has taken up collaborative efforts with the N.B. Institute of Rural Technology (NBIRT), an NGO to organize various skill development training programmes in the College premises. The NGO also draws the services of some faculties of the College in conducting trainings. Four notable workshops and training programmes conducted by the NBIRT during the session were: Entrepreneurship Training in Food Processing, Training on D.T.P, Wiremen Training and Skill Development programme on Cosmetology and Beautician.

6. The Women's Wing of the College also plays a key role in laying a strong foundation of relationship between the community and the College. Dedicated to holding programmes of philanthropic nature, the members of the Wing along with the other members of the College staff have so far organized a number of welfare-oriented programmes, since its inception. In this session under the banner of the Wing, a workshop cum awareness programme on Cancer was organized in the College. The workshop was conducted by *Deepsikha Cancer Care Foundation*, a national level NGO. The workshop was attended by a few expert health specialists in the disease including those from the B. Barooah Cancer Institute who are also activists of the national anti-cancer awareness mission. Besides the members of the teaching and the non-teaching staff and the students of the College, the workshop also had participation from members of various cross-sections of society.

19. Teachers and officers newly recruited

Number of newly recruited teachers: 4

Ms Jhuma Bose, Department of Tourism

Mr. Sumu Gogoi, (Appointed against FDP vacancy)

Ms. Jun moni Kalita, Department of Geography

Ms. Monika Tarafdar, Department of Computer

Mr. Debajit Saikia, Department of Assamese

Number of newly recruited non-teachers:2

Nagendra Kakati, Comp. Asst.

Mr. Sama Basfor, Sweeper (Girls Hostel)

20. Teaching—Non-teaching Staff ratio:

2(Teaching) : 1 (Non-teaching)

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

21. Improvements in the library services:

As a measure to enhance better functioning of the Library services, few initiatives are undertaken during this year. Librarian's chamber is constructed with Aluminium and glass partitions for better control of the resources and services towards the users. The library management software SOUL 1.0 is upgraded to the next version 2.0 and provided the LAN connectivity with IBM servers. As a measure to enhance security of the properties of Library, CCTV is fitted at different locations. As a result, the entire Library is under CCTV surveillance from this session onwards. Re-arrangement of internal utilities including book shelf and Almirahs was done. The entrance gate to the Central Library is newly constructed for better accessibility by its users.

22. New books and journals subscribed and their value:

<i>Type of Book</i>	<i>Numbers</i>	<i>VALUE</i>
TEXTBOOKS	374	Rs.1,48,600/-
REFERENCE BOOKS	598	Rs.2,41,000/-
JOURNALS	01	Rs.1,800/-

23. Courses in which student assessment of teachers is introduced and the action taken on students feedback:

No such assessment was taken.

24. Feedback from stakeholders:

No such feedback was taken.

25. Unit cost of education:

Rs. 30,500.00

26. Computerization of administration and the process of admissions and examination results, issue of certificates:

The management of office including accounts and administration are controlled by office automation software designed locally. The version is upgraded in a phased manner based on the requirements of the in-house activities.

27. Increase in the infrastructural facilities:

1. Construction cum Extension of the Boys' Hostel.
2. Completion of the construction of the Teachers' Common Room.
3. Completion of the Construction of the Girls' Common Room.
4. Completion of the Construction of the Boys' Common Room.
5. Provision of Water Cooler for use by the students.
6. Deep boring of water well inside the Girls Hostel premises.
7. Construction of Battery House and Base Structure for Solar panels started.
8. Staff Common rooms of Tourism and Computer Department are separated and new PG Laboratory of Computer Department was established.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

28. Technology Up gradation:

As a measure of examination reforms, to come out from the dependency upon Printing Presses, a Digital Duplicator Machine (Rongda) was purchased recently. As a result conduct of examinations and setting of question papers with other confidential matters could be handled smoothly and effectively with the help of this machine.

29. Computer and internet access and training to teachers, non-teaching staff and students

The College has three sophisticated Computer-Laboratories with about 25 odd computer sets (few are very old). The Department of Computer uses these computers for imparting practical classes to the PGDCA students. The other students are provided with the opportunity to learn the basics of the computer application by the Department during vacations. The Facility for Internet too has been provided to the College fraternity under the supervision of the members of the Computer Department. Different Departments have their own computers with internet connectivity through modems, which is accessed by both the teachers and the Major courses students.

30. Financial aid to students

The College, as per its policy of providing financial grants to the economically backward needy students, during the session, offered free studentship to 22 numbers of students. The total amount spent for the purpose was Rs.59,720.00

Besides, as many as 281 numbers of students of the College (S.C., S.T. and O.B.C.) received Government scholarship. The total amount received for the purpose was Rs. 8, 57,560/-

31. Activities and support from the alumni association

1.. The College convened a meeting with the Alumni Association to sort out means about how to reactivate the Association. In the meeting it was resolved to have frequent periodic meetings for which the existing alumni of the College now serving as faculties in various departments/ office staff of the College were entrusted the responsibility to coordinate. The meeting also decided on a few future activities which the College would like to perform along with the Alumni of the College. The first activity in this context would be cleaning and beautification of the campus. The Beautification Cell of the IQAC would take the lead along with the Alumni Association in this regard.

2. Quite a number of teachers and non-teachers of the College are former students of the College. Naturally, these employees show their special love for the institution, which is their alma mater. They also act as a bridge between the College and the other alumni. A few of them are working on ad -hoc basis, yet they deliver their assigned service diligently. As members of the Alumni Association they thus contribute handsomely to the growth and development of the institution.

3. The College invites the members of the Alumni Association to attend any important social and cultural events organized in the campus and solicits their active participation in them. Some regular activities of the College, where they are invited are: Saraswati Puja, College Foundation Day, College Annual Function and Freshers' Social. They also actively associate themselves when the new admissions take place.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

32. Activities and support from the Parent-Teacher Association

The College firmly believes that the parents and guardians can contribute a lot in enhancement of the quality of teaching-learning and the overall environment of the institution. The teachers of the College and also the members of the administrative staff adopt utmost transparency in their dealings with the parents and guardians. For constitution of the Governing Body, the College follows the established guidelines about inducting 3 number of nominee-members from the side of the parents. The grievances and suggestions made by the parents are cordially attended to by every member of the College fraternity. Some departments invite parents/guardians of students for counselling over their students' progress. The members of the staff of the departments concerned give a patient hearing to the feedbacks of the parents and redressals are made wherever necessary. Parents are also invited by the authority to various events held time to time. They also visit the College on invitations especially on the occasions like Saraswati Puja, College Annual function, Freshers' Social, new admissions etc.

33. Health Services

A workshop cum awareness programme on Cancer was organized in the College at the initiative of The Women' Cell of the College. The workshop was conducted by *Deepsikha Cancer Care Foundation*, a national level NGO dedicated to prevention and eradication of cancer. The workshop was attended by a few expert health specialists in the disease including those from the B. Barooah Cancer Institute who are also activists of the national anti-cancer awareness mission. Besides the members of the teaching and the non-teaching staff and the students of the College, the workshop also had participation from members of various cross-sections of society.

34. Performance in sports activities

1. **Nabanita Talukdar** participated in the Inter-district Athletic Championship Tournament held in December in Kokrajhar and won the Second Position in 100 metre race in Women's group.
2. **Manalisa Boro** participated in the Inter-district Athletic Championship Tournament held in December in Kokrajhar and won the Third Prize in 200 metre race in Women's group.
3. **Nibedita Bordoloi** participated in the Inter-district Athletic Championship Tournament held in December in Kokrajhar and won the Third Prize in Shot-put throw in under 20 years Women's group.
4. **Jyoti Prasad Bordoloi** was selected by the state government's sports Department to contest in the XII National Canoe Sprint Championships(2011-12) held at Bangalore in December, 2011, in which he could win two medals(one Silver and one Bronze). The event was organised by the India Kayaking and Canoeing Association.

35. Incentives to outstanding sportspersons

Ms. Rajashree Bordoloi, who was awarded the Best Singer for two consecutive years in the Youth Festivals 2010-11, 2011-12 respectively and was given public felicitation by the College community together with financial incentives and certificate of excellence.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

36. Student achievements and awards

a) *Academic achievements:*

Faculty/Dept.	Dept.	Class-I
Arts	Geography	5
	Assamese	2
	Education	3
	Economics	3
	Pol. science	1
Science	Physics	3
	Chemistry	2
	Botany	1
	Zoology	1
MTM	Tourism	6

b) *Achievement in co-curricular activities:*

1. Ms. Rajashree Bordoloi of this College was adjudged the Best Singer in the Youth Festival 2011-12 of the Gauhati University. This was her second consecutive award as the Best Singer in the G.U Youth Fest.
2. The Jagiroad College team participating in the Gauhati University Youth Festival was awarded the Best Disciplined group trophy.
3. The College team also won the 'Bronze Medal' (Third position) in the Group Song competition in the Youth Festival of Gauhati University.

37. Activities of the Guidance and Counselling unit

1. Career guidance initiatives were taken by the Guidance and Counselling Cell of the College along with the NB Institute of Rural Technology (NBIRT). The Cell organized a one day programme on career development on April,29. The Programme was conducted by Mr. Makhan Sarma, Coordinator of Entrepreneurship Development Cell of this College. A number of teachers of the College also delivered motivational talks in the interactive programme. The programme was attended by fifty numbers of local youths besides the students of the College.
2. The Cell coordinated closely with the NB Institute of Rural Technology (NBIRT) in organizing training-workshops in Food Processing, D.T.P-Works, Wiremen and Cosmetology and Beautician during the session.

38. Placement services provided to the students

No placement agency was invited to the College but through the Entrepreneurship Development initiatives jointly with the NBIRT and the ICGC of the College few could engage themselves by opening their own business to whom assistance was provided in getting bank loans.

39. Development programmes for non-teaching staff

No development programme were taken up for the non-teaching staff during the session.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

40. Good practices of the institution

1. The College adopted a Students' Charter from this academic session. At the time of admission, it was declared before all the students, members of the faculties, members of the Alumni Association and guardians who accompanied their wards. Further, on the day of induction session, the Principal read out the Charter to the students following which a pledge was taken by all the students to abide by all the rules and regulations, to uphold the dignity of the College at all costs, to pursue his studies with utmost sincerity and dedication, to be respectful to all religions, castes and languages, to maintain fellow feelings towards the mentally and physically challenged people and to be respectful to their teachers and the rest of the staff of the institution and to make all endeavours to emerge a good citizen of the country.

2. The College family tries to maintain its greenery throughout the year. The campus is having more than 150 number of trees and plants. The College fraternity, especially, the students and the teaching and the non-teaching staff take special drives to plant trees and to take care of the flower gardens.

3. The College staff contributes generously to any noble cause. Keeping with that tradition, in this session also, the members of the Jagiroad College Teachers' Unit (JCTU) offered a financial assistance to the family of Anup Sarma of Amlighat, a student of the College suffering from Cancer to be used for his medical expenses. Individual members of the Unit contributed a sum of Rs. 1,000 each for the cause. Financial helps were also offered by the Unit members to Dilip Das, Assistant Professor at the Goreswar College and Basanti Gogoi, Head, Dept. of English, Tengakhat College, suffering from diseases to meet parts of their medical expenses.

4. The College also extends the services of the Library to the members from the local community and to the scholars who wish to read in the library. They are however not allowed to borrow books. The Library provides the Xerox facility to them on request.

5. The College holds special mourning sessions on the demise of notable personalities. In those mourning sessions, apart from expressing bereavement, the good works and contributions of the departed are recollected and discussed.

6. A section of the Students of the College at the initiative of the staff of the Departments like Economics and Bengali render their physical labour to clean and develop the flower garden situated in front of the Departmental sitting rooms of the Arts faculty.

7. The College in order to appreciate the meritorious students and the achievers in different fields, holds special felicitation sessions. In such a programme, the students who could shine in the Youth Festival of the parent university, were given a rousing reception cum felicitation.

Besides, the Teachers' Unit also ceremoniously felicitates the Best Science and Arts students every year. In this session, the Unit felicitated Mr. Rupam Kalita(Science) and Ms. Manu Konwar(Arts).

8. The College has a very strong and exemplary record of conducting examination. The invigilators and the members of the Examination Committee are diligent and dutiful enough and there is maintenance of total integrity in all aspects of it. The students too contribute similarly to such a healthy examination atmosphere in the campus by restraining themselves from any such tendencies like adoption of unfair means. For example, in this session in none of the examinations, a single examinee had to be caught red-handed.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

9. The College has the tradition of holding certain occasions annually which in turn contributes in the development of the moral, social, cultural and educational sensibilities of the students. A few events of this nature are: College Foundation day, Teachers' Day (organized at the Departments' level by the students), World Tourism Day(organized by the Department of Tourism), World Environment Day (organized either by the Zoology/Botany Department or by the IQAC), Subhas Saha Memorial Day (in memory of late Subhas Saha, who had his untimely death while serving as a Lecturer in the Dept. of History in this College), Independence Day, Republic Day, Gandhi Jayanti, Prize Distribution Day (held as part of the Annual Sports Week) and Saraswati Puja.

10. Since the College lies very close to Na-Khola- the abode of the Prince Regent of the ancient Gobha kingdom of the Tiwas-one of the tribes of the state endowed with its distinctive life –world, the teachers of the College with helps from the local community are collecting various physical properties and articles belonging to the traditional social and cultural life of this tribe with an objective to raise a repository/museum in the College campus.

11. Use of mobile handsets by students during their stay in the campus has been strictly prohibited. The authority, teachers and the members of the students' body- all are joining their hands to spread an awareness in this respect and counselling is done whenever necessary.

41. Linkages developed with National/ International, academic/research bodies.

1. Linkage with DST: For his Major Research Project approved by DST (Sanction No. MoEs/P.O.(Seismo)/GPS/48/2005, Dated 7-6-2006) , Dr. Jyotirmoy Das Chaudhury, Lecturer, Dept. of Geography as the Principal Investigator received an amount of Rs. 12 lakh 32 thousand in 2006-07. Works on the project was still running in 2011-12.

2. Linkage with UGC: (a) Dr. Jyotirmoy Das Chaudhury, Former Lecturer of the Dept. of Geography of the College got the approval and Grant (Rs.11 Lakh 87 Thousand) for his Major Research Project on "Trans-border Connectivity and its Impact on Economy of North East India" as its Principal Investigator, from the UGC. The Dimoria College (Kamrup Metro District, Assam) will be the partner institution of the collaborative Project.

(b)Mr. Achintya Keot, Dept. of Zoology, Ms. Srijani Das, Dept. of Education, Mr. B.K.Sarma, Dept. of Economics and Mr. Dipak Jyoti Baruah, Dept. of English have received a total grant of Rs. 5 Lakh 60 Thousand from the UGC for their individual Minor Research Projects (ongoing).

3. **Other Linkages**: i) Jagiroad College and its Faculties are collaborating in different capacities with the Organisations/Institutions like: IGNOU, IDOL-GU, Assam Science Society, Assam Academy of Mathematics, Assam Sahitya Sabha, Pabitora Wild life Society, Botanical Society of Assam, INSA, ISCA and Asom Lekhika Samaroh.

ii) The Dimoria College in Kamrup Metro District was made the partner Institute for the collaborative Major Research Project on "Trans-border Connectivity and its Impact on Economy of North East India", approved in favour of Dr. Jyotirmoy Das Chaudhury, Former Lecturer of the Dept. of Geography of this College as its Principal Investigator, approved by the UGC.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

Section C

Outcomes achieved by the end of the year

1. TEACHING-LEARNING

i) The academic session saw spectacular rise in the number of first class holders in the final examinations comparing to the results of the previous Session (at the undergraduate level). Some fresh functional mechanisms in teaching-learning transaction such as effective execution of Teaching Plan, emphasis on regular class attendance, adequate infrastructure and support system including remedial classes must have helped in this respect.

ii) The IQAC organized a District Level “Workshop on Semester System at Under Graduate Level” on 14th June, 2011 on the functional aspects of the newly introduced Semester system, which was conducted by Prof. Pranab Jyoti Das, Prof. Dilip Kakati, both are Professors of Chemistry dept. of G.U. as resource persons. Altogether 6 Colleges from the Morigaon district attended the workshop. The Workshop could facilitate sufficient orientations to the teachers to both realize the importance of such a system and to have a thorough idea about the basic mechanisms to be introduced and adopted from the current academic session.

2. INSTITUTIONAL SERVICES TO THE STUDENTS AND THE STAFF OF THE COLLEGE

The College believes that providing all possible institutional services in terms of access to facilities , services and resources including library etc. to the students and the staff will in turn add to the effectiveness of the institutional functioning. Therefore, it assiduously continues with its sustained effort in this regard. In this session, the College has fulfilled at least four very important infrastructural needs, viz. construction cum extension of the Boys’ Hostel, completion of construction of the Teachers’ Common Room and the Girls’ Common Room and provision of Water Cooler for use by the students. The College has conducted the examinations and evaluated the scripts timely and declared the results as per the scheduled time.

3. RESEARCH AND SCHOLARLY ACTIVITIES

There is evidence of an ascendancy in the willingness and interests on the part of the faculties to engage themselves in research and scholarly activities. During the session 1 teacher successfully completed Ph.D. The number of teachers taking admission into the Ph.D. was: 11. During the session 3 number of teachers undertook Minor Research Projects, while 1 teacher submitted his project. A few teachers were also associating themselves as Co-Investigator in Major Research Projects.

Besides all this, the College also organized one National Seminar, where besides scholars from other places, teachers from the College too presented their research papers.

There was evidence of inculcation of research culture also among the students. The faculty of the two Departments of Geography and Tourism, for instance, tried to guide their students on research skills. They trained them in designing a project, making a plan and executing it by application of methodology. The Environmental Science Department also has enabled the students to develop for themselves a research-oriented approach to studying and analysing a subject , since as a matter of partial fulfilment of their course content in the subject (which is a compulsory subject-component), they have to submit a project report by undertaking a field study on a topic on Environment. Teacher-supervisors are selected and assigned the responsibility of guiding individual group of students in their field study.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

4. TO AIDE STUDENTS IN THEIR CHOSEN FIELDS OF CO-CURRICULAR ACTIVITIES

The College has gained a reputation in the fields of co-curricular activities through the performances of its students in more than one ways. In the session, students from the College won four prizes in state level and national level sports events. Significantly, of the four sportspersons who won these prizes, three are girls-students. In the cultural section, a girl student from the College could make the College proud by winning the coveted Best singer award in the Youth Festival organized by the parent university for the consecutive second time. The chorus group of the College in the Youth Fest could win a bronze. Besides these two, the team of the College could also win the Best disciplined group award. It is due to the motivational and physical aides given to the students by the College that it could gain such performances from the students.

The College NCC- unit, has earned distinctions as one of the active cadet groups under the 8 Assam Batallion, NCC, Nagaon. In this session, as many as 6 student-cadets passed the NCC B-Certificate Examination with good grades. Besides, one of the cadets: Mr. Bidyut Deuri could find employment in the Indian Army, while another: Mr. Bhaskarjyoti Deka, was awarded the Sahara Scholarship for his distinctive performance.

5. TO MOTIVATE STUDENTS TO THEIR CAREER

i) A few students could achieve laurels particularly in sports and culture and in this regard the concerned In- Charges in Sports and Culture took the lead. Besides providing the resources, they were especially encouraged to join in various competitions held at the district and state levels by the In-Charges.

ii) The College invites eminent and successful (achievers) personalities of diverse fields to deliver motivational speech to the students on different occasions. In this Session too the College invited a few such personalities into such colloquiums.

iii) The College has tried to provide for the requisite physical needs for convenience of the students to take up co curricular activities. For cultural activities, for example, it has provided the required musical instruments. Towards avenues of literary pursuits also the authority provided the basic amenities. The Students' Union, the hostel borders and some academic Departments use to publish wall magazines and the organizers are entitled to reasonable funds for such enterprises.

6. COMMUNITY DEVELOPMENT INITIATIVES

The College with its vision of 'reaching the unreached' has been able to carve a niche for itself in serving the community in multiple ways. A number of teachers of the College in this session also continued to provide social leadership by actively associating and engaging themselves in the social and cultural landscape of the locality and the vicinities. The JCTU- the common platform of the teachers of the College extended its philanthropic service to the community in more than one ways. As a partner institute of IGNOU also it served the cause of the society by providing the scope of higher education to those who would have otherwise remained unreached by the avenues of education. The Women's Cell of the College and the individual women faculties made the best of their efforts towards ensuring justice in the matters of Gender sensitivity.

Annual Quality Assurance Report(AQAR)
Session 2011-12 (June to May)

Section D

Plans for the College for the next year

1. To take practical measures for dividing the large classrooms at the degree level into sections for convenience of teaching-learning transaction.
2. To take special initiative to equip the central library adequately in view of the introduction of the Semester System from the next academic session.
3. To work towards delivering better institutional services to the students and the staff of the College.
3. To encourage teachers to pursue research and scholarly activities such as M. Phil/ Ph. D Programmes, Major and Minor research projects, participating in Seminars and publishing research papers in journals and books and to motivate and facilitate the students towards methodical search for knowledge and in the knowledge of research.
4. To organize motivational programmes to aide the students in their overall pursuits of knowledge and future career.
5. To provide the students the best possible institutional helps to optimize their potentialities in the co-curricular activities and in their endeavours to excel in specific fields.
6. To motivate students to choose entrepreneurship and self employment as a career, to hold training programmes and workshops and to take up confidence-building programmes for the students in respect to their career and self-defence.
7. To take up more socially significant wide ranging programmes to strengthen the synergic relationship between the community and the College and to take initiatives to ensure community engagement in all these programmes.
8. To expedite on the preparation for launching of the Commerce- stream in the College from the next academic session (2013-14).
9. To organize Seminars, workshops.
10. To expand the facility for distance-learning education by establishing study centres to cater to the needs of the increasing number of students wanting to take up studies both at the undergraduate and post-graduate levels.
11. To initiate publication of books and journals.

Signature

(Dr. B. C. Neog)
Co-ordinator, IQAC

Signature

(Prof. U.M. Phukan)
Chairman, IQAC