The Annual Quality Assurance Report (AQAR) of the IQAC

(For Affiliated/Constituent Colleges)

Session : 2017-18

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the AcademicYear.(For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution *(data may be captured from IIQA)*

1. Name of the Institution   :   JAGIROAD COLLEGE

- Name of the Head of the Institution   :   DR. BHABEN CHANDRA NEOG
- Designation   :   PRINCIPAL
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.   :   03678242308
- Mobile no.   :   9508399322
- Registered e-mail   :   iqacjc14@gmail.com,
- Alternate e-mail   :   jagiroadcollege12@gmail.com
- Address   :   P.O: Jagiroad
- City/Town   :   JAGIROAD
- State/UT   :   ASSAM
- Pin Code   :   782410

2. Institutional status   :
- Affiliated / Constituent   :   Affiliated
- Type ofInstitution   :   Co-education
- Location : Rural/Semi-urban/Urban   :   Rural
- Financial Status(please specify)   :   UGC 2f and 12 (B)

- Name of the Affiliating University   :   GAUHATI UNIVERSITY
- Name of the IQAC Co-ordinator   :   DR. UTPAL RAJGURU
- Phone no.   :   03678242112
  Alternate phone no.
- Mobile   :   9435319272

- IQAC e-mail address   :   urajguru08@gmail.com

- Alternate Email address   :   iqacjc14@gmail.com

3. Website address   :   www.jagiroadcollege.co.in
Web-link of the AQAR: (Previous Academic Year):

www.jagiroadcollege.co.in/IQAC/AQAR2016-17.pdf

4. Whether Academic Calendar prepared during the year? Yes

Yes/No, if yes,whether it is uploaded in the Institutional website: Yes

Web-link: *www.jagiroadcollege.co.in/Notice/AC-2017-18-Student.jpg*

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	B	71	2004	from: 16/09/2004 to: 15/09/2009
2nd	B+	2.71	2016	from: 05/11/2016 to: 04/11/2021

6. Date of Establishment of IQAC:DD/MM/YYYY: 20-03-2007

7. Internal Quality Assurance System

7.1Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of Participants/beneficiaries
1. Submitted AISHE data for 2018-19	13/12/2018	N/A
2. IQAC meting held	25/01/2018, 22/02/2018, 04/04/2018, 04/05/2018, 19/05/2018	
3. Feedback colletced from Final Year Students	Yes	215
4. FDP in use of ICT organised	20-26 Nov, 2017	20
5. FDP on Teaching Learning Process organised	8-10 March, 2018	43
6.Participated in Unnat Bharat Abhiyan	June-July, 2018	Adopted five Villages
7. Summer Internship in Swach Bharat Abhiyan	26 June to 31st July, 2018	110
8. International Yoga Day observed	21-06-2018	150
9.International Water Day observed	22-03-2018	65
10. Online filling of Admission fee deposition	June, July-2018	All TDC Students
11. Admission on merit following reservation	21-06-2018	713
12. Publication of Prospectus, Annual News Letter and Journal on regular basis.	Annually	All
13. Three Career Counselling Sessions for Students organised	22-08-2017, 24-08-2017, 21-04-2018	Com=65, Sc=63 Arts-Hindi=41
14. Formation of Examination Committee for smooth conduct of Examinations	04-09-2017 to 03-09-2018	N/A
15. Participated in NIRF-2019	23-11-2018	N/A

Note: Some Quality Assurance initiatives of the institution are:(Indicative list)
- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
- *Academic Administrative Audit (AAA) conducted and its follow up action*
- *Participation in NIRF * ISO Certification , * NBA etc. *Any other Quality Audit*

8. Provide the list of funds by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department / Faculty	Scheme	Funding agency	Year of award with duration	Amount
Jagiroad College	Teaching Learning	MHRD (in collaboration with TLC-Tezpur University)	20-26, Dec, 2017	3 Lakh
Jagiroad College	National Mathematics Day Celebration	ASTEC, Guwahati	31-05-2018	0.95 Lakh
Economics Dept	National Seminar	UGC	11-12 Aug, 2017	1.5 Lakh
Chemistry Dept	National Seminar	UGC	30-31 Aug, 2017	1.5 Lakh
Education Dept	National Seminar	UGC	21-22 Sept, 2017	1.2 Lakh
Jagiroad College	Wi-Fi Grant	State Govt	2017	0.50 Lakh
Jagiroad College	Excursion Grant	State Govt.	2017	1 Lakh
Jagiroad College	Free Admission fees re-imbursment	State Govt	2017	35.9 Lakh
Jagiroad College	Laboratory Grant	State Govt	2017	1.5 Lakh
Jagiroad College	Infrastructure Development Grant	State Govt	2017	23.54 Lakh

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes
   *upload latest notification of formation of IQAC   Uploaded

10. No. of IQAC meetings held during the year:5 Nos.   25/01/2018, 22/02/2018, 04/04/2018,

   04/05/2018, 19/05/2018

The minutes of IQAC meeting and compliance to the decisions have been uploadedontheinstitutional website.......   Yes   *(Please upload, minutes of meetings and action taken report?)*

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?   No √
If yes, mention the amount: Year:

12. Significant contributions made by IQAC during the current year (maximum five bullets)

   * Organised three National Seminars in Economics, Chemistry and Education

   * Organised three FDPs, i) Teaching Learning in collaboration with MHRD and Tezpur University, ii) FDP in use of ICT in Teaching Learning and iii) Web page design.

   * Participated in Unnat Bharat Abhiyan and Swachh Bharat Summer Internship.

   * Blood Donation Camp organised.

   * Medical camp organised in flood affected village.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year.

Plan of Action	Achievements/Outcomes
1. Faculty Development Programme for Teachers.	1. Conducted FDP on use of ICT in Teaching and Learning in collaboration with E&ICT Academy of IITG.
2. Holding of UGC sponsored National Seminars-in Economics, Education and Chemistry.	2. UGC sponsored and collaborative National seminars conducted successfully by three departments - Economics, Education and Chemistry.
3. Workshop on GST to be organised.	3. Workshop on "GST and e-Tendering" conducted in collaboration with 'Assam College Principal Council'.
4. Student Teacher exchange programme to be undertaken.	4. Teacher Exchange programme conducted with Morigaon College.
5. Observation of Days of National/ International importance.	5. World Environment Day, World Water Day, International Yoga Day, World Blood Donors Day organised. Students participated in "Namami Brahmaputra Festival", a high voltage festival held for the first time in the State and participating students earned several prizes in Procession, songs, Poem recitation competitions in individual as well as group events.
6. Student safety Insurance to continue.	6. Students Safety Insurance Scheme continued. One claim successfully settled.
7. Bank Account opening and enrolment in PAN card for Students to continue.	7. Students Bank account opening and PAN enrolment done to almost all newly enrolled students.
8. Career Counselling for students.	8. Students counselling sessions conducted.
9. Additional care on co-curricular, Sports and Cultural activities.	9. In Boxing event, a Coach hired from SAI, Guwahati. A team of Boxing players took part in GU inter College events and received many prizes. Sri Bijit Das, a student of Acting department has received North East Best Young Artist in Mime this Year from NEZCC at Raj bhavan, Arunachal Pradesh. Sri Madhab Boro, a student of Political Science department received North East Best Debater Award in NE Graduate Congress at USTM, Meghalaya. Miss Priyanka Kalita begged first position in mono act, Sri Hillol Bezbaruah begged 3rd porition in Borgeet and Miss Sandhya Hazarika received 3rd prize in Cotton Festival-2017. In 9thIndraBania Memorial Mono Act Competition-2017, Miss Priyanka Kalita and Sri Jyotishman Sarma begged 1st and 3rd positions respectively.
	→In Central Zone GU Youth Festival, students of Acting Department begged the following prizes:
	Mime- "Shiv Sati": 1st position,
	One Act Play- "Sur": 1st position,
	Skit – "Emoji": 1st position
	Folk Orchestra: 1st position.
	→In GU Youth Festival they begged the following prizes:
	Mime- "Shiv Sati": 1st position,
	One Act Play- "Sur": 2nd position, (with 2nd Best Actor: Sandhya Hazarika), 2nd Best supporting Actor: Rituparna Saikia)
	Skit – "Emoji": 2nd position
	Folk Orchestra: 1st position.
	→ The following students participated Inter University Youth

	Festival at Ranchi University, Ranchi and begged the following prizes: Bihu Dance : Gold Medal Folk Orchestra : Gold Medal Skit : Silver Medal Solo Western Instrument Playing: 2nd Prize (Uditya Lahkar)
10. Financial awareness programme for students and staff to be undertaken.	10. A number of SEBI supported financial programme conducted for College students and outside community.
11. GU Inter College event to be organised.	11. GU Inter College Volley Ball Tournament-2017 organised. Girls Volleyball Team of this College emerged 2nd in Girls event.
12. More collaborative works, to enhance students learning outcome through Industry participation.	12. Industry linkage established. Students from skilling courses have undergone On Job Training (OJT) at different Industries/Business Establishments. Students of Fashion Technology did their OJT at Jannat Fabrics-Tirrupur, Tamilnadu. Students of Paper Technology have been trained at different paper Mills of Orissa, Uttarakhand, Kolkata.
13. Self defence training for Girls to continue and Boys to be included.	13. Karate training for both Boys and Girls continued. Students performed well.
14. Infrastructure Development 15. Disaster awareness for the students. 16. Video Conferencing facility. 17. Uploading of recorded video classes. 18. Computer efficiency enhancement Programme for Office Staff.	Sl. Nos. 14, 15, 16, 17 and 18 These will be undertaken in the next session.

14. Whether the AQAR was placed before statutory body? :   Yes

   Name of the Statutory body: IQAC,   Date of meeting(s): 29-12-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

   Yes/No: No   Date: NA

16. Whether institutional data submitted to AISHE: Yes/No: Yes
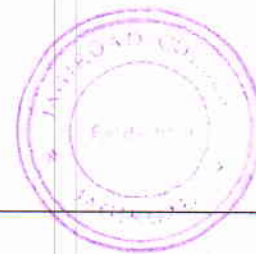
   Year: 2018-19   Date of Submission: 13/12/2018

17. Does the Institution have Management Information System?   **Yes, Partially.**

If yes, give a brief description and a list of modules currently operational. (Maximum 500 words):

   The College started its students record keeping through a software prepared by a Local Party in which students admission related information are maintained. So, only admitted student's information are being accessed through this software. In the coming session online admission process will be started. Complete MIS is yet to be included in the College, mainly due the shortage of staff and fund required for that. It is expected that in the coming days, the complete management information system will be incorporated in the college.

CRITERION I–CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Academic Committee formed with all HoDs discusses the curriculum delivery mechanism in its meeting. Further every Heads of the departments discuss the matter of distribution of syllabi components at department level and allots individual components in the beginning of every academic session.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Nil	Nil	Nil	Nil	Nil

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
Nil	Nil	Nil	Nil

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Nil	Nil	Nil	Nil	Nil	Nil

Already adopted (mention the year)

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses
No of Students	Nil	Nil

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
Nil	Nil	Nil

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
i. All the Students of TDC 3rdSemArts/Sc/Com/Voc have undertaken EVST Projects based on field survey as compulsory one. ii. Few Departmental Major students like Zoology, Geography, Chemistry have their compulsory project works. iii. B.Voc RM Students undergone Internship at Retail Industries/Business Hubs –Peoples, fbb, Guwahati Central, Levis and Big Bazaar in Guwahati iv. B.Voc Acting Students undergone Internship at Rong, Joonak, Rengoni, Prag and News Time Entertainment Channels, BAA, Abhinaya and NAAT.	EVST=697, Zoology=18, Geography=25, Chemistry=15, BVoc-RM=52, BVoc-Acting=19 Comm=50

v. B.Com final semester Major students have undertaken Project Based on Field/Market survey in area related to Commerce and Economics.	

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	No	No	No	No

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback collected manually through college prepared questionnaire. These feedback forms were evaluated, analysed and intimated to the person concerned individually and taken corrective measures.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
BA	450	631	486
BSc	120	149	137
BCom	70	110	83
BVoc	80	72	72
MTM	25	17	17
PGDCA	25	20	20

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)Student : Teacher = 23 : 1

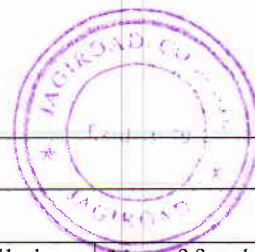| Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-18	1818	60	83	0	8

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
83	35	8 Smart Boards with pre-installed software	8	8	In most cases MS PowerPoint, Word, Excel, pdf, etc. are being used by Faculties and Students.

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

Students have been evaluated through assigned project work, field study report and sessional examinations at the Institutional level. The University conducted semester end examinations.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1878	83	1:23

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D.
51	41	10	2	22

2.4.2 Honours and recognitions received by teachers
(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
BA	A-15339	VI	19/05/2018	05/07/2018
	A-16339	IV	31/05/2018	21/08/2018
	A-17339	II	18/05/2018	30/09/2018
BCom	C-15339	VI	16/05/2018	05/07/2018
	C-16339	IV	31/05/2018	21/08/2018
	C-17339	II	19/05/2018	30/09/2018
BSc	S-15339	VI	19/05/2018	05/07/2018
	S-16339	IV	31/05/2018	21/08/2018
	S-17339	II	18/05/2018	30/09/2018
BVoc	V15339	VI	01/06/2018	17/08/2018
	V16339	IV	01/06/2018	25/10/2018
	V17339	II	26/05/2018	15/11/2018
MTM	Roll No/2016	IV	28/06/2018	---
	PA171339	II	25/06/2018	---
PGDCA	Roll No/2017	II	02/02/2018	13/10/2018
	MS171339	I	03/02/2018	13/10/2018

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As the University continues its existing semester system since 2011, so no new reforms undertaken. But it is expected that in the next academic session, CBCS will replace the existing system.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic Calendar prepared by the Academic Committee based on the University Academic Calendar. All the activities mentioned in the Calendar are almost done at the time frame fixed for the purpose with slight re-adjustment in some events.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomesfor all programs offered by the institution are stated and displayed in website of the institution(to provide the weblink)

Programme	Programme	Total Appeared	Total Passed	Pass Percentage

Name	Specific Name				
UG	B.A.	340		210	61.76
	B.Sc.	43		35	81.40
	B.Com.	59		44	74.58
	B.Voc.	65		54	83.08
PG	MTM	14		14	100.00
	PGDCA	12		9	75.00

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
A-15339	BA	342	210	61.4
C-15339	B.Com	59	44	74.6
S-15339	B.Sc.	43	35	81.4

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance(Institution may design the questionnaire) (results and details be provided as web-link):
Yes, done by collecting feedback through College prepared questionnaire format and analysed. Necessary corrective measures taken based on the report.

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations

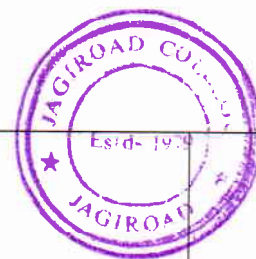| Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	Nil			
Minor Projects	Nil			
Interdisciplinary Projects	Nil			
Industry sponsored Projects	Nil			
Projects sponsored by the University/ College	Nil			
Students Research Projects (other than compulsory by the College)	Nil			
International Projects	Nil			
Any other(Specify)	Nil			
Total	0			

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights **(IPR)** and Industry-Academia Innovative practices during the year.

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Nil	Nil	Nil

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Nil				

3.2.3No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
Nil		

Name of the Start-up	Nature of Start-up	Date of commencement
Nil		

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
Nil	---	---

3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Center)*

Name of the Department	No. of Ph.Ds Awarded
N/A	N/A

3.3.3 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor, if any
National	Commerce	1	Not Available
	English	4	Not Available
	Pol. Science	1	3.5
	Physics	1	2.373
International	Commerce	2	Not Available
	English	1	6.5
	Physics	1	3.315

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	No. of publication
Pol. Science	1 (Book Chapter)
Education	1 (Book Chapter)
History	1 (Book Chapter)
Physics	4 (Published Papers)
English	5 (Published Papers)
Commerce	3 (Published Papers)

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
1.Synthesis of finest superparamagnetic carbon-encapsulated magnetic nanoparticles by a plasma	Lavita Sarma, et.al.	Journal of Alloys and Compounds	2018	-	Jagiroad College, done at CIMPLE-PSI Laboratory	-

expansion method for biomedical applications							
2. Size-controlled synthesis of superparmagnetic iron-oxide and iron-oxide/iron/carbon nanotube nanocomposites by supersonic plasma expansion technique	Lavita Sarma, et.al.		2018			Jagiroad College, done at CIMPLE-PSI Laboratory	-
Issues of Women Empowerment in the context of Domestic Violence Act, 2005	Himangshu Haloi	Journal of North Eastern Region (JONER)	2018		-	Jagiroad College, as Research Scholar at Bodoland University	-

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication	
Nil							

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	2	4	8	72
Presented papers	2	11	0	0
Resource Persons	0	0	1	5

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year
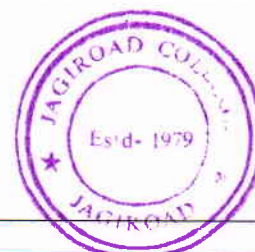
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
Blood Donation	Lions Club and District Hospital	5	46
Medical Camp at Flood affected Area	IQAC and Medical Staff from Nagaon Paper Mill, Kagaj Nagar	4	15
Swachcha Bharat	NCC	2	75
School Adoptation (3 Nos)	IQAC, Lakhi Deka HS School, Nakhola Girls High School, Palahguri L.P. School	15	250

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Unnat Bharat Abhiyan	Selected among 750 Higher Educational Institutions in India	Ministry of Human Resource Development	**N/A**

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers **coordinated** such activities	Number of students participated in such activities
Swachcha BharatAbhiyan	NCC, NSS	Swachcha Bharat Abhiyan, Awareness Rally, Street Cleaning, Cleaning of Statues	2	75
Charity	NCC, NSS, Lions Club	Blood Donation	12	78

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
Faculty Exchange	4	Yes, College Fund	1 day

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
On Job Training (OJT) for BVoc/Community College Students	Industry Exposure to Skilling Students	For Students of Community College: 1.Jannat Fabric, Tirrupur, Tamilnadu, 2.J.K. Paper, Orissa, 3.Naini Paper Mill, Nainital 4.Tribeni Tissue, ITC, Kolkata 5. Nagaon Paper Mill For Students of BVoc: (for Acting Course students) 6. Rong Channel, 7. JoonakChannal, 8. Prag Channel, 9. RenganiChannal 10.News Time (for Retail Management Students): 11. Peoples 12. Big Bazar, 13.fbb 14.Levis, 15.Guwahati Central	Two Months for Community College Students. For BVoc students, duration of engagements very from Industry to Industry. But minimum duration of engagement should be for at least two months.	Community College Students: **FT=8** **PPT= 35** B.Voc Students: Acting=19 Retail Management=52

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Morigaon College	**01-03-2018**	**Teacher/Students Exchange Programme**	**Teachers: Jagiroad College=4 Morigaon College=2 Students=0**

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20,00,000.00	17,94,944.00

4.1.2 Details of augmentation in infrastructure facilities during the year

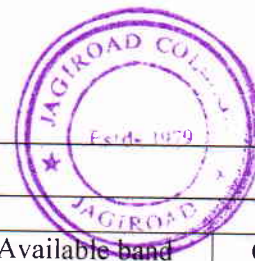| Facilities	Existing	Newly added
Campus area	25 Bigha	0
Class rooms	54	0
Laboratories	13	0
Seminar Halls	3	0
Classrooms with LCD facilities	8	0
Classrooms with Wi-Fi/ LAN	2	0
Seminar halls with ICT facilities	3	0
Video Centre	0	0
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	0	0
Value of the equipment purchased during the year (Rs. in Lakhs)	0	0
Others	0	

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0	Since 2014

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10,079	40,31,600.00	213	85,200.00	10,292	41,16,800.00
Reference Books	18,094	72,37,600.00	865	3,30,000.00	18,959	75,67,600.00
e-Books	31,35,000+	Through N-LIST	-	-	-	-
Journals	19	10,500.00	9	4,950.00	27	14,950.00
e-Journals	6000+	Through N-LIST	-	-	-	-
Digital Database	Nil					
CD & Video	239	59,750.00	3	750.00	242	60,500.00
Library automation	18,207	-	1810	-	20,017	-
Weeding (Hard & Soft)	1563	6,25,200.00	511	2,04,400.00	2,074	8,29,600.00
Others (specify) -Magazine	5	4,200.00	0	0	5	4,200.00

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	102	4	16	3	1	13	19	1MBPS	3
Added	0	0	8	0	0	0	0	2MBPS	0
Total	102	4	24	3	1	13	19	2MBPS	3

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

ILL 2 MBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	NA

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
Nil			

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5,00,000.00	5,12,155.00	7,00,000.00	Contingency=2,40,887.00 Cleaning=80,630.00 Renovation & Upgradation=3,12,870.00

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.*(maximum 500 words)* (information to be available in institutional Website, provide link)

Maintenance of physical facilities and equipment is a big problem for Colleges like us. College is having limited no of sanctioned Grade IV staff in comparison the expansion of facilities year after year. Campus cleaning, electrical items maintenance, water and sanitation facilities maintenance, garden maintenance, night security, College gate management, etc. are being maintained by the College management appointed contractual grade staff. Solar Power Generation System, Electrical Generator Sets are maintained through AMC. Other instrument are being maintained on call basis as when needed.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Poor Fund	13	55,910.00
Financial support from other sources			
a) National	Ishan Uday (UGC), ITDP, SC Welfare Board, Suhrid (by MLA)	699	No record available (DBT method followed by the agencies to each awardee into their personal Account)
b) International	-	0	0

5.1.2 Number of capability enhancement and development schemes such as Soft Skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
1. Students Enrichment Programme for Commerce Students	26-03-2018	55	IQAC, Counselling Cell
2. Students Enrichment Programme for Arts Students	08-02-2018	67	IQAC, Counselling Cell
3. IQAC, Counselling Cell for General Students	09-02-2018	49	IQAC, Counselling Cell
4. Students Enrichment Programme for Science Students	10-02-2018	62	IQAC, Counselling Cell
5. Counselling for B.Sc Students	24-08-2017	63	IQAC, Placement Cell
6. Career awareness for Commerce Students	22-08-2017	65	IQAC, Counselling Cell
7. Motivational Talk on Hindi Language as Career for General and students of Hindi dept.	21-04-2018	41	IQAC, Counselling Cell
8. Career counselling for Science and Commerce Students.	26-03-2018	63	IQAC, Counselling Cell
9. Career counselling for Tourism and Retail Management Students.	26-03-2018	33	IQAC, Counselling Cell

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
	Nil				

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
5	5	1

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Dalmia Cement	29	9 selected but 3 have joined.	---	---	---

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018	49	BA=34 BSc=9 BCom=3 BVoc=3	BA=34 BSc=9 BCom=3 BVoc=3	GauhatiUniv, Assam Univ, Cotton Univ, NEHU-Shillong, USTM, IGNOU	PG

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	N/A	
SET	N/A	
SLET	N/A	
GATE	N/A	
GMAT	N/A	
CAT	N/A	
GRE	N/A	
TOFEL	N/A	
Civil Services	---	
State Government Services		
Any Other		

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
Cultural Competitions (15 Event)	Institutional	190
Literary & Debating Competitions (16 Events)		220
Minor Games competitions (12 Events)		215
Major Games competitions (12x2 Events)		155
Boys & Girls Common Rooms (8		180

events)			
Social Service			80
GU Inter College Volleyball Tournament: 2018	Central Zone GU Colleges		18 Colleges

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017-18	Solo Western Instrument Playing (2nd Prize)	Inter University Youth Festival,-2018, Ranchi University		Cultural	BVoc/Act/B3/2017/0019	UdityaLahkar
	Best Debut Actor, Female	7th Assam State Film Award and Film Festival-2018		Cultural	BVoc/Act/B1/2015/014	Sandhya Hazarika
2018	Silver	Open Asian International Karate Championship- organised by World Funakuchi Shatokan Karate Organization, Mumbai-2018	Sports			1.Gitamoni Boro, 2.Bhabana Raja, 3. ManabjyotiPatar
	Bronze					1.Bikash Daimary, 2.Bhabana Raja 3.Budha Boro, 4.Pradeep Dutta 5.Himashree Chetry 6.Biraj Boro
2017	Silver	Open Asian International Karate Championship- organised by World Funakuchi Shatokan Karate Organization, Mumbai-2017				1.Gitamoni Boro 2.Manabjyoti Patar 3.Barnali Das 4. Bhabana Raja
	Bronze					1. HimashreeChetry 2.Biraj Boro 3. BikashDaimary 4. Pradip Dutta

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students Union organised different student activities such as annual sports week, college fresher's social function, Festivals, etc. Few student leaders are being inducted as Students Representatives in different committees as members. In IQAC and Red Ribbon Club student members are inducted. Apart from elected union body, three other bodies, namely Geographical Society, Science Students Forum and Environmental Study Group exits, where students take part in decision making process.

5.4 Alumni Engagement

5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

Till date no registration number available. Applied for registration and under process.

5.4.2 No. of registered enrolled Alumni:

Exact data not available

5.4.3 Alumni contribution during the year (in Rupees):

Nil

5.4.4 Meetings/activities organized by Alumni Association :

Two meeting organised during last session.

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. College has its Academic Committee comprising of Heads of all the departments where all the academic and examination affairs placed and discussed in every academic session. The resolutions adopted in that meeting are implemented in the college.

2. The College constitutes its Examination Committee every year for smooth functioning of all internal and external examinations. Committee comprising of senior and junior Faculties and headed by the Vice Principal conducted all examinations smoothly every year.
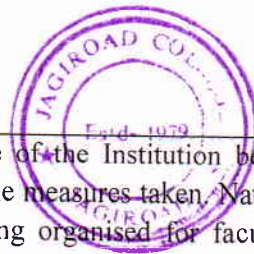
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:

The College started its student records keeping through a software prepared by a Local Party in which students admission related information are maintained. So, only admitted students information are being accessed through this software. In the coming session online admission process will be started. Complete MIS is yet to be included in the College, mainly due the shortage of staff and fund required for that. It is expected that in the coming days, the complete management information system will be incorporated in the college.

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

❖ Curriculum Development : College follows curriculum prepared and finalised by the University, so there is little scope to develop curriculum of traditional courses. But few Faculties of different departments of the College took part at the initial stages of introduction of semester system as the member of Under Graduate Syllabus Committee. For skilling courses such as B.Voc and Community College Courses, our College took active participation in preparing the syllabi. The Syllabi of B.Voc. Acting were prepared by our Faculties. B.Voc. Retail Management syllabi and Community College Fashion Technology syllabi were prepared in consultation with Industry partner XIMIT. The syllabi for Pulp and Paper Technology were prepared in close consultation with the Industry partner Nagaon paper Mill of HPCL.

❖ Teaching and Learning: The back bone of every Academic Institution is the process of Teaching Learning. College takes regular measure for enhancement of competency of faculties so as to effective curriculum transaction in the classes. Timely actions are being undertaken by organising special FDP for the purpose mentioned above.

❖ Examination and Evaluation: This is another vital area through which an academic institution is judged. Examinations are conducted taking utmost care by involving faculties and other support staff of the College. The College evaluates students through both internal as well external examination processes. Internal Sessional, Terminal and Test examinations are conducted by the examination committee constituted for the purpose and evaluated results are shown to the students and displayed in the departmental notice board.

❖ Research and Development: Research and Development is a contentious process through which qualities of Faculties of an Institution judged. Since UGC has not invited proposal for MRP last year, so there is no UGC Research project this year. Other research funding agencies are not approached by the faculties. The College resolved to apply for DBT fund and now it is under process, hoped to be received next year.

❖ Library, ICT and Physical Infrastructure / Instrumentation: Library resources, particularly procurement of Books and Journals are done every year subject to the availability of funds and requirements of different departments. Physical Infrastructure and Instrumentations also depend on fund. This year no expansion of physical takes place but in the next year a number of projects are undertaken. Introduction of additional Instruments will also to be processed in the next session.

- ❖ Human Resource Management: The management treat every human as resource of the Institution be it a Faculty, management staff, or student. So, for all-round development, every possible measures taken. National Seminars, Workshops and FDP on Teaching Learning, and use of ICT are being organised for faculties. Motivational session arranged for Students of all the streams. On Job Training arranged for skilling students. Office staff are also counted and discussed with them, listen their grievances and takes all possible measures within its limitations.

- ❖ Industry Interaction / Collaboration: Perhaps we are the first college (in comparison to our types of affiliating govt. provincialised Colleges) taking pro-active role in Industry collaboration. Our each and every skilling students are being provided industry support to enhance their learning outcomes. For this a number of MoUs signed with Industries and Business Establishments such as Big Bazar, Pentaloon, People, Bata India, Entertainment Channels like Rong, Rengoni, Jonak, Prag, News Time etc and evet with Dr. Bhupen Hazarika Institute of Film and Television Institute, Arohan, XIMIT and other Industries like Nagaon paper Mill, Fashion Technology Institutes etc. On Job Training of two months duration are arranged for these skilling students. Students from Masters of Tourism Course have also been providing industry exposure in Tourism Industries.

- ❖ Admission of Students : Merit based admission into different programmes are strictly followed maintaining Roster. Earlier a handsome number of poor family students were provided funds from the College, but this year limited to only 13 students. This is because the Assam Govt. has adopted free admission policy for families whose annual income is less than 1 lakh.

6.2.2 :Implementation of e-governance in areas of operations:

- ❖ Planning and Development : The College is planning to introduce MIS in coming days. So, at present it is only limited to students admission record maintenance.

- ❖ Administration: The College management always takes lead role in providing better facilities to all its Faculties, support Staff and students. For this, extra efforts have been taken to enhance physical facilities. During last five years, the College witnessed expansions in various fronts, expanded in every aspects, be it infrastructure, students enrolment, introduction of new subjects/streams, appointment of new faculties and other support staff. On behalf of the Governing Body, the Principal has been playing pro-active role to facilitate all these activities. Establishment of Industry linkage, signing of MoUs with Industries, On Job Training (OJT) to Students, physical facilities enhancement, round the clock water supply through deep boring, clean drinking water facilities to the Hostel Boarders and continuous power supply etc are provided under his initiatives. Solar Power installation in the campus is one of the energy conservation measure undertaken. Student support system such as Students Health Insurance, Bank Literacy by opening bank account, enrolment in PAN card, self defence for both Boys and Girls, special initiative to facilitate sports and cultural activities are a few to mention. The College witnessed its own Sports fields during the last two years which were a distant dream in earlier days. Faculty enrichment programmes are also undertaken by organising different FDPs. The College takes active participation in data submission to AISHE portal in a timely manner. The College also going to take part NIRF ranking process. This year, the College participated MDRA India Today College Ranking.

- ❖ Finance and Accounts: The College maintained its accounts and Internal Audit done regularly through GB appointed CA. Internal fund flow and out going funds are all in the recorded forms. No cash transactions or self withdrawal done during the last five six years. All incoming fees from students are collected through bank challan with students counter foil. All funds are registered in PFMS portal and GST registration done.

- ❖ Student Admission and Support : As mentioned admission process is completed strictly on merit basis and following reservation of quota for different casts. Poor Students are supported financially from the College fund. Online form filling and payment of admission fees started from the session 2018-19.

- ❖ Examination : Examinations are being done on offline basis as per the University norms. The Gauhati University stared its online form filling processes since 2016 and this year issue of admit cards and semester end mark sheets through its web portal.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
	Nil	Nil	Nil	Nil

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2017	FDP on use of ICT in Class Room Teaching (with E&ICT Academy, IITG)	-	22-26 Dec, 2017	20	-
2018	MHRD Sponsored FDP on Teaching Learning (in collaboration with Tezpur University)	-	8-10 March, 2018	72 (including Teachers from other Colleges)	-
2018	Training on webpage designing	-	14 May, 2018	20	-

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Refreshers Course	Dhanada Kakati	29 18 Feb, 2018
Induction Training of Faculty	Pritom Doley	6 Jun-5th July, 2018
ToT on NSQF Orientation and QP/NOS based competency assessment for MESC	ManashProtimNeog	13th June, 2018

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
0	5	0	0

6.3.5 Welfare schemes for

Teaching	Nil
Non teaching	Employee Welfare Fund
Students	Poor Aid Fund

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly(with in 100 words each):

The College conducts Internal financial audit regularly and placed the Chartered Account Audited Income and Expenditure Report in the College Management Body meeting for necessary discussion and approval. The local. audit done by the Govt appointed Auditor till 2012.

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
Nil	Nil	

6.4.3 Total corpus fund generated : An amount of rupees forty five thousand was generated for Employee welfare.

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	NA	
Administrative	No	NA	NA	

6.5.2 Activities and support from the Parent – Teacher Association (at least three)

In the Governing Body of the College, three numbers of guardian members including one Lady member appointed by the Government. They take active participation in College management and decision making process. Other than that no such direct activities or support available till date.

6.5.3 Development programmes for support staff (at least three)

1. Employee welfare fund for the needy one.
2. Timely training and motivational a provided.
3. Staff Quarters provided for night chowkider, Gate keepers and Hostel menials.

6.5.4 Post Accreditation initiative(s) (mention at least three):

The joint staff meeting held on 31st May, 2017 with GB discussed the Peer Team exit report in its meeting held on and discussed the matters to be under taken as post accreditation initiative. The meeting given responsibilities to the new IQAC to discuss these in its meetings towards possible implementations. The three initiatives initiated by the new IQAC are-

i) Physical Infrastructure of the College is going to be strengthened by introducing additional building to meet the demand. For this proposals are submitted to the RUSA for construction of new Academic Building, renovation of existing Building and enhancement of inter road linkage and playgrounds and Lab facilities up gradation.
ii) The College is applying for DBT grant and submitted proposal for the same.
iii)As a part of office automation, online form filling, admission fee payment etc are initiated in the beginning of the year and implemented from 2018-19.

6.5.5

a. Submission of Data for AISHE portal   :Yes
b. Participation in NIRF   : No in 2018 but participated in 2019
c. ISO Certification   : No
d. NBA or any other quality audit   : No

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to------)	Number of participants
2017	National Seminar in Economics	11-12 Aug, 2017	2 days	144
2017	National Seminar in Chemistry	30-31 Aug, 2017	2 days	120
2017	National Seminar in Education	21-22 Sept, 2017	2 days	55
2018	Submitted AISHE data for 2018-19	13/12/2018		
2018	Participated in NIRF-2019	23/11/2018		
2017	FDP on use of ICT	20-26 Nov, 2017	7 days	20
2018	FDP on Teaching Learning	8-10 March, 2018	3 days	43

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period(from-to)	Participants	
		Female	Male
Nil			

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

A part of power requirement of the College met by the renewable energy sources from 50 KW Solar Power Plant.

Adequate plantation available in the campus to maintain the greenery.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	No	
Provision for lift	No	
Ramp/ Rails	Yes	2
Braille Software/facilities	No	
Rest Rooms	No	
Scribes for examination	No	
Special skill development for differently abled students	No	
Any other similar facility	No	

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
	Nil					

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
Nil		

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-------to-------)	Number of participants
Yoga Camp	June, 21	150

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Adequate plantation available in the campus to maintain the greenery.
2. Every Faculty involved in the subject of EVST tries to make the students conscious about local surroundings and environment.
3. Environmental Forum also took initiative to aware the newly enrolled students every year.
4. The College make awareness drive through Celebration of World Environment Day, World water Day where NCC, NSS volunteers took part along with the other general students.
5. Cleaning works done regularly for which two workers appointed by the management of the College.

7.2 Best Practices

Describe at least two institutional best practices:

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

1. College has its Academic Committee comprising of Heads of all the departments where all the academic and examination affairs placed and discussed in every academic session. The resolutions adopted in that meeting are implemented in the college.

2. The College constitutes its Examination Committee every year for smooth functioning of all internal and external examinations. Committee comprising of senior and junior Faculties and headed by the Vice Principal conducted all examinations smoothly every year.

www.jagiroadcollege.co.in/Best Practices/BP-2017-18-1.pdf

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the weblink of the institution in not more than 500 words:

The College has clearly mentioned in its vision statement that "It aims to inculcate a unique value based and learner centric approach in all its plans and programmes." Keeping this in mind the College management decides to introduce some unique value based and learner centric programmes during last few years. Apart from introduction of Commerce Stream in 2013, the College started some unique but skill development oriented and market driven Programmes. They are- i) Pulp and Paper Technology, ii) Fashion Technology both are under Community College Scheme of UGC and iii) B.Voc in Entertainment (Acting) and Retail Management Programmes under Gauhati University. The outcomes of all these All these programmes are very encouraging. Our students excel in all these fronts. Paper Technology Students got their engagements in different Paper Mills of the Country. Retail Management Students find employment in different Business Establishments. Students of Acting earn laurels in Entertainment Industries. Many of them are active Actors in different serials in entertainment industries of the state. Some are associated with Cinema Industry. One student Miss Sandhya Hazarika begged the Best Debut Award in in Film Festival organised by the Govt. of Assam. A number of MoUs have been signed with different Entertainment Channals, Business Establishments and also with Academic and Service Industries. Thus the College committed its vision statement and act in Mission mode to implement the vision statement. From this perspective, this college is distinct from the rest of the Colleges of the State.
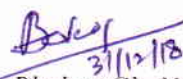
www.jagiroadcollege.co.in/Best Practices/BP-2017-18-2.pdf

9. Future Plans of action for next academic year (500 words)

1. On the basis of the recommendation of the last NAAC Peer Team Report, a Brain storming session to be organised with all stake holders to find out the future road map of the Institution.
2. Infrastructure Development to increase class room and Laboratory space to be undertaken in the next academic session.
3. Disaster Awareness Workshop to be arranged for students and staff.
4. Workshop on works efficiency and computer proficiency enhancement for staff to be conducted.
5. Video Conferencing facility to be started.
6. Uploading of video recorded class contents to be considered.
7. Workshop on Gender Equity, Women Empowerment, IPR, Motivational Talk on Professional Ethics to be conducted.
8. Establishment of a new Incubation Centre to encourage innovative practice among the students.
9. Establishment of a Central Instrumentation Facility for Science departments.
10. The sports field to be completed in the coming session.

Name : Dr. Utpal Rajguru
Coordinator
IQAC
Jagiroad College
Jagiroad
Signature of the Coordinator, IQAC

Name : Dr. Bhaben Ch. Neog
Principal
Jagiroad College
Jagiroad
Signature of the Chairperson, IQAC

***

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

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For Communication with NAAC

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