

Annual Quality Assurance Report(AQAR)
Session 2012-13 (June to May)

Jagiroad College , Jagiroad

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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. To work towards delivering more and better institutional services to the students and the staff of the College .
2. To take special initiative to equip the central library adequately in view of the introduction of the Semester System.
3. To engage more teachers in research and scholarly activities by way of practical encouragements through the services of the IQAC and also to encourage and provide active supports to students for under taking research oriented studies and projects.
4. To organize motivational programmes to aid 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 work towards community development and to take initiatives to ensure community engagement in a wide ranging 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 in-house seminars, workshops primarily on departmental level to build confidence among the students.
10. To provide the facility of distance-learning education through the concerned institutions inside the College campus in view 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.
12. To arrange intensive Coaching for Competitive examinations.
13. Special attention to provide intensive self-defence training programme for Girls students.

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Section B

Details in respect of the following (attach separate sheet)

1. Activities reflecting the goals and objectives of the College

- Audio-visual technologies are introduced in three class rooms to make the teaching-learning interactive and student-centric.
- Feedbacks from students towards a comprehensive knowledge about the delivery of education and other services are taken, the feedbacks are analysed upon and then the IQAC tries to ensure improvement of the services.
- Remedial classes for ST and SC students are organized.
- Awards for meritorious students and special incentive awards like waiving of fees and free admission (in the form of Scholarship) for advanced learners belonging to the economically backward students.
- The IQAC makes periodic visits to each of the Departments of the College to discuss with the faculty members regarding various quality related activities and to draw their active supports to improve institutional functioning. The IQAC thus tries to motivate and encourage the departments for taking up interdepartmental and interdisciplinary ventures, acts as a facilitator in departmental planning of activities, to motivate the faculty to take up new research ventures and projects etc.
- Seminars by the departments and workshops, interactive sessions, motivational talks for students were organized.
- Towards self-employment through skill development, a number of workshops, trainings and entrepreneurship development programmes were organized in collaboration with an NGO.
- Extension activities were adopted through NCC, College Students' Union, College Teachers' Unit and a few other forums.
- Awareness drives and seminars on subjects of women empowerment, women welfare and value based education held under the aegis of the College Women's Wing.
- Publication of periodic house journals by a few departments like Mathematics and Assamese, publication of the College magazine, College News Bulletin, regular publication of wall magazines by various departments besides publication of a general tri-annual wall magazine at the initiatives of the College Students and two others by the Students borders of the Boys' and the Girls' Hostels to harness the creative urges of the students and develop their literary proficiency and skills in creative writing.
- Since the library is the soul of any educational institution, emphasis was laid upon an overall development of the College Library. A few notable facilities added to the library during the Session were: procuring of new storages for accommodating more books and journals, continuation of computerized database with the help of SOUL 2.0, purchasing of more books, with special emphasis upon the needs of the Major students, provision of a special reading room for the teachers with a Computer set plus internet facility.

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2. New academic programmes initiated (UG and PG): New PG courses under Gauhati University's Institute of Distance and Open Learning (IDOL-GU) started from this session in 10 different subjects under distance education mode.

3. Innovation in curricular design and transaction

- Inter-disciplinary teaching wherever applicable which also ensures optimum use of the human resource.
- Peer-teaching.
- Inter-evaluation of answer scripts among the students of the same class.
- Adoption of fun-way methods like quiz and debates which helps to make the class students-centric.

4. Inter-disciplinary programmes started

No.

5. Examination reforms implemented

- Sessional examinations for both the general subjects and the Major subjects are being conducted internally by the departments concerned, thus decentralizing the examination process to a great extent which also helps in adding sufficient transparency besides rendering promptitude in the declaration of the results.
- Cases of adoption of malpractices and unfair means by examinees in this College are rare because of the sincere efforts by the invigilators for maintaining the sanctity of examinations, besides fruitful and competent teaching aimed at the students' accomplishment. If there are any such cases, apart from the judicious punishments as per rules, the concerned examinees are provided with adequate counselling by the Students' Counselling cell at the initiative of the Examination Committee.
- **Transparency:** In case of Sessional Exams, students are allowed for scrutiny of their own answer copies (before the scripts are sent to the university) and rechecking is done if they identify discrepancies.
- Printing of a major chunk of the question papers in the College with the help of the digital duplicator purchased last year. Thus internalization of examination continued..
- At least one Department of the College has started maintaining computerized databases of the internal examination results, which is expected to be emulated by the other departments too.

6. Candidates qualified : NET/SLET/GATE etc.: 2

(Ms. Borna Sarma and Sri Bishnu Deka, both are alumni and presently working as part time teachers in Assamese department have cleared SLET.)

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7. Initiative towards faculty development programme

a. Number of teachers who attended Orientation/Refresher Course: **1** (Mr. Himangshu Haloi, Assistant Professor in Political Science attended one Refresher Course).

b. Number of teachers who attended Summer Time Courses: **1** (Mrs. Anjana Dutta Barbaruah, Associate Professor in Zoology attended one Short Term Course)

c. Number of Seminars/ Workshops attended by the faculty members:

Seminars(National and International): 11

Name of the faculties who attended : Mrs. Ranju Gogoi Chutia, Dept of Economics (2 Seminars).

: Dr. Sohail Ahmed, Dept. of English (1 Seminar)

: Ms. Indrani Bhattacharyya, Dept. of Bengali (2 Seminars)

: Dr. Dipak Jyoti Baruah, Dept. of English (6 Seminars)

Workshops(National and International): 3

Name of the faculties: Mr. Prabir Banerjee, Dept. of Physics (1 Workshop)

Mr. Hrishikesh Kalita, Dept. of Physics (1 Workshop)

Mr. Himangshu Haloi, Dept. of Political Science (1 Workshop)

8. Total number of Seminars/Workshops conducted:

4 Seminars and 4 Workshops

- a. Seminar on “Works and Ideals of Swami Vivekananda” held in collaboration with the Ramakrishna Mission, Cherapunji, Meghalaya.
- b. Seminar on “Globalisation and its varied cultural manifestation” addressed by Dr. Payal Banerjee, Asstt. Prof. in Sociology, Smith College, USA.
- c. Workshop on Scopes and Opportunities in Faculty Development, Coordinated by Prof. Jogen Ch. Kalita, Director, College Development Council, Gauhati University.
- d. Expedition cum trekking workshop organized jointly by the College NCC unit and the Jagiroad Sports Association.
- e. Seminar on “How to Crack Competitive Examination” was organised by IQAC of the College where three alumni who have qualified Assam Civil Service Examination this year attended as Resource Persons.
- f. Workshop on “Digital Classroom Equipments Handling” organised by IQAC of the College which was guided by Mr. Chandan Singh, Engineer of HCL Technologies and attended by the faculty members of the College.
- g. Seminar on “Swami Vivekananda and his Contribution to Character and Nation- building” was organised by the Literary Society of the College where three faculty members: Dr. Kanan Dhar Choudhury, Sri Pabon Ch. Gogoi and Sri Anandaram Burhagohain delivered speeches on three different aspects of Swamiji.
- h. Seminar on “Application of Remote Sensing and GIS in Geographical Studies” organised by the Geography Department where Dr. Rubul Hazarika, Associate Prof in Geography Department of B. Baruah College delivered speech.

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9. Research Projects a) ongoing; b) completed

ONGOING RESEARCH PROJECT:

1. Major Research Project sanctioned by UGC on “Trans-border Connectivity and its Impact on Economy of North East India” by Dr. Jyotirmoy Das Chaudhury, Former Lecturer, Dept of Geography.
2. Munindra Tahbildar, Associate Professor, Dept. of Geography of the College associated himself with the above project as its Co-Investigator.

COMPLETED: Nil.

10. Patents generated, if any: Nil.

11. New collaborative research projects: Nil.

12. Research grants received from various agencies: Nil.

13. Details of Research Scholars:

Research Papers

Presentation of Research Papers

Name of the faculty	Dept	Number of Papers	Nature of Seminar/Conference
Khagen Sarma	Geography	1	National
Anjana Dutta Barbaruah	Zoology	1	National
Soma Bose	Bengali	1	National
Jita Baruah	English	1	International
Srijani Das	Education	1	International
Lavita Sarma	Physics	2	International
			National
Adity Das Baruah	Assamese	1	International
Dhanada Kakati	History	1	National
P. Banerjee	Physics	2	International
			International
Barna Sarma	Assamese	2	National
			National
Sumu Gogoi	History	2	National
			National
Pankaj Shyam	Assamese	2	National
			National
Indrani Bhattacharjee	Bengali	1	National
Achinta Kr. Keot	Zoology	1	National
Bishnu Deka	Assamese	1	International
Bhupen Sarma	Economics	1	National

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Publication of Research Papers (ISSN/ISBN)

Sl. No.	Name of Faculty	Dept		Period of Publication
1.	Khagen Sarma	Geography	1	2013
2.	Anjana Dutta Barbaruah	Zoology	5	2013
				2013
				2013
				2013
3.	Srijani Das	Education	1	2013
4.	Dr. Smritishikha Khound	Chemistry	1	2013
5.	Adity Das Baruah	Assamese	2	2013
				2013
6.	Barna Sarma	Assamese	1	2013
7.	Pankaj Shyam	Assamese	1	2013
8.	Dr. Linton Hazarika	Chemistry	1	2013
9.	Dr. Purushottam Bhandari	Economics	2	2013
				2013
10.	Sangeeta Sarma	Commerce	1	2013
11.	Utpal Rajguru	Zoology	1	2013
12.	Subrata Paul	Botany	1	2013
13.	Dr. Dipak Jyoti Baruah	English	4	2013

Ph.D degree awarded: 3 (Three) teachers of different Departments were awarded with the Degree of Doctor of Philosophy during the Session. They are: Bhupen Kr. Sarmah, Assistant Professor, Dept. of Economics, Linton Hazarika, Assistant Professor, Dept. of Chemistry and Srijani Das, Dept. of Education.

14. Citation index of faculty members and impact factor

Name	Dept./Designation	Citation Index	h-index	Impact factor
Dr. Bhaben Ch. Neog	Principal	13	2	1.76, 1.3, 1.4
Sri Rudra Kr. Das	Physics, Assoc. Prof.	3	0	1.76, 1.3, 1.4

15. Honours, awards to the faculty:

1. Mrs. Malaya Goswami, Associate Professor and HoD, Dept. of Education who is the recipient of the National Film award for Best Actress in the year 1996, was given the honour of being one of the Members of the Jury of the National Film Festival, 2013.

2. Three (3) teachers of different Departments were awarded with the Degree of Doctor of Philosophy (Ph.D) during the Session.

They are:

1. Sri Bhupen Kr. Sarmah, Assistant Professor, Dept. of Economics
2. Sri Linton Hazarika, Dept. of Chemistry
3. Mrs. Srijani Das, Dept. of Education.

3. Dr. Purushattam Bhadari, Associate Professor, Dept. of Economics was given the honour of Presiding over the state-level Symposium on “Nepalese of Assam: A Study”, organized by the

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Centenary Celebration Committee of the Gangmouthan Mazgaon Sarbajanin Durga Puja Samiti on October, 15, 2012 at Gangmouthan, Mazgaon(Sonitpur District).

4. Dr. Dipak Jyoti Baruah, Assoc. Prof. in English was made a Preliminary Panel Advisor for selecting books for consideration for the 'Yuva Puraskar' award for the session 2013 by Sahitya Akademi.

16. Internal resources generated

1	Income from student's fees	Rs. 11,01,300.00
2	Income from Career oriented courses	Rs. 11,000.00
3	Income from Xerox facility	Rs. 11,000.00
4	From Self Finance Courses	Rs. 30,000.00
5	Income through donated books	Rs. 1,360
6	Total income	Rs.11,54.660.00

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

Nil.

18. Community services

1. A three day disaster Management Training under Central Govt. and Civil Defence, Jorhat and Morigaon district Administration was held on the three days of January 10,11 and 12, attended by the students of the College , which helped in infusing a sense of responsibility and readiness in the mind of the concerned students for volunteering themselves at times of occurrence of any disaster.

2. A Book fare was organised on May 6 and 7 in collaboration with the Techno-Ed Publication, Guwahati. The Fare was formally inaugurated by Prof. J. C. Kalita of the Gauhati University. The Book fare saw immense response from the book lovers from both the College community and the public of the area.

3. The NCC unit of the College provided its voluntary services in some public functions organized in the area to assist maintaining order and discipline.

4. The NCC Unit also participated in the Parade of the Republic Day and Independence Day celebrations held at the District level in Morigaon and won the first prize from amongst the participating teams.

5. The College provided its halls and rooms on holidays for convenience of holding programmes by various organizations and institutions of the locality. A few beneficiaries in this context are: the 'Surdeol Sangeet Mahavidyalaya' - an institution imparting education in music and art, 'PRAYAS'- an NGO dedicated to the inclusive development of the children and youth, the Jagiroad unit of the 'Ramakrishna Sevashram', 'Solitude Arts and Craft', the Jagiroad unit of the 'Bezbaruah Samannoy Mancha'.

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6. The College has been making substantial contribution in the development of entrepreneurship and self-employment in the area with its collaborative efforts with the NBIRT, an NGO. The NGO under a MoU signed with the College has established its office in the College premises. The NGO also draws the services of some faculties of the College in conducting trainings. Three such notable workshops and training programmes conducted by the NBIRT during the session were:

- i. Skill Development Workshop on DTP Works: 30 youth attended the workshop. 18, out of them have been employed (a few of them have been self-employed) .
- ii. Skill Development Training programme in Food Processing: Of the 30 youth who attended the Training, subsequently, 15 have been employed (a few of them have been self-employed).
- iii. Skill Development Workshop on Cosmetology and Beautician: 30 youth received training in the Workshop; of them, 20 have been employed (both self employed and employed under employer)

7. Environmental Studies Department of the College under the stewardship of Dr. Khagen Sarma has carved out a niche for itself for its concerns about various environment-related issues. Students in groups make field studies to collect data on these subjects followed by preparation of project reports on their study (They carry out field studies in subjects of their choice under the mentorship of individual teachers). Such studies serve two basic purposes: 1. It helps in increasing the students' practical awareness about the environment around him; 2. It increases the involvement of both the students and the teaching community with the environment-related issues of the local community.

8. The Jagiroad College Women's Wing formed by the lady members of the teaching staff of the College on 17-8-2007 for taking up developmental and welfare works for the students and the society as a whole has been rendering its yeoman's services for the benefit of the community. During the year two notable performances by the Wing were: 1. Felicitation to the toppers in the HSLC examination who took admission in the Arts and the Science streams by awarding them with books; 2. Observance of the Girl Child Week on January, 24, 2013 by organizing a public meeting, where as many as four guest speakers were invited to speak on the significance of the Girl Child Week . The talk was followed by an extempore speech competition among the students on the relevant subjects.

9. Quite a number of teachers of the College are actively associated with various community organizations and institutions in various capacities. A few instances (the list is however not exhaustive):

Ms. Malaya Goswami , Dept. of Education : As an actress of national repute(she is the recipient of the National Best Actress award for films in the year 1996), Ms. Goswami is associated with various film and media houses and theatre organizations. During the year, she also served as the Jury Member

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of the National Film Festival, India. She has been serving the greater field of culture and as one of the Members of the North East Zonal Committee of the Indian Council for Cultural Relations(ICCR). A Trustee member of 'AROHAN'-a voluntary organization dedicated to the cause of all round development of the children, she also serves the Film Finance Corporation Corpus Fund as one of its executive Members. She is one of the Members of the Governing Body of the Jyoti Chitraban Film Studio Society. She is also the Chairperson (Honorary) of the Montessori Teachers' Training Academy, Guwahati.

Mr. Tulsi Bordoloi, Dept. of History : Mr. Bordoloi is 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 shouldering various responsibilities under it in various capacities.

Dr. Khagen Sarma , Dept. of Geography: Dr. Sarmah as the Secretary and Principal(Honorary) of the Jagiroad Satriya Sangeet Vidyalaya, a cultural academy set up to groom youngsters in the art of Satriya dance(a national dance form of India) has been making immense contribution in popularizing this dance form among the people of the area. Devoted to the cause of the preservation of the Satriya culture, especially its dance form, he also pursued research works on the Sattras of Assam.

Dr. Inishi C Mahanta, Dept. of English: Dr. Mahanta is Associated with ISCAF(Indian Society for Cultural Unity and Friendship) as one of its General Members ; she is actively associated with the Jagiroad College Women's Wing. She is 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 , such as: Environmental awareness drive, vermicompost projects, conducting surveys and trainings towards self-employment.

Dr. Kanan Dhar Chaudhury, Dept. of Bengali: Dr. Dhar Chaudhury is associated with a literary organization of Guwahati: 'Lohit Nirjhar' as one of its members; she is also an active member of the Nijarapath Mahila Samity, a women club.

Dr. Dipak Jyoti Baruah, Dept. of English: Dr. Baruah is an executive Member of the Jagiroad Branch of the Asam Sahitya Sabha. He also edited the 'Jagiroad Sakha Sahitya Sabha Patrika'. He is also a Member (as a Representative of Educationists) of the Advisory Committee of the Managing Committee of the Nalanda Academy situated at Jagiroad. As one of the Executive Members of the Sishu Sahitya Uttaran, a registered Voluntary organization (Regn No. RS/KAM/240/A-11/20 of 2008), he also contributes his mite into the cause of development of creative passions and pursuits among the state's children. He has been Editing a Bi-annual Refereed Research Journal "Drishti: The Sight".

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Mr. Pankaj Shyam, Dept. of Assamese: Mr. Shyam is also actively associated with a number of social, literary and educational activities. He is the Vice President of 'POHAR', an NGO set up with the objective of working in the two sectors of health and education; a Member of 'VINAYAK', an NGO working in the field of education; the Editor of the Wall magazine of the Nellie unit of the Asom Sahitya Sabha, a literary body; serves as the honorary Librarian of the Lal Bahadur Shashtri Puthibharal, Nellie.

Ms. Ranju Gogoi Chutia, Dept. of Economics: Ms. Gogoi Chutia spares her time to serve the Shankardev Bidya Niketan- a local secondary level school as one member of its Managing Committee. She 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(during the year, she was the Editor of the Magazine of this literary organization). She was also the Coordinator of the Jagiroad College Women's wing during this session. She has also made a cash and kinds contribution worth Rs. 3,000 to the Jagiroad unit of the Asom Sahitya Sabha, a literary body.

Dr. Hema Kanta Chutia, Dept. of Education: Dr.Chutia spares his time to serve the Indus Academy - a local secondary level school as one of its Trustee-members and also associated with extension activities of the College.

Mr. P.C Gogoi, Dept. of Education: Mr. Gogoi is a well known personality in the area as a 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 Asom Sahitya Sabha- a literary body, during the session.

Mr. Anandaram Burhagohain, Dept. of Mathematics: Mr. Borgohain 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 . He also 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, Dept. of Chemistry: Mr Maullik along with his fellow members 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. The activities of the organization covers the people of as many as 7 revenue villages of Greater Garajan, situated in the northernmost end of the Nagaon District.

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Dr. Anil Bora, Dept. of Botany: Dr. Bora actively associates himself with the Jagi Puthibharal and Krishtichora, a socio-cultural voluntary organization cum rural library at Jagi(Morigaon District). During the session he remained as the Working President of the Platinum Jubilee Celebration Committee of the Jagi Puthibharal and Krishtichora.

Dr. B.C. Neog, Principal of the College has been rendering his services in the Computer Literacy drive through CEC programme and acted as course co-ordinator for the last sixteen years. He is also associated with different Scientific and Social organisations and active life members of many premier organisations such as Indian Science News Association, Indian Science Congress Association, Assam Science Society, Assam Academy, Assam College Principals' Council, Jyoti Sangam Samity, a mother NGO of Lakhimpur District of Assam. Apart from his busy schedules, he has been associated with different Institutions and Organisation of the locality. He has been invited as resource person, and as session chairman in different Jubilee programmes of the Institutions of the greater Jagiroad Area.

19. Teachers and officers newly recruited

Newly recruited teachers: 7

1. Swapna Medhi, Dept. of Tourism
2. Marami Sutradhar, Dept. of English
3. Stuti Goswami, Dept. of English (against FDP vacancy)
4. Popy Deka, Dept. of Mathematics
5. Prasenjit Biswas, Dept. of Physics
6. Hareswar Bordoloi, Dept. of Geography
7. Bishnu Deka, Dept. of Assamese

20. Teaching—Non-teaching Staff ratio:

3(Teaching) : 1 (Non-teaching)

[Assessed on the basis of the record of permanent staff)

21. Improvements in the library services:

With the construction of a new gate leading to the Library in the later part of last academic session, users now find it convenient enough to utilize the services of the Library. The Librarian's cabin, the reading room and the stack rooms are re-arranged with some modifications in construction. To expedite data entry of the Library resources, three additional sets of Computers are supplied and fitted and additional hands are provided to the Librarian. Additionally, five number of book cases are supplied and new text books, reference books and periodicals are purchased.

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22. New books and journals subscribed and their value:

Type of Book	Numbers	Value
TEXTBOOKS	306	Rs. 1,22,000.00
REFERENCE BOOKS	321	Rs. 1,28,400.00
JOURNALS	01	Rs. 1,800.00
Total		Rs. 2,52,200.00

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

Undergraduate courses in B.A and B.Sc., B.Com

24. Feedback from stakeholders: (alumni, guardian) Feedbacks from the students taken. The data were analysed by a body specially constituted for the purpose by the IQAC (A brief graphic presentation of the same has been enclosed along with as an appendix.) The respective teachers were personally informed about the feedbacks for necessary improvement etc. It was also decided to hold a few workshops on effective teaching learning transactions in the next session. Further, on subject other than teaching-learning of the feedbacks, the administration decided to take up corrective and remedial measures whatever necessary.

25. Unit cost of education: Rs. 28,711.00

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

Except for issue of certificate, phase-wise process was continued on two aspects of these (administration and examination). The process is going to be completed during the 2013-14 session. From this session students Identity Card was issued through complete automation processes. An I-Card printer machine was purchased by the College with the help of this machine students got their I-Cards in plastic moulded formats.

27. Increase in the infrastructural facilities:

- Provided new Laboratory room to Geography Department and new departmental staff common room including class rooms to the Mathematics departments in the newly constructed building.
- The old boys' hostel was renovated for use by the Commerce stream, which was proposed to be initiated from the forthcoming session.
- Full-fledged Boys' Common room and Girls' common room were built.

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- The Library building had a slight modification with expansion of its reading room and setting up of a permanent office room for the Librarian.
- The building of the Department of Master of Tourism Management had a renovation cum modification with separate staff common room.
- The residence of the Warden of the College Girls' Hostel was built up.
- The residence of the Principal was renovated.
- In view of the growing needs for accommodation, extension to the Boys' Hostel was made by constructing six additional rooms with furniture.
- Deep boring was made to the wells of the College to solve the problem of the drinking water and to ensure round the clock supply of water.
- New fans were affixed to the ceilings of the class rooms wherever that was necessary.
- A 50 kw Solar Power plant was launched in the College campus, which ensured uninterrupted supply of electric current to the entire campus of the College.
- Three Digital classrooms were established, two in the Science Building and one in the Computer department.

28. Technology Up gradation:

1. Computer sets were provided to the IQAC cell, Accounts Department and the Library besides to the academic departments of Physics, Botany, Zoology, Geography, Tourism and Travel Management and Computer Application to ensure progressive and effective disbursement of academic and administrative tasks. A Xerox machine is installed at Science block for teachers and students.
2. The website of the College was upgraded by making it more informative and updated. A 7 – member Website Maintenance Committee was formed to maintain and update the contents of the College Website from time to time.
3. In the library, the SOUL software was upgraded and data entry process made faster. Bar coding machine with scanner and printer was installed for both storing and searching purposes. As a result borrowing and lending of books and journals become more convenient.
4. From this session students Identity Cards were issued through complete automation processes. An Identity Card printer machine was installed at office. With the help of this machine students and staff could get their Identity Cards in plastic moulded formats with carrying case on time.
5. Office automation software was upgraded with some additional features introduced in the existing software.

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

Computers were provided partly to the academic departments of the Arts and the Science streams and efforts have been on to complete the process very soon.

The Computer Application Department has three spacious laboratories equipped with as many as 35 numbers of Computer sets and the internet facility.

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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 30 numbers of students. The total amount spent for the purpose was Rs. 89,580.00 this year.

Besides, as many as 120 numbers of students of the College received Government scholarship. The total amount received for the purpose was Rs. 3 lakh 85 thousand 1 hundred 70 (Scheduled Caste: Rs. 3,09,570.00, Other Backward Communities: Rs. 63,600.00 and Minority: Rs. 12,000.00)

31. Activities and support from the alumni association

Alumni association took active participation on with the representatives of the local community and the College community regarding holding of the Silver Jubilee of the Science stream of the College, following which preparations were afoot for holding the same.

32. Activities and support from the Parent-Teacher Association

A few meetings with the parents were convened in the campus where they were given opportunities for free interactions with the teachers regarding their opinions, suggestions, concerns and contentions in various matters including teaching learning aspect. Such an interactive meet was held at the Science stream at the initiative of the members of the Science faculties, where the teachers made a patient hearing to the guardians to thrash out possible effective means, through which the students of the Science stream could be groomed better. Parents were invited to participate in a TV show, a special weekly programme by the NEWS TIME ASOM, a reputed TV Channel of Assam, on June, 10, 2012, to highlight the colourful multidimensional aspects of the campuses of educational institutions. The occasion provided a prized opportunity for all the stakeholders of the college including parents, teachers and students to have a lively and productive interaction-session.

33. Health Services

i) A lady Doctor was accommodated at Girls Hostel, who was posted at the nearby PHC. The boarders of the Girls Hostel have been immensely benefitted from this.

ii) An MoU was signed with the SUSHRUSHA, a local Nursing Home to facilitate the health services to the student borders of the college hostels in emergency situations. Under the MoU provisions are also there to take up routine health check up and visit by doctors, when needs arise.

34. Performance in sports activities

Nil

35. Incentives to outstanding sportspersons

No special incentive was offered to any outstanding sportsperson during the session. But the College provides incentives to the best performers of the Colleges Students together with other best performers from academic field. As per policies adopted by the Authority, they were provided a free exposure tour to places of importance in the Northern part of India including Mathura, Brindavan, Agra and Delhi city.

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36. Student achievements and awards

a) Academic achievements:

Faculty/Dept.	Dept	Class-I
Arts	Assamese	4
	Geography	8
	Economics	5
	Education	2
	Bengali	1
Science	Physics	2
	Zoology	7
	Botany	2
PGDCA	Computer	3
MTM	Tourism	1

b) Achievement in co-curricular activities:

Sports: 1. **Ms. Nibedita Bordoloi** and Ms. Mrinali Patar- Degree 1st Year students were selected for participating in the Women Sports Festival organized by the Department of Sports, Assam Government at the Sarusajai Stadium of Guwahati from Nov.6-Nov.8, 2012. They represented the Morigaon District in the tournament in the Kabbadi section.

2. **Ms. Nibedita Bordoloi** and **Ms. Mrinali Patar** of Degree 2nd Year were selected for participating in the Inter District Women Sports Tournament held at Dhemaji from March,24 to March,27,2013. They represented the Morigaon District in the tournament in the Kabbadi section.

Cultural: 1. **Ms. Rajashree Bordoloi** of TDC was recognized as a Vocal Artist (B Grade- General Category) for Assamese Modern Song by the All India Radio (AIR), Guwahati.

3. The College cultural troupe was invited to present Tiwa Folk Dance in the POBITORA FESTIVAL organized in collaboration with District authority at Pobitara, Mayong.

NCC:

1. As many as 17 students passed NCC-B Certificate during the Session.

2. The College NCC Unit secured the first position in the Parade Competition held on the occasion of the Independence Day celebration at the District Headquarter of Morigaon.

3. Ms. Namita Das, a Cadet from the College NCC troupe could get her employment as NCC Instructor at Maharshi Bidyamandir, a reputed Secondary educational institution at Guwahati.

37. Activities of the Guidance and Counselling unit

The Unit organized a few talk programmes and awareness lectures to motivate the students.

38. Placement services provided to the students

Nil.

39. Development programmes for non-teaching staff

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

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40. Good practices of the institution

1. The IQAC held discussion with the individual departments periodically laying emphasis on adoption of as much good practices as they could towards quality assurance. The IQAC also held a few general meetings with the teaching and non-teaching staff to sort out the strengths, weaknesses and challenges to adopt a road map for development.
2. Various departments have provided opportunities to the students for field studies and educational excursions to enable the students to widen their horizon of knowledge. On such occasions the concerned in-charges of the departments provided knowledge and ideas about how to collect data and the ways to interpret and analyse them prior to taking up the tours.
3. Various departments conducted seminars at the departmental level for the Major students.
4. Educational and social activists and intellectuals from the community who have definite contribution to make in their respective fields were invited to various functions held in the College on the occasions like the College week prize distribution ceremony, Freshers' Social, Popular talks so that the students can imbibe their ideals of sacrifice and develop a feeling of synergy with the society around them.
5. Motivational talks were organized time to time for the benefit of the students by inviting achievers and eminent personalities of different fields. A few guest speakers invited during the session in this respect were: Dr. Homen Borgohain besides all the four alumni of the College who could make the College proud by coming out successful in the last Assam Civil Service(ACS) Examination.
6. Towards stimulating their creative faculties, students were encouraged by way of guidance by in-charge teachers and financial helps by the authority in publication of Wall magazines. Departments like Assamese, English, Mathematics, Physics, Zoology, Geography, and Economics brought out wall magazines in the campus. There is also a general wall magazine besides similar ventures taken up by the borders of the boys' and the girls' hostels, who periodically publish their own wall magazines. The annual College magazine, published during the session too provided such a space to the students and the teachers in general.
7. As a matter of initiation to make the classes ICT-based, the College introduced digital class rooms at the science-stream. Besides the teachers of the stream, the students were also encouraged to learn about how to use the ICT tools vis-à-vis the digital classrooms.
8. Initiatives were taken to construct a Tiwa cultural museum, a part of which was completed by the end of the session. The museum will not only act as a repository of various items used by the Tiwas traditionally, it will also feature a research centre of tribal culture, proposed to be launched by the College.
9. The Jagiroad College Teachers' Unit, in order to encourage achievers and meritorious students, like it has done in the earlier years, in this Session also felicitated the best performing students.
10. An Expedition cum Trekking workshop was organized jointly by the College NCC unit and the Jagiroad Sports Association.

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

No linkage could be developed with any such research body

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Section C

Outcomes achieved by the end of the year

1. TEACHING-LEARNING

- 1.1 Towards better transaction of learning and teaching at the undergraduate level, the large classes were divided into sections.
- 1.2 An interactive orientation programme on how to conduct Semester classes was organized by the IQAC by inviting Resource Persons from the parent University.
- 1.3 Feedbacks from students were obtained by way of transparent 'write and say' policy.
- 1.4 Incentives given to the best meritorious students by way of felicitations and offering of prizes.
- 1.5 Digital classrooms at the Science stream and the Computer application Department were launched as a means of teaching-aide.

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

- 2.1 Un-interrupted power supply was ensured through application of solar energy.
- 2.2 A permanent purified drinking water facility was introduced.
- 2.3 Separate Boys' and Girls' Common rooms were provided.
- 2.4 A spacious Office - room cum Hall was provided for use by the College Students' body.
- 2.5 A permanent Common room cum Meeting Hall for the teachers was provided.
- 2.6 Round the clock internetting facility for students, teachers and the other staff was provided.

3. RESEARCH AND SCHOLARLY ACTIVITIES

- 3.1 (A) Three (3) numbers of teachers in different Departments were awarded the Degree of Doctor of Philosophy (Ph.D) during the Session. They are: 1.Dr. Bhupen Kr. Sarmah, Assistant Professor, Dept. of Economics 2. Dr. Linton Hazarika, Dept. of Chemistry 3. Dr. Srijani Das, Dept. of Education.
- 3.2 Two (2) number of teachers have taken admission into the Ph.D. and One (1) teacher has been undertaking M. Phil studies.
- 3.3 An Interactive Session on Scopes and Opportunities of Research for College Teachers was held, co-sponsored by the College Development Council (CDC), Gauhati University; the keynote address was delivered by Dr. J.C.Kalita , Chairman, CDC, Gauhati university.
- 3.4 Students at the undergraduate level were guided by the teachers who were deputed as Coordinators for their project works in the subject of Environmental Studies. The concerned students received active supports from their teacher-coordinators in their undertaking of the field studies, surveys, interviews, collection of data, case analysis etc. Besides, in the Tourism department also field studies cum projects were executed by the students under the guidance of different faculties selected for the purpose.

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4. MOTIVATIONAL PROGRAMMES TO AIDE THE STUDENTS

4.1 Three notable Motivational Talks were organized at different times during the session. The talks were delivered by **Mr. Homen Borgohain** (eminent litterateur, critic, columnist, Editor of 'Amar Asom' and a former President of the Asom Sahitya Sabha), **Dr. Anjan Jyoti Chaudhury** (renowned social and cultural activist) and **Mr. Uddhav Ch. Bharali** (Internationally acclaimed Innovator-Technologist) .

4.2 A Personality Development Workshop was organized with Experts in the field.

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

5.1 A Trekking Expedition was organized for the students with supports from the Jagiroad Sports Association.

5.2 A karate-coaching camp was organized especially for the Girls.

5.3 Rajashri Bordoloi- a TDC, First Yr. Student received all possible guidance from the Teacher In-charge of the Cultural Department of the College Students' Body: Sri Pabon Ch. Gogoi, Assistant Professor, Department of Education in her pursuit to contest in the Gauhati University Youth Fest in the vocal section and later could make the College proud by emerging as the Best Singer in the contests.

6. TO MOTIVATE STUDENTS TO THEIR CAREER -

6.1 Towards confidence-building, the students were encouraged to participate in various competitions held at the district and state levels.

7. COMMUNITY DEVELOPMENT INITIATIVES

7.1 A few teachers got trainings in disaster management in a training programme organized by the District administration.

8. DISTANCE LEARNING

8.1 A Study-Centre of the IDOL, Gauhati University was set up in the campus for the Degree courses and admissions and academic programmes were begun. During the session a total of 66 number of students took admission.

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Section D

Plans for the College for the next year

1. Towards self-realization, reforms and accountability in the transaction of teaching and learning, academic progress of the students right from the entry point to the final Examination (at every step) will be recorded in terms of their proficiency-level by each Department.
2. To provide maximum infrastructural facilities including teaching tools to ensure a learner-friendly teaching environment.
3. Thrust upon holding more department-level seminars and workshops for the benefit of the students.
4. To start Commerce stream at the Degree level.
5. To take necessary initiatives to increase enrolment into the degree programmes conducted by the College study centres under the existing Correspondence programmes being run at the College.
6. To set up a study centre under the Krishna Kanta Handique State Open University (KKHSOU) in the campus in view of the growing aspirations of the youth in the catchment areas for the Programmes being offered by the University.
7. Continue with the automation and launching of digitalization works in the library.
8. To initiate works towards electronic book and journal access facilities in the Library.
9. To take initiatives for new innovative vocational and job-oriented courses.
10. To organize more entrepreneurship and skill development training programmes in collaboration with NGOs.
11. Thrust upon development of a research climate within the campus by motivating and guiding the students to take up project works, field studies besides initiating the publication of a journal for the students based upon their projects and field works.
12. Publication of books.
13. Thrust upon organizing more extension programmes.
14. Taking up of awareness programmes for students related to value- education, health etc.
15. Initiate preparations for holding of the Silver Jubilee of the Science stream of the College in close collaboration with the community and the alumni.
16. To set up bodies like Dramatic Club, Literary Club, Quiz Club etc. at the initiative of the students of the College for development of their interests and talents in their chosen co-curricular fields.
17. Provide computer access to all the academic departments at the departmental level.

Signature

(Dr. B. K. Sarma)
Co-ordinator, IQAC

Signature

(Dr. B. C. Neog)
Chairman, IQAC