

SELF STUDY REPORT (SSR)-2016

Third Cycle of Accreditation



SUBMITTED

TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE - 560 072

By

CHAIDUAR COLLEGE

Gohpur, Sonitpur

Assam -784168

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Ref: CDC/IQAC/2016/16

Date: - 24.12.2016

From: Dr. A.K. Ozah
Principal
Chaiduar College, Gohpur, Sonitpur (Assam)

To,
The Director
National Assessment and Accreditation council
P.O. Box No. 1075, Nagarbhavi
Bangalore: 560072

Sub: *Uploading of Self Study Report 2016 for Accreditation-Cycle-III on College Website.*

Sir,

I have the honour to inform you that the Self-Study Report 2016 for Accreditation-Cycle-III of Chaiduar College, Gohpur is uploaded in the college website (www.chaiduarcollege.org) today on 24.12.2016.

This is for your kind information and perusal.

With regards

(Dr. A.K. Ozah)

Principal

Chaiduar College, Gohpur



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Place: Gohpur

Date: - 24.12.2016

Declaration

I certify that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the college after internal discussions, and no part thereof has been outsourced.

I am aware that the peer team will validate the information provided in this SSR during the peer team visit.

(Dr. A.K. Ozah)

Principal

Chaiduar College, Gohpur

PREFACE

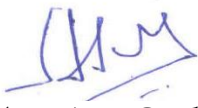
Chaiduar College was conceived initially to cater to the need of higher education to the people of the large geographical area known as Chaiduar. A few visionaries and socially committed persons and Freedom Fighters took the noble initiative of establishing the college. As a result of this vision, the college was established in 1967 with Arts stream and it was affiliated with Gauhati University. From its inception, Chaiduar College has remained committed to its goal of disseminating quality education and inculcating the sense of human values and responsibility towards fellow beings. The college was subsequently placed under the Deficit Grants-in Aid system by the Govt. of Assam in 1967.

In its next phase, Chaiduar College opened Science Stream in 1987 to meet the evergrowing need of science education in the society. The stream was brought under Deficit Grants in Aid system by the Govt. of Assam in 1998. Since its humble beginning in the mid-60s, the college has been consistently taking up effective steps and measures for its all-round development. In the new millennium, the college has faced two assessments by NAAC. First, the college was accredited by the highest body in 2004 and awarded C⁺⁺ grade.

In its report, the Peer team suggested a number of recommendations to be initiated by the college. On the basis of the suggestions and in line with the developmental policies of the college, constructive steps were taken for the overall upliftment of the college. The Governing Body appointed a permanent Principal of the College and under his able leadership, the College gained momentum of development, and new vistas of academic, infrastructural and pedagogic strategies and policies were undertaken.

The College achieved 'B' grade with 2.64 CGPA in the next rating of NAAC's re-accreditation in the year 2010. In order to comply with the recommendation of the Peer team, the College has introduced the B. Com course which is a self-financing course. A number of job-oriented and self-financed courses were opened in 2006 which have become very popular as they opened up avenues of employment for the students. Moreover, under the Community College Scheme, two diploma courses – Nursing and Health-Care, and Theater, Stage Craft and Acting—have been introduced and are already running successfully. B. Voc courses, with two programmes—Medical Laboratory Technician, and Mass Media have also been introduced. Accordingly, the Language Lab of the College is running very smoothly with the active supervision of the English Department. Further, the bar-coding of the Library has already been done and the digitization of the same is going on.

Most of the suggestions and recommendations by the NAAC peer team are implemented in letter and spirit by the college. Now we are eagerly waiting for the third cycle of reaccreditation by submitting the Self Study Report 2016, a document that confirms NAAC's guidelines which reflects the achievement of the college over the last five years.



(Dr. A.K. Ozah)

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INTRODUCTION

Chaiduar College, Gohpur, established in 1967 with the enthusiastic education lovers of Chaiduar area auspicious day Saraswati Puja' has been doing yeomen's service to the sphere of higher education of the state of Assam. Making an access to the higher education for the disadvantaged people of the state in general and of Chaiduar locality in particular, the college has coped with the changing environment and demand of the people, particularly of student community. Rising up to the expectation and aspirations of the people, the college is going to celebrate Golden Jubilee next year by show-casing its achievement and future modalities.

The College is affiliated to Gauhati University first in 1977 for Arts stream and then Science Stream, in 1998. It has acquired permanent affiliation in 1990, recognized by UGC in 2004. Till date, the institution has 16 numbers of departments and a number of skill development and value added courses, both UGC Sponsored and self-financing. The College is all set to open M.A. and M.Sc. courses as soon as permission is received from the affiliating University.

Most of the faculty members have already received Ph.D. degrees and are contributing in many ways for the enrichment of the social, political and cultural life of the greater Chaiduar locality, vision of the founding fathers who established the college to illuminate the minds of the students and make them responsible citizen of the country, the college has got the boost under the excellent leadership of both the ex-principals and the existing one. The college had the good fortune of benefitting from such excellent and able principals such as late Kukheswar Boruah, who was also an M.L.A. and a poet and Mr. Gejendra Borua an educationist and others. The current Principal Dr. Anjan Kumar Ozah is providing his dynamic service to the college and he has been a potent force in bringing about a lot of positive changes in recent years. Under his visionary stewardship, the college has progressed tremendously in all directions, academic, administrative and infrastructure. Students of the college, too, have brought laurels to the college in cultural, literary and sports arenas in national and international level competitions. Two students have been selected to play in Santosh Trophy Football Tournament. Students have also made the institution proud with their commendable participations and activities in the N.C.C. and N.S.S. The college is discharging its social responsibility with its capacity towards community development by undertaking various programmes particularly through extension activities.

Accredited 2.64 CGPA by NAAC in 2011, the college is committed to turn itself into a centre of Excellence by adopting a policy of inclusiveness and accommodating judiciously generous opinions offered by its stakeholders. Keeping in view the

recommendations of the last NAAC peer team, the college has opened Commerce stream in order to fulfill the aspirations of the student community. Spoken English course and B.Voc courses are also being run successfully in the college along with the Computer courses in self-financing mode.

Thus, the college is all set to fulfill most of the suggestions of the peer team in coming days. Therefore, the college is ready for re-accreditation by submitting its Self-Study Report to NAAC; a document reflecting its policies and programmes, progress and activities over the last five years. The performance appraisal report of the college is attached below in short.

EXECUTIVE SUMMARY

Criterion I: Curricular Aspects:

Chaiduar College of Gohpur, Assam is affiliated to Gauhati University, Assam and follows the curriculum designed and implemented by the affiliating university. The college has been successful in effective implementation of the curriculum through proper planning. The college has historic vision and ambition to offer students a programmatic education for the growth of democracy that makes them ready for success in the competitive era. The college has a mission to grow scientific temper, sustainability, global education, community engagement, development of skilled manpower, and responsiveness to cope with the demands of a rapidly changing world. An academic board is there for taking the responsibility of teaching, research and facilities in respect of academic matters and provisions. It is also responsible for quality assurance matters and liaison with funding agencies, higher education etc. along with IQAC.

The College is located in an area of rich ethnic and socio-economic diversity, and this is reflected in the cosmopolitan character of its student community. The college also caters to a larger number of students belonging to SC, ST, OBC and Tea garden tribes. Another significant factor is the high rate of enrollment of female students in the college. As one of the oldest institution of higher education in the area, Chaiduar College has always remained committed to serve the students and the community by providing quality and value-based education.

The College maintains a highly structured method for implementing the curriculum. An academic calendar is provided for effective completion of the course. Regular class test, student seminars, strict attendance, teacher-student interactions are held regularly.

The College is a co-education institution having arts, commerce and science stream. The administration, student, teacher and staff have easy access for any curricular aspects. In case of lab oriented subjects, teacher and students face no dearth of lab facility. Special expertise of individual teacher is taken into consideration while allotting them portions from the curriculum which they are supposed to teach. Extra classes are organized for an in-depth discussion of the topics and for further clarifications to the students. Revision classes before the examination for major students are taken into consideration. Progress of the curriculum is thoroughly monitored and recorded in respective Head of the Departments and Principal. Different academicians and scientists

from other institutes are invited to the college for delivering lectures for enlightening students.

The College has distance education facilities both in undergraduate and post graduate levels. At the undergraduate level the college has regular UGC recognized B.Voc and Community College courses. The college has initiated career-oriented certificate courses in Computer Application, Tea Plantation and Management for helping students appear self dependent in professional world. Desired students may obtain dual degree in some permissible courses. Spoken English courses are arranged for the students to make them skilled in job market.

Criterion II: Teaching Learning Evaluation:

An admission committee is formed comprising the heads of all the departments before the admission process who maintain the guidelines for quality assurance and standard of admission process. Entrance Tests are conducted for major courses and admission is done strictly on merit basis. The provision for reserved quota as determined by the Assam Govt. is followed in admission process. The students having extracurricular activities in the field of music, art and games are given preferences in some cases. The college extended financial help to brilliant poor students in admission.

The college maintains the academic calendar published in the prospectus for teaching and working days. The college News Letter is distributed among the students during the admission process. All the departments have Wall Magazines that provide an opportunity for creative works. Modern facilities and teaching aids like LCD projector, Smart boards are available for all the departments. Generator facility, Wi-Fi facility, INFLIBNET's NLIST Programme are available for both students and teachers. Teachers are given duty leave for attending seminars and extension activities, CCTV surveillance system, rent free accommodations to non sanctioned teachers, collaboration work with NGO's etc are some of the features of the college. The teachers are actively involved in the evaluation process. The evaluation process is very stringent. Scripts of class tests and sessional examinations are evaluated by the faculty members and the results are displayed on board. The students can have a look at the evaluated scripts for further clarifications.

Criterion III: Research, Consultancy and Extension:

The college authority supports the research activities of the teachers and students in many ways like providing sufficient research space, updated equipments, uninterrupted water and power supply 24 hours security etc. The college regularly

organizes workshop, seminars and popular talks with self-finance and with financial grants from UGC, DBT etc. Our teachers are members of different forums, societies etc. A bi-annual research journal "Scholars' View" is also published by the Research Forum of Chaiduar College. The faculty members are actively engaged in research. They have published papers in scholarly journals and edited books. The college follows a dynamic policy of extension service. Through the years, the college has held and participated in a large number of extension programmes and activities. The college is very serious about its social responsibility and has always remained in the forefront of social-service. The college has adopted a village and the matters relating to the health and hygiene, cleanliness, economy and education are monitored and assisted by the college fraternity. As part of its extension activities, a few socio-economic surveys of some villages, a number of health camps, cleanliness drives in villages and the town, environmental awareness camps, blood donation camps, plantation drive, programme for ethical voting etc were held. The college has also held awareness programmes for farmers from neighboring areas about the harmful effects of pesticides, insecticides, chemical fertilizers etc. and enlightened them about various scientific methods they could easily put to practice for bigger and richer yields. Workshops and awareness programmes on mental health and gender sensitization were also held. Both students and teachers have shown their passion and dedication for these programmes.

Criterion IV: Infrastructure:

As per the requirements, all the departments have their departmental libraries beside the central library. Students are encouraged to access the Internet facilities available in the departments. Facilities for student seminars, workshops, projects and field studies are provided. There is a Cultural museum that exhibits the traditional dress, ornaments and agricultural as well as fishing tools. The college has a Biotech HUB and a Language Laboratory. The Zoology department maintains a huge collection of specimens. The Botany department has a large collection of herbariums. The college has a co-operative shop and it is run by the department of Commerce. All the departments have internet facilities with broad-band connection. Beside central Xerox facility, the departments have printers, drinking water facility. The science departments have well-equipped laboratory facilities and lab equipments are bought from time to time as per requirement. The office is equipped with sufficient computers and other electronic accessories for smooth and efficient functioning. The Central Library has a rich collection of books, journals and magazines its stock is replenished from time to time. Online educational and research database are available for students and teachers. Safe drinking water facilities and toilets are there for both students and teachers. A central canteen is maintained by the college, and it is supervised by selected teachers and

students. The college has sufficient infrastructure for sports and games. It has a well equipped indoor stadium, multi-gym, yoga center, NCC wing and NSS wing. The girls' hostel has sufficient space for indoor and outdoor games.

Criterion V: Student Support and Progression:

The College publishes prospectus, news letter and information brochure. Provisions for preparing classes for science students are available before the admission. Free admission facilities are available for meritorious poor students. The college bears full expenses to poor but meritorious students and extends financial assistance to those students who participate and excel in different competitions representing the college. Cultural festivals, national and international days like world Environment Day, Independence Day are celebrated every year in the college. Students' Union body election, College Week, Guardian Meet are regular events of the college. The college has NCC, NSS, Cine Club, Health Club and Career Guidance Cell that help students in the career building. Extra remedial classes are often conducted by the departments for academically weaker sections of students. Coaching is also provided for sports. Medical assistance is provided to needy students. Students participating in different events are encouraged by extending facilities and financial assistance. The college also provides assistance and provisions for skill development of the students.

Criterion VI: Governance:

The College maintains a complete transparency in the governance activity. For smooth management of the college, there is a governing body formed by representatives of staff, teachers, parents, University nominee and academicians. There are several committees like Library Committee, Construction Committee, Finance Committee, IQAC etc for the progress and management of the college. Almost all office work including admission and account are fully automated. Recently, the college entered the PFMS for some centrally sponsored schemes. The attendance of teacher is maintained by the office through biometric system. Students have to bear the fee in case of less attendance in their classes. Internal Auditor is appointed by Governing Body and all accounts are kept in proper way. All the financial matters are also audited by Government auditor in due time. UGC and DBT grants are audited by registered CA and Utilization Certificates are submitted accordingly.

Criterion VII: Innovation and Best Practices:

The institution keeps the college environment green by planting trees and flowers. The college has several ponds for conservation of fish germ plasm. The whole

campus is declared as tobacco free zone. College is very careful about the use of plastic and non-degradable waste disposal.

The institution has set up language lab, cine club, science club, cultural museum, aquariums etc. The introduction of digital signature system for teachers and employees has helped in administrative management process. The teachers have to submit their progress of work quarterly and recorded teacher's diary twice in every semester. Two best practices highlighted are (a) Annual Book Fare, (b) Shopping Center-cum-Commerce Lab.

The biotech hub provides awareness programmes in different educational institutions for the popularization of science. The college has installed seven dustbins in the Gohpur town area for proper disposal of waste with the help of municipality authority as a part of community science. Students, teachers and staffs actively participates in health checkup, eye checkup camp, campus cleaning activities and other community services organized by the college. The Teachers' Unit meetings are organized at regular interval to discuss the academic matters. The feedbacks of the parents and guardians are treated with highest regards and the same are placed before the Governing Body meetings and staff meetings for discussion. The institution inculcates ethical values and human rights and it has introduced a fundamental course on Human Rights with financial grants from the UGC.

POST-ACCREDITATION ACTION TAKEN ON THE RECOMMENDATIONS OF NAAC PEER TEAM

Recommendation 1: *Improving the academic performance of students in the University Examinations*

Response/Action taken

Keeping in view the recommendations of the NAAC Peer Team, several attempts have been taken to improve the academic performance of students in the University Examinations and we have achieved a significant improvement during the post accreditation period (2010-2015)

Number of classes has been hiked and attempts are made to increase the working days at UG level classes. Beyond normal routine classes, some extra classes are taken by the faculties to improve the students' performance. In addition to the requisite number of sessional examinations, a series of unit tests are conducted to detect the weakness of the students in attempting the questions of university examinations. The answer scripts after evaluation are made available to the students for discussion in the subsequent/succeeding classes. All these attempts resulted in an improved academic performance as could be seen from the following table.

Pre-accreditation period (2006-2010)			Post-accreditation period (2011-2015)		
Year	Programme of Study	Result (%)	Year	Programme of Study	Result (%)
2006	B.A. B.Sc.	51.83 55	2011	B.A. B.Sc.	78 81
2007	B.A. B.Sc.	62.91 66.76	2012	B.A. B.Sc.	71.25 72.94
2008	B.A. B.Sc.	64.23 62.88	2013	B.A. B.Sc.	76.52 74.35
2009	B.A. B.Sc.	70.96 72.5	2014	B.A. B.Sc.	78.06 66.66
2010	B.A. B.Sc.	79.86 81.1	2015	B.A. B.Sc. B.Com	90 86 81

An alternative table

2006-2010		2011-2015	
Course of Study	Result (%)	Course of Study	Result (%)
B.A.	65.96	B.A.	79
B.Sc.	67.65	B.Sc.	76.2
		B.Com	81

Recommendation 2: *Establishing a language Laboratory.*

Response/Action taken

A language laboratory has been established and the students are making the best use of it. Students are actively participating in language learning exercises (by recordings their own voice and playing back the recordings. They are interacting with each other and also with the remote teachers). The language laboratory is attached to the Department of English of this College and the HOD-English is entrusted to run the language laboratory.

Recommendation 3: *ICT thrust in teaching-learning process by preparing the CDs of the lessons by the faculty and making them as the property of the department.*

Response/Action Taken

Information and Communication Technology (ICT) is being applied by the faculties in teaching at UG Classes. Most of the class rooms of this college are equipped with multimedia projectors linked with computers. Faculties prepare CDs of the lessons and present the same in the form of power point presentation in the classroom. By doing that, teachers are able to create interactive classes making the lessons more enjoyable, which could improve student attendance and concentration.

Recommendation 4: *Starting multi-disciplinary, multi-dimensional courses of relevance such as Dramatics, Performing arts Video editing animation, Tea Husbandry etc*

Response/Action Taken

The college has started a number of multi-dimensional courses of relevance. They include-

Theatre, Stage Craft and Acting:

Certificate course/training on Dramatics is being continued since 2011. A number of students are trained on Dramatics and they have shown increased enthusiastic attitude towards drama, script writing, script editing, acting etc. They have been able to show their performance in local public auditoriums within the home district. A good number of trainees have been working in Mobile Theatre, TV channels etc.

Tea Husbandry:

A course related to Tea Husbandry was started in the year 2012. It is looked after by the Department of Botany of this College. One certificate course in Tea Cultivation is in progress. Its syllabus is prepared by the college and is approved by the affiliating University.

Number of students in this course is 30

Videography and Video Editing

Arrangements for opening a course of study on video editing are in progress. A workshop on video editing was organized from 08th to 12th January, 2013 to make the students interested in this multidimensional course of study. We have had a satisfactory response from the students. Ravindra Apte of Pune, Maharashtra was invited as the resource person and students had intensive interactions with the reputed personality.

Performing arts

Efforts are being made to design & develop a certificate course on performing arts. We hope to start such a course by the end of 2016. The course will be designed to cover the folk culture/cultural heritage of all the local tribes (Mising, Bodos, Tea Tribes, Karbese etc) in and around Gohpur in particular and of the state of Assam at large.

Recommendation 5: *Starting of more career oriented programmes like Tax Planning, Secretarial Practices, Hardware computers, embedded systems etc.*

Response/Action Taken

Career oriented courses on Tax Planning, Secretarial Practices, Hardware Computers, Embedded systems etc. will be started in the subsequent years. Presently, the following Career Oriented Courses are running

1. Medical Laboratory Technician Course under UGC- B. Voc Scheme.
2. Mass Media under UGC- B. Voc Scheme.
3. Nursing and Health Care under UGC Community College Scheme.
4. Theatre, Stage Craft & Acting under UGC Community College Scheme.
5. Certificate Course in Tea Plantation and management
6. PG Diploma in Entrepreneurship and Self-Employment

7. Certificate course in Spoken English

They are running with satisfactory outputs.

Recommendation 6: *Establishing an Entrepreneur Development and Training Cell.*

Response/Action Taken

Arrangements for Establishment of an Entrepreneur Development and Training Cell are in progress. Workshops on Entrepreneur Development are being held in this college with collaborations from Entrepreneur Development Centre-Guwahati. Dr. Raju Ojah of the Department of Chemistry is taking care of it. The college has introduced a one-year Post Graduate Diploma course on Entrepreneurship and Self Employment under the Department of Economics

Recommendation 7: *Perspective plan to grow as an Institution of Excellence*

Response/Action Taken

We hope to turn this institution into an institution of excellence and we have plans to apply for the UGC scheme of "Centre of Potential of Excellence" in the days to come. Also, we are in a position to receive a Grant of Rs.1 Cr. from the Government of Assam within the current financial year 2016-2017.

With these two funds, if sanctioned, we hope that we could turn this institution as an institution of excellence in near future.

Recommendation 8: *More number of faculties to be appointed maintaining cadre ratio.*

Response/Action Taken

More numbers of faculties have been appointed during the post accreditation period (2010-2015). Cadre ratio is maintained at the time of appointment. Government of Assam is not sanctioning additional regular post and has directed to make appointments only on contractual basis.

Following appointments are made during 2010-2015 on contractual basis.

- | | |
|------------------------|------------------------------|
| 1. P.K.Sahu | Commerce |
| 2. S. Khatiwara | Commerce |
| 3. Abhijit Hazariak | Commerce |
| 4. Shinjit Kamal Borah | Computer Science/Mathematics |
| 5. Nirju Sangmai | Mathematics |
| 6. Upasana Barua | Political Science |

- | | |
|---------------------|------------|
| 7. Mampi Saha | English |
| 8. Bornali Doley | Education |
| 9. Dr. Mintu Gogoi | Commerce |
| 10. Arundina Priyam | Mass Media |

Following two appointments are made as UGC-Guest Faculty

- | | |
|-----------------------|------------|
| 1. Manuranjan Baraman | UGC-B.Voc. |
| 2. Sayan Dey | UGC-B.Voc. |

Recommendation 9: *The communication skill and training programmes for the personality development of the student needs more professional approach*

Response/Action Taken

Spoken English course is started to increase the communication skill of the students. A state-of-the-art Language Lab has been established under the aegis of the Department of English. At times, some training programmes/workshops on personality development are also organized.

Recommendation 10: *The College may take initiative to do more consultancy services*

Response/Action Taken

Consultancy services for tea planters are being provided by the Department of Botany of this college. Dr. D.C. Saikia of the department of the said department is taking care of it. Soil and water quality testing facilities are available at the Dept. of Chemistry of this college. Local people/tea planters have been availing this consultancy service for the last few years. Dr. Joydev Dutta of the Department of Chemistry of this college is taking care of it.

Also, adulteration in food items is tested/detected in the Chemistry laboratory of this college. Blood Sugar and Urine sugar are tested in the the Dept. of Zoology under the supervision of Dr. Ajit Hazarika.

Recommendation 11: *IQAC cell needs to be strengthened with an office/staff and with the participation of the students*

Response/Action Taken

To strengthen the IQAC Cell, one Co-ordinator, one assistant coordinator and one office assistant having a good command over the computer are appointed. IQAC Committee is reformed /extended with all HODs as the members and Principal as the chairperson. All work together under the stewardship of the principal of this college. A separate office

room (Size 12×14 Sq Ft) is constructed from college development fund and is arranged with requisite number of furniture, computers and printers. The facility of uninterrupted power supply and internet are also made available at the IQAC office room. Student's participation at the IQAC related works is ensured. They are very much sincere and cooperative in all IQAC activities. They are equally bothering about the quality in higher education just like the teachers do.

Recommendation 12: *Collaborative linkages with institution of higher learning and industry for teaching and research be strengthened*

Response/Action Taken

One collaborative Research Project is going on with IIS-Bangalore where Prof. P.B. Sesagri of the Department of Reproductive Biology IIS-Bangalore and Dr. Ajit Hazarika of this college are co-investigators and Prof. H.N. Sharma of Rajiv Gandhi University is the principal investigator.

Arrangements for Research Collaborations with Gauhati University, Tezpur University, Hyderabad University, BARC-Mumbai, UGC-DAE Centre- Kolkata are going on and we hope to establish a collaborative linkage by 2017.

A few faculties of Physics and Chemistry departments of this college took PG Classes at Rajiv Gandhi University, Arunachal Pradesh during 2011-2013.

The faculties are

Name of the faculty	Subject
1. Dr. Lakhi Buragohain	Physics
2. Dr. Nilomoni Saikia	Physics
3. Dr. Raju Ojah	Chemistry
4. Dr. Ajit Hazarika	Zoology

Faculties from Tezpur University are invited to take a few classes in B.Sc.-Chemistry (Major-Quantum Chemistry and Spectroscopy)) in the next academic year, and they have given us verbal consent.

Recommendation 13: *Infrastructure for movement of differently-abled students to be built and LCD, PA system in every large rooms and smaller auditoriums*

Response/Action Taken

Ramps are made to make the movement of differently-abled students convenient. LCD, PA systems are available in some large rooms and smaller auditoriums.

Recommendation 14: *Recruitment through placement cell needs further improvement*

Response/Action Taken

This activity is under improvement.

Recommendation 15: *Hostel facility as many students come from distant places and stay in rental houses.*

Response/Action Taken

Separate hostel facilities for boys and girls are improved with increased number of intake capacity. We received UGC Grant for Girls Hostel in 2010. With this fund the ground floor is completed and the total intake is 92. We have submitted a proposal to UGC-NERO for second phase grant of hostel building and, if sanctioned, we would be able to complete the first and subsequent floors and hike the intake capacity accordingly.

All minimum facilities viz. water & electricity, furniture, uninterrupted power supply, dining hall etc are available in the hostel. The college has improved the facilities in the boys' hostel as well. A separate building for boys' hostel is constructed by ITDP by their own fund. Students from distant villages stay in the hostel. Most of the students in the boys' hostel are STs and SCs of remote areas around Gohpur. Boys' hostel is also having all minimum facilities. Still it needs some improvement. Present intake capacity of the boys' hostel is 39. We have not received any grant from UGC or Government for the improvement of Boys Hostel.

Recommendation 16: *Yoga, Meditation be started*

Response/Action Taken

Training on Yoga & Meditation is started in the college. Students (and also teachers) are trained by experts in this line. UGC is also taking initiatives to open courses on Yoga. Experts are trained in Patanjali-Ramdev Swami Ashram, Haridwar. Separate classes in Yoga & Maditation will be arranged from next academic session with experts from Prajapita Iswaria Biswavidyalaya, Patanjali etc.

Recommendation 17: *Play ground to be made bigger*

Response/Action Taken

Upgradation of the outdoor games field is executed with financial assistance from the UGC. Visitors' gallery and earth work is completed in the form of proper football ground.

Recommendation 18: *Psychological counseling may be provided.*

Response/Action Taken:

A lot of efforts have been made in this regard. The Psychological Counseling Cell of Chaiduar College has undertaken a number of activities in this line.

Last year Chaiduar College opened a psychological counseling cell with the help of qualified teachers and psychiatric expert.

Like other educational and vocational guidance cell, psychological counseling cell is very essential to an institution. Since a number of students suffer from different types of minor mental disorder. Anxiety, ideas of inadequacy, inability to concentrate, loss of memory, absurd fear and obsessions etc are common example of minor psychological disorder. These are typical mental symptoms.

In addition to physical symptoms which are essentially repercussions of internal emotional and disturbances, including headaches, upset, stomach pain etc, are the serious problems for students.

Nature of work-

- 1) Informal counseling
- 2) Non specialist counseling by professionals
- 3) Professional counseling

Activity-

The Department of Education offered counseling to our students. We have found a number of students who wanted to know some item of information only. This type of counseling was casual and brief.

Keeping in view the importance of psychological counseling in educational institution the Department of Education, Chaiduar College had organized a counseling programme. Dr. Moitreyee Dutta, psychiatric specialist of Tezpur Mental Hospital was invited as Resource Person and accordingly she had conducted the programme successfully which proved beneficial to the greater interest of the student community.

Recommendation 19: *Extra funds for external competition.*

Response/Action Taken

As suggested by peer team of NAAC, the college administration applied for a Bio Tech Hub and Star college scheme and the DBT sanctioned both of them accordingly in 2011 and 2014 respectively. Both the schemes are functioning very efficiently. Moreover, the Bio Tech Hub has been upgraded to Advanced Institution Level Bio Tech Hub with extra funding from the DBT.

Recommendation 20: *New subjects in Science and technology may be started.*

Response/Action Taken

College administration has introduced degree courses in Medical Laboratory Technician and Mass Media, diploma courses in Health care and Nursing and Theatre, Stage Craft and Acting.

Recommendation 21: *Commerce stream to be introduced.*

Response/Action Taken:

Commerce stream was introduced in the year 2012 as suggested by NAAC peer team. Already three graduate batches have successfully completed their course and some of them are pursuing higher studies.

Recommendation 22: *More job oriented courses, adoption of peer study groups to facilitate the slow learners and to reduce drop outs.*

Response/Action Taken:

In response to NAAC peer team advice, the college has introduced following job oriented courses:

1. Medical Laboratory Technician
2. Mass Media
3. Health care and Nursing
4. Theatre, Stage Craft and Acting
5. PG Diploma in Entrepreneurship and Self-Employment
6. Certificate course in Spoken English
7. Certificate Course in Tea Plantation and Management

Recommendation 23: *Attempts to conserve the cultural Heritage be made.*

Response/Action Taken

Department of Language and Literature has set up a Cultural Museum to preserve the cultural heritage of Assam and the northeast. The museum holds a substantial collection of cultural artifacts of various tribes and communities of the region and plans are on foot to enhance its collection in the future.

The college makes an attempt to popularize the various forms of dance and performing arts of the tribal people among the non-tribal students and training programmes and workshops are frequently held for this purpose.

Performnace and promotion of indigenous dance forms, music and performing arts are made an integral part part of the 'Theater, Acting and Stage-Craft' programme.

SWOC ANALYSIS

The college constitutes a major space meant for higher learning in the Gohpur Sub-Division, catering to the need and aspiration of the student community. Rural as the socio economic background and is, the institution wages relentless effort at realizing all-round development of the budding aspirants. Affiliated to the Gauhati University, the college provides education in multiple disciplines, and has carved a niche for itself in the educational map of the region. As the institution has its strengths, it is not away from weakness. With the noble vision, it makes advancement on the basis of strengths, but addressing the weakness within an effective and constructive framework.

Strengths: Since its inception in 1967, this pioneer Institution of higher education has slowly, but firmly gathered intellectual momentum under the dynamic leadership of different stakeholders of education in the college and of the region. It has now emerged as real hub of academic importance accommodating to the regional needs. The region is a place of conglomeration of people of diverse creeds and communities involving the Bodos, Misings, Tea-garden Communities, Assamese, Bengalis, Nepalese, and others. With such a cosmopolitan backdrop, the college has tried its best to deliver quality education to the student community. In recent years, there has been a constant effort to improvise infrastructure, course designs and teaching-learning conditions. As a result of this, the college has been able to access funds from different agencies such as the Department of Science and Technology, Department of Bio Technology, UGC, ICHR etc. Moreover, there has been a consistent rise in research oriented activities in the college. The prominent areas of the strengths of the college are:

- Strongly motivated teaching community, that has demonstrated unprecedented zeal, enthusiasm and efficiency towards the teaching-learning enterprise by incorporating new and effective means of classroom teaching as well as by keeping themselves updated with regard to their domain of knowledge, and engaging themselves in research activities. Justifying this, the college possesses a large numbers faculties having Ph.D.
- A great number of minor and major research projects have been allotted to the teacher community of this institution.
- A Biotech Hub has been established in the college funded by the Department of Bio-Technology, Govt. of India.
- A good number of new generation courses like Medical Laboratory Technician, Mass Media, Health Care and Nursing, Theatre Stage Craft and Acting, Diploma in Entrepreneurship etc., have been introduced, and are running successfully.

- The college also runs parallel courses under open universities namely K.K. Handiqui State Open University, IGNOU and Institute of Distance and Open Learning, Gauhati University. A large number of students enroll in both Under Graduate and Post Graduate level courses in different streams of Arts, Science and Commerce through the study centres of these open universities.
- The library of the college is well-equipped with a rich and constantly growing collection of books and journals. The digitization of the library has been accomplished in due course of time. The library users are increasing every year, and the library has proved to be a hub of resources for faculty members, researchers and students. Besides the central library, each department is equipped with their own departmental libraries.
- There has been a continuous effort at converting traditional lecture halls to smart class room.
- In addition to the laboratories in the department of Physics, Chemistry, Botany, MLT, Zoology and Education (in the arts faculty), the English Department has a well equipped Language Laboratory that imparts skill in Spoken English.
- A grand indoor stadium has been built in the college campus with the funding of Rs. 70 lacs by UGC.
- The college has girls' hostel which can accommodate 92 girls hailing from far flung areas.
- A large number of students enroll in NCC and successfully complete the training. The scheme has helped a lot of students in finding jobs in defence and other allied services.
- The college frequently hosts different national level seminars and workshops of academic and cultural importance. Prominent alumni of National School of Drama have participated in providing orientation and training to participants.
- The student and teacher community of the college, showcasing their concerted effort, demonstrate vibrant urge to undertake different extension activities and campaigns like cleanliness drive, holding health camps etc. for the betterment of socio-cultural health and hygiene in the society.
- The college has to its credit different scholarship and merit award schemes, which are annually offered to many poor, but meritorious students.
- A few of the students have demonstrated their interest and skills in games and sports, and they have made the college proud by participating and winning silver medal in international events. Frequently, volley ball and football workshops are instituted, and competitions are held that provide good training for budding players.

- The college has an approximately 5 Hectares land resource which is used for paddy cultivation.
- Not the least, the college has produced a lot of prominent persons who have demonstrated their leadership roles in academic, administrative and social arena. Frequent co-operation with such alumni provide glamour and glory to the great tradition of the college. These are the few of the prominent points of relative strengths that the college has availed during its journey in the quest for excellence in knowledge.

Weaknesses: There are weaknesses too which, of course, can be ameliorated by the concerted effort of different stakeholders of education within and outside the college, the govt. and funding agencies of the major weaknesses mention can be made of

- Fund crunch, needless to say, is the major bottleneck that hinders and delays the good thing to happen in the ground.
- Desperately poor teacher student ratio particularly in Arts stream is another problem faced by the College. A teacher has to teach more than 400 students in a few of the classes. This is terribly poor situation.
- The dominance of traditional liberal Arts subjects motivates lesser number of students. As most of the students come from the poor Socio-economic background, they are in need of getting early employment; in this case, subjects of traditional interest motivate only a limited number of students to excel in their learning.
- As the college is surrounded by small streams coming down from the adjacent Hills of Arunachal Pradesh, most of the times, it remains inundated and the normal routines of the College are disrupted frequently.

Such weaknesses as mentioned, although restrain the required pace of progress, do not necessarily halt the journey, and we strongly believe that appropriate, well-planned and relevant steps, if taken in time, can put the necessary momentum to the journey of the college.

Opportunities: The past experiences, the surrounding socio-economic and cultural perspectives of the College, the critical elaboration of the changes taking place in the society and the nation at large and rapidly transforming socio-cultural, moral and ethical outlook of the student, teacher and the community help us realize the hindsight in identifying the opportunities that the college may access to. These can be as such:

- The great pool of sport talent seems to be abundant among the SC and ST Communities like the Bodo, Mising and Tea garden tribes. Proper training, workshops and instituting competitions can certainly boost their talents to grow.
- By applying appropriate technology, the land resources can be exploited for generation of income.
- The new generation of courses like M.L.T., Mass Media, diploma in Entrepreneurship etc if carried out properly, can open new opportunities for self-employment and enterprise. Such courses have the tremendous potential to change the socio-economic face of the society.
- Further introduction of self-financing courses can attract a few number of students who can bring material changes in their post academic career and thus help the College to be a path finder.
- Encouraging the optional use of man and material resources of the College can be a harbinger for the quest of quality education. The teaching and administrative staff of the College with their dynamic leadership roles can exploit the available resources at their best and thus can transform the 'alma mater' to a real ground of formation of human capital.
- The Biotech Hub, the Science Laboratories, the MLT lab and Language Labs are relatively of the better types of assets that can make a real difference in educational sector.
- As an oldest institution for higher education in the region, it can give itself a competitive edge for assuaging the intellectual and academic need of the student community.
- Optimum use of infrastructure.

Challenges: The challenges are the concomitant elements of every system and institution. These are meant for being effectively dealt with. These are as under:

- Making provision for more student intake as the number continues to rise. For this, more teachers, infrastructure and other support systems need to be increased.
- The teacher-student ratio is a real threat that constantly puts pressure on the system.
- Income generation potentialities can be searched out. More and more self-financing and job oriented courses are to be given preference.

Thus, the challenges as mentioned are seen that these are seen as the bottleneck to the smooth run of the institution. What is the most urgent is the visionary outlook and missionary zeal that can help to tread a long way towards achieving the milestones and letting the new bench marks be curved.

SECTIONB: PREPARATION OF SELF-STUDY REPORT

1. Profile of the Affiliated/ Constituent College

1. Name and Address of the College:

Name:	CHAIDUAR COLLEGE	
Address:	P.O.Gohpur, District: Sonitpur	
City: Gohpur	Pin: 784168	State: Assam
Website:	www.chaiduarcollege.org	

2. For Communication:

Designation	Name	Telephone WithSTDcode	Mobile	Fax	Email
Principal	Dr. Anjan Kr. Ozah	O: 03715-243158 R:	+919435187475	03715-243158	chaiduarcollege@gmail.com
VicePrincipal	Dr. J. Upadhyaya	O:	+919435535805	03715-243158	chaiduarcollege@gmail.com
Steering Committee Co-ordinator	Mr. Soumitra Boruah	O: R:	+919435183071	03715-243158	chaiduarcollege@gmail.com

3. Status of the Institution:

Affiliated College

✓

Constituent College

Any other (specify)

4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

iii. Co-education

✓

b. By Shift

i. Regular

ii. Day

iii. Evening

✓

5. It is a recognized minority institution?

Yes

No

✓

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

--

6. Sources of funding:

Government

Grant-in-aid

Self-financing

Anyother

✓

7. a. Date of establishment of the college: 14/02/1967 (dd/mm/yyyy)

b. University to which the college is affiliated/ or which governs the college (If it is a constituent college)

Gauhati University

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i.2(f)	October,1972	
ii.12(B)	October,1972	

(Enclose the Certificate of recognition/ s2(f) and 12(B) of the UGC Act)

d. Details of recognition /approval by statutory/ regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) N/A

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

(Enclose the recognition/ approval letter)

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

Yes No

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

Yes No

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes No

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

b. for its performance by any other governmental agency?

Yes No

If yes, Name of the agency.....and

Date of recognition :.....(dd/mm/yyyy)

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

Location*	Urban
Campusareainsq.mts.	104575 sq. mts
Builtupareainsq.mts.	5946 sq. mts

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

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

• Auditorium/ seminar complex with infrastructural facilities

• Sports facilities

* Play ground

* Swimming pool

* Gymnasium

• Hostel

* Boys'hostel

i. Number of hostels: 01

ii. Number of inmates: 20

- iii. Facilities (mention available facilities):
 - a. Running water
 - b. Uninterrupted power supply
 - c. Hygienic food
 - d. Trained cooking staff
 - e. TV and Newspaper

* Girls' hostel

- i. Number of hostels: 01
- ii. Number of inmates: 92
- iii. Facilities (mention available facilities):
 - a. Running water
 - b. Uninterrupted power supply
 - c. Hygienic food
 - d. Trained cooking staff.
 - e. Attached dining hall
 - f. TV and Newspaper

* Working women's hostel: Nil

- i. Number of inmates
- ii. Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise):
 - a. Principal's quarter
 - b. Hostel Superintendent's quarter
- Cafeteria – Yes
- Health Centre– Yes

Firstaid, Inpatient, Outpatient, Emergency care facility, Ambulance: First aid facility is available in the health center.

Health Centre staff-

Qualified doctor	Full time	<input type="checkbox"/>	Part-time	<input checked="" type="checkbox"/>
Qualified Nurse	Full time	<input type="checkbox"/>	Part-time	<input type="checkbox" value="04"/>

- Facilities like banking, post office, book shops: 1 Books and stationery shop
- Transport facilities to cater to the needs of students and staff: Nil
- Animal house: 1

- *Biological waste disposal:* Nil
- *Generator or other facility for management/ regulation of electricity and voltage:*
 - a. Generator
 - b. UPS.
- *Solid waste management facility:* Nil
- *Waste water management:* Nil
- *Water harvesting:* Nil

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

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	B.A./B.Sc./B.Com/BVoc/Community College	3 years	H.S.	English & Assamese	2000	1931
	Post-Graduate	M.A./M.Sc/M.Com(Distance Mode)	2 years	Graduation	English & Assamese		
	Integrated Programmes PG						
	Ph.D.						
	M.Phil.						
	Ph.D						
	Certificate courses	CCA, Spoken English	3 Months	HSLC onwards	English	50	35
	UG Diploma	Nursing & Health Care, Theater Stage Craft and Acting	1 Year	H.S.	English/ Assamese	50+50=100	25+25=50

	PG Diploma	PG Diploma Entrepreneurship & Self Employment	1 Year	Graduate	English	20	15
	Any Other (specify and provide details)	PGDCA, Spoken Tutorial(IT)	1 Year / 1 Month	H.S.	English	70	50

13. Does the college offer self-financed Programmes?

Yes No

If yes, how many?

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	07
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15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Physics, Chemistry, Botany, Zoology, Mathematical Science, MLT, Computer Science	<input checked="" type="checkbox"/>		
Arts	English, Language & Literature, History, Pol Sc, Economics, Education , Mass Media	<input checked="" type="checkbox"/>		
Commerce	Commerce	<input checked="" type="checkbox"/>		
Any Other (Specify)				

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

- a. *annual system*
- b. *semester system*
- c. *trimester system*

17. *Number of Programmes with*

- a. *Choice Based Credit System*
- b. *Inter/ Multi disciplinary Approach*
- c. *Any other (specify and provide details)*

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

Yes No

If yes,

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

b. *NCTE recognition details (if applicable)*

Notification No.:

Date: (dd/mm/yyyy)

Validity:

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

Yes No

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

Yes No

If yes,

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

b. *NCTE recognition details (if applicable)*

Notification No.:

Date:.....(dd/mm/yyyy)

Validity:

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

Yes No

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

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/University/State Govt. Recruited	0	0	26	03	07	5	15	1		
Yet to recruit					02		01			
Sanctioned by the Management/society or other authorized bodies Recruited					12	10	01			
Yet to recruit					00					

*M-Male *F-Female

21. Qualificationsoftheteachingstaff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	00	00	00	00	00	00	00
Ph.D.	00	00	13	02	04	01	20
M.Phil.	00	00	06	00	04	02	12
PG	00	00	27	04	21	04	56
Temporary teachers							
Ph.D.	00	00	00	00	02	00	02
M.Phil.	00	00	00	00	01	00	01
PG	00	00	00	00	12	10	22
Part-time teachers							
Ph.D.							
M.Phil.							
PG							

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

03

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

Categories	Year1		Year2		Year3		Year4	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	52	49	58	60	70	57	150	118
ST	198	100	180	108	200	138	205	250
OBC	250	155	250	218	235	250	500	205
General	221	110	300	205	200	143	300	330
Others	00	00	00	00	00	00	00	00

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

Typeofstudents	UG	PG	M.Phil.	Ph.D.	Total
Students from the same State where the college is located	1913	12	0	0	1925
Students from other states of India	6	0	0	0	6
NRI students	0	0	0	0	0
Foreign students	0	0	0	0	0
Total	1919	12	0	0	1931

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

UG PG

26. Unit Cost of Education

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

(a) including the salary component

(b) excluding the salary component

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

Yes No

If yes,

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

Yes No

b) Name of the University which has granted such registration.

- a. Krishna Kanta Handique State Open University
- b. Institute of Distance and Open Learning (IDOL), Gauhati University
- c. IGNOU

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes No

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

Programme	Teacher-Student Ratio
B. A.	1: 55
B. Sc.	1: 12
B. Com	1: 36
B. Voc	1: 15
Community College	1: 15

29. Is the college applying for

Accreditation: Cycle1 Cycle2 Cycle3 Cycle4

Re-Assessment:

(Cycle1 refers to first accreditation and Cycle2, Cycle3 and Cycle4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle2, Cycle3, Cycle4 and re-assessment only)

Cycle1: 28.08.2004(dd/mm/yyyy) Accreditation Out come/ Result C++

Cycle2: 08.01.2011 (dd/mm/yyyy) Accreditation Out come/ Result 2.64

Cycle3: (dd/mm/yyyy) Accreditation Out come/ Result.....

***Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.**

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

32. *Number of teaching days during the last academic year*

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

218

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

17/10/2005 (dd/mm/yyyy)

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

AQAR (i) 17/07/2012 (dd/mm/yyyy)

AQAR (ii) 02/07/2015 (dd/mm/yyyy)

AQAR (iii) 03/11/2015 (dd/mm/yyyy)

AQAR (iv) 07/01/2016 (dd/mm/yyyy)

35. *Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/ descriptive information)*

2. Criteria-wise Inputs

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

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

Vision: - To provide higher education for making our students globally competent with human value. The mission of Chaiduar College is to prepare the youth to remain resolutely fixed to their goal and to obtain insights and awareness over changing values and perspectives of life so as to enable them to identify themselves as conscious, integrated and wholesome human beings capable of meeting the challenges and opportunities of life in the noblest and most disciplined way.

Mission

1. To achieve all round development of a student providing moral, civic, value-based learning through education.
2. To disseminate quality education among the students and nearby areas of greater Gohpur for generating workforce, to equip them with the required skills and aptitudes for the job market.

Objective:-

1. To provide the best platform to all section of students to meet the need of the society by imparting quality education.
2. To produce skilled, creative and confident human resources to take up career challenges.
3. To impart training for unemployed educated youth in various skills depending on present day need.

Modes of Communication:

The vision and objectives are displayed in the college website and in the college prospectus. They are also highlighted prominently in the college Newsletter.

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

Since the Institution is affiliated to Gauhati University, it follows the curriculum as designed by the university. The University uses the guidelines of UGC while preparing, developing and restructuring the curricula. The college has an academic calendar in conformity with the university calendar to implement the curriculum. The college prepares a routine for planning and execution of the curriculum within the framework of the academic calendar provided by the parent University. The departments prepare individual plans for syllabus coverage, field works and study tours etc. Frequently, examinations are conducted by each and every department especially for major students. Teachers in the college are also encouraged to attend Refresher Courses, Orientation Programs, trainings and workshops conducted by other institutions. Regular review of the action/course plans are held in departmental meetings. Meetings of Academic Committee consisting of all Heads of Departments are held regularly under the chairmanship of the Principal to take stock of academic progress. Depending on the need and demand of the students and other stakeholders, Internal Quality Assurance Cell and the Academic Committee of the college propose some subjects within the ambit of university to be included in the curriculum. Then the matter is brought before the Governing Body of the College. If the Governing Body approves, the proposal is sent to the university, and after following necessary. Terms and conditions, proper decisions are made in the right direction.

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

From the University:

The University prepares the academic calendar and the list of holidays which provides the basic framework for the academic year. The college follows the curriculum prepared by the university and in this regard, is aided by guidelines accessible on the web. The University also plans and executes the assessment and evaluation strategies. The University deputed experts to the institution, if necessary, for various works like laboratory design, designing of new courses, recruitment of teachers etc. External examiners/supervisors are appointed by the University.

From the institution:

The routine for implementation of the curriculum is prepared

centrally. The temporary, part time and guest teachers etc. are engaged by the institution. The infrastructural facilities, teaching aids etc. are supplied by the institution. Teachers are encouraged to attend training programs to update their knowledge. In addition to departmental computer facilities, UGC Network Resource Centre and Centralized Computer Lab have been set up to facilitate easy access by faculty members and students. Apart from the Central library, Departmental libraries have been set up so that teachers as well as students can reach on to required books.

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

1. Counselling on admission into various courses is provided.
2. After admission, at the beginning of the classes, the students are informed of the curriculum by each and every department. Sometimes, general counselling is also arranged additionally.
3. Information on grading and evaluation process in the semester system is provided in the beginning of the session.
4. The institution prepares the routine for effective implementation of the curriculum.
5. Periodic evaluations are carried out through a series of internal examinations, home assignment, seminar, group discussion etc.
6. The college authority monitors the implementation of the curriculum through academic committee meetings where syllabi progress is thoroughly discussed.
7. All the faculty members maintain work diary and quarterly Departmental progress report are prepared.
8. The college arranges temporary, part-time and guest teachers as an add-on support.
9. The college provides the necessary infrastructure, supplies the teaching aids like LCD projectors, visualizers, Interactive Board etc. for effective classroom interaction.
10. The college makes arrangements for procurement of necessary books and laboratory apparatus for supporting effective class room interaction.
11. The recurring costs like chemicals, glass-wares and day to day consumables for classroom interactions are met by the

institution.

12. The college has made arrangement for continuous uninterrupted power and water supply and toilet facilities.
 13. Computer facility is provided to every department by the institution. Internet facilities have been extended to every department free of cost by the institution.
 14. Exposure visits/educational tours to the neighboring higher institutions and laboratories are conducted every year.
 15. The college provides financial assistance to needy students for academic purpose. Also, periodic football coaching are arranged under the supervision of Ministry of Sports and Youth Affairs, Assam Government.
- 1.1.5 *How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?*

For effective operationalisation of the curriculum, the college maintains close rapport with various universities/institutes, industries and research bodies. A summary of these linkages is outlined below:

Support by / Linkage with Academic Institution:

Parent University:

- G.U.

Central Universities:

- Rajib Gandhi University, Itanagar
- Tezpur University

IITs:

- IIT, Mumbai
- IIT, Guwahati

National Institutes:

- Indian Institute of Entrepreneurship, Guwahati

Industries:

- Nya Gogra Tea Estate, Gohpur
- Sanjibani Hospital and Research Centre, Biswanath Chariali
- GNRC, Guwahati
- Rengoni Entertainment TV channel, Guwahati
- Pratidin Times (Media House)
- Seagull, Guwahati

Research Bodies/Agencies:

- Tea Research Centre, Toklai.
- Indian Council of Historical Research
- Defense Research Development Organization, Solmara

Government Establishment:

- Directorate of Sports and Youth Welfare, Govt. of Assam
- Directorate of Industry, Govt. of Assam

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

- Since the course curriculum and syllabus are designed by the university authority, but to be affiliated to the University, College has to take proactive initiative in designing the course. In skill based courses like Entrepreneurship Development, B.Voc (MLT and Mass Media) and Community College (Nursing and Theatre, Stage Craft & Acting) scheme, the entire syllabus and curriculum was designed and developed by our faculty members in consultation with subject experts and it was approved by the parent university.
- At an informal level the opinions of a number of faculty members have been sought as feedbacks while undertaking curricular changes and revision, launching new programmes etc. by the university departments. In such consultations they suggested changes which were later incorporated.

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

Yes, as stated above with the approval of the parent university the college has designed and developed curriculum and syllabus for B.Voc. and Community College scheme which are detailed below:

Curriculum	Needs	Design	Development and Planning
B.Voc(MLT)	Keeping in view of the job opportunity and non-availability of adequate medical laboratory technical staff in this area, this course has been introduced in this college.	Designed by the faculty members in consultation with Industry Partner and experts from concerned/relevant fields.	With the approval of university this course was launched from academic year 2015-16.
Mass Media	With the proliferation of media houses and satellite TV channels, jobs and opportunities are on a large scale in electronic and Print media. The course is introduced to train the youth from this region to find lucrative career opportunities	The course curriculum has been designed with the assistance from various media experts as well as from academicians of the parent university.	With the approval of university this course was launched from academic year 2014-15.

	in these areas.		
Community College (Health Care and Nursing)	There is a big demand for trained nurses and other paramedical staff in the health sector. There is evidently a big gap between the volume of demand and number of trained manpower, and this course aims to lessen this gap to some extent.	Designed by the faculty members in consultation with experts from concerned/relevant fields.	With the approval of university this course was launched from academic year 2014-15.
Community College (Theater and Stage Craft)	In a state like Assam which boasts of a large number of mobile theater groups and amateur theaters, the demand for actors as well as trained	Designed by the faculty members in consultation with experts from concerned/relevant fields. Renowned theater personalities are actively engaged in this venture	With the approval of university this course was launched from academic year 2014-15.

	specialists such as directors, producers, editors are increasing day by day, and this demand is further boosted by the entertainment channels in the state.		
PG Diploma Entrepreneurship & Self Employment	In order to build the growth momentum in the emerging economies, the country needs its own hub of innovative, creative and enterprising individuals.		With the approval of University.
PGDCA, CCA, Spoken English, Spoken Tutorial on Various Free & Open-Source Software	In this age of information technology, IT literacy is indispensable for the youth in whatever career they may be. Along with IT	Spoken Tutorial in IT has been introduced in collaboration with IIT, Mumbai. The rest of the courses are designed by the faculty members in consultation with experts from	

	<p>proficiency, spoken English proficiency is a must for careers in IT, Management, and Business sectors.</p>	<p>concerned/relevant fields.</p>	
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1.1.8 *How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?*

The college has to abide by the curriculum of the parent University. The stated objectives of curriculum are achieved in the course of implementation by:-

1. The college strictly adheres to the academic calendar provided by the parent university.
2. Classes and practicals are conducted subject to the maximum number within the academic calendar.
3. Student attendance is rigorously monitored.
4. Completion of the syllabus work including field work by the students is ensured by the faculty members.
5. Sessional Examinations are held in regular intervals as per guidelines.
6. Remedial coaching is provided to the slow learners.
7. Invited guest teachers are brought for specialized classes.
8. Students are taken on educational tours to provide exposure to recent changes and advancement in their concerned fields.
9. By evolving strategies at the department level for ensuring achievement of the objectives of the curriculum.
10. Teacher- Student Exchange Programmes are conducted with

nearby colleges.

1.2 Academic Flexibility

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

Name of the Course	Objective	Achievement
PG Diploma in Entrepreneurship And Self-Employment	To produce innovative, creative and enterprising individuals, and to train them in required skills.	Successfully running.
FCA: Fundamentals of Computer Application	To enhance IT proficiency among students for careers in IT, business and management sectors	Successfully running
Personality Development and Spoken English Course	To boost spoken English proficiency for careers in various fields, and for better exposure and assimilation in the present-day job market	The course has attracted students in large numbers. Increased efficiency in spoken English has been noticed among the students
Spoken Tutorial on Various Free & Open-Source Software (in collaboration with IIT, Mumbai. Conducted)	To promote first-hand, hands-on learning of essential, state-of-the-art software	Successfully running
Certificate in Tea Plantation and Management (COP)	As small scale Tea Gardening is a growing industry of the locality, the objective of the course to provide professional knowledge to the educated youths.	Successfully running
Certificate Course in Performing Arts (COP)	To provide professional course in the field of Performing Arts.	Successfully running
MLT (B. Voc)	To bring the Medical	Successfully running;

	Laboratory Education to the door step of the bright students of the rural area, with a view to fulfill the requirement of Medical professionals in rural area.	laboratory has been set up, and the first batch of students are getting trained
Mass Media (B. Voc)	To provide a professional course to the students of the locality who want to join emerging media industry.	A media laboratory is being set up, and the first batch of students are getting trained; working partnerships with a couple of media houses (Rengoni and Prag) have been set up.
Nursing & Health Care (Community College)	To make the Nursing & Health Care course easily accessible to the students from all categories of this region.	Enrollment in large numbers; students are getting theoretical trainings, and hands on training/practical are given in two big partner institutions (Sanjivani Hospital and G. N. R. C., Guwahati)
Theater and Stage-Craft (Community College)	To provide professional training to the students who want to build their career in the field of acting and related area.	Noted theater personalities are engaged; MoU with the renowned theater group 'Seagull' has been established; The first batch has passed out with flying colors; their performances during and after their course are being praised by noted theater personalities and audience

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

The parent university does not allow Twinning/Dual Degree system. Still, students may choose to pursue any other certificate or diploma course from IGNOU, Krishna Kanta Handique State Open University (KKHSOU) through distance mode along with their regular courses. Institute of Distance and Open Learning (IDOL), Gauhati University also offers the opportunity for various courses in distance mode. The college has a good and successful track record of running various courses in the study centers of these institutes.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

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

Range of subject options offered by University	Range of subject options opted by College.
Core	Core
English	English
Modern Indian Language: Bengali, Assamese, Nepali, Hindi, Bodo, Manipuri, Urdu, Alt. English	Modern Indian Language: Assamese, Nepali, Hindi, Bodo, Alt. English
Environmental Studies	Environmental Studies
Elective (Second Language)	Elective (Second Language)
Assamese	Assamese
Manipuri	
English	English
Bengali	
Arabic	
Nepali	Nepali
Hindi	Hindi
Bodo	Bodo

Elective	Elective
Economics	Economics
Education	Education
Pol. Science	Pol. Science
History	History
Philosophy	
Geography	
Sociology	
Folklore	
Linguistics	
Psychology	
Physics	Physics
Chemistry	Chemistry
Anthropology	
Home Science	
Mathematics	Mathematics
Statistics	Statistics
Bio-Technology	
Electronics	
Environmental Science	
Geology	
Zoology	Zoology
Botany	Botany
Management	Management
Accountancy	Accountancy

- *Choice Based Credit System and range of subject options*
The parent university does not allow for this system (is going to introduce shortly)
- *Courses offered in modular form*
 - a) PG Diploma in Entrepreneurship and Self-Employment

- b) FCA: Fundamentals of Computer Application Personality
 - c) Development and Spoken English Course
 - d) Spoken Tutorial on Various Free & Open-Source Software (in collaboration with IIT, Mumbai. Conducted)
 - e) Certificate in Tea Plantation and Management (COP)
 - f) Certificate Course in Performing Arts (COP)
 - g) Certificate course in Human Rights.
- *Credit transfer and accumulation facility:*
Not introduced by parent University.
 - *Lateral and vertical mobility within and across programmes and courses:*
In the first month of the first semester-I, a student is allowed to change major subject in accordance with his or her interest subject to the availability of the seats of the departments.
There is provision for switching over from Major course to General course.
 - *Enrichment courses:*
FCA: Fundamentals of Computer Application, Personality Development and Spoken English Course, Spoken Tutorial on Various Free & Open-Source Software courses.

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

Sl. No.	Name of the Course	Admission Procedure	Curriculum	Fee Structure	Teachers' Qualification	Salary
1	B.Com	Via Admission Test	As per syllabi of Parent University	Rs. 3000/- Sem (General) Rs. 3500/-	M.Com	10,000

				Sem (Major)		
2	PG Diploma in Entrepreneurship and Self-Employment	Via Admission Test	Syllabi approved by parent University	Rs 1200/- per sem	Master Degree	Class wise Rs 500

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

Name of the Course	Details of the course	Beneficiaries
PG Diploma in Entrepreneurship And Self-Employment	1 year diploma course	Any graduate.
FCA: Fundamentals of Computer Application	Certificate course with MS Office Pack, DTP, Internet.	Students of the college
Personality Development and Spoken English Course	Certificate course covering topics like facing interview board, group discussions and pronunciation.	Students of the college
Spoken Tutorial on Various Free & Open-Source Software (in collaboration with IIT, Mumbai. Conducted)	Short terms certificate course under IIT Mumbai	Students of the college

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?

There is a provision for the students opting for certain subjects not offered by the college, or for students opting for a subject but cannot

be accommodated in the preferred subject due to limited intake capacity of the subject. Such a student can study the preferred subject along with the regular course through distance mode in IDOL (Institute of Distance and Open Learning) under the parent University.

1.3 Curriculum Enrichment

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

The vision of the College is to provide higher education to make our students globally competent with human value. As the mission being to prepare the youth to achieve their goal and obtain insights and awareness over changing values and perspectives of life so as to enable them to identify themselves as conscious, integrated and wholesome human beings, every conceivable measure is adopted in a time bound manner. In order to follow this vision, the college makes its own efforts to supplement University curriculum by opening need based programmes or courses in emerging fields like Medical Science, Information Technology, Mass Media etc. Further, the College also runs short term courses or packages related to global issues such as Entrepreneurship Development. The range and scope of the courses in each programme/course assure that the students achieve academic excellence in the concerned disciplines. Seminar presentations, project works and teacher-student contacts are indispensable for meeting the objectives of the programmes, and they help the students to develop their personality and outlook. Apart from the academic framework, the programmes provide exposure to the students by allowing interactions with society through field studies, educational tours and community services.

1.3.2 *What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?*

Being an affiliated college, the college does not possess the flexibility to modify the curriculum as chalked out by the parent University. Indeed, the faculty members with co-operation from the student community have made attempts to uplift and organize the curriculum

in a sound manner. Here, the feedback offered by the students plays a key role. All their problems and difficulties in coping with the learning process have been given due impetus with a view to addressing their said issues. To augment this, guest teachers are invited frequently from local and far-flung institutes. In addition, with employability being a major concern, the college takes recourse to multifarious courses along with regular ones including personality development and short term computer courses. Moreover, the Career Counseling Cell is quite operative in providing necessary information regarding employment opportunities, and displays them on the board of the cell. The cell also extends help in collecting the application forms and filling up the same. The cell offers assistance for online mode of application submission. Various training programmes exclusively meant for job opportunities are organized.

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

The College possesses Women Cell which organizes various programmes like workshops, speech and popular talks on gender issues, mental health, youth unrest etc.

The students undertake field surveys and writing of project reports under the banner of Environmental Studies on topics relating to the various aspects of the environment all around. The teachers acting as supervisors take the cue of these assignments to promote the value of sustainable development, conservation of nature through ecological balance etc. Surveys for the project reports undertaken by students have given proper boost to their knowledge about environmental degradation and its remedial measures. In close connection to this, occasions like the World Environment Day, Swacch Bharat Abhiyan has been observed in a prompt manner.

The College has recently introduced a Six-month Foundation course on Human Rights. As part of this course, popular talks are arranged where the concerned issues are discussed. Talks by external experts are also organized.

On ICT, the College offers courses on Computer Application and the PGDCA programme besides integrating ICT related

components in other recently launched programmes such as B.Voc(MLT, Mass Media) and Community College programmes on Health Care and Nursing, Theatre, Stage Craft and Acting with proper planning and efficient faculties. Smart Class rooms are being used by students at the time of presentation, and teachers are encouraged to promote ICT based teaching learning mechanism for the greater interest of the students.

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

§ Moral and Ethical values: Six-month Foundation course on Human Rights, Counseling of Students by experts, Special mourning sessions on the demise of notable personalities, awareness programmes on ethical voting in Gohpur LAC and Tezpur Parliamentary Constituency are organized by the college.

§ Employable and Life Skills: Short Term Computer Courses, Personality Development and Spoken English course.

§ Better career options: Functional English; A Language Laboratory has been established to aid the students in their pursuit of acquiring and upgrading the communication skills in the English language; courses on MLT, Mass Media, Theater and Acting, Nursing and Health Care, Tea Plantation Management etc.

§ Community Orientation: Activities of the NSS and NCC wings, various extension programmes, financial assistance to the victims of flood, fire etc.

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

With the system of feedback from stakeholders, the college frequently makes attempts for enriching the curriculum. Here, teachers' opinions are sought for in the academic meetings for enriching the curriculum. Students submit their feedback through response sheets to the departments. Based on the feedback, the academic committee decides the course of action for enrichment programmes which includes short

term enrichment courses, popular talks on moral and ethical values, training programmes on advance laboratory techniques not covered by the normal curriculum. Examples: In the last four years there was a demand from the side of the stake holders to arrange more expositional courses or programmes on English usage. Accordingly, Personality Development and Spoken English Course were introduced from the year 2012. There was also a demand for widening the existing scope for computer literacy courses which resulted in incorporating more packages such as Tally, DTP etc.

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

The college monitors the enrichment programmes by a series of measures. Monitoring Committee, comprising Principal as Chairman, Vice Principal as Convener and the Coordinators of the IQAC and respective courses as members analyses and evaluates the progress

1.4 *Feedback System*

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

Being an affiliated institution, the College is bound by the curriculum set by the parent University. The college as well as its faculty members can take part in the design and development of the curriculum if and when called by the university. However, the college exploits its best possible opportunity in design and development of the curriculum within the university limitations. The faculty members make specific suggestions to the parent University individually and through CCS members in the college. For instance,

1. The syllabus of the newly introduced courses such as Mass Media, MLT, Entrepreneurship Development, Health Care and Nursing etc. were designed by faculty members in consultation with industry partner and concerned experts and same were approved by the parent university with due recognition.
2. Principal himself is involved in designing curriculum of Assamese of a nearby autonomous college.
3. As an Executive Council member, one of our senior most

faculty members initiated measures in designing curriculum of the parent university.

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

Yes, IQAC on behalf of the college collects manual feedback from different stakeholders of the college society.

- The faculty members of the departments discuss in thread bare about the nature and contents of the syllabus. The HoDs or CCS members contact with the concerned departments in the University to convey feedbacks which the department needs to attend to.
- The IQAC collects feedbacks and opinions on the contents of the curriculum from the students. If found necessary, they are sent to the University for appraisal and necessary actions.

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

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

Sl. No.	Programme	Rationalization
1	B.Com	1. No such programmes are offered in the locality. 2. Availability of jobs. 3. The area is economically backward and majority of the students cannot avail the courses in other places

2	B.Voc(Medical Laboratory Technician)	<p>1. No such programmes are offered in the locality.</p> <p>2. Job opportunities in private sector.</p> <p>3. Economically backward students can study so that their financial crunch does not stand as hinderence to their pursuit of education.</p>
3	B.Voc(Mass Media)	<p>1. No such programmes are offered in the locality.</p> <p>2. Job opportunities in private sector.</p> <p>3. Economically backward students can study so that they do not have to go outside as they cannot financially afford such courses outside</p>
4	PG Diploma in Entrepreneurship And Self-Employment	To encourage the graduates for entrepreneurial effort and self employment.

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

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

As the college is pre-eminently destined to the cause of higher education in the locality, adequate measures are taken for the betterment of the education scenario. Keeping pace with this, it follows a fully effective and transparent policy and procedure for admission of students into various programmes.

Wide publicity is given in the following way:

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

Transparency:

Apart from adhering to the policies laid down by the state Government and the parent University with regard to admission process, the college has devised its own ways to make the admission process transparent within the ambit of the policies. Admission procedure is clearly brought out in the prospectus. Three Admission Committees are formed by the Principal for three different streams such as Arts, Science and Commerce, before starting of the admission process, comprising senior faculty members and representatives from all concerned departments. These committees do the scrutiny works of the submitted applications, prepare and publish selection lists for each course strictly on merit basis. These lists are published on the college website as well as on college Notice Boards indicating the marks obtained by the candidates. In case of admissions into Major courses in Education, Political Science, Economics, Assamese and English, Entrance Tests are conducted. Admission processes are carried out in a hall after open verification of original documents by the Admission Committees in presence of all candidates and guardians. The admission fees are collected through concerned cash counter in the

college premises. The admission process of the college is fully automated that has come out of great help whenever necessity arises in getting access to required data and information. For preparing, merit list, college fee, the college uses Academy Del software.

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

Criteria

- a) The college gives due emphasis upon merit in connection with admission into various programmes offered under its supervision. Students are allowed to take admission considering the marks secured and the reservation policy as per State Govt. rules. The merit list is notified clearly indicating the category against which the student has been selected and the percentage/percentile of each student. Besides, reservations are maintained for candidates having efficiency in sports and co-curricular activities.
- b) To improve quality, Entrance Examination is held for Major Courses in some departments, and effort is made at getting into touch with the students. A student may appear for more than one subject, provided his/her performance and intake capacity of the concern departments.
- c) Each department maintains different cut-off marks in accordance with the availability of seats.
- d) Although viva-voce is conducted by the departments, it does not carry any marks. The prime objective is to gauge the students' interest and their further improvement.

Admission Process:

- a) Detailed Admission Schedule is published in reputed Dailies and on the College Website.
- b) Counseling programmes are conducted.
- c) Entrance tests are conducted for Major Courses in a few of the departments.

- d) Admission forms as submitted are scrutinized by the Admission Committee.
- e) The Admission Committee makes arrangements in preparing and publishing the merit list.
- f) The final merit list is displayed on the notice boards and also uploaded on the college website.
- g) Open admission procedure is adopted by the College. Sitting arrangement for the candidates as well as guardians is made in a hall. They are called by name in order of merit for verification of their testimonials by members of the Admission Committees.
- h) Admission into major courses is based on
 - I. Intake capacity of the department.
 - II. Major admission Test
- i) After the verification of documents, if a candidate is found eligible, he/she is finally selected for admission.

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

College Name	Minimum and Maximum percentage of Marks		
Chaiduar College	B.A.	Min 40%	Max 100%
	B.Sc.	Min 40%	Max 100%
	B.Com	Min 40%	Max 100%
	Professional Course	Min 50%	Max 100%
Biswanath College, Biswanath Chariali	B.A.	Min 55%	Max 100%
	B.Sc.	Min 57%	Max 100%
	B.Com	Min 47%	Max 100%
	Professional Course	Min 45%	Max 100%
T.H.B. College, Jamuguri Hat	B.A.	Min 40%	Max 100%
	B.Sc.	Min 40%	Max 100%
	Professional Course	Min 40%	Max 100%
Kalabari College, Kalabari	B.A.	Min 40%	Max 100%

2.1.4 *Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process.*

Yes, the admission process in the institution is reviewed annually by the Academic Committee consisting of all the HoDs, President of Teachers' Association, all related Coordinators including the IQAC, the Vice Principal and the Principal as Chairperson. The shortcomings of the previous admission process are detected by the Admission Committee, and they are rectified for the next admission. Any suggestions from the stakeholders are also treated seriously and discussed in such meetings to make the admission process more effective and transparent.

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

The institution strictly follows the Central and State Government policies in reservation in admission process. The college extends financial assistance to the economically challenged students for admission and further study. The college also provides distance education facilities to students for the continuation of their studies where the said students happen to be the only earning members in their families and cannot continue the regular course. It also organizes motivation programmes in SC and ST villages in the fringe areas for attracting students to higher education.

- * SC/ST: 7% reservation for admission and 7% for jobs in case of SC. In case of ST, 15 %reservation for admission and 15% for jobs.
- * OBC: 27% reservation for admission.
- * Women: No specific rule is maintained.
- * Differentlyabled: Reservation according to the govt. rule.
- * Economically weaker sections: No specific rule is maintained as admission is done on strictly merit basis.
- * Minority community: No specific rule is maintained as

admission is done on strictly merit basis.

- * Any other: Extra ordinary sports person quota.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends i.e. reasons for increase/decrease and actions initiated for improvement.

Programmes	Number of applications	Number of Students admitted	Demand Ratio
2012-13 UG			
1 B. A.	650	409	1.58:1
2 B.Sc.	80	64	1.25:1
3 B.Com	48	41	1.17:1
2013-14 UG			
1 B.A.	680	411	1.65:1
2 B.Sc.	120	98	1.22:1
3 B.Com	50	45	1.11:1
2014-15 UG			
1 B.A.	720	650	1.11:1
2 B.Sc.	101	83	1.22:1
3 B.Com	65	50	1.3:1
2015-16 UG			
1 B.A.	732	648	1.13:1
2 B.Sc.	150	125	1.2:1
3 B.Com	76	70	1.09:1
4. B.Voc	45	40	1.13:1

PG(Distance Mode)			
1 M.A.	100	100	1:1
2 M.Sc.	2	2	1:1
3 M.Com	10	10	1:1
M.Phil.: No			
Ph.D.: No			
Integrated: No PG Ph.D			
Value added			
1 Human Rights Education	91	91	1:1
2			
Certificate			
1 PGDCA	60	50	1.2:1
2 COP			
Diploma			
1 Community College	55	49	1.12:1
PGDiploma 2015-16 (Introduced)			
1. Entrepreneurship and Self Employment	12	10	1.2:1
Any other (B.Voc)			
1. MLT	30	25	1.2:1
2. Mass Media	15	15	1:1

2.2 *Catering to Student Diversity*

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

The institution strictly follows the government policy in case of admission to differently-abled students. Limited ramp facility for differently abled student is available and some other infrastructural facilities for them are proposed to be completed in the near future.

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

Yes, the institution encourages assessment of students' needs in terms of knowledge and skills before commencement of the programmes, and various methods are adopted to accomplish the same. Teachers usually begin their respective courses by having brief but interactive Question and Answer sessions. Departments conduct aptitude tests prior to the allotment of Major subjects. Orientation programmes are held to educate the newly admitted students on various aspects of the course program and on the different supporting facilities available in the college. Based on their responses in the class, personal advice is given to students individually and collectively.

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

Additional and special classes are regularly organized by each department to make course completed within the specified time frame. The institution also arranges regular remedial courses based on demands from the students. The college also has Personality Development and Spoken English courses as add- on programmes. The students are offered short term computer courses to enhance computer literacy in this rural area. Coaching classes for entry into services is a regular affair in the institution. Last year, the institution organized coaching for the Teachers Eligibility Test Examination (TET)

held by the Government of Assam. A significant number of students cleared the examination and got employment. The College provides enrichment courses like Fundamentals of Computer Application, Spoken Tutorial on open source software etc. along with regular courses.

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

The college makes all-out effort at ruling out gender discrimination at the earliest. As quality is given the utmost importance, there is little space for any mark of demarcation along the line of gender. A balanced male-female ratio is maintained in every conceivable sphere. Gender sensitization programmes have been conducted under the aegis of the Women Cell of the college.

As the location of the college is characterized by people having various religion, culture, rites and rituals, folklore etc., all efforts are made to inculcate equal opportunities for all of them. Cultural programmes by the students in the college and outside the campus reflect the cosmopolitan cultural ethos of the college.

Environmental study tours, projects and assignments are compulsory for students from every stream as part of the syllabus work. The college also organizes departmental and student oriented workshops, seminars on environmental issues. Planned plantation programmes are undertaken from time to time.

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

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

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the

disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

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

2.3 *Teaching-Learning Process*

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

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

Evaluation: The schedule of examination is fixed by the affiliating university. The college chalks out plan to conduct sessional examinations in every semester in the Academic Committee. All sessional examinations are conducted by the Internal Examination Board headed by the Vice Principal with approval of the Principal. In addition to this, departments prescribe assignments and projects for students. The evaluation of the answer scripts for University examinations is carried out in Zones constituted by the affiliating university. The answer scripts of internal examinations are evaluated

in the college itself.

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

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

- Opening of career oriented courses, arrangement of remedial coaching for slow learners are some of the actions in favor of which the IQAC made recommendations to the college authority.
- Communication with IIT, Mumbai for initiating Spoken Tutorial on Open Source Software was made with utmost effort.
- Holds frequent discussions with the Principal and the staff for quality enhancement and sustenance.
- Arranges meetings with Student Union to obtain feedbacks on support issues.

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

The college always emphasizes on teachers for making their classroom activities more student centric. To make the teaching learning process more interactive, the college has a separate set up of digital classrooms where audio-visual aids like Interactive Boards, Visualizers, Ultra Short Throw Projectors, etc. are at hand for teachers to help them in developing skills for interactive teaching. To increase the collaborative learning skills, the college equips the teacher with sophisticated equipment as accessible and whenever necessary. Teachers assign joint Power Point Presentations to students to promote collaborative learning skills. Group discussions are held for Major students in which students interact with their fellow beings in accomplishing certain tasks such as preparing papers for Seminar, or going online and collecting study materials, etc. Teachers are encouraged to adopt

experimental measures like allowing students to set question papers under the supervision of the faculty members. Students are also asked to evaluate the scripts themselves before the final evaluation by teachers. This makes learning more interactive for the students. These techniques are taken recourse to in the internal examinations in the college. Students are, on regular basis, encouraged to make group study of various aspects of the museum to arrive at certain historical conclusions. Study tours, field works, small research projects are the various means through which collaborative learning skills are developed. Teachers for Remedial and extra classes are engaged by the Principal with the consultation of students. Guest teachers are also engaged as suggested by the students. A process of uploading classroom materials on college website is in process so that students can use the materials of their interest at any moment.

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

Scores of academic and other student centric activities/programmes in the college are held with a view to helping the students develop critical as well as creative thinking. Debates, essay writing, article writing on relevant topics, creative art, contributing to college and departmental wall magazines are different ways in which the college attempts to encourage critical thinking. Recently an Inter College elocution competition in fond memory of the founder President, Late Tilak Chandra Sharma was organized on April 8th, 2015 at the college auditorium. Frequently a gathering under the banner of "Anurag", a body meant for augmenting creative writing and thinking, is held in presence of distinguished invitees in the college premises.

Open stage performances are organized frequently to provide a platform to students for creativity. Dramas are also staged by the students of Theatre, Stage Craft and Acting.

The college invites renowned innovators like Udhab Bharali for popular talks on various skill based activities. Classroom activities often include group discussions to answer certain questions. Question-answer techniques are adopted to make learning student-centric. To facilitate scientific temperament, the college has the advantage of one Bio-Tech Hub having the required facilities.

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

The College provides round the clock internet facility under NMEICT to all the departments including IQAC. Internet facility for students is available in the library. The students get printing and copying facilities at cheap rates in the college. The college has not yet availed the facilities of National Mission on Education through Information and Communication Technology (NME-ICT) as it is not available here. However, the faculty members regularly collect materials and learning resources from the internet and use them for teaching purpose. The college provides LCD projectors, Virtual presenters to some of the class rooms. N-List, an online database is also available in the college premises. The DHE has recognized our college as 'Knowledge Centre' in Sonitpur district for dissemination of distance IT knowledge initiated by MHRD, Govt of India.

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

- Events like seminars and workshops sponsored by outside agencies and organized by the college are frequent in this institution.
- Internal Seminars, workshops at departmental and inter departmental levels are also frequently organized.
- The students are taken to peer institutions like NEIST, National Library Kolkata, NEHU, Shillong and Tezpur University to help them imbibe exposure to latest developments in different fields.
- The college organizes training programmes like soil testing, blood sugar testing, water testing and detection etc. by concerned faculties to acquaint the students with the use of modern scientific instruments

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

The faculty members of the college get engaged in academic and personal counselling. Teachers take painstaking measures to bring out lasting solution to academic as well as other problems faced by students. Though there is no formal or recorded mechanism for academic counselling, teachers are always on the front to come for students' aid.

The faculty members are always open and keen on providing personal aid to students who are in dire need. Books, Reference Books, Study materials are given to those who cannot obtain required study materials owing to financial constraints.

The Women's Cell looks into the problems faced by the girls enrolled in the college. It liaises with the Hostel Committee on problems faced by resident girls.

The Grievance Redressal Cell is instrumental in redressing any kind of untoward incidents related to the student community.

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

The college possesses the following innovative teaching approaches/Methods:

- As part of innovative measure, most often the students are asked to take up some topics in the classes for explication.
- They are also asked to set question papers in class tests and also evaluate the answer scripts under the teachers' supervision.
- Mock parliaments and open debate are arranged under the initiative of the Department of Political Science.

- Sometimes direct field workers are brought to the college for taking special classes.

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

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

The impact of such innovative practices on student learning: -

- It was observed that interaction with students effected a noticeable enhancement in self confidence among the students.
- The students' understanding of the topics was on the better side, and the preparation for examination received a boost up.
- This approach as taken came out as great help in galvanizing self-study on the part of the students.

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

The Central library of our college is equipped with more than 25000 Text books, 28 journals, 12 E-journal, 55 numbers of CD and Videos and 1057 other books. Faculty members and students can readily get access to these. The collections are diverse in nature and purchased by the librarian consulting with the faculty members. Besides these, e-resources from NLIST and other relevant information can also be accessed by the students via the broad band internet facility available within the library. The books are issued to the students through Barcoding System. The digitization of library is near completion. The departmental library of each department also provides students with books and journals.

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

For smooth conduction of college, the following challenges are to be

redressed. The main challenges are enlisted below: -

1. Shortage of teachers in sanctioned post is a big challenge in the wake of increasing enrolment.
2. As the college has to follow the semester system the students are not accustomed with the changes, and sometimes students keep skipping the classes.
3. During rainy season, flood becomes an obstacle for conduction of regular classes.
4. Shortage of classroom sometimes hampers in smooth conduction of the classes.
5. Erratic power supply.
6. Bad service of BSNL for internet connectivity.

Institutional approaches to overcome these: -

1. Appointment of Contractual and Part Time Teachers
2. To cope with the semester system initiative is taken to motivate students through departmental seminars and awareness programmes.
3. The college has been trying its best for construction of new classrooms and requested different agencies for funds.
4. The College has arranged a Generator system for round the clock power and also approached the local Member of Parliament for installation of Solar power system.
5. To provide uninterrupted internet connection, college has signed an MoU with Reliance Jio that will provide Free WiFi.

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

The IQAC acts as the quality assurance body of the college. It collects and analyses data on 'input-output' process regarding the students' enrollment. These analyses and threadbare discussions on them in the Academic Committee meetings enable the departments to have an objective look at the qualitative aspects.

The Principal and the Vice Principal seek feedback on teaching as well as learning process from learners and parents. Pertinent issues regarding the quality of teaching learning process are raised by them in Academic Committee and IQAC meetings.

The departments are regularly visited by Principal, Vice Principal and the IQAC Coordinator and discussions regarding teaching-learning invariably crop up. Individual faculty members give their inputs in the process. Departmental feedbacks are also taken up for discussions in the IQAC and Academic Committee meetings so that effective measures could be taken to improve the quality of teaching – learning. Work diary is maintained by the faculty members and quarterly department reports are prepared to highlight the academic process.

Students' feedback is taken up through predefined formats. Data are analyzed by experienced teachers of the college or outside peer body and required steps are taken accordingly.

The Principal has to send annual reports to the DHE, Govt. of Assam and the GU mentioning the details of teaching-learning process, performance appraisal of individual teachers, result analyses etc. Periodic inspections are also conducted by Inspector of Colleges, Govt. of Assam, Director, College Development Council and Senior Faculty members the affiliating university in matters like extension of temporary or permanent government concurrences and affiliations of programmes and courses. Discussions on aspects of qualitative issues of teaching-learning come up on such visits and suggestions are offered by such teams for improvement. Such suggestions are later discussed in the Academic Committee and IQAC meetings.

2.4 *Teacher Quality*

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

Recruitment:

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

Higher Education, Assam for appointment.

For self-financing courses, advertisements are published in leading dailies as well as in the website and the interview is arranged. Appointment letter is issued by the principal after approval by the Governing Body.

Similarly, for Part time teachers are recruited by providing advertisements in leading dailies as well as in college website and interviews are arranged. Appointment letters are issued by the principal after approval by the Governing Body.

Retention:

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

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

It is trying to extend accommodation facilities for outstation teachers.

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	00	00	00	00	00	00	00
Ph.D.	00	00	13	02	04	01	20
M.Phil.	00	00	06	00	04	02	12
PG	00	00	27	04	21	04	56
Temporary teachers							
Ph.D.	00	00	00	00	02	00	02
M.Phil.	00	00	00	00	01	00	01
PG	00	00	00	00	12	10	22
Part-time teachers							
Ph.D.							
M.Phil.							
PG							

2.4.2 *How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.*

The College has established linkage with different University, government departments and industries. The faculty members of the college are encouraged to attend different orientation programmes. They are given exposure to short term courses as well by which a foundation is created to cope with new areas of teaching-learning. Besides this approach, qualified teachers on contractual basis are appointed to run programmes such as Medical Laboratory Technician, Mass Media, Fundamentals of Computer, Nursing and Health Care, Theatre Stage craft and Acting etc.

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

a) *Nomination to staff development programmes*

Academic Staff Development Programmes	Number of faculty nominated
Refresher Course	2011-12 → 3
	2012-13 → 3
	2013-14 → 2
	2014-15 → 3
HRD programmes	0
Orientation Programmes	2011-12 → 0
	2012-13 → 2
	2013-14 → 1
	2014-15 → 2
Staff training conducted by the university	2012-13 → 1
Staff training conducted by other	2012-13 → 2

institutions	
Summer/winter schools, workshops, etc.	0

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

- ✓ *Teaching learning methods/approaches: Organized*
- ✓ *Handling new curriculum: Organized*
- ✓ *Content/knowledge management: Nil*
- ✓ *Selection, development and use of enrichment materials: Organized*
- ✓ *Assessment: Nil.*
- ✓ *Cross cutting issues: Nil.*
- ✓ *Audio Visual Aids/multimedia: Organized.*
- ✓ *OER's: Organized.*
- ✓ *Teaching learning material development, selection and use: Organized.*

c) *Percentage of faculty*

- * *invited as resource persons in Workshops/Seminars/Conferences organized by external professional agencies: 3%*
- * *participated in external Workshops/Seminars/Conferences recognized by national/ international professional bodies: 25%*
- * *presented papers in Workshops/Seminars/Conferences conducted or recognized by professional agencies: 20%*

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

The college facilitates in obtaining research grants from organizations like UGC, DRL (Defense Research Lab) and DBT (Department of

Biotechnology), ICHR etc. The college also provides study leave to teachers opting for research works in other organization depending upon workload of the departments. The college organizes training programmes for faculty using experts from companies to acquaint them with new technologies. It publishes a research journal namely 'Scholars' View' edited by faculty members. It also published one Laboratory Manuals comprising five departments (Physics, Chemistry, Botany, Zoology and Statistics). The faculty members publish articles in reputed and peer-reviewed journals and other esteemed journals. A section of them have published articles in international peer-reviewed journals with impact factors.

2.4.5 *Give the number of faculty who received awards/recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.*

Nil.

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

Yes, Students' feedbacks on teachers are sought by IQAC and Principal. The data obtained are analyzed in staff meetings. The strategy for teaching is chalked out after discussion with peer members.

2.5 *Evaluation Process and Reforms*

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

- **Students:**

The evaluation processes in published in the college prospectus and newsletter. The answer scripts of internal examinations are made open to the students for their understanding of error etc. This gives them a fair idea about the evaluation process. Discussion on answer scripts are conducted between teacher and

students in respective departments. The faculty members, usually before the examinations, talk on the expected length of the answers and also the content on the basis of marks allotted to the questions. It is a common experience of the teachers that, often students exhibit a tendency to beat about the bush instead of sticking to the point. Importance of construction of to the point answers is highlighted by the teachers.

- **Faculty:**

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

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

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

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

The College intimates all the reforms in regards to course and curriculum or evaluation reforms to its students and staff as and when university decides by holding meetings and through notice board. Generally, the principal conveys the same formally to respective departments and is displayed on the notice board for students. The principal convenes academic staff to discuss the requirements induced by the reforms like new infrastructure requirements, new faculty

requirements and computer requirements. A comprehensive plan is formulated to achieve the necessary results. The authority sanctions duty leaves to teachers engaged by the University for evaluation in the examination zones.

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

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

The results of the end semester examinations of the last few years are quite satisfactory. The pass percentage increased significantly after the introduction of preparatory examinations.

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

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

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

the College.

For ensuring transparency:

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

Weightage for behavioral aspects, independent learning, communication skills:

- The attendance of a student is considered during allotment of internal assessment marks.
- The students in the classroom are divided into pairs and groups to exchange ideas before the teacher commences the explication of the topic. Thus teaching is sought to be more student centric. The conclusions are informally drawn by the teachers, and the good performers are personally encouraged by making them aware of their abilities and assuring added assistance from teachers.
- Small research projects are allotted to students in the areas of interest. The projects are submitted to the external examiner during practical examinations for considerations.
- Student seminars are organized in many departments to stimulate independent thinking on prescribed topics. The performance of the student is considered as one of the parameters during allotment of internal assessment marks in the annual system.
- In the subject of Functional English, communication skill is incorporated in the internal assessment system.

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

The graduate attributes of the university are:

- (i) Development of learners' academic ability
- (ii) Upliftment of personal quality
- (iii) The passed out learners should be capable of taking social responsibilities
- (iv) Preparing learners employable by disseminating area specific knowledge.

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

There is no barrier for the students to present their grievances to the authority or any faculty directly. Appropriate measures are taken after discussion in meetings specially arranged for the purpose. There is a re-evaluation mechanism in the university. Those students not satisfied with their results can place their appeals in this process and their grievances can be redressed. Even students can get photocopies of their evaluated answer scripts under the provisions of the RTI Act. Such applications should be routed through the college. The college authority takes prompt action on such grievances and forwards them to the university without delay.

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

2.6. Student Performance and Learning Outcomes

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

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

Programmes/ Modules	Specific Intention	Mode of awareness	
		Students	Staff
B.A.	1. To have possession of knowledge and	The intentions are stated in the	In the academic meetings and

	<p>understanding regarding specific subjects.</p> <p>2. To acquire language skills in both written and communicative modes.</p> <p>3. Inculcation of social and moral values.</p> <p>4. The students are given orientation to place themselves in job market as well as to opt for self-employment.</p>	<p>college Prospectus. At the commencement of the programmes, the learning outcomes are stated in the introductory lectures delivered by the respective teachers.</p>	<p>departmental meetings the intentions are discussed.</p>
B.Sc.	<p>1. To acquire knowledge and understanding of specific subjects.</p> <p>2. To instill the spirit of innovation for future research workers.</p> <p>3. To generate true scientific attitude to combat harmful and destructive social evils</p> <p>4. The students are trained to place themselves in job market as well as in self employment.</p> <p>4. To impart state of the art technical knowledge for employment as well as use in the society.</p> <p>5. To impart eco friendly knowledge that can be dispersed in the society.</p>	<p>The intentions are published in the Prospectus. At the commencement of the programmes, it is a part of the introductory lectures delivered by the respective teachers. Sometimes faculty members from other institutes are invited to convey the intentions by career motivation classes.</p>	<p>In the academic meetings and departmental meetings the intentions are discussed.</p>
B.Com	<p>1. To acquire knowledge and understanding of</p>	<p>The intentions are stated in the</p>	<p>In the academic meetings and</p>

	<p>specific subjects.</p> <p>2. To acquire language skills in both written and communicative modes.</p> <p>3. Inculcation of social and moral values.</p> <p>4. The students are given orientation for placement in job market for self-employment.</p> <p>5. Apart from the above intentions, the Commerce Stream makes additional efforts to create successful entrepreneurs.</p> <p>6. To instill the spirit of professionalism in the minds of students with special emphasis on commercial traits.</p>	<p>college prospectus. At the commencement of the programmes, it is a part of the introductory lectures delivered by the respective teachers.</p>	<p>departmental meetings the intentions are discussed.</p>
<p>Bachelors Programme in Professional Courses</p>	<p>1. To impart state of the art technical knowledge for employment, and for the society.</p> <p>2. To instill the spirit of innovation for future research workers.</p> <p>3. To acquire language skills in both written and communicative modes for achieving a well developed personality.</p>	<p>The intentions are published in the prospectus and website</p>	<p>In departmental meetings the intentions are discussed.</p> <p>At the commencement of the programmes, it is a part of the introductory lectures delivered by the respective teachers.</p>

2.6.2 *Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students*

results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

Monitors the progress

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

Communication of the progress:

Printed results are displayed on departmental notice boards. The teacher discusses the performance with the students in respective departments. The answer scripts are shown to the students for rectification.

Year	Programme	Results in %	Analysis
2011-12	B.A	71.25	Total no. of students: 240 Male: 114, Female: 126 Total nos. of students passed: 171 Male: 76, Female: 95 Total nos. of students passed with 60% and above :20 (male: 2, female: 18)
	B.Sc	72	Total no. of students: 17 Male: 10, Female: 7 Total nos. of students passed: 9 Male: 4, Female: 5 Total nos. of students passed with 60% and above :5 (male:4, female: 1)
2012-13	B.A.	76.52	Total no. of students: 409 Male: 165, Female: 244 Total no. of students passed: 313 Male: 127, Female: 186 Total no. of students passed with 60% and above: 18 (Male: 5, Female: 13)
	B.Sc	74.35	Total no. of students: 39 Male: 27, Female: 12 Total no. of students passed: 29 Male: 18, Female: 11 Total no. of students passed with 60% and above: 02 (Male: 0, Female: 02)
2013-14	B.A	78.06	Total no. of students: 269 Male: 100, Female: 169 Total no. of students passed: 210 Male:89, Female: 121 Total no. of students passed with 60% and above: 11 (Male: 05, Female: 06)
	B.Sc	66.66	Total no. of students: 09 Male: 06, Female: 03 Total no. of students passed: 06 Male: 04, Female: 02 Total no. of students passed with 60% and above: 03 (Male: 01, Female: 02)

2014-15	B.A	90	Total no. of students: 387 Male: 166, Female: 221 Total no. of students passed: 348 Male:147, Female: 201 Total no. of students passed with 60% and above: 47 (Male: 14, Female: 23)
	B.Sc	86	Total no. of students: 39 Male: 29, Female: 10 Total no. of students passed: 34 Male:24, Female: 10 Total no. of students passed with 60% and above: 9 (Male: 07, Female: 02)
	B.Com	81	Total no of students :16 Male:12 Female: 04 Total no of students passed:13 Male: 09, Female: 04 Total no. of students passed with 60% and above: Nil

2.6.3 *How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?*

- **Strategies Structured for Teaching, learning:**

With a view to imparting valuable lessons so as to make the students well prepared in facing challenges of life and the greater interest of the society with added advantage of morality, the following strategies are given due consideration by the college:

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

4. Remedial classes are arranged for the slow learners.
5. Audiovisual aids like LCD projectors, visualizers are frequently used by the departments.
6. Students are sent to peer institutes for exposure.
7. Computer facilities are offered to the students free of cost and at a very low cost.
8. Internet connection are provided to most of the departments. The teachers frequently collect study materials from the net and forward them to the students.

- **Strategies Structured for Employment:**

1. Trainings and popular talks are organized for providing information in employment opportunities.
2. The employment news is made available to the students through library.
3. Notice of job advertisement by Placement Cell.

- **Strategies Structured for Moral and social values:**

1. Courses like Human Rights are initiated to inculcate moral values
2. NSS and NCC Wings are a part of institutional structure which undertakes social works and awareness programmes for sensitizing students on social and moral values.
3. Different social events are organized at college to spread the social responsibility among students. Such as Teacher's Day is observed emphatically and enthusiastically by both students and teachers every year in this college. As a part of the programme, talks on moral, national and cultural heritage of India, the ethical, philosophical and cognitive values of knowledge, and the need for student teacher relationship based on love, respect and cooperation, are delivered.
4. Participation in Youth Festivals etc.
5. Organizing Youth Exchange Programme.

- **Assessment strategies Structured:**

To assess the specific knowledge level of the students, the college conducts internal examinations like Sessional Examination, Class Tests, Unit Tests etc. in addition to the University examination. The HODs discuss the coverage of

the syllabus in the departments with faculty, and finally they place their views and impressions in the academic committees.

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

2.6.4 *What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?*

Quality Jobs:

The college has introduced some career oriented course like MLT for jobs of Medical Laboratory fields, Mass Media for emerging field of Media, Community College schemes courses for self-employment. Along with regular courses fundamentals of Computer Application courses are also provided for better job opportunity. All passed out students of Nursing and Health Care course already got engaged in initiative taken by the college.

Entrepreneurship:

- The College provides P.G. Diploma on Entrepreneurship and Self Employment for any graduate students.
- The college organizes short time computer courses for enabling students to take up self-employment.

Innovation and research aptitude:

- College has a Bio Tech Hub to facilitate the student bio-logical experiments.
- Students are sent to other peer institutes for exposure to development of science and technology.
- Eminent personalities, especially renowned innovators, are

invited for motivation.

- Students are given small research projects in their line of interest.
- Teachers involve the students in their personal research projects.
- Training on scientific writing and presentations are organized in departments.
- Specialized trainings in modern scientific methods are organized in the departments.
- Every year Science Day is celebrated ceremoniously where experts are invited for popular talks and contributions of eminent scientists are highlighted. Various competitions like drawing, essay writing etc are organized.

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

Principal arranges discussions at his chamber after the declaration of result to discuss the gaps in the expected results. Comparative analyses with performance of students of other colleges find a place in such discussions. Faculty members usually actively participate in such discussions.

The IQAC and the Academic Committee analyze data on students' performance and learning outcomes as indicated earlier. In these meetings strategies are also chalked out to improve the performance of learners.

At the departmental level also regular discussions are held among the faculty members. Learning difficulties and gaps are significant issues which find place in such discussions. Decisions of the Academic Committee and the IQAC are usually communicated by the concerned HoDs to other faculty members.

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

Periodic internal examinations to monitor the acquired specific knowledge on subjects is a regular exercise of our college. The performance of the students is analyzed and strategies for weak students like remedial coaching, guest lectures, motivational talks etc. are adopted.

There is a moral committee for monitoring moral achievements.

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

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

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

Yes, the institution and the faculties use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning.

The individual teachers take recourse to various means including oral tests, Seminars, assignments, class tests and group discussion, some of which are of innovative nature to assess the needs of the students. The individual teachers make their own teaching plans taking into view the assessment as an indicator for the needs of the students

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

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

No. Despite this lack, a dynamic research culture exists in the college. The faculty members are pursuing research activities; a number of Major and Minor research projects funded by UGC, DBT, ICSSR, ICHR are ongoing. The Bio-tech Hub in the Department of Zoology has proved to be a major boost in research in life sciences.

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

Yes

A research committee comprising of Dr. J Upadhyaya, Dr. Raju Ojah and Soumitra Boruah, coordinator IQAC monitors the research activity of the college.

The committee recommended to bring out a research journal named *Scholars' View: A Journal of Multidisciplinary Research* and the half yearly issues have been published since 2013. The Research committee also helps teacher-scholars in their Research work. As many as thirteen teachers received Ph.D degrees since the last Accreditation. More than nine teachers are undertaking research works for which they seek help from the Committee.

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

§ *Autonomy to the principal investigator*

Principal Investigator gets full autonomy to implement Research Project.

§ *Timely availability or release of resources*

As soon as the fund is received by the authority from the funding source in connection with any project, the

Principal Investigator is informed and the fund is released to him/her as per requirement. However, the final installment is released only after successful completion of the project and submission of necessary papers and clearance from the funding agency. The research committee verifies the papers and approves final release.

§ *Adequate infrastructure and human resources*

The institution tries to provide necessary infrastructure in spite of its inadequate infrastructure. College also monitors in the recruitment of human resources and try to hire the best fit one.

§ *Time-off, reduced teaching load, special leave etc. to teachers*

The institution is not in a position to allow reduced teaching load, time-off or special leave to investigators. Service Rule does not have any provision about this. However, the Institution lessens some workload which can be discharged by peer group. Research committee and fellow teachers always show their readiness to provide their supports. However, leave is granted to those who apply for FDPs.

§ *Support in terms of technology and information needs*

Full access to IT facilities available in the Institution is allowed to the faculties involved in research works. Well stocked central library along with departmental libraries lend informative support to everyone involved in such work. College laboratories are also allowed to be used by research worker even on holidays.

§ *Facilitate timely auditing and submission of utilization certificate to the funding authorities*

Yes, the institution helps the Principal Investigator in auditing the expenditure and submitting Utilization Certificate as soon as such request is made.

§ *Any other*

The Institution takes immediate steps for the teacher scholars to avail FDP leave.

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

Following efforts are made to develop scientific temper, research culture and aptitude among students.

The curriculum provides some short term projects for Major students of the Science stream that encourages them to pursue the career of research in future. Students are also taken by some departments on educational tours. These study tours to universities and research institutions help in growing interests among the students regarding the advancement in science and technology and the cutting-edge research in different areas.

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

Types of research	Number of Faculty Involved
Guiding student research	25
Research projects	10
Individual research activity (pursuing Ph.D.)	06

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

- A couple of socio-economic surveys of a few villages
- Eye Check-up Camps
- A number of health camps

- Cleanliness drives in villages and the town
- Environmental awareness camps, plantation programmes
- Bridging programmes with farmers from neighboring areas where experts from agricultural fields and faculty members sensitized them about harmful effects of pesticides, insecticides, chemical fertilizers etc. and enlightened them about various scientific methods they could easily put to practice for bigger and richer yields
- Workshops and awareness programmes on mental health and gender sensitization were also held.
- Swacch Bharat Abhiyyan
- Blood-Donation Camps
- AIDS Awareness programme
- Gender sensitization programmes, anti-tobacco campaigns
- Installation of dustbins at Gohpur town

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

No prioritized research areas in the institution. Faculty members from different departments are engaged in research of their own choice and domains of expertise. Specialized research.

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

The College invites scholars and researchers and academicians of repute from different universities and Research organizations to interact with faculty members from time to time.

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

The Service Rule does not allow for the provision of Sabbatical leave. However, the college grants FDP leave to teachers under the provision made by the UGC in this regard.

3.1.10 *Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the*

institution and else where to students and community (lab to land)

The faculty members in every department seek to enhance the research aptitude of the Major subject students orienting them in the basics of research—from finding a suitable topic, finding relevant secondary research literatures to the writing of research report. The class seminars and home assignments, and (in the case of students from science streams) the practical lab works play vital roles in nurturing and sharpening the research interests and aptitude of the students.

After obtaining the Ph.D. degree, each faculty member hold dissemination talk among all the faculty members and interested students where the awardees speak about his/her research work and findings which create a general awareness and expansion of intellectual horizons of other peer members and the students.

Moreover, faculty members publish their research work in research journals of repute. Research expertise of their own domains are utilized by the faculty members in various awareness camps, health camps and extension activities.

3.2 Resource Mobilization for Research

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

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

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

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

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

There is no such financial provision to support research projects by students.

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

No.

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

Nil.

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

Different departments, with the understanding that interdisciplinary research is the modern investigatory trend, interact through the research committee. Various research ideas are discussed in the research committee meetings for undertaking interdisciplinary research work. Accordingly, the concerned faculty members apply for funds to different agencies. In the last few years, a collaborative research work has been carried out by the department of Botany and of Zoology with agencies like Defense Research Lab, Tezpur, Rajiv Gandhi University, Itanagar, and NEIST.

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

Various equipment and research facilities available in the college are used by both teaching staff and students. There are various computer systems centrally located along with departmental computer facilities in the college which are put to use by people engaged in research

works. Almost all the departments have internet connectivity, and there is also centralized internet connectivity in the general library and the computer cell. Xeroxing facility is centrally located in the general library as well as in the administrative section for students and staff. LCD projectors and visualizers are provided to majority of the departments for optimal use. There is also provision for the same in the computer cell on request. Various artefacts, especially old manuscripts, are available for research investigation in the cultural museum under Department of Assamese and are used by investigators from various agencies in the state. The authority encourages the students and teachers for optimum use of its infrastructure. The infrastructure is made available to research workers even beyond official time as well as during holidays.

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

A Biotechnology hub housing sophisticated instruments was developed under the DBT sponsored Biotech HUB.

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

Minor and Major Research Projects awarded to Faculty by UGC or any other agency are carried out in the Institution. They make use of various equipments and other facilities like library service available in the College. The time of use by the students and teachers are so arranged that they do not clash. Science Laboratories and Computer configurations in departments are upgraded regularly. Maintenance of equipments is done regularly.

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

Yes.

The college has received Rs. 44,00,000/- from the Department of Biotechnology to open a Biotech Hub in the college. Accordingly, a Hub was opened here which has already undertaken research activities and appointed a JRF. It will develop research culture among the staff and

encourage others to take up research activity in future. Under STAR college programme the college receives 58 Lakhs for upgradation of practical laboratories.

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

Nature of the Project	Duration	Title of the Project	Name of funding agency	Total grant in Rs		Total grant received till date in Rs
				Sanctioned	Received	
Minor (S.Kakoti)	2 years	Temple Architecture Sculpture and Painting of Sonitpur	UGC	73,000	50,000	50,000
Minor (S.Kakoti)	2 years	Survey and documentation of archaeology	UGC	73,000	50,000	50,000
Minor (M.M.Bora)	2 years	Exploration of Aquatic Fauna of Sonitpur, Assam	UGC	80,000	80,000	80,000
Major (M.M.Bora)	2 years	Herpetofaunal Diversity	UGC	3,75,000	2,50,000	2,50,000
Minor (B.Saikia)	2 years	Diversity and utilization of wild edible plants	UGC	1,72,000	1,72,000	1,72,000
Minor (S.Borah)	2 years	Phytochemical investigation on ethno-medicinal plants	UGC	1,98,490	1,50,490	1,50,490
Minor (L.Borhaguhai)	2 years	Generation of Exactly solvable potential	UGC	1,25,000	1,10,000	1,10,000
Minor	2 years	Polyaniline/Montmoril	UGC	2,70,000	2,70,000	2,70,000

(M. Upadhyaya)		lonite clay				
Major (R. Kaman)	2 years	Social and economic confronting the marginalized Social group of Assam	ICSSR	8,00,000	3,20,000	3,20,000
Minor (L. Bordoloi)	2 years	A Study of below ground Bio diversity	UGC	3,15,000	Nil	Nil
Minor (J. Borah)	2 years	Study of different fungal	UGC	1,60,000	1,44,000	1,44,000
Minor (J. Dutta)	2 years	Study on the Quality of Soil and Water	IGNOU	2,93,000	2,93,000	2,93,000
Minor (K. Borah)	2 years	Study on Panchayat Raj and Employment	UGC	1,40,000	80,000	80,000
Minor (K. Borah)	2 years	Emerging pattern rural woman	UGC	2,65,000	2,65,000	2,65,000
Minor (N. Saikia)	2 years	Construction of ...Quantum Mechanics	UGC	1,35,000	1,10,000	25,000

3.2 *Research Facilities*

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

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

- Well-equipped Laboratories
- Undisturbed power supply
- Computers and software; Internet Access
- Rich library with large number of research journals, daily newspapers and more than 25,000 books.

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

The college takes utmost care to facilitate suitable and required infrastructural facility to faculty members working on Major Research Projects. In case of any deficiency or lack in adequate facility, the college undertakes to set up such facility as far as it can. Science laboratories are upgraded from time to time, new instruments and software are procured with financial assistance from different funding agencies like the UGC, Department of Biotechnology, Government of India, Department of Science and Technology, Govt. of India. The college administration offers full support to the researchers.

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

Yes.

Sl No.	Scheme	Sponsoring Agency	Facility Developed
1	N.E. Special Package	DBT, DST, STAR	Laboratory Upgradation
2	Bio Tech Hub	DBT	A sophisticated Bio Tech Hub

			with modern facility
3	STARB College	DBT	Existing Laboratories of various departments are upgraded with sophisticated equipments and projectors (list enclosed).
4	Community College	UGC	New courses like Nursing & Health Care, Theater, stage craft and Acting are introduced.
5	B.Voc	UGC	MLT and Mass Media courses have been introduced.

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

The research facilities of the college are made available to the students and research scholars outside the campus whenever request regarding this is made to the authority.

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

The College Library has a rich collection of books and journals from diverse academic disciplines that are frequently used by faculty members of the institution. It also provides online research databases through internet connectivity. A separate room is allotted for the researchers.

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

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

3.4 Research Publications and Awards

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

- * *Patents obtained and filed (process and product): NIL*
- * *Original research contributing to product improvement: NIL*
- * *Research studies or surveys benefiting the community or improving the services: Socio-economic survey in nearby villages initiated by the Department of Economics to understand and examine the standards of life of the villagers in terms of health and hygiene, literacy, mortality rate etc.*
- * *Research in puts contributing to new initiatives and social development: NIL*

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

The institute publishes a research journal *Scholar's View: A Journal of Multidisciplinary Research* bearing ISSN-2320-1096. The journal is published twice annually by the Research Forum of Chaiduar College. It is a peer-reviewed journal comprised of an Editor (Mr. Prasanta Saikia, Assistant Professor, Department of Statistics), three Associate Editors (Dr. Arindam Sarma, Mr. Hridaya Hazarika, Mr. Indrajit Kalita), and a Board of Advisory Editors who are eminent scholars and professors from various universities across the country and who are renowned experts on their relevant domains of knowledge. The call for papers is sent out twice a year seeking quality research papers from diverse disciplines. The papers are first reviewed by the editorial

board and if they meet the general requirements of the journal they are sent to two experts for blind reviews. Papers are finally selected on the basis of the reports of these reviews and they go for final prints after due revisions and meticulous editing wherever and whenever needed. The journal follows both the MLA and APA style of referencing and citation. It is not currently listed in any international database, but the editorial board hopes to achieve this target in the near future.

3.4.3 Give details of publications by the faculty and students:

- * *Publication per faculty*
- * *Number of papers published by faculty and students in peer reviewed journals (national/international)*
- * *Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)*
- * *Monographs*
- * *Chapter in Books*
- * *Books Edited*
- * *Books with ISBN/ISSN numbers with details of publishers*
- * *Citation Index*
- * *SNIP*
- * *SJR*
- * *Impact factor*
- * *h-index*

Sl No.	Name of Faculty	Department	No. of Publications	No. of Papers published in peer reviewed journals (National/ International)	Chapter in Books	Books Edited	*Books with ISBN/ISSN numbers	*Impact Factor	* Citation Index	*SJR	*SNIP
1	Dr. Anjan Kr. Ozah	Principa l	15		05	03	07				

2	Dr. J. Upadhyaya	Vice Principa l	04		02		02				
3	N. Bhuyam	Assame se									
4	M. Borah	Assame se									
5	Mrs A. Hazarika	Assame se									
	Dr. B. Gogoi	Assame se	12	10			02				
6	S. Basumatary	Bodo	04	03			01				
7	Dr. A. Sharma	English	08	04	04	Nil	Nil				
8	H. Hazarika	English	04	Nil	04	Nil	Nil				
9	I. Kalita	English	06	02	03	Nil	01				
10	M. Upadhyaya	English	04	03	01	Nil	Nil				
11	H. Payang	Pol. Sc									
12	Mrs K. Borah	Pol. Sc									
13	M. Bhuyan	Pol. Sc.	05	3	2						
14	A. Gautam	Educati on	Nil 1								
15	Mrs. N.S. Ahmed	Educati on									
16	Mrs. H. Gohain	Educati on									
17	S. Ghosh	Comme rce	Nil								
18	Mr A Hazarika	Comme rce	03	03							
19	Dr M Gogoi	Comme rce	14	11	03						
20	Mr S Khatiwara	Comme rce	01	01							
21	Mr P Sahu	Comme rce	Nil 1								
22	Ms U Deka	Comme rce	01	01							
23	Dr R M BoraH	Physics	05	04	01			0.75			
24	Dr L Buragohain	Physics	02	02							

25	Dr N Saikia	Physics	11	09		02		1.25	02		
26	Dr P Savapandit	Chemistry	02	02							
27	Dr R ojah	Chemistry	17	04	01		12				
28	Dr J Dutta	Chemistry	13	12	01						
29	Dr M Upadhyaya	Chemistry	05	05							
30	Dr M Hazarika	Botany	05	03	02						
31	Dr D Saikia	Botany	06	04		02					
32	Dr B Saikia	Botany	05	02	02	01					
33	Dr S Borah	Botany	04	02		02					
34	Ms J Borah	Botany	Nil								
35	Dr A Hazarika	Zoology	03		02	01			78		
36	Ms L Bordoloi	Zoology	01			01					
37	Dr M M Borah	Zoology	07	03	04						
38	Mr U Borah	Zoology	Nil								
39	P. Phukan	Mathematical Science	02	02							
40	Mr P Saikia	Mathematical Science	05	04	01						
41	S. Kakati	History	17	01	07	01	08				
42	Dr. R. Kaman	History									
43	Dr. D Das	Economics									
44	P Bhuyan	Economics									
45	MK Das	Economics									
46	M Hazarika	Economics	06		05		01				

3.4.4 Provide details (if any) of

- * Research awards received by the faculty: Nil
- * Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally: Nil
- * Incentives given to faculty for receiving state, national and international recognitions for research contributions: Nil

3.5 Consultancy

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

The college is trying its best to build up a spectrum of linkages with industries. The college envisions a wider network of collaborations and interfaces with industries in the near future. The institute has so far chalked out working collaborations/interfaces with the following industries/institutes:

Central Universities:

- Rajiv Gandhi University, Itanagar
- Tezpur University

IITs:

- IIT, Mumbai
- IIT, Guwahati

National Institutes:

- Indian Institute of Entrepreneurship, Guwahati
- DRDO, Tezpur

Industries:

- Nya Gogra Tea Estate, Gohpur
- Chandrachal Udyog
- Sanjibani Hospital and Research Centre, Biswanath Chariali
- GNRC, Guwahati
- Rengoni Entertainment TV channel, Guwahati
- Pratidin Times (Media House)
- Media and Entertainment Skill Council
- Seagull, Guwahati

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

The institute does not have a stated policy to promote consultancy; as an institute of UG teaching, it does not have such policy.

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

Though the institution does not generate any income from paid consultancy services, a number of faculty members provide their valuable time and expertise to the people of the surrounding areas in all conceivable fields. Faculty members are invited by local people, schools and NGOs to deliver speeches on issues such as environment, fishery, literary and cultural topics etc. They also provide their expertise in various awareness programmes. The institution encourages such activities on the part of the faculty members.

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

The college has not provided any remunerative consultancy service so far. Faculty members provide their expertise free of cost on their own initiatives as mentioned above.

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

No income has been generated by the college from consultancy services. Hence, no such policy has so far been formulated.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

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

The college takes the issue of social responsibility very passionately,

and strives its best to keep a close engagement with the neighborhood community through its various extension activities and programmes. Faculty members, staff and students take part in the extension activities and various awareness programmes conducted in adjoining areas of the college. So far, the college has conducted a couple of socio-economic surveys of a few villages, a number of health camps, cleanliness drives in villages and the town, environmental awareness camps etc. The college also held bridging programmes with farmers from neighboring areas where experts from agricultural fields and faculty members sensitized them about harmful effects of pesticides, insecticides, chemical fertilizers etc. and enlightened them about various scientific methods they could easily put to practice for bigger and richer yields. Workshops and awareness programmes on mental health and gender sensitization were also held. The NCC and NSS wings are quite active in the college and they give the students a wonderful platform to nurture their leadership qualities and ethical awareness of their social responsibility as good citizens. These two bodies along with the Women's Cell and Welfare Cell play a dynamic role in the community services undertaken by the college. Students also took part in awareness programme for ethical voting, blood donation camps, plantation drives, environmental programmes etc., and these activities have definitely contributed in the holistic development of their personalities. Thus, the college has been successfully promoting institution-neighborhood-community network and student engagement.

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

The students are encouraged by the college to take part in extension activities and community services. The college engages the students in such activities as they contribute to the development of a sense of social responsibility in them, making them aware of their roles as citizens. Student participations in extension and community services are monitored by the authority. Before taking up any initiative for extension activities from their side, the students need to take prior permission from the principal. Any such social activity is permitted only when it does not clash with their academic priorities.

3.6.3 How does the institution solicit stakeholder perception on the over all

performance and quality of the institution?

The institution actively solicits the stakeholder's perceptions on the overall performance and quality of the institution. This is done through meetings and discussions on different levels. The Governing Body is comprised of various stakeholder-representatives, and they discuss, formulate and approve important policies and programmes related to the development of the college. Meetings with teaching and non-teaching staff discuss academic and administrative matters and offer feedback and suggestions to the authority. Student performance and other matters related to the students are discussed and analyzed. Parent-teacher meetings are held to receive their perceptions and feedback regarding the academic services, quality of teaching, new courses and programmes offered by the college. Meetings with the Students Union help the college authority to receive inputs from their side and to assess their needs and wants. The institute keeps a close connection with its alumni and their active and continued co-operation and relationship with the college is sought for the further development of the college.

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

The college plans its extension and outreach programmes in joint meetings with the authority, teaching and non-teaching staff and representatives from the Students' Body. On the basis of suggestions and feedback of these discussions, extension activities are chalked out for a year. There is no separate budgetary provision for these programmes, and the expenses for the same are met from UGC fund and STAR College fund. Students, teachers and employees of the college eagerly participate in these extension and outreach programmes. NSS, NCC wings of the college and the Women's Cell play pro-active roles in the organization of these programmes. The list of activities during the last four years is:

- A couple of socio-economic surveys of a few villages
- Eye Check-up Camps
- A number of health camps

- Cleanliness drives in villages and the town
- Environmental awareness camps, plantation programmes
- Bridging programmes with farmers from neighboring areas where experts from agricultural fields and faculty members sensitized them about harmful effects of pesticides, insecticides, chemical fertilizers etc. and enlightened them about various scientific methods they could easily put to practice for bigger and richer yields
- Workshops and awareness programmes on mental health and gender sensitization were also held.
- Swacch Bharat Abhiyyan
- Blood-Donation Camps
- AIDS Awareness programme
- Gender sensitization programmes, anti-tobacco campaigns
- Installation of dustbins at Gohpur town
- Classes in feeder schools are taken.
- Adoption of one village namely Jaipur.

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

The institution encourages the students to join NCC and NSS wings. The NCC and NSS wings are very active and students under the aegis of these two bodies have taken part in many activities and brought laurels to the college. NCC and NSS also play very instrumental roles in the extension and outreach programmes organized by the college. The NCC cadets of the college took part in the Republic Day parade in New Delhi for two years. Teacher in charge of these bodies co-ordinate and monitor the activities undertaken by students. Faculty members take active part in extension and outreach programmes. So far the college has organized a lot of extension activities such as cleanliness drives in town and rural areas, sanitation programmes, blood donation and health camps, environmental awareness programmes, plantation programmes, gender sensitization programmes, anti-tobacco campaigns etc. The institution follows a clear objective of reaching out to society and contributing to the holistic development of the students, and therefore, it highly promotes the participation of students and faculty in extension activities as far as

possible.

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

A couple of socio-economic surveys were undertaken by the college under the aegis of the Department of Economics. Participated by faculty members and students, these surveys took assessment of the social status and economic condition, quality of life, literacy levels, employment rate, health and hygiene of the people of some remote areas of Gohpur sub-division. Data were collected and detail reports were made of these surveys. The college adopted a village and provided free sanitation/toilet facilities to the poor people of the village in collaboration with PHE Deptt Govt. of Assam. A number of free health camps were organized for the benefit of the poor and under-privileged section of the locality. Sanitation programmes, cleanliness drives in villages and the nearby town has been carried out by the college. Environmental awareness programmes and plantation programmes helped to spread awareness regarding ecological issues among the students and the common people. The Women Cell of the college organized Gender Sensitization Programmes and Women Health camps.

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

The involvement of the students in extension activities and outreach programmes initiated by the college contribute to the development of a sense of social responsibility and ethical, moral values in them. Being involved in such programmes as environmental awareness camps, anti-tobacco campaigns, gender-sensitization and human rights awareness programmes etc., these young minds learn about the ecological, social and political issues and evils. Their creative spirits and impulses receive nourishment through their participations in cultural and literary programmes both inside and outside the campus. It has been observed that the students become more interested and conscious

about their rich cultural heritage due to their exposure in these fields. These activities have also contributed to their academic life as they gather a range of essential life-skills and value-education through these activities. The aptitudes for critical observations, analysis and panning that are called for on these extension activities directly complement their learning experience. The positive consciousnesses of values and heritage have definitely made them better equipped for taking up greater responsibilities and challenges.

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

The college follows the policy of working closely with the community and involving the local people in its outreach programmes undertaken for community development. The various programmes such as Health awareness, sanitation programmes, free medical camps, eye check-up camps, blood-donation camps, environmental awareness, women empowerment programmes, plantation drives have directly benefited the locality and people. The adoption of a village by the college and the development of the sanitary facilities in the village by the college have been highly appreciated by the beneficiaries. The dustbins installed by the college on different points in Gohpur town are being used effectively. The institution has received tremendous support from the community on every occasion and the bond between the college and the community is now quite strong and dynamic.

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

The college maintains a good relationship with schools and junior colleges in the locality. A number of extension activities have been undertaken by the college with their active participation. The college provides assistance and help in academic matters to these local schools whenever sought. Local student bodies, NGOs, and other bodies such as Lekhika Samaroh Samiti, Assam Science Society etc. are also invited for various cultural and community-oriented programmes. Health check up camps and eye check up camps were organized jointly with

NGO 'Helping Hand'. Blood Donation camp was organized in collaboration with 'Uttaran' a local NGO.

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

The institution has not received any awards for extension activities and/contributions to the social/community development.

3.7. Collaboration

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

The college has been continuing a very good relationship and linkages with some national, central, regional and local institutions and industries like--Rajiv Gandhi University - Itanagar, Assam Agricultural University, Tezpur University, Dibrugarh University, North East Institute of Science & Technology, Jorhat, IIT, Mumbai, IIT, Guwahati, Indian Institute of Entrepreneurship, Guwahati, Toklai Tea Research Institute, Nya Gogra Tea Estate, Gohpur, Sanjibani Hospital and Research Centre, Biswanath Chariali, Chandracha Uduog, Sanjivani Hospital And Research Center, GNRC, Indian Council of Historical Research, Defense Research Development Organization, Solmara, Directorate of Sports and Youth Welfare, Govt. of Assam Directorate of Industry, Govt. of Assam, Rengoni Entertainment TV channel, Guwahati, Pratidin Times (Media House), Seagull, Guwahati etc.

Some faculty members of the college use the laboratories of the said universities and institutes for conducting their individual research work. The respective universities readily offer their expertise concerning any field sought by the college. In collaboration with the Rengoni Entertainment TV channel, Guwahati and Pratidin Times (Media House) the college is running up Mass Media Course under B.Voc. GNRC, Guwahati donated ten numbers of computers to the

college which was a big help for the college's computer centre. This Computer centre is continuing in association with IIT, Mumbai, IIT, Guwahati for various course design, syllabus etc. In collaboration with the Indian Institute of Entrepreneurship the college is initiating a diploma course on Entrepreneurship and Self Employment. In association with the Assam Agricultural University, Toklai Tea Research Institute and Nya Gogra Tea Estate, Gohpur, the college has started a Tea Husbandry and Management Course recently. In collaboration with Seagull- Guwahati, the college is running a certificate course on Theatre and Stagecraft. The Sanjibani Hospital and Research Centre, Biswanath Chariali and GNRC, Guwahati are assisting the college in running the Medical Laboratory Technician Course. The college has also benefited as teachers from science stream got the opportunity to teach in Rajiv Gandhi University, Itanagar, as guest faculty. In all these courses and programmes the mentioned institutions are consistently offering their utmost support in almost all concern as sought by the college. Teacher and Student exchange programme with Kaliabor College and Biswanath College.

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

Name of Industry/Institution	Purpose/Course
MoU with Department of Biotechnology, GOI	<ul style="list-style-type: none"> a. Capacity building in the area of Biotechnology teaching in the form of the Biotech Hub set up with DBT assistance b. Support Star College Programme in Chaiduar College
MoU with Sanjivani Hospital & Research Center, Biswanath Chariali	Support and assistance in the running of the "Health Care and Nursing" course in Chaiduar College; to act as the industry and infrastructure partner of the college and to provide laboratory and training facilities to the students of the course

Collaboration with Chandrachal Udyog, Gohpur	The industry will provide technical expertise to the students desiring of starting agri-based entrepreneurial ventures
Collaboration with Indian Institute of Entrepreneurship, Guwahati	Technical assistance and guidance in the course development as well as faculty training for the course "Diploma in Entrepreneurship and Self-Employment"
MoU with IIT, Bombay	Chaiduar College is to act as the Resource center for the Spoken Tutorial Project conducted by IIT, Bombay, to train students on Free & Open Source Software.
Rengoni Entertainment Channel	To provide technical expertise, guidance, curriculum development and placement of the students enrolled in the course "Theater, Stage Craft and Acting" run under Community College Scheme (UGC) in Chaiduar College
MoU with Media and Entertainment Skill Council	Enhancing the employability of students enrolled in two courses: B.Voc on "Mass media and Journalism" and "Theater, Stage Craft and Acting" run under Community College Scheme (UGC) in Chaiduar College; Chaiduar College will arrange infrastructure, monitor the course, mobilize students and trainers; MESC will facilitate training of trainers, develop industry linkages to enable the students to have practical training and skill development on the job, to assess and certify trainees
Collaboration with Seagull Theater Group, Guwahati	To provide training and exposure to the students enrolled in "Theater, Stage Craft and Acting" run under Community College Scheme (UGC) in Chaiduar College

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

- The college was established in 1967 on the land donated by the erstwhile Gohpur Tea Estate.
- The local population contributed and constructed the initial infrastructure required for a college.
- Local individuals spontaneously donated many more necessary items useful for the college.
- Initiative of award to the best graduate with the help of donation from local people.
- Initiative of Memorial Lecture

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

Name	Address
Prof. S.C. Mandal	Jadavpur University, Kolkata
Prof. A.K. Boisyra	BSI, Kolkata
Prof. A.K. Das	Rajiv Gandhi University, Arunachal Pradesh
Prof. H.N. Sarma	
Prof. D.N. Das	
Prof. R.N. Kakoti	Nagaland University
Prof. S.K. Borthakur	Gauhati University, Assam
Prof. A.M. Boruah	Assam Agriculture University, Jorhat
Prof. Monoj Sarma	
Prof. B.P. Goutom	
Mr. P. Jidung	Director of Higher Education, Assam
Mr. Lalit Gogoi, IAS	D.C. Sonitpur, Assam
Prof. J.K. Sarma	Gauhati University, Assam
Prof. P.J. Das	Gauhati University, Assam

Prof. A.K. Mishra	U.S.T.M. Meghalaya
Prof. D.K. Kakati	Gauhati University, Assam
Prof. R.C. Deka	Tezpur University, Assam
Prof. G. Bez	NEHU, Shillong
Prof.K.G. Bhattacharya	Gauhati University, Assam
Prof. H.S. Yadav	RGU, Arunachal Pradesh
Prof. S.K. Doloi	Tezpur University, Assam
Prof. R. Dutta	Tezpur University, Assam
Prof. J.C. Kalita	Gauhati University, Assam
Jadav Payeng	Forest man of India

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

Out of the many collaborative ventures and linkages of the college with industries and institutes, 8 (eight) formal MoUs have materialized. The details of these MoUs are provided below:

a) Curriculum development/enrichment:

- Indian Institute of Entrepreneurship has helped in designing the syllabi of the self-financed course– Diploma in Entrepreneurship and Self-Employment. They Have also provided expertise and faculty for the said course
- Toklai Tea Research Center has provided expertise in designing the course syllabi for the course in Tea Husbandry and Management

b) Internship/On-the-job training:

- Rengoni Entertainment Channel, Sanjivani Hospital and Research Center, Media and Entertainment and Skill Council and Chandracha Udyog–these four institutes/industries have made formal agreement with the college to provide internship/on-the-job

training for the students

- c) **Summer placement:** Nil
- d) **Faculty exchange and professional development:** MoU with Kaliabor College for Faculty and student Exchange
- e) **Research:** MoU with DBT under the Star College Programme for capacity building in the area of Biotechnology teaching and Research
- f) **Consultancy:** Nil
- g) **Extension:** Nil
- h) **Publication:** Nil
- i) **Student Placement:**
 - Rengoni Entertainment Channel, Guwahati
 - Sanjivani Hospital and Research Center, Biswanath Chariali
 - Media and Entertainment and Skill Council, Mumbai
- j) **Twinning programmes:** Nil
- k) **Introduction of new courses:** IIT, Mumbai
- l) **Student exchange:** Kaliabor College
- m) **Any other**

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

The college constantly looks for the opportunity to establish new linkages/collaborations with industries and institutions. The college plans its linkages through discussions in the academic committee meetings and the concerned committees. The meetings forward the recommendations to the college authority for implementation.

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

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

For facilitation of effective teaching and learning, the college primarily depends on the fund of UGC, the State Govt. and student fees for development of infrastructure. To garnish the funds from the UGC, the college submits detailed proposal for consideration under the UGC five year proposals. Plans are also submitted in between for grants apart from plan outlay when advertised by the UGC. Apart from these grants, the College also endeavours to tap funds from other funding agencies like the Government of India, the Department of Biotechnology (DBT), Tea-Board and various funding agencies.

- With the financial help of DBT and Tea-Board laboratories of the College are up graded for research level facilities.
- One Bio-Tech Hub was established and all the laboratory equipments were supplied by the grants of DBT.
- The college has got funds for construction of Indoor Stadium and Play -Ground development for Out door Games from UGC .
- The college has also got the status of Star College from DBT.
- The College is also built its infrastructure using its internal resources and funds from MPLADs of Assam.
- A Computer Center was donated by GNRC, Gauhati.
- The Department of ST Welfare constructed a small Boys' Hostel.
- Under B-VOC and Community College Scheme of UGC the college facilitates the necessary equipments and laboratory instruments.

The College strictly follows the guidelines of the state government and the UGC. It has construction committee and a materials' purchase

committee to monitor all construction related activities and acquisition of teaching-learning tools and aids. The GB is at the helm of all infrastructure development. The Principal has to regularly submit progress and completion reports of such works to the DHE, Government of Assam and the UGC authorities. The faculty members and alumni of the College contribute very often for beautification of the college campus, in the building of a cycle stand, Teachers' Common Room etc.

4.1.2 Detail the facilities available for

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

Class Rooms:

Presently there are 35 classrooms with different dimensions.

- Four e-classrooms with projectors and interactive boards are available.
- The college has a computer centre with Internet and printing facilities where students can access the internet and avail the printing facilities.
- The department of English has a Language Lab.
- The central library also provides Study Room and learning spaces where the students can read and write in off periods.

Seminar halls: There are 1 seminar hall and 2 seminar hall-cum-classrooms.

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

Laboratories: There are 9 (nine) laboratories in the college including a Bio-Tech Hub, Mass-Media LAB, a Pathological Laboratory(MLT) and a Language Lab.

Reprographic facilities: 3 number of Xerox machines installed at different locations, one at the Library where the students can

Xerox at a concession rate.

Ethnic Museum: The College has a museum showcasing a large collection of ethnic arts and artifacts of the region.

Specialized facilities and equipments for teaching learning and research: Online UPS installed at Library, Office and Computer Laboratory for un-interrupted power supply; INFLIBNET's NLIST programme is also available for students and teachers; science laboratories are equipped with state-of-the-art equipments and software.

Equipment for Teaching and Learning: There are 60 computers, 10 LCD projectors, 2 Visual presenters, and 4 Interactive Boards.

Separate Office rooms for Distance Learning Centers: The College is permitted by three Universities to function as study cum examinations centers. These are IGNOU, K. K. Handiqui State Open University (KKHSOU), and Gauhati University Institute of Open and Distant Learning (GU-IDOL). These centers facilitate learning needs of the otherwise deprived learners.

b) *Extra-curricular activities –*

Sporting facilities for outdoor and indoor games are provided for; auditorium is there for cultural and literary programmes and for holding meetings; NSS and NCC are proactive bodies; cultural activities, Public speaking, communication skills development, yoga, awareness camps on health and hygiene are regularly held.

Sports:

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

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

Gymnasium: One multi gym facility.

Auditorium: There is one auditorium with the size of 60 x 120 sq. ft.

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

NCC: An active NCC unit comprising of separate boys and girls units

under the guidance of one CTO (Teacher –in charge). Separate room allotted for NCC unit. The cadets also provide their assistance in community level, on invitation. The NCC unit has done commendable job in rendering physical help and assistance during the times of natural disasters around the area. The Unit has been awarded commendation certificates more than once by the district authority. It has participated many times in ID/RD parade organized by the local and district administration. Four of them have joined in the RD parades in New Delhi.

Public speaking, communication skills development:

Communicative English laboratory, Public address system, Open stage for expressing views on current topics are available in the college campus.

Health and Hygiene: Cleanliness is being maintained within the College campus for healthy environment. It has safe drinking water facilities, toilet facilities for students and faculty. First aid boxes are available in the office and a Health Center is there in the college with trained medical staff. Free Transportation support to nearby hospitals is provided in case of emergency. Separate sick bed facility is provided for sick students in examinations.

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

Plan:

- There is planning board comprising of building committee, construction committee, purchase committee which plans the housing requirement induced by academic growth in advance for the year. The routine is so prepared that the available infrastructure be used for the academic growth. Introduction of new courses is considered and they will be introduced as soon as adequate infrastructure becomes available.
- The committee for UGC schemes, constituted by the

principal, makes recommendations, keeping in view the academic growth, for building grants under the UGC. The principal discusses the matter with the governing body of the college for fund arrangement.

Optimal Utilization of Infrastructure:

The College meticulously plans optimum utilization of its physical infrastructures:

- * Large classes are divided into sections for better interactions.
- * Remedial and tutorial classes are held in the afternoon only. This, too, ensures optimal use of the infrastructure.
- * Computer laboratories are optimally utilized for its regular courses in scheduled times.
- * To meet the growing demand the College has opened distance learning programmes so as to accommodate deprived admission seekers in its regular academic programmes. Due to limited manpower and spaces to accommodate more students in its regular UG programmes, the College in addition to the existing two other correspondence study centres (IGNOU and GU-IDOL), has opened in its campus a centre of KKHSOU so that infrastructures available in the college could be utilized on holidays. The IGNOU and GU-IDOL study centres have also been catering to the learning needs of the passed out graduates of the College. Both these study centers have been fruitfully utilizing the infrastructures available in the College. The college infrastructure is used for PG and UG classes and examinations of Distance Learning learners in the afternoon or on Sundays and holidays.
- * Sophisticated classrooms with LCD projectors and online power and Internet support have been in use on Sundays for the last three years for Diploma in Elementary Education Programme under the Govt. of Assam and the KK Handiqui State Open University.
- * Three induction programmes of TET Teachers have been conducted on holidays in last three years.
- * During long holidays, particularly on summer vacations, various workshops and training programmes in music, folk arts, drama etc. are arranged for students.
- * The students utilize the College multi-Gym regularly.

- * The seminar hall facilitates holding of a number of programmes.
- * Running water supply is provided in the campus. Purified drinking water is made available in the College as well as in the hostels.
- * Library and its reading rooms are utilized properly.
- * Canteen is utilized by the Students and the Staff.
- * Along with the students, the Laboratories are also used by teacher scholars for their research activities.
- * Internet connectivity, reprographic facilities are properly utilized.
- * All halls and possible infrastructure are engaged for public uses, different examinations, meetings and Government training, etc. on holidays or on other days without affecting the normal academic activities.
- * The college playground is allowed to be used for public purposes without affecting the regular college activities. Annual games and sports competitions are held in college field. It is also used by local youths for practice.
- * The institution has a Master Plan prepared during early years, which needs modification. The modified Master Plan is submitted along with the SSR.

Optimum Power:

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

personals outside the library and office for optimum use.
Some highlights upon infrastructure and other facilities developed during last four years:

Sl.No.	facilities Developed	Amount Spent (Rs. in lakhs.)
1	Class Room Construction and Laboratory	102
2	Laboratory development (Equipments and other)	92
3	Hostel facilities developed i) Girls hostel Renovation	3
	ii) Boys hostel completed	15
4	Sports facilities developed	78
5	Boundary wall	5
6	Development of uninterrupted Power supply	5
7	Internet Facility	2
8	One 40 KVA generator installed. 4 online UPS	10
9	Increase of numbers of Computers and Visual presenter.	1.5
10	Renovation of Library	7
11	Up-gradation of Auditorium	20
12	Water Supply Facility	2

Future planning:

1. Virtual classrooms and Post-Graduate Courses are to be introduced
2. A Certificate Course in Translation is planned, and more career-oriented courses are to be started
3. The new well equipped canteen building will be completed within one year.
4. The first floor of Girls' Hostel is proposed to be completed in near future.
5. The boundary wall of the campus is targeted to complete within one year.
6. One Boys' Hostel is proposed to be completed in near future.
7. One swimming pool and athletic track are proposed to

be developed; More sports training and coaching programmes will be organized for students; Sport equipment will be enhanced

8. Internal roads in the college are to be renovated and black topped; Campus beatification measures are to be adopted
9. Digitization of Library will be completed within six months.
10. One Guest House is proposed to be constructed.

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

The college has given its attention to ensure that physically disabled people can move easily inside the campus. The campus is made barrier free and also disabled friendly at least in the ground floors. The authority takes special attention for such students. A ramp is proposed to be constructed to be used by students with disability.

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

- **Hostel Facility**–Accommodation available: The College has separate hostels for Boys (30 seats) and Girls (92 seats). Wardens reside inside the Hostel campuses. Both the Hostels are provided with 24x7 electricity supply, running water, purified drinking water facilities, TV sets, Newspapers, Telephone etc. The College authority draws voluntary services from a local health officer in providing health care for the boarders and special medical care during emergency.
- **Recreational facilities, gymnasium, center, etc.:** -- Separate Boys' and Girls' Common rooms, Teachers Common Room, Gymnasium, Canteen, etc. There is one protected playground with facilities for football and cricket and one indoor stadium with facilities for badminton and table tennis, carom etc. Musical and well equipped auditorium is available for the students.
- **Facilities for medical emergency:**
 - a) The college has A Health Center with trained medical staff. In Science departments and in the office First Aid Boxes

are available. Service of 108 ambulances is utilized in case of emergent need. Day time emergencies are supported by the local FRU, Gohpur.

- b) Sick bed is available in medical emergency also during examinations.
 - c) Local medical personals are called to the college as per requirement.
 - d) Free transportation to nearby hospitals is provided on emergency.
 - e) A retired Doctor is appointed for free health checkup and MLT laboratory is used for some pathological test.
- **Library facility in the hostels:** A few daily news papers are supplied to the hostels. The boarders also make collection of books by approaching individuals for contributions/donations. An annual wall magazine is published by boarders at the time of freshman social every year.
 - **Available residential facility for the staff and occupancy, Constant supply of safe drinking water:**
 - i) Residential facility is available for Principal within the campus.
 - ii) Residential facilities are given to the wardens of boys' and girls' hostels.
 - iii) Free residential facility is provided to some of the unmarried faculty members including males and females.
 - iv) Gate keepers and the night security persons are also provided residential facility.
 - v) Constant supply of safe drinking water in the residential as well as in the entire college complex is available and this service also extended to the local area. The college is making an agreement with the 'Urban Water supply Scheme' for the said service 24x7 per day in future.
 - **Security:** The whole campus including the playground is protected with fencing. The front and back side of the campus is

bounded with high walls and the remaining part of the campus is planned to be walled up within a year. The girl's hostel is protected with high wall and gate. Security personal on duty is available for 24 hours in the campus. In case of events and observance- such as student's elections and other observance tight security is arranged either by the college NCC unit or with the help of local administration. There is also CCTV surveillance throughout day and night covering the whole academic campus. Special staffs as day and night watchmen are employed to ensure campus security. The Warden takes special measures like surprise visits and regular inspection at boarder's room to maintain strict vigilance. Regular taking of attendance during prayers in the evening and recording of arrival and departure help in ensuring discipline and security. Besides, the Principal also takes stock of the security and other aspects of the hostels by making visits in the hostels and talking to the boarders. Since the Principal has his residential occupancy well within the campus, it is convenient for the student to inform and discuss any matter with the Principal at any time.

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

- The institution takes utmost care to keep the campus green and clean so that pollution free atmosphere prevails.
- Safe drinking water facilities for both students and faculty are available.
- Awareness programmes on health and hygiene are arranged frequently.
- There is canteen facility providing clean and hygienic food inside the campus.
- The College also holds health care camps in the campus from time to time. In the last four sessions, an AIDS awareness programme under Red Ribbon Club, a few free health check-up camps and a blood donation camp have been organized in the campus.
- A special fund is kept for any unexpected or accidental matters to meet the urgent need of financial assistance for students, staff and teachers.
- The Health Center inside the college is staffed with trained nurse and there is provision for a doctor on call in case of emergency at

any time. The authority takes the assistance of the service of the state health department like -108, Mrityunjoy Services, at the time of emergency.

- A Psychological counseling is also organized for teachers and students inviting an expert from LGBRIOMH.
- First-aid provisions are also available in the campus.
- The NCC cadets have been well groomed for delivering their helping hands during any event of accidents and emergencies.
- The Beautification of the Campus Committee and Discipline Committee always keep their vigilant eyes on cleanliness of the Campus at any moment.
- The college family has been organizing programme in the college campus and also in the local area under Swachh Bharat Abhiyaan for cleanliness.
- Under the program of cleaning Gohpur, Gohpur Town is facilitated by large dustbin at some selected places by college.
- Cleaning an adopted village program is proposed to be implemented by NSS camp.

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

The College has various common facilities within the campus catering to the needs. Extra spaces have been provided for the following units:

- IQAC: A separate well-furnished office room with computer and Internet facilities is provided to the IQAC Cell.
- Grievance Redressal unit: The College authority has been laying emphasis on the grievances of the stakeholders and accordingly under the IQAC, one effective Grievance Redressal Cell has been set up headed by the Principal and Co-ordinator, IQAC.
- Women’s Cell: The College has a Women's Wing and the office of the Wing is presently run at the Dept. of History, since the Convener of the Wing is attached to that Department as one of its faculties.
- Counseling and Career Guidance: The College has a Career

Counseling Cell for the students to guide them on career opportunities and take practical initiatives for their employment through campus interviews and other means. Presently, Dr. Bipul Saikia, Asso. Prof. of Botany is the Convener of that Cell.

- Health Centre: There is a small health center in the College. A local doctor pays visit on certain days where the students can check-up their health free of cost.
- Canteen: The College has set up an eco-friendly open air canteen which offers its services to the students and the staff of the college. As that canteen is small in size, the authority is planning to make it larger as soon as possible.
- Recreational spaces: The students are offered more than one recreational spaces with suitable infrastructural facilities. Besides the auditorium, the campus also houses an indoor stadium, a badminton court, a gymnasium, and separate common rooms for the boys, girls and Teachers.
- Safe drinking water facility: In addition to the usual safe drinking water supply, there is provision of three numbers of Aqua Guard purified and cold drinking water for all the students, staff and teachers of the college.
- The college has one Auditorium and two Seminar-Hall-cum auditoriums with facilities for drama, dance, popular talk, speech and musical performance.
- Open stage for expressing views on current issues is excuted among the students.
- Open debate practice is done among the students during the Students' Union Election.

4.2 *Library as a Learning Resource*

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

Yes, the College has a Library Advisory Committee. The Committee is formed on the following structure.

Chairman:	Principal
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Member Secretary:	Librarian
Members:	2 faculties from each stream , 1 from non-teaching staff, Coordinator & Secretary of IQAC, Vice-President & General Secretary of Students' Union, Best Library User of last year.

Some Initiatives taken by the Committee in the last four years:

1. Library Automation.
2. Internet Facilities.
3. Xerox facility in the library
4. Development of a new reading room.
5. The stock of books has been significantly improved.
6. Computerization of records, OPAC facility for book searching.
7. User registration under N-LIST of INFLIBNET.
8. Restructuring of library building.

4.2.2 *Providedetailsofthefollowing:*

- *Total area of the library (in Sq. Mts.): 1018*
- *Total seating capacity: 100*
- *Working hours (on working days, on holidays, before examination days, during examination days, during vacation):* The library offers services from 9.30 am to 4 pm on working days, before examination days, during examinations and during vacations. The library remains closed during holidays.
- *Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)*
- *Individual reading carrels: Nil*
- *Lounge area for browsing and relaxed reading: Nil*
- *IT zone for accessing e-resources: Yes*

4.2.3 *How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent*

on procuring new books, journals and e-resources during the last four years.

Process of purchase:

The Library committee analyses the available funds for purchase of books, other reading material and required equipments for the year. The departments are asked to submit their requirements to the librarian. Students are provided students' requisition register to submit their requirements. The committee finally determines the allotment of fund for purchase of books and reading materials for specific department purchase of books and reading materials for specific department. The books are generally purchased by the librarian. But if departments or faculties express their willingness to purchase books individually for their departments, they are allowed to do so. Generally, a book fair is organized every year in the college campus which ensures selection for procurement of books and reading materials in the campus itself. Apart from this, books are also purchased from suppliers and publishers visiting the college.

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

The centralized library has an open access system where students can directly access the books. This helps in using the library by the students in sizeable numbers throughout the year. Students can access the internet facilities in library free of cost. Adequate reading space and sitting arrangement for students is available in the library. There is a provision for display of current arrivals at the entry of the main library itself.

Library holdings:

	2011-2012		2012-2013		2013-2014		2014-2015	
Library holdings	Year-1		Year-2		Year-3		Year-4	
	Nos.	Total Cost in Rs	Nos.	Total Cost in Rs	Nos.	Total Cost in Rs	Nos.	Total Cost in Rs
Text books	620	46000	755	52000	490	60000	402	78000
Reference Books	360	30000	635	38000	290	45000	178	65000
Journals/	6	3063	13	6130	16	7645	28	21378

Periodicals								
E-resources	1	----	1	----	1	----	1	----
Any other (specify)	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

OPAC

- OPAC facility is available in the library via the SOUL 2.0 software
- * **Electronic Resource Management package for e-journals**
 - Available through N-LIST
- * **Federated searching tools to search articles in multiple databases**
 - Search engines such as Google, Mozilla, Yahoo
- * **Library Website**
 - No separate website for the library; the college website has links to the library site
- * **In-house/remote access to e-publications**
 - User id and passwords are made available to students to in house access of NLIST Journals and other research databases such as Sodhganga, SodhGangotri etc.
- * **Library automation**
 - Library is automated with SOUL 2.0 software
- * **Total number of computers for public access**
 - 05 (Five)
- * **Total numbers of printers for public access**
 - 01 (one)
- * **Internet**
- bandwidth/speed** **2mbps** **10mbps** **1gb**

(GB)

➤ 10 mbps

* **Institutional Repository**

➤ Yes. The library has an Institutional Repository where publications of faculties and college publication cell, college Magazine and Research Journal are kept in electronic form.

* **Content management system for e-learning**

➤ Nil

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

➤ Yes; through INFLIBNET

4.2.5 *Provide details on the following items:*

* *Average number of walk-ins*

➤ On an average 150 to 200 students visit the library on working days

* *Average number of books issued/returned*

➤ Average no of books issued: 80/day

➤ Average no. of books returned: 60/day

* *Ratio of library books to students enrolled*

➤ 12: 1

* *Average number of books added during last three years: 3158*

* *Average number of login to opac (OPAC): 10-15*

* *Average number of login to e-resources: 8-10*

* *Average number of e-resources down loaded/printed: 5-8*

* *Number of information literacy trainings organized: NIL*

* *Details of "weeding out" of books and other materials:*

➤ Books specially less important and text books out of

syllabus, and badly damaged books are identified and placed in store room. Old newspapers and magazines are sent out for binding from time to time. Electronic garbage (e.g. computer parts, printers etc.) are weeded out

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

- * **Manuscripts:** NIL
- * **Reference:** There is a Reference Section in the Library
- * **Reprography:** Service is available; students can take printouts and make photocopies on discount rate at the Xerox Center attached to the Library
- * **ILL (InterLibraryLoanService):** NIL
- * **Information deployment and notification (Information Deployment and Notification):** New arrivals are displayed
- * **Download:** Facilities available
- * **Printing:** Facilities available
- * **Reading list/Bibliography compilation:** Students are intimated about the new arrivals of books and other materials in the library.
- * **In-house/remote access to e-resources:** Available, NLIST Journals and other research databases such as Sodhganga, SodhGangotri etc. are made available through INFLIBNET
- * **User Orientation and awareness:** New batch of students are given Library orientation and they are made aware of the facilities, rules and library etiquettes at the beginning of the academic session
- * **Assistance in searching Databases:** Yes. Library personal helps the students and teachers in searching their books in computerized database.
- * **INFLIBNET/IUC facilities:** Available

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

Library staff always helps teachers and students in searching their required books and other information. They also help the students in printing, photocopying and in downloading e-contents from online database. The Librarian places the book-lists sent by faculty members in front of the appropriate committee for purchasing. The library staff also carefully monitors the requirement and demands of students for new books and references.

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

It is only rarely that a visually/physically challenged person visits the library. But in case of visits by such persons, the library staff assists them in locating books and browsing and obtaining documents.

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

The library seeks feedback from the users from time to time. Library authority seeks feedback directly from the students and faculty members through interaction and through feed-back forms annually. The students are given to comment on the library services in the general feedback form prepared by the IQAC. The feed-back thus received are analyzed and discussed in the meetings of the Academic Committee and Library Advisory Body, and action plans and policies for the library are prepared accordingly.

4.3 *IT Infrastructure*

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

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

Location	Total Numbers	Processor (GB)	RAM size(GB)	Hard Disk Space	Bit	Operating System	Printer
Principal	1	i3	4GB	1TB	32	Windows 8	HP Laserjet
Vice Principal and Examination Centre	1	Pentium(R) Dual Core	2 GB	298GB	32	Windows 7	HP Laserjet
Office	7	Pentium(R) Dual Core	2GB	470 GB	32	Windows XP/ Windows 7	5+2 Inkjet
Library	3	Intel Pentium R4	1GB	37GB	32	Windows XP Professional	1 Laser Samsung
	1(Server)	Intel Xeon R	4GB	465.64GB	64	Windows Server Standard	1 Brother QL (Bar Code)
IQAC	3	Pentium(R) Dual Core	2 GB	298GB	32	Windows 7	HP Laserjet
KKHSOU	1	Pentium(R) Dual Core	2 GB	298GB	32	Windows 7	HP Laserjet
IDOL	1	i3	4GB	500GB	32	Windows7	1 Canon
Language & Literature	1	Intel Pentium	2GB	37GB	32	Windows XP 2002	1 Canon
Mass Media	2+1 Apple	Core i7, Intel core i3	8, 2	1TB,512GB	64,32	OSx, Windows 8	Nil
MLT	2	Intel core i3	2GB	512GB	64	Windows 8.1	Nil
Physics	2	Quad-Core	4GB	1028GB	32	Windows10	1 HP Deskjet
Economics	1	Intel Pentium R	2GB	500GB	32	Windows 7	1 HP Laserjet
Mathematics	5	Intel R Core	4GB	500GB	64	Windows 8.1	1 LaserJet
History	1	Pentium	5GB	500GB	64	Windows 7	Nil
Botany	4	Intel(R) Pentium	2GB	500GB	64	Windows 8	1 HP Laser
Chemistry	1	Pentium IV	2GB	500GB	32	Windows 7 ultimate	1 HP Laserjet
English	2	Intel(R) Pentium(R)	2GB	462GB	32	Windows XP	Nil
Zoology	5	Intel R Core	4GB	500GB	64	Windows 7	3 Laserjet

Political Sc	1	Intel Pentium R	2GB	500GB	32	Windows 7	Nil
Language Lab	20	Intel(R) Pentium(R)	2GB	462GB	32	Windows XP	Nil
Computer Centre	10	Intel(R) Pentium(R)	2GB	462GB	32	Windows XP/ LINUX	Nil

- **Computer-studentratio:** 1: 20
- **Standalonefacility:** 76
- **LAN facility:** Available at select points such as the office, Library, IQAC, Principal's office, Zoology Department

- **Wifi facility:** Available at select points

- **Licensed software:** SOUL, Office Automation Software, Windows Software, Viz, Windows XP 2000 and Windows 2007, Antivirus Software, Spoken English Software in the Language Lab, Mathematica, GIS etc.

- **Number of nodes/computers with Internet facility**

The Departmental Computers are provided with Broadband Internet facility under NMEICT and are maintained by the departments. Students can access internet facility from the Departments. The Library Computers as well as the Computers in the Computer Laboratories also have internet facility through LAN. The students can access internet through these computers. There is also Wireless network facility in the college and internet access through wireless is also possible in the college campus.

- **Any other**

The college has uninterrupted power supply facility and the office, library and science laboratories, computer center language lab run on online UPS

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

Every department is being provided with a computer set along with printer and Internet connection. Students can also avail internet facility at Amenities Center. The college upgrades its IT infrastructure and associated facilities by purchasing new hardware as well as software whenever it is required for office purpose, for teaching-learning purpose, for library purpose or for any other purpose. The college office is fully automatated. However, the central library is partially automated.

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

The college has a plan for creating a couple of virtual classrooms in the near future. The library plans to digitize its holdings in a phased manner. Internet connectivity will be further extended inside the campus and to the hostels. The college will buy more software for its IT courses and also to facilitate improvisation of the overall management system. Plans are underway to upload lectures to the college website so that students missingimportant classes can access them.

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

The college authority is liberal in sanctioning money for purchase of computer or to improve configurations of the existing computers or for the maintenance of the existing computers. The college has spent the following amount for procurement, up-gradation, deployment and maintenance of the computers and their accessories in the institution during the last four years:

Year	2012-13	2013-14	2014-15	2015-2016
Computers	0.56	0.48	0.64	4.82

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

The central library has been automated with SOUL: 2 Software. The office staff has been given training on the use of IT and software-mediated office work which has brought positive results. The college has considerable number of computers, LCD projectors and visual presenters along with printers and Xerox facilities, and they are utilized fully by the office, faculty and the students. There are a few smart classrooms to facilitate IT mediated teaching-learning. Every department has its own computer/computers, printers etc. Teachers make extensive use of computer-aided teaching. The language lab in the department of English is equipped with state-of-the-art software for IT-aided language learning. The well-equipped Computer Center facilitates IT-based courses run by the college. The Library provides for online browsing of books and materials by both students and faculty. NLIST Program of INFLIBNET can be accessed by students and faculty members. The Library Computers as well as the Computers in the Computer Laboratories also have internet facility through LAN. The students can access internet through these computers.

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

Extensive use of computers and IT-enabled teaching methods used by the teachers has made a big difference in the teaching-learning process. Keeping the students' learning at the centre of everything, the college induces and encourages its teachers to acquire more knowledge in soft skills that can help them imparting computer-aided teaching skills. Internet facility is available in every department. Smart class rooms are available where LCDs are available to be used as projectors for effective teaching. The Computer faculty and the Electronic Repairing and Maintenance instructor are always present to provide assistance whenever required. The library provides a place for the students where they can access internet and browse for journals and books from online databases. These measures have brought a paradigm shift in the traditional role of the teachers rendering it to that of facilitators.

4.3.7 *Does the Institution avail of the National Knowledge Network*

connectivity directly or through the affiliating university? If so, what are the services availed of?

No, the Institution does not avail the National Knowledge Network connectivity directly or through the affiliating university

4.4 Maintenance of Campus Facilities

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

Item		Amount (in lakh)				
		2011-12	2012-13	2013-14	2014-15	2015-2016
a.	Building	47.6	40.45	20.19	24.10	39.21
b.	Furniture	0.14	0.11	0.11	2.93	1.46
c.	Equipment	23.83	4.56	8.53	2.40	52.47
d.	Computers	1.88	0.56	0.48	0.64	4.82
e.	Vehicles	Nil	Nil	Nil	Nil	Nil
f.	Anyother	UPS 1.00	Generator 0.20			

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

Equipments in each department are in charge of Head of the respective Department. S/he takes overall responsibility for its upkeep. Any repair or maintenance cost is borne by the college. For maintenance and upkeep of infrastructure the college has various committees which assist the college authority in this regard. The college authority with permission from the Governing Body allocates funds for maintenance work.

- Regular monitoring by the Principal and the Building Committee is made for buildings and college campus.
- For departmental equipments etc. are monitored by the

- Laboratory Bearers under constant supervision of the Heads of Departments and they inform the principal if and when necessary. For maintenance of sophisticated instruments students are also involved.
- Library infrastructure is monitored by Library staff.
 - A separate person for Maintenance of Computers is engaged.
 - There is an electrician for maintenance of power equipments.
 - For the maintenance of open spaces and gardens, a regular gardener is appointed.
 - The college also involves the students in many such cases like plantation and maintenance of gardens, playground etc. so that they feel the property of the college as their own. The multi-gyms are maintained by the students themselves.
 - The hostel property is maintained by hostel staff and boarders under supervision of Superintendents
 - Boys Common Rooms, Girls Common Rooms, Union Room and NCC room are maintained by students themselves. External Experts are also called for whenever it is necessary.

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

Whenever new instruments are brought, the college insists that the suppliers provide experts for initial calibration and other precision measures for the equipment/instruments. On demand from departments, the authority makes the necessary arrangement for inviting experts through suppliers when necessary. Engineers are called in for major check-up and repair. Faculties in the computer department also help in calibration of equipments, installation of software and hardware repair. All the equipments and software are checked and calibrated at the beginning of each new semester, but whenever any disorder is spotted, re-calibration is done.

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

The Institution has its own generator for continuous power supply and it helps in voltage fluctuation. High-power stabilizers are used which protect sensitive equipments from possible damages. Every room housing such instrument is kept under lock and key. The concerned departments look after the instruments. Engineers and experts are sometimes brought from outside firms to repair any damage. The college has procured a sizable number of sophisticated instruments in the last four years under different schemes. Measures such as continuous and safe power back-up, online UPS facility, overhauling of the wiring system with MCBs and proper upkeep of pipes and accessories etc. have been taken for secure and safe upkeep and maintenance of sensitive equipment.

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

Fire Extinguisher system is made available at selected vulnerable corners of the college. Internet Wi-Fi system is available within the campus for all.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

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

The college publishes an updated prospectus every year in the beginning of each academic session. The prospectus contains information as follows:

- i. General information about the college.
- ii. Detailed Information on the programmes as offered in the college.
- iii. Subject combinations to be opted by students.
- iv. Fees structure of different programmes.
- v. Information relating to examination procedure.
- vi. Information on co-curricular activities in the college.
- vii. Information on different awards and honours offered by the college, donors and the faculty members.
- viii. Rules and regulations set by the college to maintain the academic environment of the college.
- ix. List of faculty members, both teaching and non-teaching
- x. Information regarding hostel facility and its administration

To realise the provisions as stated in the prospectus, the college engages Academic Committee, Admission Committee etc. If any lapses are noticed, immediate measures are taken by the college in consultation with the academic and the admission committees. Moreover, experts are also consulted to bring out solution to problems.

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

The college facilitates institutional scholarships/free ships to the students, which have come of great help to them. The financial aids are disbursed on time as follows:

Year 2012

Type	Number	Amount (Rs)
Cash Award	02	4000
Free Studentship	10	34660
Poor Studentship	30	37000
Donor Scholarship	02	1000/month
Financial Aid by Faculty	04	3000

Year 2013

Type	Number	Amount (Rs)
Cash Award	03	6000
Free Studentship	10	38880
Poor Studentship	30	41000
Donor Scholarship	02	1000/month
Financial Aid by Faculty	05	3000/head

Year 2014

Type	Number	Amount (Rs)
Cash Award	04	5000
Free Studentship	11	35550
Poor Studentship	32	40120
Donor Scholarship	02	1000/month
Financial Aid by Faculty	04	2500/head

Year 2015

Type	Number	Amount (Rs)
Cash Award	02	4000
Free Studentship	10	39550
Poor Studentship	30	46700
Donor Scholarship	03	1000/month
Financial Aid by Faculty	05	2000/head

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

Students have received financial assistance from state governments as follows:

2014				2015			
Minority	ST	SC	OBC	Minority	ST	SC	OBC
2.5%	5.5%	3%	11%	3%	6.2%	3.2%	12%

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

- ✓ Students from SC/ST, OBC and economically weaker sections
- ✓ Students with physical disabilities
- ✓ Overseas students
- ✓ Students to participate in various competitions National and International
- ✓ Medical assistance to students: health centre, health insurance etc.
- ✓ Organizing coaching classes for competitive exams
- ✓ Skill development (spoken English, computer literacy, etc.)
- ✓ Support for "slow learners"
- ✓ Exposures of students to other institution of higher learning/corporate/business house etc.
- ✓ Publication of student magazines

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

- i. The students from SC/ST and OBC communities have the privilege of availing remedial classes as needed.
- ii. Scholarships from State Government as well as Central Government are availed by the students of SC and ST communities

- iii. Special financial help to students from economically weaker section is extended by the college.

Students with physical disabilities:

The college has a free admission provision for physically challenged students. Special arrangements for physically disabled students are to be made in the newly constructed buildings. During the examinations, separate sitting arrangements are made for such students.

Overseas students:

No overseas students in this institution.

Students to participate in various competitions National and International:

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

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

There is a health centre in the college with trained medical staff. Easy access to the nearby FRU helps a lot in addressing health care of the students. However, most of the science departments have first aid boxes for emergency, and local health practitioners are invited whenever necessary. Apart from this, the on-going Nursing and Health Care course engages medical practitioners who can also take note of the students' health and preventive measures. In case of accidents causing injuries or death, financial assistance is provided to poor students if and when necessary.

Organizing coaching classes for competitive exams:

Organizing coaching classes for different competitive examinations is a recurring phenomenon in the institution. During the last few years, coaching classes were organized for Army Recruitment, Railway Recruitment, Teachers Eligibility Test, Medical and Engineering

Entrance etc. Generally, these coaching classes are arranged with the aid from the college fund.

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

There is a language laboratory with all required facilities in the department of English for development of English language skills. Training programmes and short term courses on spoken English are also conducted by the college. The computer cell and the department of Computer Science of the college are offering short term computer literacy programmes to the students of the college. Free computer literacy programmes are also conducted for students.

Support for slow learners:

Tutorial and extra classes are organized frequently for slow learners. At the department level, slow learners are identified and special attention is given to them in consultation with concerned faculty.

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

The college facilitates exposure visits to other institutions as a regular practice. During the last few years, students of different departments, particularly of science departments, were sent to the North Eastern Regional Institute of Science and Technology, Botanical Garden, Arunachal Pradesh, Biological Lab of DRDO at Tezpur, Tezpur University etc. Financial support is extended for such visits. Students from Commerce stream are often sent to business houses and industries with financial assistance of the college. Students of Arts and Commerce streams are encouraged to visit different places, and such activities, directly and indirectly, contribute to their learning. Study and project tours are arranged under the supervision of the faculty members for Environmental Studies and projects as recommended by the parent university.

Publication of student magazines

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

novel ideas and innovative mind set. A few wall magazines are also published periodically in the college premises.

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

The college wages relentless effort in facilitating entrepreneurship skills among its students by conducting skill development courses, particularly on computer science. Workshops and popular talks are also organized to motivate the students. A career oriented program on entrepreneurship development was conducted in the Commerce Department. In consequence, some of the alumni have started new ventures that have yielded the desired result so far.

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

- * additional academic support, flexibility in examinations*
- * special dietary requirements, sports uniform and materials*
- * any other*

Every year, a week long programme is organized by the college under the banner of College Week. During this period, a large number of sports, cultural and literary events are organized, and prizes, medals etc. are awarded to the winners. The college regularly participates in the Youth Festival organized by the university. Apart from this, students are sent to different places for participating in events. Selection for participation outside the institution is done on the basis of performance in the college week, which motivates the students towards extracurricular activities. Besides, a training programme is conducted for students in the college who are willing to participate in debate, discussion and other activities held elsewhere.

Additional academic support, flexibility in examinations:

Study materials are provided to students as need arises. All toppers of all streams and all classes are given free studentships, and are encouraged to pursue higher education. Cash award for meritorious students, financial assistance and provision of extra books from

libraries for poor students, are frequent practices in the college. In internal examinations like Sessional Examinations and Departmental Unit Tests, flexibility is adopted where necessary, and the same is adopted as an encouraging measure. Moreover, students suffering from fever and other ailments are allowed to have access to sick-bed provision so that appearing for the examination is not hampered.

Special dietary requirements, sports uniform and materials:

As part of health care measure, dietary support is provided to NCC cadets and NSS volunteers during the activities. Workers of the Students' Union are also given dietary facility. Sports materials for different indoor and outdoor games are provided by the college so that students can explore their talent in games and sports. Sports uniforms for football and volley ball are provided by the college. Sports uniform is also provided for external competitions. Often people well versed in games and sports are invited to address the students in regard to necessary skill enhancement and other criteria. Every year, a football coaching programme is held under the banner of Youth Welfare and Sports Affairs in which about 50 students take active part in the college playground. The positive effect of this football coaching can be gauged by the fact that two former students of this college got selection to play in the prestigious Santosh Trophy Football Tournament.

Any other:

Provision for financial assistance for sports persons from financially weak families. In personal capacity, faculty members also extend financial and material support to students. For instance, mention may be made of the College Teacher Unit offering financial as well as other support to the students participating in Kick-Boxing event held in Kathmandu, Nepal.

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

The college organizes short term coaching programmes for entry into services for the students. In specific examinations like state level

Teachers Eligibility Test (TET), the college organizes long term coaching classes. In the year 2011, 55 students who availed the coaching programme on Teachers Eligibility Test (TET) organized by the college cleared the examination and were subsequently employed. The college organized coaching and guidance for entry into defence services, and special programme is held for Bank services in which a few employees of the SBI address the young aspirants. Moreover, the TET qualified teachers can avail the D.El.Ed programme under the supervision of Krishna Kanta Handiqui State Open University (KKHSOU), Guwahati being held since 2012.

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

There is a Career Counselling cell in the college. The cell regularly organizes different counselling classes by experts from different fields. The main objective of the counselling classes is to guide the students so that they can take the right decision for their future. Another aim of these career counselling classes is to motivate the students with suitable examples. Apart from career counselling cell, different departments organize training programmes/workshops etc. on personality development, Spoken English etc. Sometimes distinguished physicians from Lokapriya Gopinath Bordoloi Regional Institute of Mental Health, Tezpur are invited to give speech on psycho-social aspects of the student community.

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

The college has a Career Counselling cell that arranges counselling classes with the help of experts in the concerned areas for career guidance. Another aim of these career counselling classes is to motivate the students to use their abilities and build up their self-confidence. The college also has a placement cell which displays information and advertisement for jobs and higher studies on its noticeboard, and

provides detailed information along with application forms when asked for. It also arranges need based pre- examination coaching. No campus interview has been conducted during the last four years.

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

Yes, the college has a student grievance redressal cell. During last four years, a total of 11 major grievances were reported and all of them have been addressed. Some of them have been redressed while a few others have been on the verge of completion.

Following is a list highlighting the number of grievance cases reported and redressed:

Serial No.	Grievance Reported	Grievance Redressed
1	Class room facility	Process going on
2	Street light in the campus	Redressed
3	Improvement of Girls' Common Room	Redressed
4	Students' Union Office	Redressed
5	More intake capacity	Process going on
6	Drinking Water Facility	Redressed
7	Toilet Facility	Partially done
8	Increase in sports material	Redressed
9	Better facilities during submission of forms	Redressed
10	Boundary Wall	Partially done
11	Increase in security issue	Redressed

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

The college authority is very much particular about issues pertaining to sexual harassment. To augment this, it has a women cell, and it takes up matters that go against the interest of women. The cell keeps itself abreast of such incidents, if any, in the campus, and seriously considers the matters. It takes initiative in discussing them in the general meetings of the staff. It keeps in touch with different women bodies active in the region. However, no major incident has been reported so far.

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

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

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

- The college offers two cash awards for students securing highest positions in final examinations and the top position holders of the classes are offered free studentship.
- Admission is free for differently abled students.
- The students coming from land donor families are offered financial relief by exemption from admission fees.
- Financial assistance is given to the poor and the needy students after due consultation
- Concession is given to physically disabled students in admission.
- Financial support is extended to students participating in sports and cultural competitions at the state and national level.
- Partial financial support is offered to students going for study tours and excursions made for education.

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

The institution does have an Alumni Association that has constituted a platform for sound gathering of its pass out students. As the college is

in the process of observing the Golden Jubilee in the following year, the alumni have met a number of occasions chalking out plans for the betterment of overall framework. Recently, a garden cum flag hoisting platform has been constructed by the alumni in the college campus.

5.2 Student Progression

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

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

The progression of students who have passed out of this college and have opted for further studies with the opportunity of getting employed are given as follows:

2012

Student Progression	%
UG to PG	28
PG to M. Phil	00
PG to Ph.D	00
Employed	00
Campus Selection	2
Other than Campus Recruitment	

2013

Student Progression	%
UG to PG	36
PG to M.Phil	00
PG to Ph.D	00
Employed Campus Selection Other than Campus Recruitment	00 3.5

2014

Student Progression	%
UG to PG	39
PG to M.Phil	00
PG to Ph.D	01
Employed Campus Selection Other than Campus Recruitment	00 04

2015

Student Progression	%
UG to PG	40
PG to M.Phil	00
PG to Ph.D	00
Employed Campus Selection Other than Campus Recruitment	00 06

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohortwise/batchwise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Year	Programme	Results in %	Analysis
2011-12	B.A	71.25	Total no. of students: 240 Male: 114, Female: 126 Total nos. of students passed: 171 Male: 76, Female: 95 Total nos. of students passed with 60% and above :20 (male: 2, female: 18)
	B.Sc	52.94	Total no. of students: 17 Male: 10, Female: 7 Total nos. of students passed: 9 Male: 4, Female: 5 Total nos. of students passed with 60% and above :5 (male:4, female: 1)
2012-13	B.A.	76.52	Total no. of students: 409 Male: 165, Female: 244 Total no. of students passed: 313 Male: 127, Female: 186 Total no. of students passed with 60% and above: 18 (Male: 5, Female: 13)

	B.Sc	74.35	Total no. of students: 39 Male: 27, Female: 12 Total no. of students passed: 29 Male: 18, Female: 11 Total no. of students passed with 60% and above: 02 (Male: 0, Female: 02)
2013-14	B.A	78.06	Total no. of students: 269 Male: 100, Female: 169 Total no. of students passed: 210 Male:89, Female: 121 Total no. of students passed with 60% and above: 11 (Male: 05, Female: 06)
	B.Sc	66.66	Total no. of students: 09 Male: 06, Female: 03 Total no. of students passed: 06 Male: 04, Female: 02 Total no. of students passed with 60% and above: 03 (Male: 01, Female: 02)
2014-15	B.A	90	Total no. of students: 387 Male: 166, Female: 221 Total no. of students passed: 348 Male:147, Female: 201 Total no. of students passed with 60% and above: 47 (Male: 14, Female: 23)

	B.Sc	86	Total no. of students: 39 Male: 29, Female: 10 Total no. of students passed: 34 Male:24, Female: 10 Total no. of students passed with 60% and above: 9 (Male: 07, Female: 02)
	B.Com	81	Total no of students :16 Male:12 Female: 04 Total no of students passed:13 Male: 09, Female: 04 Total no. of students passed with 60% and above: Nil

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

The college has a career oriented cell helping the students pursue higher education and the prospect of employment. The cell provides information about higher studies and employment opportunities. The computer cell of the college provides facilities of applying online to the students. Besides, motivational talks are frequently arranged. The Open and Distance Learning Cell of the college under the aegis of the Gauhati University, Krishna Kanta Handiqui State Open University (KKHSOU) and Indira Gandhi National Open University(IGNOU) provides admission and opportunity of studying Post Graduate Courses in the college in distance mode to those not getting admission in the regular mode of the university. Sometimes, financial aid is also extended to poor students by the faculty members by which financial constraint faced by them is addressed to some extent.

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

As part of special measure to students who are at risk of failure and drop out, tutorial classes are arranged. Special attention is given to such students at the department level by providing study materials and taking extra classes. Additional books are supplied through the library. Support is provided in the way of granting permission for attending regular classes even after their failure in the university examination. Moreover, the authority meets those students in person and takes stock of their problems. The concerned faculties are given directives to chalk out solution to their problems.

5.3 Student Participation and Activities

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

Games and sports as available in the institution

Name of Games/Sports	Time Schedule for practice	Competition held
Football	From 4 pm onwards during summer, and from 3 pm during winter	In the months of January and February
Volleyball	Do	Do
Cricket	Do	Do
Table tennis	Do	Do
Kabaddi	Do	Do

Kick Boxing	Do	Do
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Cultural and other extracurricular activities

Name of Activity	Time Schedule for practice	Competition held
Drama	From 4 pm onwards during summer, and from 3 pm during winter	In the months of January and February
Dance	Do	Do
Music	Do	Do
Literary	Do	Do
Quiz and debating	Do	Do

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

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

Year	List of Achievements
2012	--Janmoni Borah: 2 nd Prize in Sadananda Chaliha Memorial Inter-College Speech Competition
2013	--Janmoni Borah: 3 rd Prize in All Assam Inter College Najeebur Rahman Memorial Quiz Competition --- Anushthatri Sharma: Jury Special Prize in Parag Kumar Das Memorial All Assam Debate Competition
	--- Anupam Joshi & Parthapratim Hazarika: 1 st prize

<p>2014</p>	<p>in All Assam Inter College Najeebur Rahman Memorial Quiz Competition</p> <p>--- Himakshi Borah: 3rd Prize in Golap Sharma memorial Northeast Inter-College/University Debate Competition</p> <p>Rituraj Biswakarma: Silver medal in Junior Kick Boxing Competition in National Games</p> <p>--- Anushthatri Sharma: Best Debater & Miss Namrata Borah: 2nd Best Debater: All Assam Cheniranjan Dutta Memorial Debate Competition</p> <p>--- Adjudged Best Team in the same Cometition</p> <p>---Janmoni Borah: Best Graduate Participant in Northeast Graduate Festival held in USTm, Meghalaya</p>
<p>2015</p>	<p>--- Rituraj Biswakarma: Silver medal in International Junior Kick Boxing Competition held in Nepal</p> <p>---Himakshi Borah: 1st Prize in Late Tilak Chandra Sarma Memorial Inter-College Elocution Competition</p>

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

Each of the departments seeks the feedback from the graduates as well as of the outgoing students, and the feedback received is thoroughly discussed in the academic committee meetings and staff meetings. The feedback serves as an important tool during policy making for upcoming years. However, there is no mechanism for obtaining feedback from the employers.

5.3.4 *How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material?*

List the publications/materials brought out by the students during the previous four academic sessions.

The college makes all-out effort at encouraging students to publish materials like catalogue, wall magazines, college magazine and other materials to provide them a solid base for further improvement. With the passage of time, more students are found taking active participation in the said categories. Their achievements could be scaled as follows:

Departments	Category of activities
Language and Literature	<i>Gojali</i> (Wall Magazine), Maintenance of a Cultural Museum, <i>Phailee</i> (Bodo Wall Magazine)
English	<i>Vivacious Wall</i> (Wall Magazine), Language Lab.
Political Science	<i>Opinion</i> (Wall Magazine), <i>Vision</i> (Annual Publication)
Education	<i>New Vision</i> (Wall Magazine) <i>Pragyya</i> (Printed Magazine)
History	<i>Itihaas</i> (Hand written magazine)
Economics	<i>Econometrica</i> (Wall Magazine)
Physics	<i>Quanta</i> (Wall Magazine)
Zoology	<i>Zoolozica</i> , <i>Learnt to Live Life</i> (Wall Magazine)
Botany	<i>Botannica</i> (Wall Magazine)
Chemistry	<i>Science Desk</i> (Wall Magazine)

Moreover, the college makes annual publication of Chaiduar Colleg Magazine, and the Literary-Cultural Body by the name of *Anuraag* organizes various events and also hand-written magazine quite frequently. The College Students' Union also publishes wall magazine involving large number of students.

5.3.5 *Does the college have a Student Council or any similar body? Give*

details on its selection, constitution, activities and funding.

The college has an effective Students' Union. Every year the body is formed by general election by the students. To run the union, there is a provision for written constitution prescribing rules and regulations. The Students' Union conducts annual sports, cultural and literary activities as well as other festivals. In addition to this, the Union also organizes programs like freshmen social, etc. Students of the college participate in various competitions like youth festival, sports competitions, debate and quiz and cultural competitions etc. with active help from the union. The Students' Union also bridges the gap between the students and the authority. It conveys different needs and grievances of the students to the authority. The authority implements anti-ragging measures and similar activities with active support from the Students' Union. The Students' Union has a Fund developed with the help of the contribution from students at the time of admission. The Students' Union performs their activities with this fund. With the said fund, the union comes of immense help for the poor and the needy.

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

The college involves a number of academic and administrative bodies that have the privilege of student representatives with a view to addressing the demands and expectations of the student community. The bodies are as follows:

- i. Election Committee
- ii. Anti-Ragging Committee
- iii. Red Ribbon Club
- iv. College Library Committee
- v. Disciplinary Committee
- vi. *Anuraag*, Literary-Cultural Club
- vii. Emergency Health Care Body

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

The institution maintains healthy relations with the alumni and former faculty members. In each of the events held in the institution, they are invited. Besides, they are frequently contacted seeking ideas and views

for proper upliftment in some of the key areas. As the alumni are very active in the institution, a garden in front of the auditorium has been recently constructed with their active financial support.

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

In view of growing demand for post-graduation and sizeable section of students failing to get admission into the University of Usual Mode, the college has taken resolution on the Governing Body to initiate regular P.G. courses awaiting enquiry from the parent university. Apart from this, the institution has opened up Distance Learning Programme under the stewardship of Gauhati University, Krishna Kanta Handiqui State Open University, and Indira Gandhi National Open University.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

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

Vision:

To provide higher education to make our students globally competent with human value. The College envisions to emerge as a the best platform to all section of students to meet the need of the society by imparting quality education

Mission

- To achieve all round development of a student providing moral, civic, value-based learning through education.
- To disseminate the quality education among the students and nearby areas of greater Chaiduar for generating workforce to equip them for self-employment.
- To produce skilled, creative and confident human resources to take up career challenges.
- To impart Training for unemployed educated youth in various skills depending on present day need.

The mission of Chaiduar College is to prepare the youth to remain resolutely fixed to their goal and to obtain insights and awareness over changing values and perspectives of life so as to enable them to identify themselves as conscious, integrated and wholesome human beings capable of meeting the challenges and opportunities of life in the noblest and most disciplined way. The mission statement reflects the manifold aims and objectives that the college has identified for itself. The mission statement also reflects the philosophy and values that the college has regarding the dissemination of education to the students and in playing its role as a force of regeneration and transformation of society. As an institution of higher education, Chaiduar College has been serving the students community of a large geographical area, and

most importantly, a large chunk of its students is made up of ST, SC, OBC as well as as women students.

Future Plans:

- To transform the College in to a center of excellence
- More skill-based and vocational courses are to be introduced for the benefit of the youth
- To integrate more technological interfaces with classroom teaching; virtual classrooms are to be introduced
- Science laboratories will be equipped with state-of-the-art instruments, machinery and gadgets
- Sports facilities are to be further enhanced and give students more training and exposure in this area
- To make the library fully digitized and augment its capacity and resources

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

The Governing Body (GB) is the top body in the management system, followed by the Principal who is the administrative head of the college. Two teacher representatives and one office staff also serve as members in the GB. Various committees such as Academic Committee, UGC Committee, Finance Committee, Infrastructure Committee, The Planning Committee, Construction Committee, Purchase Committee, Grievance Redressal Committee, Environment Committee etc. are there to discuss, plan and execute matters pertaining to the respective committees and to assist the Principal in these matters. The plans for quality improvement are designed by the principal in consultation with different committees like Academic Committee, UGC Committee, etc. Apart from these, different faculty members are invited by the principal, as per requirement, for discussions in designing quality policies. The implementation depends upon the policies. Academic improvement policies are implemented through the Academic Committee and the heads of departments. Some policies like improvement of office services are implemented through the principal. Major quality policies are approved and monitored by the Governing Body. Since the college is a provincialised one, the Govt. of Assam also formulates and monitors the policies.

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

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

As the administrative head of the college, the Principal authorizes and initiates the strategic plans and policies for the development of the college. Views and suggestions are sought by him from all the stakeholders, faculty members, office staff and students while formulating plans and policies. The Principal, thus, plays a proactive role in the adoption and implementation of plans and programmes, and in this he is assisted by the various committees comprised of teaching and non-teaching staff, and students.

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

The Principal formulates all action plans in consultation with the management (GB), faculty and office-staff, and other stakeholders. The GB gives the final approval for the initiation and implementation of the action plans.

- *Interaction with stakeholders*

The principal takes into account the suggestions and feedback from student bodies while designing plans relating to students and campus life. As well as during implementation, well informed suggestions are taken into account. A participatory management approach is followed as other stakeholders of the institution—the guardians, local experts, media people, businessmen and people of the community, and faculty members—are consulted and interacted with through meetings and discussions during policy formulation. The office-bearers of the Students' Union work closely with the authority and management regarding matters of the welfare of the college and the students.

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

The principal deposes various faculty members to analyze and identify the need. These faculty members and the committees constituted to oversee the affairs of the college hold meeting and based on the recommendations of these committees and stakeholders, the Principal

formulates plans and policies. Thus, a support mechanism is in place for the management to draw inputs and feedback for proper planning and implementation.

- *Reinforcing the culture of excellence*

In its pursuit for excellence, the College passionately encourages a culture of excellence to be nurtured and followed in all spheres. Academic and research activities of the faculty members are encouraged and appreciated by the management, and every possible support is provided to the teachers for doing research and bringing in new, interesting pedagogical tools and techniques in the classrooms. To bring about excellence in the academic achievement among students, the college has instituted a number of awards and incentive measures: Best Student Award, Best Library User, Library Incentive Card (which allows the student to borrow extra books from the library, and to take up any 6 month course run under the college for free) for students who show excellence in their academics. To expose the students to the best academic scenario of the country, students have been taken on educational tours to institutes like IITs, North-Eastern Institute of Science and Technology (Jorhat), Rajib Gandhi University (Itanagar) etc. Students participate in different cultural and educational programmes held in other colleges, universities, and institutes of higher education. They are also taken, at the end of each semester, to environmental field trips under the supervision of teacher-in-charge to make them aware of the ecological and environmental issues of urgency. Teachers are given leave to participate in national/international seminars/conferences/symposia. Office staff are given technical trainings whenever necessary. A “Best Employee of the Year” Award is given each year. Sports facilities are provided to make sporting culture more intensive: an Indoor Stadium has been constructed, sport equipment are provided, coaching in football has been given to students. Literary and Cultural activities of students are highly encouraged with poets’ meet, literary reading, competitions are held regularly. These measures have proven beneficial and fruitful in the nurturing and continuation of a rigorous and health culture of excellence in the college.

- *Champion organizational change*

Proposals for organizational change are formulated by the principal in

consultation with the different committees, and Teachers' Council, IQAC, Students' Union and other stakeholders. The Governing Body makes the final approval with regard to this. Before the commencement of each semester, the Academic Committee meets along with all the HoDs and the Principal to formulate framework for smooth running of that particular semester. New career-oriented, vocational courses and streams have been started and are being run successfully. To make the admission process easier and smooth, more payment/submission counters have been put in place. E-payment during admission will be started from the next academic session.

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

The college has adopted various steps and measures, with different committees constituted effective procedures and constituted bodies for effective planning, implementation and monitoring/evaluation of policies and plans: The Planning Committee, Construction Committee, Purchase Committee all work closely together in the planning and designing of the policies within their purview. Plans for infrastructural development, construction work, procurement and purchase of materials are planned and monitored by these three committees with approval from the GB and the Principal. The Academic Committee works in consultation with the individual departments in formulating academic policies. It also plans and oversees examinations held in the college. The Finance Committee is engaged in financial planning and ensuring judicious utilization of funds. The Environmental Committee reviews and monitors matters related to the environment and overall cleanliness and hygiene of the campus and plans for programmes and activities. In this way, various other committees and bodies such as Research Committee, Disciplinary Action Committee, UGC Committee, Library Committee, the Women Cell are delegated their own shares of duties and responsibilities by the authority. The conveners of these committees submit their reports to the principal from time to time for review and approval. The Core Committee for RUSA is entrusted with dealing with matters related to RUSA. The IQAC serves as the nodal body for monitoring and evaluating the overall policies of the college.

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

The apex management body, The Governing Body, play a crucial role in the planning and implementation and monitoring of policies and programmes. But its role in the day to day academic affairs of the college is minimal. However, the GB closely monitors the academic progress and results of the students and quality of teaching in the college. To meet the shortage of teachers that come up from time to time, the GB approves the engagement of teachers on contractual basis. To keep the teachers updated regarding knowledge and pedagogical resources and skills in their relevant fields, they are encouraged to attend Refresher Courses, Orientation Programmes, Seminars/Conference/Workshops/Symposia etc. They are given leave for these and other research-related activities. Departments make recommendations to the Library staff and the Library Committee for purchasing of relevant, required books. The College provides necessary infrastructural and other needs for the smooth running of research (Major/Minor) programmes undertaken by the faculty members. Faculty members play pro-active role in the corporate life of the college.

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

The authority and management ensure that everybody, from the faculty members and the students to the staff, has a constructive role to play in the upliftment and general working of the college. Various committees and cells/centers are comprised of faculty members from different departments, and in some cases of students and office staff, too. These committees and cells provide each individual ample opportunities to bring in his or her expertise, skills, knowledge and ideas in the planning, design, implementation and monitoring of policies and programmes for advancement and improvement of academic and other matters. The committees, therefore, provide the platform for each one involved to act constructively and prove their leadership quality. Faculty members also serve as in-charge in various student-related activities as well as in NCC and NSS. Head of the Departments takes up the responsibility of their respective departments and they act harmoniously with their fellow faculty members in carrying out the duties and obligations of the departments.

Experienced faculty members are also appointed as Nodal Officers and Coordinators to take charge of RUSA, IQAC, Sports activities, and other academic programmes such as B.Voc, Community College etc. The Women's Cell is fully comprised of and managed by women faculty members. The Women's Cell has proved to be a forceful body which has performed commendable activities in the fields of women empowerment, gender sensitization, and awareness activities in health and hygiene, environment etc.

The office staff and the library staff provide their dedicated service to the college. The Head assistant of office staff and his team oversee the overall functioning of the office work. The Librarian is given full freedom in planning for the maintenance and enhancement of the library holdings.

At the student level also the college provides space for the flourishing of leadership abilities. The college has a Students' Union Body, and the office-bearers are given reasonable freedom while implementing their plans and programmes. The NCC and NSS wings have proved to be highly instrumental in grooming leadership qualities among students. The students are encouraged to participate in state level and national level cultural and sports competitions and programmes, and over the years they have proved their mettle by bringing laurels to the college.

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

The college follows a participatory management system which allows for delegation of authority to the departments and units of the college for effective and optimal realization of its goals and objectives. The departments are given autonomy to make plans for the general upliftment of their respective departments and also in designing their teaching methods, routines, purchase of books, holding of Major admission tests, sessional examinations etc. The Academic Committee consists of the HoDs and their views and suggestions are taken into account while taking any decision regarding the academic life of the college. Bodies like the Disciplinary Committee, Grievance Redressal Cell are fully authorized to take decisions and act in accordance within their delegated duties and responsibilities of their

respective portfolios. The Principal delegates duties and responsibilities to in-charges, coordinators and nodal officers of various centers, cells, committees and they identify the needs and priorities in the areas of their concern, and also help and assist the management and the authority in planning and execution of policies and schemes. Such participatory and decentralized system of governance has proved to be highly beneficial and productive.

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

As mentioned above, the college promotes a culture of participative management where the faculty members, office staff work together with the authority and the management in all spheres of its ambit of functions. A fair amount of autonomy is provided to the departments to plan and execute their respective plans and programmes. This participative system extends to all levels of administration from the academic level (Examination related work, coordination among departments, running of career-oriented and vocation programmes etc.) to the management of library, hostel, sports activities, extension activities, and students' related activities.

6.2 *Strategy Development and Deployment*

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

Yes, the institution has a formally stated quality policy which has been formulated on the basis of the vision and mission of the college. This policy reflects the aspirations and goals that the college has set for itself, and as such it is the guiding force that points to the future line of plans and actions. The Academic Committee, in consultation with other Committees and faculty members formulate the quality policy. The points of priority, strengths and weaknesses, needs are discussed and identified in a series of meetings where parameters are set for maintaining quality and excellence in all spheres of Academic life of the college. The IQAC keeps all stakeholders updated regarding its plans and decisions. In accordance with the quality policy statement, the college takes effective steps to realize the goals and achieve the criteria chalked out in the statement. As far as academic matters are

concerned, a culture of excellence is encouraged and accordingly faculty members are encouraged for research and innovations in teaching and pedagogy. New teaching methods, use of ICT in classrooms are encouraged and infrastructural provisions are made by the college for the same. Teachers are given leave for attending seminars, conferences, symposia etc. Funds are used judiciously and generously to procure laboratory equipment, software for the science departments. Every department is provided with their own library facility which is upgraded from time to time. Central Library resources are continuously upgraded and enhanced. Office staff is provided training for achieving better efficiency in office work. In matters related to the students, they are encouraged to participate in state and national level sports and cultural programmes and competitions. Sports facilities are provided for them in the campus. Infrastructures of the college are enhanced wherever and whenever required. The quality policy statement is reviewed from time to time, and it is always kept in view through meetings and discussions.

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

The college has a perspective plan for development.

i. **Academic**

- Virtual Classrooms are to be introduced
- Post-Graduate courses to be started
- A Certificate Course in Translation is planned
- More career-oriented and vocational courses are planned
- Use of ICT in teaching-learning process will be further boosted and intensified

ii. **Sports**

- A swimming pool and athletic track are proposed
- More sports training and coaching programmes will be organized for students
- Sport equipment will be enhanced

iii. **Infrastructure:**

- A Boys' Hostel is to be constructed
- The Girls' Hostel needs to be extended
- Internal roads in the college are to be renovated and black topped
- Campus beatification measures are to be adopted

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

As a provincialized college, the service conditions of the teachers and employees are governed by government rules. The Governing Body (GB) is the top body in the management system, followed by the Principal who is the administrative head of the college. The GB monitors and evaluates plans and policies of the College. Two teacher representatives and one office staff also serve as members in the GB. Day to day decisions are taken by the college principal but any major decision concerning the college administration, appointment, opening of new programme or department is taken or approved by the GB. The Principal is assisted by the Vice-Principal and various Committees in implementing the plans and programmes. The Academic Committee looks after the academic matters of the institution which is comprised of all the HoDs and other members. The Librarian is assisted by the Library staff, and office matters are taken care of by the Head Assistant and the office staff. The Principal is the Chairman of the IQAC, and it is comprised of the Co-ordinator and other members.

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

- Teaching&Learning
- Research&Development
- Communityengagement
- Humanresourcemanagement
- Industryinteraction

The college accords utmost priority to quality improvement in different fields including Teaching and Learning, Research Development,

Community Engagement, Human Resources Management, and Industry Interaction. To accomplish this, the college takes recourse to the system of academic audit that comes out of greater help to the performance of students. As such, the Academic Committee meetings analyze the results with every pros and cons. The findings are widely made use of so that the performance of the students could be improved with added benefit from the teaching-learning strategies. Be it the development in infrastructure or optimal use of latest teaching aids, what the college intends is the accomplishment of quality on all fronts.

Teaching and Learning:

To improve quality in teaching and learning, the academic committee takes initiative in reviewing the available resources including man power and the infrastructure required to accommodate the students. Besides the regular classes, provision of remedial classes is also there, considering the need of the students. Popular lecture by invited guests and motivational talks are also a part of the mechanism. Staff meetings, usually held at the beginning of each session, chalk out strategies of teaching-learning and also the evaluation process to be followed. Giving an edge to this direction, initiatives are also taken to augment library resources and the IT services with active co-operation from the computer centre available in the college. The departments adopt individual strategies in tune with the centralized strategies. They also invite guestteachers and make all necessary arrangements for improvement and exposure visits etc. with the approval of the principal. The institution plans the requirement of additional teachers and part-time teachers.

Infrastructure and teaching aids:

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

Research & Development:

The College adopts following strategies to improve the quality of research. The first is to increase the motivation of the faculty members

to take up quality research. This is done by means of teacher seminars organised by the research committee where the faculty members exchange ideas. External experts are also invited to raise the motivation levels. The second strategy is by increasing and improving the laboratory and computer facilities. The third is a liberal policy for availing study leave for research works and to allot Faculty Development Programme where allowed. It also encourages small research projects by students by extending financial assistance, arranging motivational lecturers and allotting teachers for guidance of such projects. Keeping this objective in view, the college initiated a Students Innovation Club last year with majority of the students' as members.

Community engagement:

As this college was established with public venture, it has been proactive since its inception in the engagement of community works. The college has been delivering service for health and hygiene awareness in nearby areas and villages. It is also a long term strategy of the college to work against social evils like use of tobacco, superstitions, witch-hunting (a recent threat to under developed communities) etc. which are incorporated in the mission. The college also develops strategies to work for environmental awareness. The women cell develops plans to tackle women problems of the community and arrange training programmes for women. The college also has a continuous effort to provide the information for employment to the youths of the area. The college has a strategy to provide education to dropouts through distance education facilities through its Distance Learning Cell. It is a part of the college strategy to improve computer literacy of the youths at nominal cost. The college also has a strategy to promote entrepreneurship. It has adopted a school for providing services and planning to increase the same. It also conducted D.El. Ed and Induction Programmes for newly recruited TET qualified school teachers. It also provides opportunity of higher education in the distance mode. A few plantation programmes and health camps were organized in the adopted school with local community there. The college actively participates in major public events. The entire college infrastructure is utilized for all local major events and government trainings, etc.

Human Resource Management:

The college recruits meritorious faculty and efficient non-teaching staff. Teachers are encouraged to go for Orientation Programmes, Refresher Courses, Short term Courses and other courses. Teachers are encouraged to participate in Seminars/Workshops/Conferences that help for their professional development and quality assurance. Teachers are encouraged to go on FDP leave.

Industry interaction:

The college has signed a number of MOUs with universities, hospitals and research centers, local; industries and TV Channels for availing expertise and students training under B. Voc. Programme and Community College. It also plans to develop industry institute interface in the line of student placement, to collect donations for specific works and to obtain experts from industries for development of new courses and to strive for academic improvement in the near future.

6.2.5 *How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?*

The college publishes its prospectus every session and a bulletin biannually and these ensure adequate information. The college holds meeting of the parents/guardians, alumni and the public to discuss on matters how to improve quality of the Institution. These encourage them to offer their observations on the activities of the institution and offer positive suggestions. The college holds general meeting of students at least two times a year. It holds staff meetings at regular intervals. From these meetings and also from student feedbacks, college authority gets adequate information about functioning of college and ways how to improve quality. In these meetings free discussions and exchange of ideas take place. The College Principal who is also Secretary of the College Governing Body puts before the Body complaints, suggestions and observations of these meetings. GB meetings are called at least four times a year. Also whenever the Principal desires or feels the need to convene extra meeting on some pressing matters or to meet exigencies he can do so.

6.2.6 *How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?*

The management is very particular in seeking the co-operation and service of the staff for improvement of the Institution. Apart from their normal teaching duties they are included in institutional processes. They are included in Planning Body, Finance Committee, Construction Committee, Purchase committee, Hostel Committees etc. They are also included in all student related committees. The authority uses personal contact for improving the institutional process. The principal always believes in scientific distribution of work among faculty members and non teaching staff for proper and effective functioning of the college. It takes care to see that nobody is over loaded as well no person left untouched. For example most of the teachers are engaged in examination works both external and internal. To enhance efficiency of the support services such as office, library, etc., the management seeks to provide work environment and modern equipments. The management maintains close rapport with the staff as a whole for effective involvement in the services. Monetary incentives are also taken recourse to for specific works in addition to the normal duties.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

The college Governing Body sits periodically to discuss and decide upon the activities relating to the functioning and development of the college. As per rule, there should be at least three sittings in an academic session, but depending upon the various circumstances, this number may change. There are as many as 4 meetings held in the last academic year:

Date	Important Resolutions adopted	Status of implementation
09.04.2015	Resolution for the enhancement of Admission fees of degree classes from Rs 240 to Rs 250.	All are implemented.
	Resolution for enhancement of salary of non sanction teachers by Rs 2,000, contractual teachers by Rs 1,000 and non teachings by Rs 500	
24.07.2015	Decision to appoint contractual Assistant	All are implemented.

	Professor on 9 Months duration in Political Science, History, Mathematics (2), Zoology, Chemistry, English, Assamese AND Education.	Constructions are completed.
	Resolution to regularize Hari Chetry by vacancy of Megnath Mahali's retirement.	
	Resolution for construction of RCC class room and boys' common room adjacent to V.P. room from the surplus money of centre fees.	
	Resolution for construction of boundary wall with Rs 5, 00,000 from MPLED fund.	
03.12.2015	Resolution to convert Rs 5, 00,000 from examination fund to general fund to meet the purpose of building afore said rooms.	Implemented
	G.B. resolved to seek permission from G.U. to introduce P.G. courses in Assamese, Zoology and Chemistry.	In process of communication with parent University.
	G.B. resolved to open up a stationery shop to serve the dual purpose of Commerce Lab and fair price shop.	Shop has opened.
20.02.2016	Resolution to empower the Principal to arrange interview for vacant post of Education as per government rule.	Implemented.

6.2.8 *Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?*

Yes. The Institution had submitted the proposal to Gauhati University to give it permission to seek autonomy status from the UGC. The affiliating University did not respond to the proposal

6.2.9 *How does the Institution ensure that grievances/ complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?*

There is a grievance redress cell and a Women Cell in the institution

comprising the principal and senior faculty members which analyzes the grievances from different sources. Grievances needing immediate response are taken up by the principal as well as faculty members. If the complaints are gender based then women cell takes up the matter. Otherwise, Grievance Redress Cell comes to action. In most cases this Redress Cell before taking any punitive action tries to compromise the parties by appealing to their good self. Grievances requiring long term solutions are forwarded to the grievance redressing cell. Academic grievances are tackled in the departments concerned. All effort is made for quick disposal of grievances/complaints.

6.2.10 *During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?*

NIL

6.2.11 *Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?*

The Institution has a mechanism for analyzing student feedback on institutional performance. The feedbacks in written format are collected from selected sincere and serious students who offer their views on various aspects like curriculum, academic atmosphere in the college, teaching-learning, student amenities etc. Feedback from students is obtained at the departmental levels by HODs and faculty members. In addition, the principal sits with the student representatives frequently to access their views on the institutional performance. The students views are analyzed in staff meetings and necessary steps are taken accordingly. These feedbacks are analyzed and steps are taken at appropriate level to solve it. On the basis of some students' grievances, number of journals, periodicals, daily newspapers, reference books and text books in library has been increased. A number of departments have organized parents meet with the faculty members of the respective departments to discuss various issues related to the students' academic performance, attendance and other activities.

6.3 Faculty Empowerment Strategies

6.3.1 *What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?*

Eligible candidates for Faculty Improvement Programme of UGC are always encouraged by the college. The college does prompt action for approval of such programme. Apart from UGC sponsored FIP, the college also sanctions special leaves, study leaves and special concession for the professional development of faculty members. The college always encourages the faculty to attend different trainings and workshops for their knowledge update. For professional development of the teaching staff the institution sends the teachers to participate in orientation programme, refresher course, short term courses, seminars, workshops and conferences. The institution also invites persons of eminence to interact with teaching staff and to give tips how to enhance their professional skills. Non-teaching staff are sent to training programmes. For the professional development of the non teaching staff, computer literacy programmes were arranged by the computer cell of the college. Workshops sponsored by outside agencies for library automation, office accounts maintenance, etc. are certain steps for strengthening support services. The office assistants are motivated to attend training programmes outside.

6.3.2 *What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?*

The college initiates effective measures for faculty empowerment, and it adheres to the policy of granting leave and motivating the faculty members for attending seminars, conferences, workshops, trainings etc. Depending on the need, the college makes strategies for training programmes for its staff. For skill up gradation, specific programs are organized. Inviting eminent personalities and experts for deliberations on subjects concerned is one of the strategies for motivation. Training on ICT, handling and operation of smart class rooms are imparted to interested faculty by the Computer Science department. It sends its faculty for Orientation Programme, Refresher Course, Short term Course, Seminars, Workshops, Conference etc. The College authority

and senior faculty members always give guidance and motivate the juniors to perform their responsibility sincerely and effectively.

6.3.3 *Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.*

The institute encourages the faculty members to work continuously in their respective academic areas and to keep record of their academic activities and achievements. The IQAC plays a vital role in this regard as it tracks the academic/research activities of the faculty members. Faculty members are asked to update their individual performance appraisal regularly. They are asked to submit their performance appraisal report to the IQAC annually. Performance appraisal record is maintained by the principal and communicated to the appropriate authority from time to time when necessary.

6.3.4 *What is the out come of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?*

There is a continuous process of tracking and reviewing the performances and these reviews are taken into account in the academic policies undertaken by the management. The IQAC takes a major role in this regard as it collects and reviews the appraisal reports from the faculty members and submit them to the principal. The Principal interacts with the concern faculties and suggested for improvements or better performances. The management prepares reports of individual teachers and communicates these to stakeholders for appropriate action. Moreover, these reports are used for the recommendation of the promotion of teachers. These reports are too sent to the Directorate of Higher Education, Assam for the purpose of career advancement of the faculty. On the other hand, the employee concerned is communicated for better performance in future if the reports consider it necessary.

6.3.5 *What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?*

Three schemes under the name and style Teachers' Welfare Fund, Chaiduar College Teachers Mutual Aid Fund and Ministerial Fund are running in the college. The members contribute on monthly basis to generate a fund. The members can avail themselves of loans from this fund, when required. An Employees Welfare Fund is also in place for the non-teaching staff of the college. More than 70% (seventy percent) of the staff have availed the benefit of such schemes in the last four years.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

The institution strictly follows a transparent policy to select the best and meritorious teachers. All rules, regulations and protocols are observed in the selection process. The college strives to create a satisfactory Academic atmosphere for attracting and retaining eminent faculty.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

An effective institutional mechanism is in place to monitor effective and efficient use of available financial resources. The Governing Body closely monitors the financial transactions. Financial grants received by the college from different sources like UGC, State government, MP/MLA's Local Area Development Fund and other bodies and from tuition fees collected from students are credited to the College fund. Any proposal prepared by the college for financial grant is approved by the College Governing Body which is then submitted to the funding agency. When the grant is received the college authority convenes meeting of respective committees and on their advice the Principal releases money. Committee members, members of the Governing Body have free access to supervise any construction work, any equipment purchased etc. For expenditure by different departments, the respective Head of the Department is to submit the demand in writing with full details of materials to be purchased and the price of it. The Principal scrutinizes these demands and

invites quotations from firms. The quotations so received are scrutinized by the respective committees/Departmental committees for placing order to the firm concerned. Any amount so spent is audited internally and then by the government auditors. However,UGC funds are audited by a Certified Chartered Accountant as required by UGC.Expenditures on construction work is done by the Construction Committee and materials for these works are purchased only by the Purchase Committee. However, for expenditure involving large amount Governing Body's permission is taken. All the official formalities are done before and after the purchase like preparation of vouchers, entry into stock register, issue of cheques etc. for placing before the internal auditor or government auditor or CA. Finance Committee consisting of faculties and GB members are required to verify details of the expenditure. Only after its approval the matter is put before the GB for final approval.

- 6.4.2 *What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.*

All funds except that of UGC are subject to internal audit. Internal Auditors are appointed by the College Governing Body. All the findings of the Internal Audit Report are brought to the notice of the Governing Body which takes steps according to the suggestions offered by the Report. External Auditors who are called Local Auditors are appointed by the Government who audit all the expenditures during their period of Audit. This Report is submitted to the Accountant General and the Government, and any objection raised there is to be met by the College authority. The last audit was done up to 31st March, 2015. A few objections were regarding the payment of paying VAT against purchasing of materials from the local shops, and these objections have been duly met. A few minor objections were made for not having vouchers against expenditures on excursions. These objections have also been duly met.

- 6.4.3 *What are the major sources of institutional receipts/ funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.*

The College receives grants and funding of the State Government in the form of salary and some non-recurring grant from UGC for holding, seminars, workshop, purchase of Books and Equipments etc. Besides, the college has received grants from DBT under Star College Scheme in 2014-15, DST, MPLAD etc.

Apart from the normal development grants from the UGC, the college time to time applies for all eligible schemes. Recently, in 2015-16 it has been able to get the B. Voc. scheme that is allotted only to six colleges in the north east.

(Separate sheet is attached showing audited income and expenditure statement of academic and administrative activities of the previous four years in Annexure)

**CONSTRUCTION OF INDOOR STADIUM IN CHAIDUAR COLLEGE
UNDER ELEVENTH PLAN FOR SPORTS INFRASTRUCTURE & EQUIPMENTS
GOHPUR, SONITPUR, ASSAM**

INCOME & EXPENDITURE ACCOUNT FOR THE PERIOD 03/05/2011 TO 11/03/2014

EXPENDITURE	AMOUNT	INCOME	AMOUNT
To Mason Payment	1,110,000.00	By University Grant vide letter NO. F.33-06/SPORTS/NERO, Dt. 17/03/2011	3,500,000.00
" Bolders And Bricks	605,100.00	" University Grant vide letter NO. F.33-6/SPORTS/NERO/19237, Dt. 11/10/2012	2,800,000.00
" Sand & Chips	635,650.00	" Loan from College Fund	727,791.00
" Cement Expenses	1,028,170.00		
" Timber & Bamboo	168,772.00		
" Purchase of Rods	2,086,031.00		
" Earth Filings Expenses	192,410.00		
" Carpenter Charges	10,000.00		
" Architech/ Engineer fess	47,712.00		
" Audit and Consultancy Fees	28,182.00		
" Other Misc. Hardware Items & Labour	115,764.00		
" Roofing & Roof Trust Expense	1,000,000.00		
	<u>Rs. 7,027,791.00</u>		<u>Rs. 7,027,791.00</u>

For & On Behalf of Management

As Per Our Report of Even Date

Principal
Chaiduar college

Handwritten signature
2/15/15

Principal
Chaiduar College
Gohpur, Sonitpur (Assam)

Date: 21st May 2015
Place: Camped at Gohpur, Assam

For CA DHEERAJ PODDAR
Chartered Accountants



Handwritten signature of CA Dheeraj Poddar

CA DHEERAJ PODDAR
M. No: 307690

**CONSTRUCTION OF INDOOR STADIUM IN CHAIDUAR COLLEGE
UNDER ELEVENTH PLAN FOR SPORTS INFRASTRUCTURE & EQUIPMENTS
GOHPUR, SONITPUR, ASSAM**

RECEIPTS & PAYMENTS ACCOUNT FOR THE PERIOD 03/05/2011 TO 11/03/2014

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To University Grant vide letter NO. F.33-06/SPORTS/NERO, Dt. 17/03/2011	3,500,000.00	By Mason Payment	1,110,000.00
" University Grant vide letter NO. F.33-6/SPORTS/NERO/19237, Dt. 11/10/2012	2,800,000.00	" Bolders And Bricks	605,100.00
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		" Cement Expenses	1,028,170.00
		" Timber & Bamboo	168,772.00
		" Purchase of Rods	2,086,031.00
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		" Carpenter Charges	10,000.00
		" Architech/ Engineer fess	47,712.00
		" Audit and Consultancy Fees	28,182.00
		" Other Misc. Hardware Items & Labour Chrgs.	115,764.00
		" Roofing & Roof Trust Expense	1,000,000.00
		"	
	Rs. 7,027,791.00		Rs. 7,027,791.00

For & On Behalf of Management

As Per Our Report of Even Date

Principal
Chaiduar college

Handwritten signature of Principal
21/5/15

Date: 21st May 2015
Place: Camped at Gohpur, Assam

Principal
Chaiduar College
Gohpur, Sonitpur (Assam)

For CA DHEERAJ PODDAR
Chartered Accountants



Handwritten signature of CA Dheeraj Poddar

CA DHEERAJ PODDAR
M. No: 307690

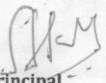
Auditor
CA DHEERAJ PODDAR
Chartered Accountants
Back Side of PMD Colony,
Lot Chowkinghlon, Saitan Para
Pin: 786143 & 786177, 786182, 786204
E-mail: dheerajpoddar20@gmail.com
DIBRUGARH, ASSAM

**GRANT-IN-AID TO CHAIDUAR COLLEGE
UNDER TWELVETH PLAN FOR GENERAL DEVELOPMENT ASSISTANCE IN COLLEGE
AT GOHPUR, SONITPUR, ASSAM**

**RECEIPTS & PAYMENTS ACCOUNT OF GENERAL DEVELOPMENT ASSISTANCE FUND
FOR THE PERIOD 02/04/2013 TO 06/08/2015**

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To Opening Cash & Cash at Bank	-	By Construction of Class room building	366,872.00
" University Grant vide letter NO. F. 5-28/2012(NERO), Dt. 21/03/2013	212,000.00	" Construction of Physics Class room building	586,437.00
" University Grant vide letter NO. F.5-28/2012(NERO), Dt. 29/03/2014	2,428,000.00	" Books & Journals	156,260.00
		" Equipments	430,985.00
		" Maintenance of Equipments	110,955.00
		" Improvement of facilities in existing premises	189,946.00
		" Innovative Practises	74,347.00
		" Field works and Study Tours	66,435.00
		" Extension activities & Outreach Programme	118,499.00
		" Closing balance	
		Cash in Hand	-
		Cash at Bank (A/c No. 11847668837)	539,264.00
	<u>Rs. 2,640,000.00</u>		<u>Rs. 2,640,000.00</u>

For & On Behalf of Management

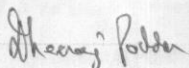

Principal
Chaiduar college

Date: 6th August 2015
Place: Camped at Gohpur, Assam

As Per Our Report of Even Date



For CA DHEERAJ PODDAR
Chartered Accountants



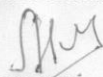
CA DHEERAJ PODDAR
M. No: 307690

**GRANT-IN-AID TO CHAIDUAR COLLEGE
UNDER TWELVETH PLAN FOR GENERAL DEVELOPMENT ASSISTANCE IN COLLEGE
AT GOHPUR, SONITPUR, ASSAM**

**INCOME & EXPENDITURE ACCOUNT OF GENERAL DEVELOPMENT ASSISTANCE FUND
FOR THE PERIOD 02/04/2013 TO 06/08/2015**

EXPENDITURE	AMOUNT	INCOME	AMOUNT
To Construction of Class room building	366,872.00	By University Grant vide letter NO. F. 5-28/2012(NERO), Dt. 21/03/2013	212,000.00
" Construction of Physics Class room building	586,437.00	" University Grant vide letter NO. F.5-28/2012(NERO), Dt. 29/03/2014	2,428,000.00
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" Improvement of facilities in existing premises	189,946.00		
" Innovative Practises	74,347.00		
" Field works and Study Tours	66,435.00		
" Extension activities & Outreach Programme	118,499.00		
" Surplus transferred to Capital Account in Balance Sheet	539,264.00		
	Rs. <u>2,640,000.00</u>		Rs. <u>2,640,000.00</u>

For & On Behalf of Management

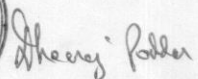

Principal
Chaiduar college

Date: 6th August 2015
Place: Camped at Gohpur, Assam

As Per Our Report of Even Date



For CA DHEERAJ PODDAR
Chartered Accountants



CA DHEERAJ PODDAR
M. No: 307690

COMPLETION COST PROFOMA

NAME OF UNIVERSITY:GAUHATI UNIVERSITY

SCHEME:CONSTRUCTION OF WOMENS HOSTEL IN CHAIDUAR COLLEGE

TOTAL BUILT UP AREA OF PROJECT:

RCC:659.7 SQ METER

ASSAM TYPE:198 SQ METER

BOUNDARY WALL:LENGTH 791.38 m, Height:2.4 m

SL NO	NATURE OF WORK	VALUE OF ESTIMATES	VALUE OF TENDER ACCEPTED	COMPLETION COST	REASON IN INCREASE OF COMPLETION COST OVER TENDER COST
	Civil Works (Value of Estimate should be approved by PWD)		6,912,576.00	6,912,576.00	
1	Internal water Supply and sanitation		406,023.00	406,023.00	
2	Internal electrification		173,084.00	173,084.00	
3	External Services		12,713.00	12,713.00	
4	Furniture		116,798.00	116,798.00	
(i)	Architect Fee		114,500.00	114,500.00	
	including Supervision Charges				
	Total Completion Cost		7,735,694.00		
(ii)	Please attach a completion certificate signed by registrar				

NAAD
 CHARTERED ACCOUNTANTS
Nitish Agarwal
 Chartered Accountant
 M.No.-305088

ENGINEER/ARCHITECT

UNIVERSITY ENGINEER

AS
 Asst. Executive Engineer,
 PWD Building Sub-Division
 A. Charial

SM
 Principal
 Chaiduar College
 Gohpur, Sonitpur (Assam)


Certificate No. 153/2013-14

UTILISATION CERTIFICATE

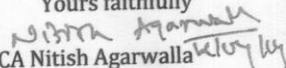
Certified that the grant of Rs.7060000/-Rupees Seventy lacs Sixty Thousand Sanctioned to Chaiduar College for Construction of Women's Hostel by the University Grant Commission vide their letter no F.16-12/2006-2007/WH/Nero Dated 07/03/2008; has been utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions as laid down by the commission.

If as a result of check or audit objection, some irregularities is noticed at later stage action will be taken to refund or regularize the objected amount.

For Principal


Principal
Chaiduar College
Gohpur, Sonitpur (Assam)



Yours faithfully

CA Nitish Agarwalla
Membership No. 305068

Nitish Agarwalla
Chartered Accountant
M.No.-305068

University Grants Commission, New Delhi

Schemes of construction of Women's Hostel Infrastructure "On the Spot" inspection to access status of implementation format for feed back & status report.

(A) General Information :

❖ Name of the Institution	:	CHAIDUAR COLLEGE		
❖ Complete Postal Address	:	P.O.- GOHPUR – 784168, DIST.- SONITPUR (ASSAM)		
❖ Telephone No.	:	03712-243158		
❖ E-mail Address	:	<u>plcdcako@gmail.com</u>		
❖ Affiliating University	:	Gauhati University, Guwahati		
❖ Location	:	Rural/Semi Urban/Urban		
	:	Metro/Non Metro city		
	:	UG/PG/Both		
❖ Status	:	Women/Co-educational		
	:	Single faculty/Multi faculty		
	:	Technical/Non-technical		
For Women's Hostel Only				
❖ Student strength as on current year	:	Male	Female	Total
		880	744	1629
❖ % of SC/ST/PH/OBC/Women students on current year	:	SC	ST	OBC
		10%	35%	34%
				PH Minorities
				3%
❖ Status of already existing Girls Hostel on the campus	:	Available Not Available		
❖ If available details of Construction	:	1. Year of Construction – 2005		
		2. Capacity of Hostel – 42		
		3. Name of Construction Agency – Chaiduar College		
		4. Funded by – UGC & College Fund		
		5. Status of Occupancy – 42		
		6. No. of Students/Room – 42/21		

(B) Information on construction of Hostel / Building / Sport Infrastructure

❖ Date of Application	:	20-11-2006, Revised Proposal
❖ Date of Sanction	:	07-03-2008
❖ Amount Sectioned	:	Rs.70,60,000/-
❖ Amount applied for	:	Rs.72,36,000/-
❖ Date of release of funds -	:	Rs.20,00,000/-Dtd. 08/11/2005
	*	(Before modification of the proposal)
	*	1st Installment – Rs.35,30,000/-Dtd.7/3/2008
	*	2nd Installment –Rs.17,65,000/- Dtd.30/4/2009
	*	3rd Installment – Rs.10,54,000/- Dtd.19/2/2010

- ❖ Availability of Land
- ❖ Distance from the main campus : **Within the campus**
- ❖ Capacity Proposed : **40**
- ❖ Justification for construction of Girls Hostel : **Enclosed**
- ❖ Is the Building Committee duly constituted : **Yes, list enclosed**
Please enclose a copy of Notification
- ❖ Is the present proposal and estimates duly : **Yes**
approved by the Building Committee
- ❖ Name of the Construction Agency : **Labour Contractor**
- ❖ Procedure adopted for Selection of Agency :
 - Tendering
 - Govt. Agency
 - Approval of Building Committee
- ❖ Name of Architect with his registration No. : **Creative Designers of Construction, Red.CA/91/14268**
- ❖ Is the Hostel Infrastructure ready now? : **Yes**
- ❖ If not, Approximate date of the committee : **Does not arise**

(C) General recommendation of the Committee

- ❖ Procedure adopted by the institution is as per norms : **Yes**
of the guidelines issued by UGC
- ❖ The Building committee is properly constituted and : **Yes**
is active
- ❖ The proposal is duly approved along with the estimates : **Yes**
by the building committee
- ❖ Mechanism for technical supervision and quality : **Yes**
control are appropriately designed
- ❖ The construction work is in progress/has been completed : **Completed**
- ❖ The committee is satisfied with the status of : **yes,**
construction, its quality and pace

[Signature]
Signature of the Principal,
(with Seal and Date)

Principal
Chaiduar College
Gohpur, Sonitpur

Name and Signature of Experts.

1. *[Signature]* 1/3/12
The Director, College Development Council,
(with Seal and Date) **Gauhati University**
2. *[Signature]* 9/3/12
Engineer of the University,
(with Seal and Date)
3. *[Signature]*
Asstt. Engineer of the local PWD or CPWD,
(with Seal and Date)

Proforma- E

UNIVERSITY GRANTS COMMISSION

STATEMENT OF INCOME AND EXPENDITURE


Audited statement of income & expenditure account in respect of **Completion of Womens Hostel**
approved by the UGC vide letter No.F.16-12/2006-07/WH/NERO/5380, dated 07-03-2008

<u>Income</u>	<u>Amount</u>	<u>Expenditure</u>	<u>Amount</u>
To Grant from UGC vide letter (1st Installment)	1,000,000	By Civil works cost including contingencies	9,222,668
" Grant from UGC vide letter (2nd Installment)	800,000	" Water supply and sanitary installation	406,023
" Grant from UGC vide letter (3rd Installment)	3,530,000	" Electrification	173,084
" Grant from UGC vide letter (4th Installment)	1,765,000	" Architects fee	120,000
" Grant from UGC vide letter (5th Installment)	1,059,000	" Furniture	116,798
" College Contribution	1,837,441		
" Others	45,910		
" Bank Interest	1,222		
Total	<u>10,038,573</u>	Total	<u>10,038,573</u>

Registrar/Principal
(With his Seal)



(Signature of Chartered Accountant/
Government Auditor with his seal)



Reference No.

Dateed.:01-12-10

Summary of Accounts for Grants received from UGC-NERO, Guwahati
and Utilized during Xith Plan Period
(College Development & Merged Scheme)

Name of the College:....CHAIDUAR
COLLEGE,GOHPUR,SONITPUR,ASSAM.....

1. Development Assistance for Under Graduate Education:

Sl. No.	Item	Grant Allocated	Grant Received	Grants Utilized	Remarks
1	Books and Journals	2,00,000/-	2,00,000/-	1,57,344/-	
2	Equipments	2,00,000/-	2,00,000/-	1,63,000/-	
3	Maintenance and Equipment				
4	Construction/Extension/ Renovation of Building (Specify type of Building)	8,50,000/-	-		
5	Improvement of initiative for premises	1,00,000/-	1,00,000/-	1,00,500/-	
6	Enhancement of initiative for competence building	50,000/-	50,000/-		
7	Examination reform	1,00,000/-	1,00,000/-		
8	Educational innovation	50,000/-	50,000/-		
9	Field work/Study tours	50,000/-	50,000/-	32,981/-	
10	Extension activities	1,00,000/-	1,00,000/-	48,500/-	
	Total:	17,00,000/-	8,50,000/-	5,02,325/-	

2. Professional Courses leading to degree:

Sl. No.	Name of Course	Grant Allocated	Grant Received	Grants Utilized	Remarks
1					
2					
	Total:				

3. Additional Grant/Schemes Merged with Development Grants.

Sl. No	Name of the Scheme	Item	Grant Allocated	Grant Received	Grants Utilized	Remarks
1	Improvement of facilities in existing premises	Common room and toilet facilities for Women	2,00,000/-	2,00,000/-	2,38,466/-	
2	Rejuvenation of Infrastructure in Old Colleges (Established before 15 th August, 1947)	Building				

Sl. No	Name of the Scheme	Item	Grant Allocated	Grant Received	Grants Utilized	Remarks
3	'Catch-up' grant for Young Colleges (Recognized under Sections 2 (f) and 12 B during Tenth Plan and thereafter)	Building (Limited to Rs.9.00 lakh)				
		Books and Journals				
		Equipment				
4	Colleges located in Rural/ Remote/ Border/ Hill/ Tribal Areas (Certificate of location from Govt. Officer not below the rank of BDO to be furnished)	Accommodation for teachers students on rental basis	10,00,000/-	2,00,000/-		
		Conveyance allowance to students				
		Developing and implementing location specific curricula				
5	Colleges with relatively higher proportion of SC/ST/OBC (non-creamy layer)/Minorities/ economically deprived/ physically challenged or College is Minority Institution)	Stipend for Students, For Economically Deprived, BFL (Below Poverty Line) Card Holder of the concerned State/UT	6,00,000/-	1,20,000/-		
6	Special grant for enhancement of initiative for capacity building in Colleges	Books and Journals	1,00,000/-	20,000/-	8,746/-	
		Equipment	50,000/-	10,000/-		
		Building, Classroom laboratory	5,00,000/-			
		Furniture fixtures for new classroom, laboratory	50,000/-			
7	Establishment of Day care Centers in Colleges	Essential facilities	2,00,000/-	2,00,000/-	80,900/-	
8	Colleges in Backward Areas (Identified Districts enclosed)	Building (Limited to Rs.9.00 lakh)	9,00,000/-			
		Books and Journals	1,00,000/-	1,00,000/-	71,635/-	
		Equipment including PC (where not adequate, more than 50 students per PC)	2,00,000/-	2,00,000/-	90,400/-	
9	Establishment of UGC-Network Resource Centre (UGC-NRC) (first time assistance)	Pentium PC (latest) Printer, UPS, Software, fax Modem	2,50,000/-	2,25,000/-	1,74,580/-	
		Internet Connectivity	50,000/-	10,000/-		
	Establishment of UGC-Network Resource Centre (UGC-NRC) (second time assistance)	Purchase / up- gradation of computers				
		Internet Connectivity				
10	Equal opportunity Centre in Colleges	Contingency, meetings, honorarium to Advisor (PG College : Rs.0.50 lakh p.a. UG College: Rs.0.30 lakh p.a.)				
		Short term Course on positive discrimination (Rs.0.25 lakh p.a.)	1,25,000/-	25,000/-		

Sl. No	Name of the Scheme	Item	Grant Allocated	Grant Received	Grants Utilized	Remarks	
11	Remedial Coaching for SC/ST/OBC (excluding creamy layer) and Minorities.	Equipment	3,00,000/-	3,00,000/-	1,60,872/-		
		Books, Journals, Study Materials	2,00,000/-	2,00,000/-	19,258/-		
		Recurring items including honorarium, remuneration, TA, payment to part-time LDC, Contingency	8,00,000/-	1,60,000/-	1,55,884/-		
12	Coaching for NET/SLET for SC/ST/OBC (excluding creamy layer) and Minorities (Colleges with Post graduate department only)	Equipment					
		Books, Journals, Study Materials					
		Recurring items including honorarium, remuneration, TA, payment to part-time LDC, Contingency					
13	Coaching classes for entry in services for SC/ST/OBC (excluding creamy layer) and Minorities	Equipment ✓	3,00,000/-	3,00,000/-	79,903/-	✓	
		Books, Journals, Study Materials	2,00,000/-	2,00,000/-	76,243/-	✓	
		Recurring items including honorarium, remuneration, TA, payment to part-time LDC, Contingency	8,00,000/-	1,60,000/-	1,10,000/-		
14 (i)	Higher Education for persons with specify needs (HEPSN) <u>Component 1</u> Establishment of enabling Units for differently abled persons.	General administration, stationary, contingency, services of experts and personal for organizing awareness programmes					
		Honorarium to co-ordinator					
		<u>Component 2</u> Providing access to differently-abled person (one time assistance)	Ramps, rails, toilet etc. to suit special needs of differently-abled persons				
		<u>Component 3</u> Providing special equipment to augment educational services for differently-abled persons (one time assistance)	Computers with screen reading software, low-vision aids, scanners, mobility devices				
14 (ii)	Financial assistance to visually challenged teachers	Payment to Reader, purchase of Braille-books/Material, recorded materials, equipment					
15	<u>Career and Counseling Cell</u>	Computers with Internet, Laser printer, Photocopier, Fax	2,00,000/-	2,00,000/-	69,586/-		
		Hiring charges, TA/DA to Counselor, Resource persons, Payment of Honorarium, Reading material, Contingency	5,00,000/-	1,00,000/-	19,500/-		
Grand Total			76,25,000/-	29,30,000/-	13,55,973/-		

Head wise Audited Utilization Certificate and Statement of Income and Expenditures as per Xith plan Guidelines have been enclosed herewith.

Chartered Accountant/Govt. Auditor

C.A. Ramnarayan Choudhary Sarma



Principal

Principal
GOHPUAR COLLEGE
P.O.: GOHPUAR

RAJ KUMAR NAHATA & CO.

Chartered Accountant

B.B. Complex, N.B. Road

Near Ananta Cinema Hall, Tezpur

Tel:- 225178 (O); 223155 (R) / 9435081355 (M)

UTILISATION CERTIFICATE

It is certified that the grant of Rs. 9,00,000/- (Nine Lakhs) only has been sanctioned out of which Rs. 8,10,000/- (Eight lakh Ten thousand) only has been received by **CHAIDUAR COLLEGE** from **UNIVERSITY GRANTS COMMISSION** for the purpose of "**Construction of RCC Building**". The said grant has been fully utilised as per details given in the attached statement and in accordance with the terms and conditions laid down by University Grants Commission vide its letter No.F5-19/2007/NERO/11163 dated 12-12-2011.

It is further certified that the conditions on which the fund was received have been fulfilled and we have exercised reasonable checks to see that the money has been actually utilised for the purpose for which it was sanctioned .

Signature

(Principal)

Seal

Signature

Raj Kumar Nahata , FCA

Chartered Accountant

Registration No. 097462



KUMAR NAHATA & CO.
Chartered Accountant

B.B. Complex, N.B. Road
Near Ananta Cinema Hall, Tezpur
Tel :- 225178 (O); 223155 (R) / 9435081355 (M)

CHAI DUAR COLLEGE
"CONSTRUCTION OF RCC BUILDING"
RECEIPT & PAYMENT ACCOUNT

<u>RECEIPT</u>	<u>AMOUNT</u>	<u>PAYMENT</u>	<u>AMOUNT</u>
To Grant-in-aid received from University Grants Commission (Letter No. F5-19/2007/NERO/ 11163 dated 12-12-2011)	810,000.00	By Bricks	167,400.00
		" Rods	298,705.00
		" Sand & chips	55,770.00
		" Timber	88,806.00
		" Mason part payment	137,000.00
		" Cement	163,700.00
" College Contribution	181,523.00	" Architech fee	80,142.00
	<u>991,523.00</u>		<u>991,523.00</u>

Date :- 11-02-2013
Place :- Tezpur

Raj Kumar Nahata
Raj Kumar Nahata, FCA
Chartered Accountant
Registration No. 097462





REPORT FOR THE RELEASE OF FUNDS
FROM UGC

1. Name of the Scheme : Construction of Building in Backward Areas
2. No. and date of the sanction letter of UGC approving the scheme : No. F.5-19/2007/NERO/11163, dated 12/12/2011.
3. Total cost approved
(a) Share of the UGC : Rs. 9,00,000.00
(b) Share of College : Rs. 30,000.00
4. Total tendered cost accepted : Rs. 9,30,000.00
5. Total amount received
(a) From UGC : Rs. 8,10,000.00
(b) From College : Rs. 1,81,523.00
6. Total expenditure actually incurred i.e. Bills paid for work done or supplies received.
(a) Against UGC share : Rs. 8,10,000.00
(b) Against college share : Rs. 1,81,523.00
7. Balance, if any, in hand from amount received
(a) From UGC : Rs. Nil
(b) From College : Rs. 1,81,523.00
8. Amount required to be released to meet expenditure likely incurred in the next three/six months.
9. In the case of a project involving construction work, a brief description of the construction so far accomplished may be given, and it may be certified that the construction is being carried out in accordance with the Plan accepted by the Commission.
10. Deviation, if any, should be clearly indicated, Impact on the cost of construction should be specified.

Certified that the grant has been utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions attached to the grant.

If as a result of check or audit objections some irregularity is noticed at a later stage, action will be taken to refund, adjust or regularized the objected amount.

Signature  P.H.E.
Assistant Engineer, Section
Gohpur Store/Gohpur, 11 Section
Gohpur, Engineer/Registered Architect
University Engineer

Signature  with seal
Principal,
Director, CDC

CHAIDUAR COLLEGE :: GOHPUR :: SONITPUR :: ASSAM

Receipt and Payment of asAdditional Grant/ Schemes Merged with Development Grants during current financial year in XIIth Plan period as an Ad-hoc GDA of XIth

Plan period allocation

<u>To</u> RECEIPT	<u>AMOUNT</u>	<u>PAYMENT</u>	<u>AMOUNT</u>
Grant in aid from UGC, vide letter no. F.05- 28/2012(NERO)/20017, dated 27/12/2012	431,000.00	By Equal Opportunity Short term course	31,000.00
		Remedial Coaching for SC/ST/OBC and Minorities- Recurring Items including honorarium, remuneration,TA, payment to part time LDC,	
		" Contingency	200,000.00
		Coaching classes for entry in service	200,000.00
Total	<u>431,000.00</u>	Total	<u>431,000.00</u>

AUDITOR'S REPORT

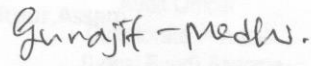
I have auditor the attached Receipts and Payments A/C of CHAIDUAR COLLEGE, GOHPUR, SONITPUR, ASSAM, in respect of Grant in aid received from UGC as "Additional Grant/ Schemes Merged with development Grants" and I report that :-

a) In my opinion and to the best of my information and according to the explanations given to me and subject to the notes given below the said receipts and payment account presents a fair veiv of the receipts and payments.

Date : 28/01/2014

Place : Gohpur




 Gunajit Medhi. Govt. Audit Officer.
 Director of Local Fund,
 Tezpur Division,
 Sonitpur, Directorate of Audit
 (Local Fund) Assam

RAJ KUMAR NAHATA & CO.

Chartered Accountant

B.B. Complex, N.B. Road

Near Ananta Cinema Hall, Tezpur

Tel :- 225178 (O); 223155 (R) / 9435081355 (M)

CHAIDUAR COLLEGE :: GOHPUR :: SONITPUR :: ASSAM

Receipt and Payment of Additional Grant during XI th plan period for "COLLEGE DEVELOPMENT"

<u>RECEIPT</u>	<u>AMOUNT</u>	<u>PAYMENT</u>	<u>AMOUNT</u>
To Grant in aid from UGC vide letter No.F.35-40/ Add /2011 (NERO)21335, dtd: 05/03/2013	971,320	By Laboratory Equipments	570,720
		" Teaching Aids	359,251
		" Miscellaneous Expenses	156,519
" Spent from College Fund	115,170		
	<u>1,086,490</u>		<u>1,086,490</u>

AUDITOR'S REPORT

I have audited the attached Receipts and Payments A/c of **CHAIDUAR COLLEGE, GOHPUR, SONITPUR, ASSAM**, in respect of Grant in aid received from University Grants Commission for "**COLLEGE DEVELOPMENT**" and I report that :-

- a) In my opinion and to the best of my information and according to the explanations given to me and subject to the notes given below the said receipts and payment account presents a fair view of the receipts and payments.

Date :- 10-09-2013

Place :- Tezpur



Raj Kumar Nahata
Raj Kumar Nahata, FCA
Chartered Accountant
Membership No. 097462
ICAI FRN :- 325770E

CHAIDUAR COLLEGE :: GOHPUR :: SONITPUR :: ASSAM

Receipt and Payment of asAdditional Grant/ Schemes Merged with Development

<u>To</u> <u>RECEIPT</u>	<u>AMOUNT</u>	<u>PAYMENT</u>	<u>AMOUNT</u>
Grant in aid from UGC, vide letter no. F.05- 28/2012(NERO)/21764, dated 21/3/2013	212,000.00	By Books & Journal " Equipments	112,000.00 100,000.00
<u>Total</u>	<u>212,000.00</u>	<u>Total</u>	<u>212,000.00</u>

AUDITOR'S REPORT

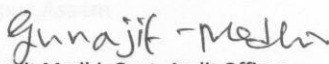
I have auditor the attached Receipts and Payments A/C of CHAIDUAR COLLEGE, GOHPUR, SONITPUR, ASSAM, in respect of Grant in aid received from UGC as "Additional Grant/ Schemes Merged with development Grants" and I report that :-

a) In my opinion and to the best of my information and according to the explanations given to me and subject to the notes given below the said receipts and payment account presents a fair veiw of the receipts and payments.

Date : 28/01/2014

Place : Gohpur




 Gunajit Medhi, Govt. Audit Officer,
 Director of Local Fund, Audit Officer
 Tezpur Division, Directorate of Audit
 Sonitpur, (Local Fund) Assam


CHAIDUAR COLLEGE
GOHPUR, SONITPUR, ASSAM
GRANT:FUND FOR B-VOC DEGREE DEGREE 1ST INSTALLMENT FOR THE YEAR 2014-2015

BALANCE SHEET AS ON 31/03/2016

LIABILITIES	AMOUNT	ASSETS	AMOUNT
OPENING CAPITAL	-	<u>FIXED ASSETS</u>	
ADD: EXCESS OF INCOME OVER EXPENDITURE	5,621,181.00	EQUIPMENTS	2,646,311.00
	5,621,181.00	<u>CURRENT ASSETS</u>	
		CASH IN HAND	
		CASH AT BANK	2,974,870.00
	5,621,181.00		5,621,181.00

For & On Behalf of Management

IN TERMS OF OUR REPORT OF EVEN DATE

Principal

Principal
Chaiduar College
Gohpur-78410.

Date:08th April 2016
Barangabari, Gohpur, Assam



For CA NITISH AGARWALLA
Chartered Accountants


CA NITISH AGARWALLA
M. No: 305068

**CHAIDUAR COLLEGE
GOHPUR, SONITPUR, ASSAM
GRANT:FUND FOR B-VOC DEGREE DEGREE 1ST INSTALLMENT FOR THE YEAR 2014-2015**

INCOME & EXPENDITURE ACCOUNT FOR THE PERIOD 01/04/2014 TO 31/03/2016


EXPENDITURE	AMOUNT	INCOME	AMOUNT
TO VISITING FACULTY	634,713.00	BY Grant In Aid	6,500,000.00
" OPERATING COST EXCESS OF INCOME OVER	421,586.00	" Miscellaneous Receipts	177,480.00
" EXPENDITURE	5,621,181.00		
	<u>6,677,480.00</u>		<u>6,677,480.00</u>

NO BANK INTEREST IS RECEIVED BY THE COLLEGE, AS THE FUNDS ARE DEPOSITED IN CURRENT ACCOUNT.

For & On Behalf of Management

IN TERMS OF OUR REPORT OF EVEN DATE


Principal


Principal
Chaiduar College
Gohpur-784166

Date: 08th April 2016
Barangabari, Gohpur, Assam

For CA NITISH AGARWALLA
Chartered Accountants




CA NITISH AGARWALLA
M. No: 305068

CHAIDUAR COLLEGE
GOHPUR, SONITPUR, ASSAM
GRANT:FUND FOR B-VOC DEGREE DEGREE 1ST INSTALLMENT FOR THE YEAR 2014-2015


RECEIPTS & PAYMENTS ACCOUNT FOR THE PERIOD 01/04/2014 TO 31/03/2016

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To OPENING BALANCE		By SETTING UP OF ITEM OF LAB/WORKSHOP FACILITIES/PROCUREMENT OF TEACHING AND LEARNING MATERIAL, MACHINERY	2,646,311.00
CASH IN HAND	-	" VISITING FACULTY	634,713.00
CASH AT BANK	-	" OPERATING COST	421,586.00
" GRANT IN AID	6,500,000.00	By CLOSING BALANCE	
" MISCELLANEOUS RECEIPTS	177,480.00	CASH IN HAND	2,974,870.00
	<u>6,677,480.00</u>	CASH AT BANK (subject to Reco)	<u>6,677,480.00</u>

For & On Behalf of Management


IN TERMS OF OUR REPORT OF EVEN DATE

Principal


Principal
Chaiduar College
Gohpur-784104
Date: 08th April 2016
Barangabari, Gohpur, Assam

For CA NITISH AGARWALLA
Chartered Accountants




CA NITISH AGARWALLA
M. No: 305068

CHAI DUAR COLLEGE
GOHPUR, SONITPUR, ASSAM
GRANT:FUND FOR B-VOC DEGREE DEGREE 1ST INSTALLMENT FOR THE YEAR 2014-2015

BANK RECONCILLATION STATEMENT AS ON 31/03/2016

PARTICULARS		AMOUNT
BANK BALANCE AS ON 31/03/2016 AS PER CASH BOOK		2,974,870.00
ADD:CHEQUE ISSUED BUT NOT PRESENTED FOR PAYMENT		
DATE	CHEQUE NO	AMOUNT
31/03/2016	775,498	67629
30/03/2016	673,590	9000
BANK BALANCE AS ON 31/03/2016 AS PER PASS BOOK		<u>3,051,499.00</u>

For & On Behalf of Management

IN TERMS OF OUR REPORT OF EVEN DATE

Principal


Principal
Chaiduar College
Gohpur-784166

Date:08th April 2016
Barangabari, Gohpur, Assam

For CA NITISH AGARWALLA
Chartered Accountants




CA NITISH AGARWALLA
M. No: 305068

CHAIDUAR COLLEGE
GOHPUR, SONITPUR, ASSAM
GRANT:FUND FOR COMMUNITY COLLEGE FOR THE YEAR 2014-2015


BALANCE SHEET AS ON 31/03/2016

LIABILITIES	AMOUNT	ASSETS	AMOUNT
OPENING CAPITAL	-	FIXED ASSETS	
ADD: EXCESS OF INCOME OVER EXPENDITURE	1,583,488.00	EQUIPMENTS	344,964.00
	1,583,488.00		
		CURRENT ASSETS	
		CASH IN HAND	
		CASH AT BANK	1,238,524.00
		(Subject to Reco)	
	1,583,488.00		1,583,488.00

For & On Behalf of Management

IN TERMS OF OUR REPORT OF EVEN DATE

Principal


Principal
Chaiduar College
Gohpur-784168

Date:08th April 2016
 Barangabari, Gohpur, Assam

For CA NITISH AGARWALLA
 Chartered Accountants




CA NITISH AGARWALLA
 M. No: ~~109179~~
 305068

CHAI DUAR COLLEGE
GOHPUR, SONITPUR, ASSAM
GRANT: FUND FOR COMMUNITY COLLEGE FOR THE YEAR 2014-2015

INCOME & EXPENDITURE ACCOUNT FOR THE PERIOD 01/04/2014 TO 31/03/2016


EXPENDITURE	AMOUNT	INCOME	AMOUNT
TO HONORARIUM TO EXISTING/VISTING PRIVATE FACULTY	628,877.00	BY Grant In Aid	2,780,000.00
" HONORARIUM TO PRINCIPAL CO-ORDINATOR	25,000.00	" Miscellaneous Receipts	130,300.00
" HIRING CHARGES OF LAB ATTENDANT	116,000.00		
" FACULTY TRAINING	20,500.00		
" CONSUMABLE	66,500.00		
" CURRICULUM DEVELOPMENT	89,882.00		
" TRAVEL/INDUSTRIAL VISIT	70,880.00		
" SEMINAR	46,435.00		
" ADMISSION/EXAMINATION	9,000.00		
" SCHOLARSHIP TO STUDENT	219,000.00		
" OFFICE EXPENSE/ CONTINGENCY EXCESS OF INCOME OVER	34,738.00		
" EXPENDITURE	1,583,488.00		
	<u>2,910,300.00</u>		<u>2,910,300.00</u>

NO BANK INTEREST IS RECEIVED BY THE COLLEGE, AS THE FUNDS ARE DEPOSITED IN CURRENT ACCOUNT

For & On Behalf of Management

IN TERMS OF OUR REPORT OF EVEN DATE

Principal


Principal
Chaiduar College
Gohpur-784100

Date: 08th April 2016
Barangabari, Gohpur, Assam

For CA NITISH AGARWALLA
Chartered Accountants





CA NITISH AGARWALLA
M. No: 109179
305068

CHAIDUAR COLLEGE
GOHPUR, SONITPUR, ASSAM
GRANT:FUND FOR COMMUNITY COLLEGE FOR THE YEAR 2014-2015

RECEIPTS & PAYMENTS ACCOUNT FOR THE PERIOD 01/04/2014 TO 31/03/2016

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To OPENING BALANCE		By EQUIPMENT	344,964.00
CASH IN HAND	-	HONORARIAUM T O	
CASH AT BANK	-	" EXISTING/VISTING PRIVATE FACULTY	628,877.00
		HONORARIAUM TO PRINCIPAL CO-	
		" ORDINATOR	25,000.00
		" HIRING CHARGES OF LAB ATTENDANT	116,000.00
		" FACULTY TRAINNING	20,500.00
To Grant In Aid	2,780,000.00	" CONSUMABLE	66,500.00
" Miscellaneous Receipts	130,300.00	" CURRICULUM DEVELOPMENT	89,882.00
		" TRAVEL/INDUSTRIAL VISIT	70,880.00
		" SEMINAR	46,435.00
		ADMISSION/EXAMINATION	
		" ASSESMENT	9,000.00
		" SCHOLARSHIP TO STUDENT	219,000.00
		" OFFICE EXPENSE/ CONTINGENCY	34,738.00
		By CLOSING BALANCE	
		CASH IN HAND	
		CASH AT BANK	1,238,524.00
	<u>2,910,300.00</u>		<u>2,910,300.00</u>

For & On Behalf of Management

IN TERMS OF OUR REPORT OF EVEN DATE

Principal



Principal
 Chaiduar College
 Gohpur-784138

Date: 08th April 2016
 Barangabari, Gohpur, Assam

For CA NITISH AGARWALLA
 Chartered Accountants



Nitish
CA NITISH AGARWALLA
 M. No: 109179
 305068

**CHAIDUAR COLLEGE
GOHPUR, SONITPUR, ASSAM
GRANT:FUND FOR COMMUNITY COLLEGE FOR THE YEAR 2014-2015**

BANK RECONCILLATION STATEMENT AS ON 31/03/2016

PARTICULARS		AMOUNT
BANK BALANCE AS ON 31/03/2016 AS PER CASH BOOK		1,238,524.00
ADD:CHEQUE ISSUED BUT NOT PRESENTED FOR PAYMENT		
DATE	CHEQUE NO	AMOUNT
30/03/2016	673,589	5010
30/03/2016	673,590	5000
31/03/2016	673,591	9000
31/03/2016	673,592	15000
		34,010.00
BANK BALANCE AS ON 31/03/2016 AS PER PASS BOOK		1,272,534.00

For & On Behalf of Management

IN TERMS OF OUR REPORT OF EVEN DATE

Principal



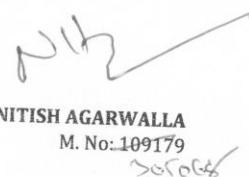
Principal
Chaiduar College
Gohpur-784192

Date:08th April 2016
Barangabari, Gohpur, Assam

For CA NITISH AGARWALLA
Chartered Accountants



CA NITISH AGARWALLA
M. No.:109179



6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

- The College has few sources of small earnings like Rents from Canteen and Auditorium, short term fixed deposit scheme in the bank etc.
- The college approached different individuals having ability to sponsor for admission and scholarships to meritorious and financially weak students in the college. The efforts resulted in obtaining 5/6 sponsorship for few students.
- The college approached the local MP, Tezpur for Boundary wall construction and the honorable MP sanctioned Rs. 5,00,000/- (five lacs) out of which 2,75,000/- has already been released and utilized for the same in 2016.
- The college also approached NHPC and RMSA to assist the college who donated two lavatories in the college campus for the students.
- Government of Assam assisted the college with Rs. 1,00,000/- (one lac) to conduct excursion and to enhance cultural and sports activities, to participate in the youth festival only in the year 2014 and an amount of Rs. 1,00,000/- for publishing the college magazine in the year 2015.

6.5 Internal Quality Assurance System (IQAS)

6.5.1. Internal Quality Assurance Cell (IQAC)

- a. *Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?*

Yes, the institution established an Internal Quality Assurance Cell (IQAC) in 2005. With this, the highest level of quality has been sought for not only for the present context, but also for posterity. The last few years have seen a phenomenal increase in the enrollment of students, and systematic efforts are on to inculcate quality many fold.

Alongside this, to improve the teaching-learning mechanism has been of paramount focus for the body. Keeping in view the latest developments perceived in teaching aids, the IQAC recommends the faculty members to make optimum use for the greater benefit of the students.

In addition to general courses as available in the college, the IQAC opts for professional courses given their need especially in context of the rural areas.

b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

There were as many as five decisions of the IQAC being approved by the authority for implementation, and the last two were actually implemented in the last four years. They are as follows:

- Decision to introduce professional courses
- Decision to increase enrollment
- Up-gradation of classroom to digital set up
- Decision to provide internet to all departments
- Decision to bring the campus under Wi-Fi facility
- Decision to use the benefit of the ICT
- Decision to inculcate an eco-friendly set up

c. Does the IQAC have external members on its committee If so, mention any significant contribution made by them.

Yes, the IQAC has as many as three external members on its committee. As the two of them are retired teachers from the college, and the other one is an alumni and has been in service as Associate Professor, Political Science of the Gauhati University, valuable advice and well thought out action plans for enhancement of quality have been offered as need arises.

d. How do students and alumni contribute to the effective functioning of the IQAC?

Students and alumni members always intend to come of use for the effective functioning of the IQAC. The body, in consultation with the authority, gets in touch with students for new insights into their problems and addresses them accordingly. Besides, the alumni members are very much active, and they do the rightful for the greater interest of the institution. The inclusion of alumni as external member of the IQAC is of greater help for smooth functioning of the body.

e. *How does the IQAC communicate and engage staff from different constituents of the institution?*

The IQAC recommends the authority to set up a host of committees and bodies so that both the teaching and non-teaching staff could participate and feel an inseparable part of the institution. Hence the college boasts of having many a good committee and body, and the active members apart, the individual members are also engaged for accomplishment of various tasks as assigned.

6.5.2. *Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.*

The institution has a sound and integrated framework for quality assurance of the academic as well as administrative activities. To accomplish academic activities, the academic committee engaging the Principal, Vice-Principal, HoDs and a few faculty members monitors the academic activities and appears as a decision-making body as far as quality assurance is concerned. The decisions as taken are analyzed and implemented by the authority in consultation with the faculty members. At the departmental level, necessary monitoring is carried out by the HoDs, and the staff meetings in presence of the Principal discuss various matters related to concerned departments. This noble endeavor got an impetus with the formation of the IQAC in the year 2005. Since its inception, the body has been acting as a coordinating agency meant for quality improvement in every sphere. The body develops thought out parameters for attaining academic and administrative excellence, and arranges the system of feedback from students, parents and other stakeholders. The feedback as received is discussed in the IQAC meetings, and the body recommends policies for implementation with the help of the authority.

6.5.3 *Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.*

The institution provides short-term initiatives for effective implementation of quality assurance such as effective presentation preparation, writing down research papers, office automation etc. It also utilizes funds from the UGC by holding seminars, workshops for

teachers, research scholars and students as well. Moreover, the faculty members make them update by attending various orientation, refresher and short term courses mostly conducted by the UGC.

6.5.4 *Does the institution under take Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?*

Yes, the institution undertakes Academic Audit to review the academic provisions. The findings as made available are discussed in academic meetings, and steps are taken to improve the institutional activities.

6.5.5 *How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?*

- The College follows guidelines of the NAAC in chalking out its quality assurance initiatives. Hence the IQAC was set up in 2005. Following recommendations of the NAAC Peer Team in its last visit to the college, measures are taken to increase its enrolment, particularly in the science stream. Besides, the recommendation of increasing research activities has also been given due attention. Professional courses like MLT, Nursing, Acting and Stage craft, Spoken English have been implemented in the college. Providing Xerox facility at a nominal rate, as recommended, within the campus has also been given due focus.
- Keeping itself abreast at guidelines and circulars of the UGC, the college makes every effort to uplift the quality mechanism. Apart from giving focus on reducing drop outs, possible initiatives are taken in providing job-related coaching to students.
- Another important measure to enhance quality mechanism and that so in consonant with the pan-Indian concern, the college gives real thrust on the IT sector, and strives to increase it many fold in the days to come. To realize this noble vision, the college has set up the Biotech hub for greater benefit of the students.

6.5.6 *What institutional mechanisms are in place to continuously review the*

teaching learning process? Give details of its structure, methodologies of operations and outcome?

To review the teaching-learning process of the institution, the Academic Committee makes necessary arrangement. With the Principal as its Chairman, the committee comprises all the heads of the department and also the Vice Principal as members. The committee reviews the result of each academic session and chalks out plans and programmes for improvement. Apart from this, the feasibility of introducing new subject and areas of interest also come under the purview of the committee.

Methodology of Operation

What the Academic Committee takes up as the top most priority is to sustain work in a time bound manner. In case of any discrepancy found in teaching learning mechanism, the committee makes in depth study of the said matter to bring out lasting and corrective measure. For this, frequent reviews are made in consultation with concerned members and the authority. To validate this, mention may be made of extra classes undertaken following recommendation of the committee in regard to certain subjects, especially English, in which students are found scoring low marks due to medium related problems and other factors. Besides, with a view to realizing uniformity and equality among the students, the committee comes into close contact with the Equal Opportunity centre in the college premises. The Academic Committee also focuses on gender issue, which is sought to inculcate gender sensitizing knowledge among the students, with required support from the Women Cell that is quite active in the college. Following recommendation of the NAAC, the committee also makes arrangement in collecting feedback from stakeholders.

The outcome of the aforesaid measures could be assessed as follows:

- i) Much improvement in result of the institution
- ii) Large number of students belonged to marginalized groups opt for the college
- iii) Grievance related to gender issues has been reduced considerably
- iv) Unexpected incidents involving students have been cut short
- v) Collection of feedbacks helps the institution scale the weaknesses and realize the scope of further improvement

- vi) Under B.Voc, two new courses such as MLT and Mass Media have been introduced
- vii) As an initiative of add on course, the college has newly introduced Tea Plantation and Management with efficient faculty
- viii) To ensure time bound attendance of both the teaching and non-teaching faculty, bio-metric machine is introduced for which any incumbent who comes after the start of the assigned period can be detected.
- ix) Each of the departments keeps contact numbers of the Major students and any absence from the class for unreasonable period is addressed over telephone. All the departments keep records of the performance of the students in last sessional examinations. This helps to track academic progress of each student. Any student performing miserably is immediately counseled and the matter is brought to the concerned guardian.
- x) Extra classes are taken for slow learners, extra labour is put in for brilliant students, additional laboratory practice is allowed and fast learners are supplied with extra books, incentive cards. In case of the unavailability of materials, some prepared notes are also provided for betterment of the result.
- xi) Study tours and field studies are undertaken to get practical knowledge in concerned topic.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

To accomplish the said criteria, the college holds various activities such as Parent--Teacher Meet, Alumni meetings and meetings of various committees. The IQAC of the college invites feedbacks from the stakeholders to prepare roadmaps of the development. The feedbacks as received in the process are presented in public meetings, Parent-Teacher meet, Alumni meet etc, and wide spread discussion and reflections on it are incorporated in the plan. The concerned authority welcomes constructive opinions, suggestions and complaints of the stakeholders as well as of the public for further development of the college. This strategy helps inculcate a democratic set up that goes a long way in exerting deep influence on

the student community as well. Moreover, the official website and notice boards are quite functional in this matter.

6.5.8 Any other relevant information regarding Governance Leadership and Management which the college would like to include.

Regarding Governance, Leadership and Management, the college makes every conceivable effort with far-sighted vision and outlook. For instance, there is full transparency maintained during the time of admission.

Syllabi of those courses which are not provided by the parent university, but made by the college on its own are ensured to conform to the national/international standard as possible.

While preparing the syllabi, the opinion of experts of other colleges as well as of outside the college system is taken into consideration.

In view of Information Technology getting due momentum with each passing day, the faculty members are encouraged to use smart classes and take frequent help of ICT. The departments are at full liberty to invite scholars of their choice to seminars, workshops etc. conducted by them. With a view to expanding the horizon of knowledge and professional quality, they are encouraged to attend seminars/conferences etc. provided the classes are least affected. They are given liberty to spend money received to undertake research projects without the authority interfering in the heads of their expenditure. The money sanctioned is released to them as soon as possible. Each department is allowed, and the faculty members are consulted to buy books and subscribe journals of their choice for the college central library. The Librarian takes up necessary measure to do this in consultation with the faculty members. The teachers are allowed to meet the authority at any time to discuss academic as well as other matters to bring out lasting solution.

CRITERION VII: INNOVATIONS AND BEST PRACTICES

7.1 *Environment Consciousness*

7.1.1 *Does the Institute conduct a Green Audit of its campus and facilities?*

The college takes a serious view of matters relating to environment and ecology inside the campus. The Committee for Environment comprised of three faculty members to look after environmental matters relating to the college. It monitors, with the help of students and other faculty members, the cleanliness and sanitation inside the campus, carries out planned plantation and measures for keeping the health and hygiene, clean drinking water facilities of the college campus. Awareness programmes on environmental issues are held inside and outside the campus from time to time. Students participate in environmental field trips at the end of each semester.

7.1.2 *What are the initiatives taken by the college to make the campus eco-friendly?*

* *Energy conservation:*

The college takes effective measures for energy conservation inside its premises. Regular maintenance of electrical facilities are done to minimize energy loss. Students and staff are strictly instructed to switch off all electronic and electrical systems and devices when not in use. Use of LED CFL bulbs and installation of LCD monitors are encouraged.

* *Use of renewable energy*

Plans for installing solar panels for alternative energy are in the pipeline.

* *Check dam construction*

Not applicable

* *Efforts for Carbon neutrality*

Carbon emission is minimal in the campus, and whatever vehicular pollution there may be is neutralized effectively by the greenery.

* *Plantation*

Planned plantation is carried out inside the campus from time to time. A flower garden is maintained. Medicinal plants are especially planted and well taken care of.

* *Hazardous waste management*

The college does not generate hazardous waste. Use of plastics is minimal and highly discouraged.

* *e-waste management*

Old electronic devices and parts/components are stored away safely and later sold as scraps to local vendors.

7.2 *Innovations*

7.2.1 *Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.*

The college has introduced a lot of innovations in academic, administrative and other areas which have made positive impacts on the functioning, overall system and academic output of the college. A few smart classrooms have been set up and use of ICT in classroom teaching has become more intensified. Laboratories have been upgraded and state-of-the-art equipment and software have been procured and installed. A Bio-Tech Hub has been created in the Department of Zoology out of DBT funds and this has augmented the research capacity in Life Sciences. The language lab has proved to be a great asset in increasing the communication skills of the students. Soft-skill development programmes and consultancy on career-opportunity have been organized. The Library resources have been growing, the reading room has been extended, and the digitization process of the library is in its last phase. The library has internet facilities. It subscribes resources from INFLIBNET which are freely available to students and faculty members. A number of vocational and career-oriented courses have been introduced under the B.Voc, Community

College Schemes, and they are running successfully so far. Some of these courses are: Nursing & Health Care, Theater, Stage Craft and Acting (undergraduate diplomas), PG Diploma in Entrepreneurship & Self Employment, PGDCA, CCA, Spoken English, Spoken Tutorial (IT), Medical Laboratory Technician, Mass Media (Under B.Voc) etc. These courses have generated tremendous response and interests from the students and other stakeholders as it is believed that these courses will produce skilled human-resources to meet the demand of today's job market. Another carrier orient programme of UGC IS RUNNING In the college .

The Equal Opportunity Cell of the college has been playing a positive role in addressing the issues and problems relating to students belonging to disadvantaged section. The Women's Cell and The Extension Activities Cell are doing commendable work in their related fields. Various awareness programmes, health camps, environmental activities, cleanliness drives have been organized under the initiatives and supervision of these cells.

As far as the amenities and facilities are concerned, the college has done a lot of work: the college canteen has been upgraded; drinking water facilities have been extended, a shopping centre has been started; the Girls' Hostel has been extended, the Boys' Hostel is newly built. CCTV surveillance has been installed for greater campus-safety.

The college has made big strides in enhancing sporting facilities and making sports activities more intensified. The football field has been renovated, an indoor stadium has been constructed, and coaching by accredited, reputed coaches have been provided to the students. A Multi-gym is there in the college. A big auditorium has been constructed, and it has facilitated greater and more efficient cultural, academic and other activities.

The Research Forum of Chaiduar College has been bringing out a peer-reviewed journal *Scholar's View: A Journal of Multidisciplinary Research* since the last three years. This Forum has been promoting and monitoring research activities of the faculty members. A number of major and minor research projects are going on at present.

7.3 Best Practices

7.3.1 *Two best practices which have contributed to the achievement of the institutional objectives and/or contributed to the quality improvement of the core activities of the college.*

Best Practice I:

1. Title: Annual Book Fair

2. Goal:

To nurture a book culture and cultivate reading habits of the students.

To make books from diverse fields available for the students, to widen their intellectual horizons by motivating them to read books from outside their limited curricula.

To make course-related books easily available and in discount rates.

3. The Context

Availability of books, both academic and non-academic, is a constraint that the students often encounter. They have to go to towns and cities, travelling far, to acquire relevant books.

4. The Practice

The Book fair is held every year in the college campus and it runs for a week. Students and faculty members can buy books of diverse range and interest. It is especially beneficial for students who get to buy books related to their respective fields of studies at discount rates. The College Library and individual departments also purchase books from the Book Fair.

5. Evidence of Success

This annual event has generated tremendous interests among the students as well as among the faculty members and everyone in the campus. The success can be measured by the fact that over the last few years, the numbers of

books purchased by the students have been going up significantly, and the fund for purchase of books by the departments and library has been increased.

6. Problems Encountered and Resources Required:

Lack of adequate space is a recurring problem.

7. Contact Details:

Name of the Principal: Dr. A.K. Ozah

Name of the Institution: Chaiduar College

City: Gohpur

Pin Code: 784168

Accredited Status: B (GPA 2.64) in 2nd cycle

Work Phone: 03715-243158

Fax: 03715-243158

Website: www.chaiduarcollege.org

E-mail: chaiduarcollege@gmail.com

Mobile: 09435187475

Best Practice II:

1. Title: Shopping Center (to be used as Commerce Laboratory)

2. Goal:

- To provide hands-on, practical training on basics of business enterprise and financial management to the students of Commerce stream.
- To provide easy access to stationeries and items of daily use for student and college.
- To grow a culture of resource mobilization and participatory financial management inside the college corporate life.

3. The Context

The Commerce stream in the college was recently introduced, and there is a dearth of industry and business linkages with the department so far. Therefore, it was felt that some kind of business enterprise initiated by the

college and managed by the students of the Commerce stream will give the students an opportunity to learn the basics of business, commerce and financial management. It will be a platform for the Commerce students to learn things like writing business letters, to manage book-keeping, do financial transactions with banks and suppliers, managing stocks etc. Moreover, the college, in its normal course of functioning, needs a huge amount of stationery items, from papers, pens, ink, pins to printing materials and other items for office works. It was felt that the college and the students might benefit if these items can be made available and procured in the campus itself. It was in this context that a shopping center has been started which will not only cater to the needs of the students and the college but will also serve as a laboratory for the Department of Commerce.

4. The Practice:

The principal grant of Rs. 50,000/- for starting the shopping center has come from the departmental fund of the Commerce department. Shares of Rs. 100/- each were issued among the teachers, staff and students. A teacher and a non-teaching staff may buy a minimum of 10 and maximum of 100 equity shares (Rs. 1000/- and 10,000/- respectively); a student may buy one share to 10 shares. A large amount of fund was raised in this way, and the shopping center became functional. There are two teacher in-charges who monitor the running of the center, but it is actually managed by the students who take turns every day. In the course of the daily business, the teacher provides hands-on training to the students on different aspects of book-keeping, managing stocks, writing to suppliers, transacting with banks and suppliers. At the end of each day, the students write up the summary of business done on that particular day.

5. Evidence of Success:

The shopping center-cum-laboratory has drawn tremendous response from the students and teaching and

non-teaching staff of the college. The faculty members and staff have bought generous amounts of shares to make the enterprise successful. Since the day of its opening, large numbers of college students have flocked to the center to buy stationeries and items of their needs. It is evident that the shopping center-cum-laboratory has proved instrumental in furthering an ambience of corporate vibrancy inside the campus.

6. Problems Encountered and Resources Required:

At present the shopping center-cum laboratory is functioning from a make-shift arrangement which is at a far end of the campus. It is felt that the pace of business will be brisker if it can be shifted to a spot where the students find it more convenient to visit the center. It also needs a permanent shop keeper, and more funding needed to buy more materials.

7. Contact Details:

Name of the Principal: Dr. A.K. Ozah

Name of the Institution: Chaiduar College

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Website: www.chaiduarcollege.org

E-mail: chaiduarcollege@gmail.com

Mobile: 09435187475

3. Evaluative Report of the Departments

Department of Assamese

1. Name of the department: ASSAMESE
2. Year of Establishment: 1967
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG, Major, MIL, Elt, Assamese.
4. Names of Interdisciplinary courses and the departments/units involved: MIL, for Commerce Dept. IDOL, GU, and Environmental Studies.
5. Annual/ semester/choice based credit system (programme wise): Semester.
6. Participation of the department in the courses offered by other departments: Commerce, IDOL, Environmental Studies.
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: No.
8. Details of courses/programmes discontinued (if any) with reasons : No
9. Number of Teaching posts: - 05

	Sanctioned	Filled
Professors	--	---
Associate Professors		2
Asst. Professors	3	2 (Filled) 1 (Visiting)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt.

/Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Niran Bhuyan	M.A. M.Phil	Associate Professor	Language	29	No
Dr. Madhab Borah	M.A. Ph.D	Associate Professor	Literature	18	No
Arunima Hazarika	M.A. M.Phil	Assistant Professor	Language	11	No
Dr. Bhaskar Jyoti Gogoi	M.A. Ph.D	Assistant Professor	Literature	5	No

11. *List of senior visiting faculty:* Dr. Upen Rabha Hakacham, Dr. Bhupen Narzary, Dr. I.G. Singh, Dr. Bhim Kt. Baruah

12. *Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:* 15%

13. *Student -Teacher Ratio (programme wise):* Major :-32:1, MIL :- 171:1, ASL :- 17:1

14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:* No.

15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG:*Ph.D = 2, PG, M.Phil.= 2

16. *Number of faculty with ongoing projects from a) National b) International funding*

agencies and grants received: No

17. *Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: No*

18. *Research Centre /facility recognized by the University: No*

19. *Publications:*

* *Publication per faculty*

* *Number of papers published in peer reviewed journals (national/international) by faculty and student.*

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

* *Monographs*

* *Chapter in Books*

* *Books Edited*

* *Books with ISBN/ISSN numbers with details of publishers*

a. *Dr. Madhab Borah: 03*

1. *Published one collection of poem named 'Anubhabar Akhar', Katha Publication Guwahati, ISBN- 978-81-89148-29-4*
2. *Punblished a collection of Articles named 'Sahityar Sandhanat', Katha Publication Guwahati, ISBN- 978-81-89148-30-0*
3. *Published a book on Comparative Study named 'Charit Puthi Aru Jibani Sahitya', Assam Publishing Company, Guwahati, ISBN- 978-81-86384-45-9*

b. *Arunima Hazarika*

1. *Published a paper of the title "Indegeneous Biliefs and Duties of Mising" 3rd international Conference 21-22 January 2011.*
2. *Published a paper having the title "Jyoti Prasadar Gitat Samaj Chetana" UGC sponsored National Seminer 10-11 January 2012.*
3. *Published a paper having the title "Tribal movements for it's Identity in Assam" national seminer at Biswanath college on*

- 14-15 Jun 2012.
4. Published a paper of the title "Agricultural Rites and Believes of Bodo" 4th international Conference 25,26,27 February 2013.
 5. Published a paper having the title "Jyoti Prasadar Kabitat Pragatibadi chetana" UGC sponsored National Seminer 11-12 September 2014.
 6. Published a paper having the title "Jyoti Prasadar Gitat Gawanliya Krisak Samaj" UGC sponsored National Seminer 07-08 November 2014.
 7. Published a paper having the title "Madhab Devar Dristi aru Darsan" UGC sponsored National Seminer 14 November 2014.
 8. Published a paper having the title "Asamiya Stri Lokacahr" UGC sponsored National Seminer 6-7 February 2015.
 9. Published a paper having the title "Chah Janagusthi Darmiy Utsav Danda Puja" UGC sponsored National Seminer 08-09 January 2016.
 10. Published a paper having the title "Angkiya Bhaonar Samajik Promulya" UGC sponsored National Seminer 16-17 October 2015.
 11. Published a paper in journal "Asamiaya Gadya sahityar Itihasat Guru charit Kothar Gadyar Boisistya" Page no 190-203 Name of the journal "Mezankari" ISSN-2278-604X.
 12. Published Article in journal title "Jyoti Prasad Agarwalar Gitat Samaj Chetana" Page no 285-292, ISSN/ISBN 81-202-8865
 13. Published Article in journal title "Bibah Anustanat Narir Bhumika" Page no 53-67, ISSN/ISBN 918-93-5104-1634
 14. Published Article in journal title "Madhab Devar Darma aru darsan" ISSN/ISBN 978-81-928-0247-9
 15. Published Article in journal title "Bisbayan aru Asamiya Khadyabhas" ISSN/ISBN 978-81-202-8868-3
- c. Dr. Bhaskar Jyoti Gogoi: 05
1. Published one collection of poem named 'Charijon Cottonianor Kobita', Jeuti Prakasan Guwahati.
 2. Published one collection of poem named 'Chai Dia Sapnar Nao', Brahmaputra Prakasan Guwahati.
 3. Published one collection of poem named 'Eibatere Gole Kahanio Log Pabo nowari Buddhak', Purbanchal Prakasan

Guwahati, ISBN- 978-81-929550-3-2

4. Published a collection of Articles named 'Sahitya Jijnasa',
Abhinab Prakasan Guwahati.

5. Published a collection of Articles named 'Upanyas Samikhya',
Katha Publication Guwahati, ISBN- 978-81-89148-42-3

d. Prof Diganta Gohain (Visiting Prof): 03

1. Published one collection of poem named 'Sabdar Deuka Sui'.

2. Published one collection of Songs named 'Murchana', Kiran
Prakasan Gohpur.

3. Published a collection of Short story named 'Ata Thekerafulia
Electronic Sapon', Katha Publications, Guwahati, ISBN- 978-81-
89148-39-3

* *Citation Index*

* *SNIP (Source Normalized Impact per Paper)*

* *SJR (SCImago Journal Rank)*

* *Impact factor*

* *h-index*

20. *Areas of consultancy and income generated*

21. *Faculty as members in*

a) National committees b) International Committees c) Editorial Boards....

22. *Student projects*

*a) Percentage of students who have done in-house projects including inter
departmental/programme: 31.5%*

*b) Percentage of students placed for projects in organizations outside the
institution i.e.in Research laboratories/Industry/ other agencies: No*

23. *Awards / Recognitions received by faculty and students: No*

24. *List of eminent academicians and scientists / visitors to the Department: Dr. Upen*

Rabha Hakacham, Dr. Bhupen Narzary, Dr. I.G. Singh, Dr. Bhim Kt. Baruah

25. *Seminars/ Conferences/Workshops organized & the source of funding*

a) *National*: One National Seminar in 2012.

b) *International*: NIL

26. *Student profile programme/course wise:*

2012

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
Major	125	52	21	31	78.85%
MIL	309	309	157	152	92.88%
ASL	05	05	4	1	92.57%

2013

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
Major	109	45	21	24	77.77
MIL	267	267	145	142	93.63
ASL	05	05	2	03	100

2014

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
Major	140	51	23	28	78.6
MIL	478	267	193	285	92.45
ASL	34	34	14	20	100

2015

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
Major	315	55	21	34	79.21

MIL	465	465	236	229	90.23
ASL	44	44	19	25	98.5

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Major	100%	Nil	Nil
MIL	100%	Nil	Nil
ASL	100%	Nil	Nil.

28. Student progression

Student progression	Against % enrolled
UG to PG	65
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
• Campus selection	
• Other than campus recruitment	2
Entrepreneurship/Self-employment	5

29. Details of Infrastructural facilities

- Library: Departmental Library with 200 Books
- Internet facilities for Staff & Students: Yes
- Class rooms with ICT facility: Yes
- Laboratories: No

30. Number of students receiving financial assistance from college, university,

government or other agencies:04

31. *Details on student enrichment programmes (special lectures / workshops / seminar) with external expert:* Yes, 1. One workshop on Assamese Idioms, 2. Seminar on Assamese prose Literature.
32. *Teaching methods adopted to improve student learning:* Traditional Method and Audio Visual instrument.
33. *Participation in Institutional Social Responsibility (ISR) and Extension activities:*
Yes
34. *SWOC analysis of the department and Future plans*
SWOC: *Strengths, Weaknesses, Opportunities and Challenges.*
Strength: sufficient qualified Faculty with creative Talent and
Weakness: Shortage of ITC accommodation.
Opportunity: Tolerated students in many cultural field.
Challenges: Acquiring top position in University result.

Department of Bodo

1. *Name of the department:* BODO
2. *Year of Establishment:* 2002
3. *Names of Programmes / Courses offered:* UG,
4. *Names of Interdisciplinary courses and the departments/units involved:* B.A. (Arts)
5. *Annual/ semester/choice based credit system (programme wise):* Semester
6. *Participation of the department in the courses offered by other departments:*
Commerce, IDOL, Environmental Studies.
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.*
No.
8. *Details of courses/programmes discontinued (if any) with reasons :* No
9. *Number of Teaching posts*

	Sanctioned	Filled
Professors	--	---
Associate Professors		1
Asst. Professors		

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sunilal Basumatary, M.A.	M.A.	Associate Professor	General	13	No

11. List of senior visiting faculty. No

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: 60%

13. Student -Teacher Ratio (program me wise): Major, 18:1, MIL: 45:1, BRL: 42:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled.

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: No

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: No

18. Research Centre /facility recognized by the University: No

19. Publications:

Sl No.	Name	Publication/ ISBN No.	Journal	Edited Book	Seminar
1.	Sunil Basumatary	No.	1. Scholars' View ISSN 2320-1096, Vol-1 2013 Published by Research Forum, Chaiduar College, Gohpur . 2. Juge juge nari ISBN - 918- 93- 5104-1634 3. South Asia (Past Present and Beyond ISBN 978-93- 81563-64-9, Global Publishing House (India)	Maihung, Published by AABRU	National- 3 International- 2

20. Areas of consultancy and income generated

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards.....: No

22. Student projects.

- i. Percentage of students who have done in-house projects including inter departmental/programme. 80%
- ii. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies:
No

23. Awards / Recognitions received by faculty and students: No

24. List of eminent academicians and scientists /visitors to theDepartment: No

25. Seminars/ Conferences/Workshops organized & the source of funding

a. National

b. International

26. Student profile programme/course wise:

2012-13

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A.Major.	32	20	7	13	82%
M.I.L	52	52	31	21	52%
BSL	48	48	30	18	52%

2013-14

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A.Major.	38	11	7	4	----
M.I.L	43	43	28	15	----
BSL	39	39	26	13	----

2014-15

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A.Major.	32	12	8	4	----
M.I.L	46	46	28	18	----
BSL	42	42	26	16	----

2015-16

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	

B.A.Major.	62	10	6	4	---
M.I.L	46	46	28	18	----
BSL	41	41	24	17	----

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	No	No

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? No.

29. Student progression

Student progression	Against % enrolled
UG to PG	70%
PG to M.Phil.	No
PG to Ph.D.	No.
Ph.D. to Post-Doctoral	No.
Employed	No.
• Campus selection	
• Other than campus recruitment	
Entrepreneurship/Self-employment	2%

30. Details of Infrastructural facilities

- a) Library: No
- b) Internet facilities for Staff & Students: No.
- c) Class rooms with ICT facility : No
- d) Laboratories : No

31. Number of students receiving financial assistance from college, university,

government or other agencies : No

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts No

33. Teaching methods adopted to improve student learning : General Method

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: No

35. SWOC analysis of the department and Future plans

SWOC: Strengths, Weaknesses, Opportunities and Challenges

Weakness: Shortage of accommodation, No ICT Class Room, No Separate Department, No Departmental Library. Shortage of Teacher

Opportunity: Tolerated students in many cultural fields.

Challenges: Acquiring top position in University result

Department of Botany

1. Name of the department: BOTANY

2. Year of Establishment: 1987

3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG (Botany Major and Pass course of Botany, Chemistry and Zoology.

4. Names of Interdisciplinary courses and the departments/units involved: Environmental Science, B. Voc. Course, Diploma in Tea Plantation and Management.

5. Annual/semester/choice based credit system (programme wise): Semester credit based system.

6. Participation of the department in the courses offered by other departments: Zoology, Computer Science, Statistics, Commerce.

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: Nil

8. Details of courses/programmes discontinued (if any) with reasons: Nil

9. Number of teaching posts: 04

	Sanctioned	Filled
Professors	Nil	Nil
AssociateProfessors		04
Asst.Professors	01	

10. Faculty profile with name, qualification, designation, specialization,
(D.Sc./D.Litt./Ph.D./M.Phil.etc.,)

Name	Qualification	Designation	Specialization	No.ofYears of Experience	No.ofPh.D. Students guidedforthe last4years
Dr. Dulal Saikia	M.Sc., Ph. D	AssociatePro fessors	Plant Physiology	31	Nil
Dr. Bipul Saikia	M.Sc., M. Phil., Ph. D,FES	AssociatePro fessors	Angiosperm Taxonomy	21	Nil
Dr. Mitali Hazarika	M.Sc., Ph. D	AssociatePro fessors	Ecology	20	Nil
Dr. Sushanta Borah	M.Sc., Ph. D, B.Ed.	AssociatePro fessors	Cytology and Genetics	18	Nil
Mrs. Jonali Borah	M.Sc.	Assistant Professors (NS)	Plant Pathology	15	Nil

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Nil

13. Student-Teacher Ratio (Programme wise): 16:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: One

15. *Qualifications of teaching faculty with DSc/D. Litt/Ph. D/MPhil/PG: Ph. D- 4, PG- 1*
16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil*
17. *Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: (Funded by UGC and total grant Rs. 5.32 lakhs)*
18. *Research Centre/facility recognized by the University: Nil*
19. *Publications:*
- a. *Publication per faculty: (Enclosed herewith)*
- * *Number of papers published in peer reviewed journals (national/International) by faculty and students*
- * *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.): Nil*
- * *Monographs: Nil*
- * *Chapter in Books: Three*
- * *Books Edited: One 1 (Workshop proceeding.)*
- * *Books with ISBN/ISSN numbers with details of publishers: Nil*
- * *Citation Index: Nil*
- * *SNIP: Nil*
- * *SJR: Nil*
- * *Impact factor:*
- * *h-index*
20. *Areas of consultancy and income generated: No*
21. *Faculty as members in*
- a. *National Committees b. International Committeesc. Editorial Board member of International Committees: 1*
22. *Student projects*
- a. *Percentage of students who have done in-house projects including inter*

departmental/programme: 90 (Environmental Science).

- b. Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies: 10%

23. Awards/Recognitions received by faculty and students: Faculty: Ph. D-3.

FES-1 (2016)

24. List of eminent academicians and scientists/visitors to the department: Yes

25. Seminars/Conferences/Workshops organized & the source of funding

- a. National: One workshop (Cultivation and Conservation of Commercially Potential Plant Species in Respect of Diversity and Tradition in Assam, Feb 11-12, 2012)

- b. International: Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
Botany, Zoology, Chemistry					
2011(B.Sc.)	52	48	30	18	78
2012(B.Sc.)	65	62	35	27	78
2013(B.Sc.)	70	58	30	28	79
2014(B.Sc.)	75	59	38	21	79
2015(B.Sc.)	80	64	31	33	78

*M=Male *F=Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc.(2011)	90	10	Nil

B.Sc.(2012)	80	20	Nil
B.Sc.(2013)	92	08	Nil
B.Sc.(2014)	100	Nil	Nil
B.Sc.(2015)	95	5	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.: Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	10
PG to M. Phil.	Nil
PG to Ph.D.	2
Ph.D. to Post-Doctoral	Nil
Employed	
• Campus selection	
• Other than campus recruitment	15
Entrepreneurship/Self-employment	20

30. Details of Infrastructural facilities

- a. Library: 250 Books (+ books in central library)
- b. Internet facilities for Staff & Students: Available
- c. Class rooms with ICT facility: Available
- d. Laboratories: 2

31. Number of students receiving financial assistance from college, university, Government or other agencies: Two, UGC ISSA Uday Scheme Scholarship, 20,000/- from the college to the support of Excurtion tour

32. Details on student enrichment programmes (special lectures/workshops/Seminar) with external experts: Seminar-3 and workshop-3

33. Teaching methods adopted to improve student learning: LCD projector, WiFi facilities.

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:*
(Enclosed herewith)

35. *SWOC analysis of the department and Future plans*

Strengths: Faculty are active and motivated team of teachers. Stress is given on teaching and research.

Weakness: Postgraduate teaching is yet to be introduced. There are some lacks in development and environmental hazard creates some troubles.

Opportunities: Students passed with this subject have opportunity to get engagement in higher studies and jobs are available in Universities, Environmental Science, Biotechnology, Molecular Biology, Tea garden, Agriculture, Forestry, Horticulture, Bio-informatics and Bamboo Production.

Challenges: Sustaining quality. To involve staff and students in research work overcoming the limiting factors of time and space.

Future Plans: To encourage students to appear for competitive examinations. Try to develop green environment, improvement of motivation programme for students, library and laboratory facilities. The institution has also plan to introduce new job oriented courses.

Appendix for: 9

DR. DULAL SAIKIA

BOOK CHAPTERS: ISBN

Summary of Doctoral Thesis Vol -V, Assam College Teachers Association- 2-11.

PUBLISHED IN SEMINAR PROCEEDINGS:

- 1) Jiba Baichityatt Pakhikular Achitya, Bignyanjyoti, 4Th Edition, p 50-52, Assam Science Society, Pichala Branch, 2010.
- 2) Saikia, B., Borah, S., Saikia, D., Gajurel, P. R. & Rethy, P. 2011. The involvement and importance of Religious Ethics in Biodiversity upkeep in Sonitpur district, Assam. In proceeding of UGC National Seminar, on

Current Trends on Research of Regional History (Chaiduar College, Gohpur) 296-299.

- 3) Bihattar Chaiduar Anchalar Praktik Paribeshar oparot ek Alokpat, Rupali Jayanti Smritigantha, Gohpur, Chowali High school, 47-48p, Secretary Rupali Jayanti Samaroh Samiti, 2011
- 4) Saikia, D, 2012. A statistical Analysis of Medicinal Plants used by Ethnic peoples in Sonitpur district, Assam (Mazagkari) (Multidiciplinary Biannial National Research Journal) June 2012

PAPER PRESENTED:

1. Hazarika, M., Saikia, D.C., Saikia, B. and Borah, S. 2011. Wetlands of Gohpursub-division: A case Study on Dharupara wetland, National Seminar at BN College of Agriculture, Assam Agricultural University, Biswanath Chariali, Sonitpur, Assam: 11-12th November.

WORKSHOPS ATTENDED:

1. Participated **DBT Sponsored National Seminar on Biochemical and Biotechnological Research Approaches for Bio-resource Management of North East India Towards Sustainable Rural Development** at B N College of Agriculture, AAU, Biswanath Chariali, Assam on 11th and 12th Nov, 2011.
2. Attended district Zonal level resource person training of National Childten Science Congress held at Cotton College, Guwahati on 16th May, 2011.
3. Ugc -Sponsored National Workshop on Statistical utililitis in biological Researches. 24-25 June 2011
4. *Indo-Finnish Workshop on Green Chemistry*, Organized by Tezpur University, Department of Energy on 13th and 14th December 2013.
5. Molecular Stucture determination Using X-ray Crystrelography, Centre with Potential for Excellence in Biodiversity, Rajiv Gandhi University, Itanagar, 4-6 Sept, 2013.
6. Participated in One Day Brainstorming **Workshop on “Empowering Teaching/ Learning Through ICT in Higher Education”** organised by the Department of English, Chaiduar College, Gohpur on 23rd January, 2014.

ORGANIZED AND EDITED:

Organize a national workshop at college campus (“Cultivation and Conservation of Commercially Potential Plant Species in Respect of Diversity and Tradition in Assam” was held on 11 & 12 Feb. 2012 at Chaiduar College).

POPULAR ARTICLE:

- 1) Pani Aru Jiba Jagat, Bignyanjyoti, 5th Edition, p 49-51, Assam Science Society Pichala Branch, 2013.
- 2) Paribeshar Bishaey Kio Janiba Lage, Bignyanjyoti, 6th Edition, p 42-45, Assam Science Society Pichala Branch, 2015.
- 3) Kalabari Ancholor Udvid Samuhor ek Somu Abalokon (Golden Jubuly-year Kalagram) 56-60p, Asom Sahitya Sabha Kalabari Branch, 2015.

CONFERENCES ATTENDED:

- a) 62nd Annual conference, Assam College Teachers Association at Barnagar College, Borpeta, Assam, held on 1st-4th Nov.2015.

LIFE MEMBERS:

1. Assam Science Society, Guwahati
2. American bibliography advisory board.
3. Jyoti Sangam Samity, Lakhimpur.
4. Registered member of UGC inflibnet.

OTHERS:

- 1) Organizer of District Level Children Science Congress, held at 30th Sept. 2012, Gohpur Girls’ High School, Under DST, India, Sonitpur ,Assam,.
- 2) Evaluator of District Level Children Science Congress, held at 30th Sept. 2012, Gohpur Girls’ High School, Sonitpur, Assam.

Extension

- a. Appointed as **member of Selection Committee** for the post of Assistant Professor of Botany at Biswanath College, Chariali on 25-08-2014.

DR. BIPUL SAIKIA:

Minor research Projects

Investigators	Title of the projects	Agency	Letter no.	Amount sanctioned	Amount received	Project status
Dr. Bipul Saikia	Diversity and utilization of wild edible plants in Sonitpur district, Assam.	UGC	F.5-473/2011-12 /MRP/ NERO / 11757 dated 26, Dec. 2011.	172,000/	130,000 /	Completed

RESEARCH PUBLICATIONS

1. Saikia, B., Rethy, P., Gajurel, P. R. & Doley, B. 2012(a). Exotic wild edible plants of Sonitpur District, Assam. *Journal of Bioscience. Research*, 3 (1): 71-75.
2. Chandan Tamuly^{a*}, Bipul Saikia^b, Moushumi Hazarika^a, Jayanta Bora^a, Manob J. Bordoloi^c & O. P. Sahu^d Correlation Between Phenolic, Flavonoid, and Mineral Contents With Antioxidant Activity of Underutilized Vegetables, *International Journal of Vegetable Science* Volume 19, Issue 1, 2013, pages 34-44.

BOOK CHAPTERS:

- I. Saikia, B., Rethy, P. and Gajurel, P. R. 2014. Traditional belief and practices of storage rice grain pest management in Sonitpur district of Assam. In *Plant Disease and Microbes* ed. by Sampat Nehra, Aavishkar Publishers, Distributors, Jaipur, India. Pp 154-158.
- II. Saikia, B., Rethy, P. and Gajurel, P. R. 2014. *Gnetum gnemon* L. A rare wild edible species from Sonitpur district of Assam. In *Ethnobotanical Studies in India*, ed. by Sanjeev Kumar, Deep Publication, New Delhi. Pp 165-167.
- III. Saikia, B. 2014. Creativity and Women. In *Women Through Ages*, ed. by Swapna Kakati, Kasturi Prakashan, Guwahati. Pp 296-301.

PUBLISHED IN SEMINAR PROCEEDINGS:

- 1) Saikia, B., Rethy, P. & Gajurel, P. R. 2012. Export potentialities of wild edible species of Sonitpur District, Assam. In Proceeding of UGC National Workshop on *Cultivation and Conservation of Commercially Potential Species in Respect of Diversity and Tradition in Assam* (Chaiduar College, Gohpur), 56-67.
- 2) Saikia, B., Borah, S., Saikia, D., Gajurel, P. R. & Rethy, P. 2011. The involvement and importance of Religious Ethics in Biodiversity upkeep in Sonitpur district, Assam. In proceeding of UGC National Seminar, on *Current Trends on Research of Regional History* (Chaiduar College, Gohpur) 296-299.

PAPER PRESENTED:

- 1) Hazarika, M., Saikia, D.C., Saikia, B. and Borah, S. 2011. Wetlands of Gohpursub-division: A case Study on Dharupara wetland, National Seminar at BN College of Agriculture, Assam Agricultural University, Biswanath Chariali, Sonitpur, Assam: 11-12th November.

WORKSHOPS ATTENDED:

1. Workshop on "Career Counselling" Organized by Arya Vidyapeeth College, Guwahati on 27-28th May, 2011.
2. *Indo-Finnish Workshop on Green Chemistry*, Organized by Tezpur University, Department of Energy on 13th and 14th December 2013.
3. National Workshop on Rashtrya Uccharar Sikha Abhiyan organized by Assam College Teacher's Association, In association with Tezpur College on 10th September, 2014.
4. Attended district Zonal level resource person training of National Childten Science Congress held at Cotton College, Guwahati on 16th May, 2011.

ORGANIZED AND EDITED:

1. Organize a national workshop at college campus ("Cultivation and

Conservation of Commercially Potential Plant Species in Respect of Diversity and Tradition In Assam" was held on 11 & 12 Feb. 2012 at Chaiduar College).

2. Edited one National workshop Proceedings.

POPULAR ARTICLE:

1. Published in Sonitpur Jila Sahitra Sabha magazine on science and scientific activities of Sonitpur district, Assam.-2016
2. Kalabari Anchalar Udvig Samuhor ek Somu Abalokon (Golden Jubuly-year Kalagram) 56-60p, Asom Sahitya Sabha Kalabari Branch, 2015

CONFERENCES ATTENDED:

1. 62nd Annual conference, Assam College Teachers Association at Barnagar College, Borpetta, Assam, held on 1st-4th Nov.2015.

LIFE MEMBERS:

1. Assam Science Society, Guwahati
2. Assam Horticultural Society, Guwahati
3. Society of Ethnobotanists, Lucknow
4. Assam Sahitya Sabha, Assam
5. Registered member of UGC infliibnet.

OTHERS:

- 1) Organizer of District Level Children Science Congress, held at 30th Sept. 2012, Gohpur Girls' High School, Under DST, India, Sonitpur, Assam,.
- 2) Evaluator of District Level Children Science Congress, held at 30th Sept. 2012, Gohpur Girls' High School, Sonitpur, Assam.
- 3) Co-ordinator Carrer Counselling Cell.

DR. MEETALI HAZARIKA:

BOOK CHAPTERS:

ISBN

- I. Summary of Doctoral Thesis Vol -V, Assam College Teachers Association- 2-13 by Dr. Subhash Borman and Dr. Swarnalata Das.

- II. Hazarika M. 2014. Yoge Yoge Nari. by Swapna Kakati, Kasturi Prakashan, Guwahati. Pp 296-301.
- III. Sejiya Son eyer Atit bBortaman and Bhabisat, Asom Banh Sangaskiti, by Upen Rahba Hakasam, Gauhati University Press, 2011.

PUBLISHED IN SEMINAR PROCEEDINGS:

PAPER PRESENTED:

- 1) **Wasteland of Gohpur Sub-Division, Sonitpur district Assam: A Study for their Eco-Restoration & Sustainable Management.**
- 2) Hazarika, M., Saikia, D.C., Saikia, B. and Borah, S. 2011. Wetlands of Gohpursub-division: A case Study on Dharupara wetland, National Seminar at BN College of Agriculture, Assam Agricultural University, Biswanath Chariali, Sonitpur, Assam: 11-12th November.

WORKSHOPS AND SEMMIER ATTENDED:

- a) Participated **DBT Sponsored National Seminar on Biochemical and Biotechnological Research Approaches for Bio-resource Management of North East India Towards Sustainable Rural Development** at B N College of Agriculture, AAU, Biswanath Chariali, Assam on 11th and 12th Nov, 2011.
- b) Participated Women rights and Legal Protection- cum self Deffence, women cell, ACTA, Sonitpur Zone, Biswanath College, 2013.
- c) Participated **UGC Sponsored National Seminar on Role of Women in Management and Governance in Higher Education with Special Reference to the North East, Women Cell, Madhabdev College Teacher'** on 28th and 29th April. 2012.

LIFE MEMBERS:

1. Assam Science Society, Guwahati

REFRESHER COURSE ATTENDED:

Participated **Refresher Course in Environmental Science** at UGC-Academic Staff College Gauhati University, Guwahati.on 2011

DR. SUSHANTA BORAH:

Minor research Projects

Investigators	Title of the projects	Agency	Letter no.	Amount sanctioned	Amount received	Project status
Dr. Sushanta Borah	Phytochemical investigation on ethno-medicinal plants and formation for their anti-inflammatory and analgesic properties with special reference to Sonitpur District, Assam	UGC	F.5-466/2011 /MRP/ NERO / 11742_28 Dec, 2011.	198,490/	150,490 /	Completed

PUBLISHED IN SEMINAR PROCEEDINGS:

1. Saikia, B., Borah, S., Saikia, D., Gajurel, P. R. & Rethy, P. 2011. The involvement and importance of Religious Ethics in Biodiversity upkeep in Sonitpur district, Assam. In proceeding of UGC National Seminar, on *Current Trends on Research of Regional History* (Chaiduar College, Gohpur) 296-299.

PAPER PRESENTED:

- d) Hazarika, M., Saikia, D.C., Saikia, B. and Borah, S. 2011. Wetlands of Gohpursub-division: A case Study on Dharupara wetland, National Seminar at BN College of Agriculture, Assam Agricultural University, Biswanath Chariali, Sonitpur, Assam: 11-12th November.

ORGANIZED AND EDITED:

1. Organize a national workshop at college campus ("Cultivation and Conservation of Commercially Potential Plant Species in Respect of

Diversity and Tradition In Assam” was held on 11 & 12 Feb. 2012 at Chaiduar College).

2. Edited one National workshop Proceedings.

WORKSHOPS ATTENDED:

1. Participated **DBT Sponsored National Seminar on Biochemical and Biotechnological Research Approaches for Bio-resource Management of North East India towards Sustainable Rural Development** at B N College of Agriculture, AAU, Biswanath Chariali, Assam on 11th and 12th Nov, 2011.
2. Participated in One Day Brainstorming **Workshop on “Empowering Teaching/ Learning Through ICT in Higher Education”** organised by the Department of English, Chaiduar College, Gohpur on 23rd January, 2014.
3. Participated in **National Seminar cum Workshop on Innovative Practice in Teaching-Learning: ICT Integration in Classroom Teaching**, organised by IQAC College of Education, Nogaon in Collaboration with College of College Development Council, Gauhati University on 3rd May, 2014
4. Participated in 4 days Workshop from 3-6 Dec, on “Application of Bioinformatics Tools in life sciences Research” conducted by the Bioinformatics Infrastructure Facility C.V.Sc. AAU, Khanapara

REFRESHER COURSE ATTENDED:

Participated **Refresher Course in Botany** at UGC-Academic Staff College North-Eastern Hill University, Shillong from 23/8/2011 to 12/9/2011

LIFE MEMBERS:

1. Assam Science Society, Guwahati
2. National Science Congress, Kolkata
3. Society of Ethnobotanists, Lucknow
4. Registered member of UGC inflibnet.

OTHERS:

Awarding the Degree of **Doctor of Philosophy** for the Thesis titled “**Studies on Ethnomedicinal Plants used for their Anti-Inflammatory and Analgesic properties in Sonitpur District of Assam**” under the guidance of Prof. A. K. Das from Rajiv Gandhi University (Central University) Itanagar, Arunachal Pradesh on 25th April, 2012.

- I. Appointed as member of selection committee for the post of Assistant Professor of Botany, Biswanath College, Chariali on 25-08-14
- II. Appointed as member of selection committee for the post of Assistant Professor of Botany, Biswanath College, Chariali on 21-08-15

MRS. JONALI BORAH:

Minor research Projects

Investigators	Title of the projects	Agency	Letter no.	Amount sanctioned	Amount received	Project status
Mrs. Jonali Borah	Study of different Fungal diseaseswith special reference to Sonitpur District, Assam	UGC	F.5-221/2009 /MRP/ NERO / 5713.	160,000/	1,00,000 /	Completed

WORKSHOPS ATTENDED:

1. Participated in One day Brainstorming **Workshop** on “**Empowering Teaching/ Learning Through ICT In Higher Education**” organised by the Department of English, Chaiduar College, Gohpur on 23rd January, 2014.

Appendix: 34

DR. Dulal Saikia

Resource person:

- I. A talk on Biotechnology was presented at Pachim Kalabari Higher Secondary School in 2013.
- II. A talk on Biotechnology was presented at Howajan Higher Secondary School in 2015.
- III. Conducted a training programme at Biswanath Chariali for school teachers on the occasion of Children Science Congress workshop in 2011.
- IV. Conducted a training programme at Gohpur Girls High School for school teachers on the occasion of Children Science Congress workshop in 2012.
- V. A talk on Career Guidance at Sankardev Sisoo Niketan Gohpur was presented in 2015.
- VI. A talk on Biodiversity conservation was presented at Chaiduar College under the banner of Assam Science Society on 20th Nov, 2015.

Dr. Bipul Saikia

Resource person:

- I. A talk on Biotechnology was presented at Pachim Kalabari Higher Secondary School in 2013.
- II. A talk on Biotechnology was presented at Howajan Higher Secondary School in 2015.
- III. A talk on Biodiversity was presented at Dubia Girls High School in 2013.
- IV. Conducted a training programme at Biswanath Chariali for school teachers on the occasion of Children Science Congress workshop in 2011.
- V. Conducted a training programme at Gohpur Girls High School for school teachers on the occasion of Children Science Congress workshop in 2012.
- VI. A talk on Career Guidance at Sankardev Sisoo Niketan Gohpur was presented in 2015.
- VII. A talk on Biodiversity was presented at Madhabdev College in Feb. 2015.
- VIII. A talk on Biodiversity conservation was presented at Chaiduar College under the banner of Assam Science Society on 20th Nov, 2015.

Dr. Mitali Hazarika

Resource person:

- I. A talk on Science and Secondary Education, Kasturba High School in 2012.
- II. A talk on Environmental Pollution Gohpur Collegiate High School in 2012.
- III. A talk on Jabya baisitra aru Eyer Dhangsar Karon; Howajan Higher Secondary School in 2012.
- IV. A talk on Globalization and Science, at Simaluguri High School in 2013.
- V. A talk on Assam Secondary Education system; Students Teacher and parent interrelationship, Kasturba Higher Secondary School in 2014.
- VI. A talk on Mother as the first teacher of a child at Sankardev Sisoo Niketan Kokila.in 2014.
- VII. A talk on Mother and Students interrelationship at Sankardev Sisoo Niketan BORGANG.in 2015.
- VIII. A talk on Adhunikata aru Juba Ushringkhalata at Sonali Jayanti Dubia Higher Secondary School in 2015.

Dr. Sushanta Borah

- a. Appointed as **member of Selection Committee** for the post of Assistant Professor of Botany at Biswanath College, Chariali on 25-08-2014.
- b. Appointed as **member of Selection Committee** for the post of Assistant Professor of Botany at Biswanath College, Chariali on 21-07-2015.
- c. Invited as Guest Lecture for special Classes in Botany Major Students under **Faculty and Students Exchange Programme** on 29th September, 2015

Department of Chemistry

1. *Name of the department:* CHEMISTRY
2. *Year of Establishment:* 1987
3. *Names of Programmes / Courses offered (UG, PG, M. Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.):* UG
4. *Names of Interdisciplinary courses and the departments/units involved:* NIL
5. *Annual/ semester/choice based credit system (programme wise):* Semester
6. *Participation of the department in the courses offered by other departments:* M.L. T (B. Voc)
7. *Courses in collaboration with other universities, industries, foreign institutions, etc:*

NIL

8. *Details of courses/programmes discontinued (if any) with reasons:* NIL

9. *Number of Teaching posts*

	Sanctioned	Filled
Professors		
Associate Professors		4
Asst. Professors		

10. *Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)*

Name	Qualification	Designation	Specialization	No of years of experience	No of Ph.D. students guided for the last 4 years
Dr. Madhab Upadhyaya	M.Sc. M. Phil Ph.D	Associate Professor	Physical	18	NIL
Dr. Pranab Sabhapandit	M.Sc.Ph.D	Associate Professor	Inorganic	18	NIL
Dr. Joydev Dutta	M.Sc.Ph.D	Associate Professor	Inorganic	18	NIL

Dr. Raju Ojah	M.Sc. Ph.D	Associate Professor	Organic	18	NIL
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11. *List of senior visiting faculty:* NIL
12. *Percentage of lectures delivered and practical classes handled(programme wise)by temporary faculty:* Lectures-20, Practical-04 (Per week)
13. *Student -Teacher Ratio (programme wise):* 50:1
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:*01(Laboratory Bearer)
15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:*

Name	Qualification
Dr. Madhab Upadhyaya	M.Sc. M. Phil Ph.D
Dr. Pranab Sabhapandit	M.Sc.Ph.D
Dr. Joydev Dutta	M.Sc.Ph.D
Dr. Raju Ojah	M.Sc. Ph.D

16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:* NIL
17. *Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:* 01
18. *Research Centre /facility recognized by the University:* NIL
19. *Publications:*

a. Publication per faculty

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

Faculty Name	Nos. of Papers	Name of papers	Name of Journal	Page no/ISBN No/ISSN no
Dr. Madhab Upadhya	4	1)Studies on Cu ⁺² ion doped polyaniline,	Iranian Polym. J, 2012	Vol.21,:P 601-607, DOI 10.1007/s13726-012-0064-8
		2)Polyaniline nanoparticle in Sodium Dodecyl Sulphate Based Inverse Microemulsion,	J.Polym. Mat. 2011	Vol.28, P 561-575. 16(4), 19-25.
		3)Synthesis of Nanostructured Polyaniline in Dodecyl Sulphuric Acid Mediated Miceller Medium With Isopropyl Alcohol as Co-Surfactant	Research J. Chem. Env. 2012,	132 (10), DOI: 10.1002/app.41600
		4)"Conducting Composites from Polyaniline and Polyurathene	<i>Journal of Applied Polymer Science (JAPS),2015,</i>	

		Sulphonate Anionmer",		
Dr. Pranab Sabhapan dit	2	1"Physico-Chemical characteristics of ground and surface water in Gohpur Sub- Division of Sonitpur District, Assam, India" 2. Statistical Analysis of Fluoride and Arsenic from Water Samples, Assam"	Journal of Environmental Science and Engineering Journal: SCHOLAR'S VIEW, A Journal of Multidisciplinary Research	Vol. 53, No 1, January 2011, 89-96, ISSN 0367-827X Vol-1, No. 1-2, January-July, 2013, ISSN-2320-1096.
		1.Monitoring of Nitrate, Phosphate, Fluoride, Arsenic..., Assam, India	Proceeding of international seminar organized by community	28-30, Jan,2011, P-282-289,ISBN-978-81-8424-696-4

Dr. Joydev Dutta	3	<p>2. Drinking water quality in six small tea gardens...., Assam</p> <p>3. Fluoride, Arsenic and other heavy metals contamination Assam, India</p>	<p>based water resources management in N.E.India</p> <p>Journal of Env. Sc.&Eng. NEERI, Nagpur</p> <p>International Journal of Chemtech research.</p>	<p>Vol.53, No-4, P-443-450, Oct 2011</p> <p>Vol.5, No-5, P 2614-2622, July-Sept, 2013</p> <p>CODEN(USA): IJCRGGISS N:0974-4290</p>
Dr. Raju Ojah				

*Books

Faculty Name	Chapter in Books/Books edited/Books	ISBN NO/ISSN NO
Dr. Madhab Upadhyaya	NIL	

Dr. Pranab Sabhapandit	NIL	
Dr. Joydev Dutta	Books edited "Summary of Doctoral Theses" Vol.VI.2014	ISBN:978-81-920635-5-4
Dr. Raju Ojah	Details are given as Appendix	

20. *Areas of consultancy and income generated: NIL*

21. *Faculty as members in a) National committees b) International Committees c) Editorial Boards.....: NIL*

22. *Student projects*

a) *Percentage of students who have done in-house projects including inter departmental/programme: 100%*

b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL*

23. *Awards / Recognitions received by faculty and students: NIL*

24. *List of eminent academicians and scientists / visitors to the Department: NIL*

25. *Seminars/ Conferences/Workshops organized & the source of funding*

a) *National*

Topic	Funding Agency	Date
1. Polymer science and technology: Vision and scenario	UGC	11 th & 12 th February 2011
	UGC	19 th & 20 th Nov 2011
2. Sustainable soil and water resources management		

and Environmental challenges of the 21 st century		
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26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass Percentage
			M	F	
UG(2011)	13	10(M)	07	03	30%
	33	33(G)	25	08	75%
UG(2012)	14	12(M)	08	04	58%
	33	33(G)	22	11	78%
UG(2013)	12	10(M)	06	04	100% (SEM. IV)
	78	78(G)	60	18	76% (SEM. IV)
UG(2014)	06	04(M)	04	NIL	75% (SEM II)
	70	70(G)	58	12	84% (SEM II)
UG(2015)	23	21(M)	14	07	Not Yet Declared
	99	99(G)	89	10	Not Yet Declared

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G (2015)	95%	5%	Nil

28. *How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc:* NIL.

29. *Student progression*

Student progression	Against % enrolled
UG to PG	61% (2015)
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
• Campus selection	
• Other than campus recruitment	40
Entrepreneurship/Self-employment	15

30. *Details of Infrastructural facilities*

a) *Library:* Well Equipped

b) *Internet facilities for Staff & Students:* Yes, Broadband

c) *Class rooms with ICT facility:* 01

d) *Laboratories:* 01

31. *Number of students receiving financial assistance from college, university, government or other agencies:*03

32. *Details on student enrichment programmes (special lectures / workshops / seminar with external experts:* Special lectures has done by Dr. Pankaj Hazarika, Darrang College, Tezpur, K.D. Baruah

33. *Teaching methods adopted to improve student learning:* Yes, Power Point

Presentation

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:*
Department has participated in a project on Arsenic removal with Deptt. of Chemistry, Tezpur University, Tezpur
35. *SWOC analysis of the department and Future plans:*

For the UG level, the teaching strength is not sufficient to meet all the problems of the students. Laboratory space and building are the main weakness of the department. The department has a challenge of opening PG courses in Chemistry in near future.

Appendix for 19

Dr. Raju Ojah

Book Published

1. Babaharik Bigyan (For High School level)
2. Numerical Problems in Chemistry: A new Approach; A book for H.S. (Science Students).
3. The Mathematic of Chemistry (ISBN: 978-93-272-1705-6)
4. Chemistry for Polytechnic (First Semester) (ISBN: 978-93-272-2453-5)
5. Chemistry for Polytechnic (Second Semester) (ISBN: 978-93-272-3685-9)
6. Uchhartar Madhyamik Rochayan (H.S. First Year) (ISBN: 978-81-920160-3-0)
7. Uchhartar Madhyamik Rochayan (H.S. Second Year) (ISBN: 978-93-82384-07-6)
8. Uchhartar Madhyamik Babaharik Rochyan Bigyan (H.S. First Year) (3045-1)
9. Uchhartar Madhyamik Babaharik Rochyan Bigyan (H.S. Second Year)

2468-9)

10. Practical Chemistry (H.S. Second Year) (ISBN: 978-93-272-3038-3)

11. Practical Chemistry (ASTU, DU) (ISBN: 978-93-272-4093-1)

12. Undergraduate Practical Chemistry (GU) (ISBN: 978-93-82384-65-6)

13. Engineering Chemistry (In Press) (As per syllabus of ASTU), Vol 1 & 2.

General Sciences Magazine

1. Vol. 2nd 2004; Bigyan Jouti (A bi-monthly Assamese Science magazine)

2. Vol 5th 2005; Bigyan Jouti.

3. Vol 1st 2007; Bigyan Jouti

Popular Articles in Journals

1. Investigatory Projects for Undergraduate Students. Chemical Education, Vol 22, No. 1 & 2, Jan-June 2013 (ISSN 0971-7489).

2. Raise your voice, not the sea levels. Chemical Education, Vol 23, No. 1, Jan-June 2014 (ISSN 0971-7489).

3. Chemistry of fireworks. Chemical Education, Vol 23, No. 2, July-Dec 2014 (ISSN 0971- 7489).

4. Fifty Great Scientists & Mathematicians (2014). Edited book by Publication Cell, Jagiroad College, Assam (ISBN: 978-93-5087-586-5)

Department of Commerce

1. *Name of the department:* COMMERCE.

2. *Year of Establishment:* June 2012

3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* UG.

4. *Names of Interdisciplinary courses and the departments/units involved:* Entrepreneurship and Self Employment (PG Diploma); Department of Commerce and Department of Economics

5. Annual/ semester/choice based credit system (programme wise): Semester
6. Participation of the department in the courses offered by other departments: No
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: No
8. Details of courses/programmes discontinued (if any) with reason: No
9. Number of Teaching posts

	Sanctioned	Filled
Professors	-	-
Associate Professors		1
Asst. Professors	-	5

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Subhasish Ghosh	M.Com M.Phil	Associate Professor	Accountancy	30	-
Abhijit Hazarika	M.Com	Asst. Professor	Accountancy	3.5	
Dr. Mintu Gogoi	M.Com M.Phil Ph.D	Asst. Professor	Accountancy	1.5	
Praveen Sahu	MBA	Asst. Professor	Marketing and Finance	2.5	
Upoma Deka	M.sc	Asst. Professor	Statistics	1.5	

Suprabhat Khatiwora	M.Com	Asst. Professor	Management	1.5	
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11. *List of senior visiting faculty:* No
12. *Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:* No
13. *Student -Teacher Ratio (programme wise):* 33:1
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:* 2 (filled)
15. *Qualifications of teaching faculty with DSc/ D. Litt/ Ph. D/ MPhil / PG:PG:* 6, M. Phil: 2, Ph. D: 1
16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:* No
17. *Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:* No
18. *Research Centre /facility recognized by the University:* No
19. *Publications:* Individual Publication Details of Faculty Members Are Attached At the End of This Report
20. *Areas of consultancy and income generated:*
 - A. Spoken English Program
 - B. Entrepreneurship and Self Employment
 - C. Establishment of a shop to serve the dual purpose of Commerce Lab.
21. *Faculty as members in*
 - a) *National committees* b) *International Committees* c) *Editorial Boards.....:* No
22. *Student projects*
 - a. *Percentage of students who have done in-house projects including inter*

departmental/programme: 14 projects (batch 2012-2015)

b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: No

23. Awards / Recognitions received by faculty and students: Ph. D degree awarded by the Assam University to Mintu Gogoi on January 22, 2015. A student of 5th semester Mr. Animesh Barman has received prizes in NCC like Under Officer, best Credet and Best Drill.

24. List of eminent academicians and scientists / visitors to the Department: Dr. HC Gautam and Dr. BJ Borah

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National: No

b) International: No

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage	
			*M	*F		
B.Com	Batch					
	2012-2015	48	41	35	6	81.25%
	2013-2016	50	45	37	8	NA
	2014-2017	65	50	45	5	NA
	2015-2018	76	70	59	11	NA
Entrepreneurship and Self Employment	2015-2016	15	10	9	1	NA

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Com	100%	-	-
Entrepreneurship and Self Employment	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.: NA

29. Student progression

Student progression	Against % enrolled
UG to PG	43.75% (7 out of 16)
PG to M.Phil.	NP
PG to Ph.D.	NP
Ph.D. to Post-Doctoral	NP
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NA 12.5% (2 out of 16)

Entrepreneurship/Self-employment	25% (4 out 16)
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30. *Details of Infrastructural facilities*

- a) *Library: Yes No. of Books: 100*
- b) *Internet facilities for Staff & Students: No*
- c) *Class rooms with ICT facility: Yes*
- d) *Laboratories: Yes*

31. *Number of students receiving financial assistance from college, university, government or other agencies: 3 (Government)*

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: No*

33. *Teaching methods adopted to improve student learning: Lecture, Demonstration, Presentation and Group Discussion.*

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities: Yes*

35. *SWOC analysis of the department and Future plans*

SWOC: Strengths, Weaknesses, Opportunities and Challenges

Strengths	Weaknesses
<ul style="list-style-type: none"> 1. Qualified and Dedicated faculty 2. Commerce laboratory 3. Departmental Library 4. Commerce Forum 5. Research activities 6. Faculties' publication 7. Student led project works 8. Entrepreneurship Development Programme 	<ul style="list-style-type: none"> 1. Inadequate Infrastructure 2. Students Quality 3. Lack of smart class room aids

Opportunities	Challenges
1. Lone college in the Subdivision offering higher education in commerce 2. Entrepreneurship Development in this economically challenged region 3. Research in the field of trade and commerce 4. Minor research projects to counter the local economic issues	1. Students lacking basic knowledge in the concerned field 2. Students hail from far flung areas 3. No financial assistance from Government. 4. Industrial backwardness 5. Issue of employment 6. Sustainable environment for entrepreneurs

PROFILE OF THE FACULTIES

1. **SUBHASISH GHOSH** (M.Com; M.Phil), *HOD, Associate professor*
2. **ABHIJIT HAZARIKA** (M.Com; NET; SLET), *Assistant professor, Coordinator of "Health Care & Nursing" Diploma Programme.*

Working Experiences: Three Years six months till Dec 2015.

Area of specialization: Accounting & Finance.

Publications:

ISSN- 2

- i. "Impact of small tea growers and bought leaf factories on employment generation in biswanath chariali sub-division of sonitpur district" scholars view. (Issn)vol-1-2 jan 2013
- ii. "Corruption and income in india" Mezangkari (national research journal)(issn) vol 2 dec 2013

ISBN- 1

- iii. "Role of community and local participation in promotion of tourism with special reference to Biswanath Ghat of Sonitpur District." Tourism and handicrafts- a sustainable approach, 2015.

Seminar and workshop:

Seminar -2(national level)

- i. ICSSR sponsored national seminar on Financial inclusion and inclusive growth organized by Tezpur University, 25-26 Oct 2013.
- ii. ICSSR sponsored national seminar on tourism and handicraft organized by Tezpur University, 22-23 Dec 2014.

Workshop: -2

- i. Revised schedule VI of companies Act 1956 at Royal School of Commerce on August 17, 2013.
 - ii. Free and open source software at Assam don Bosco University on 2 Dec 2015.
3. **PRAVEEN Kr. SAHU** (MBA; NET), *Assistant professor*

Working Experience: Two Years six months till Dec 2015.

Area of specialization: Marketing & Finance.

National seminar

- 1) National Seminar on "Agro based Industries and Rural Development of Northeast India with special reference to Assam"
- 2) National Seminar on "Women and Culture in the Perspective of Assam"

Research Paper published:

- 1) Economic Prospect and Problems of Agro based industry in Northeast India with special reference to Assam
- 2) Women Status and Entrepreneurship- With Special Reference to Assam

4. **Dr. MINTU GOGOI** (M. Com, M. Phil, Ph. D), *Assistant professor*

Area of specialization: Accountancy

Mail: moon1285@gmail.com

Teaching/Professional/Research Employment

Name of Office/Institution/Firm/University	Post held	Status of Institution/University/Office/Firm	Period of Employment (DD/MM/YY)		Total Period	Part Time/Contract Basis/ Ad-hoc/ Regular/ Temporary/ Permanent	Nature of duties
			From	To			
Chaiduar College	Assistant Professor	College under	1/8/2014	On Service		Contractual	Teaching

	r	GU					
Future Innoversity	Visiting Faculty	Private	20/8/2011	15/12 2011	4 month (approx)	Visiting Faculty	Teaching
Nis Academy (a division of NIS Sparta Ltd.; a reliance ADA Group Company)	Faculty	Private	May 2009	July 2011	2 year & 2 month	Permanent Faculty	Teaching/ Admin.

Research Publications: Journals

Sl. No	Author(s) Name	Year	Title Of The Paper	Name Of The Journal	Page No
1	Mintu Gogoi	Jan-July 2015	Advertising is a key appeal for Transformation of Consumers' Attitude: an Exploratory Study in Silchar of Cachar District (Assam).	Scholars View, A journal of Multi Disciplinary Research ISSN: 2320-1096, Vol. 3, No.1	89-100
2	Mintu Gogoi Brajesh Kumar	Nov 2014	Cause Advertising For An Effective Control Of The Habit Of Tobacco Consumption: An Innovative Approach	International Journal Of Marketing And Financial Management, ISSN: 2349-2546 (Print), Vol. 2, Issue 10	25-41
3	Mintu Gogoi Brajesh Kumar	Jan. 2014	Customer Engagement: Six Stages Of Customer Edge	MERC Global's International Journal Of Social Science & Management, ISSN: 2348-5620 (Print), Vol. 1, Issue 1	1-11

4	Brajesh Kumar Mintu Gogoi	Oct. - Dec. 2013	Fast Moving Consumer Goods Industry In Rural Market Of India: A Case Of Mutual Reinvigoration	Ushus Journal Of Business Management, ISSN:0975-3311, Volume -12, No-4	51-65
5	Mintu Gogoi	Jan - Dec, 2013	Brands Awareness and Satisfaction of Users' towards Mobile Phone: A Case study in Guwahati	PCC Journals of Economics & Commerce, ISSN: 2229-6417, Volume -5, No-5	18-23
6	Mintu Gogoi Pingki Sharma	Sept . 2013	Employment Generation & Poverty Alleviation Through Self Help Group (S): A Case Study In Bajigaon Development Block Of Nagaon District (Assam)	Indian Journal Of Commerce & Management Studies, Vol- iv, Issue 3, ISSN: 2240-0310, EISSN: 2229-5674.	9-13
7	Mintu Gogoi Brajesh Kumar	July 2012	Customer Engagement: A Conceptualization	Banijya, Vol-5, No-1 ISSN: 0974-0010.	66-71
8	Brajesh Kumar Mintu Gogoi	May 2011	A Case Study On Consumers' Buying Behavior And Brand Loyalty With Regard To Processed Liquid Packed Milk In Guwahati"	Indian Journal Of Marketing, Volume 41, No-5, ISSN: 0973-8703.	48-52
9	Mintu Gogoi Brajesh Kumar	May - Aug . 2010	MBA Students' Brand Awareness And Preference With Regard To Branded Laptops: A Case Study In Nis Academy, Guwahati"	Journal Of Marketing & Communication, Vol-6, Issue-I, ISSN:0973-2330	45-49

10	Brajesh Kumar Mintu Gogoi	May - Aug 2009	Consumers' Perceptions And Awareness With Regard To 'Purabi' In Guwahati- A Case Study",	Journal Of Marketing & Communication, Vol-5, Issue-1, ISSN: 0973-2330.	52-68
11	Brajesh Kumar Mintu Gogoi	July 2009	Consumers' Perceptions And Awareness With Regard To Processed Liquid Packed Milk In Guwahati - A Case Study",	Banijya, Vol-2, No-1, ISSN:0974-0010	58-63

Seminars Papers published in Conference Proceedings/Conference Issue/ Journals

Sl. No	Author(s) Name	Year	Title Of The Paper	Name and Place of Conference	Conference Proceedings/ conference issue/ journals
1	G. Patra Mintu Gogoi Sanjita Lenka	Jan-Jun 2013	Self Evaluation And Targeted Professional Development : An Approach To Enhance Quality In Professional Education	13 th National Seminar On Quality Enhancement In Professional Education, held in Srusti Academy Of Management, Bhubaneswar, Odisha, March 15-16, 2013	Srusti Management Review, ISSN: 0974-4274, Vol.VI, Issue. I, page.
2	Brajesh Kumar Mintu Gogoi	July-Sept. 2013	Employer Branding: Conceptualization in Indian Context	65 th all India Commerce Conference AICC), held in KPB Hinduja college of Mumbai. Nov. 9-11, 2012	The Indian Journal Of Commerce, 65 TH Annual Conference Issue, ISSN:0019-512X, Vol.66, No.3, page.131-137

Books/Book Chapters

Sl. No	Author(s) Name	Year	Title Of The Paper	Title of Book(s)	Details of Publisher
1	Mintu Gogoi	2014	Customer Engagement: A Key Tool For Marketers in the 21 st Century	Glimpse Of Consumer Behaviour Towards 2020, ISBN: 978-93-84743-25-3	Bonfring, Coimbatore-641012, Tamilnadu (india). www.bonfring.org
2	Brajesh Kumar Mintu Gogoi	2014	Satisfaction By Means Of Satisfaction: An Exploration In To The Domain Of Consumer Behaviour	Reinventing Management Strategies in Marketing and Finance	Bharti Publications, New Delhi- 110002
3	Mintu Gogoi	2014	Employer Branding: A Strategic Tool for Human Resource Management	Trends and Challenges in Management, First Edition ISBN: 978-93-83241-13-2	Archers & Elevators Publishing House Bangalore- 560090, India, www.aeph.in

Seminars

Sl. No	Title /Subject of paper	Title/Subject of seminar	Organizing Institution (with City & Country)	Type of Seminar	Year	Level
1	Mobile Banking-Taking banking service to the common man	Promoting financial inclusion for inclusive growth with special reference to North -East	Dept. of Commerce, Assam University, Diphu campus	ICSSR-NERC Sponsored National Seminar	Nov. 23-24 2012	National

		India					
2	Employer Branding: Conceptualization in Indian Context	Technical Session -III, Employer Branding: Emerging Dimensions	AICA/ KP B Hinduja College, Mumbai, India	65 th All India Commerce Conference (AICC)	Nov. 9-11 2012	Natio nal	
3	Reporting Practices in Indian Mutual Fund Industry: A Study	Technical Session -I, Integrated Reporting: Challenges And Opportunities	AICA/ KP B Hinduja College, Mumbai, India	65 th All India Commerce Conference (AICC)	Nov. 9-11 2012	Natio nal	
4	Infrastructure Development for Industrialization: A Case Study	Seminar On Infrastructural Development In India : The Road Map Ahead	AICA/ KP B Hinduja College, Mumbai, India	65 th All India Commerce Conference (AICC)	Nov. 9-11 2012	Natio nal	
5	Role of Self Help Group(S) in Employment Generation & Poverty Alleviation: A Case Study in Bajiagaon Development Block of Nagaon District (Assam)	Micro Finance and Sustainable Development in North East India	Lakhimpur Commerce College in collaboration with ACTA, Lakhimpur Zonal Committee	UGC Sponsored National Seminar	Dec. 13-15 2011	Natio nal	

6	Why Did Anti-Tobacco Campaign fail? A Case Study in Societal Advertising in Guwahati		AICA/ Pondicherry University	64 th All India Commerce Conference (AICC)	Dec. 13-15, 2011	National
7	<i>Participate & Act As Rapporteur</i>	Entrepreneurship and Small Business Development - Issues, Challenges and Opportunities in the Globalised Economy	Department of Commerce, Assam University, Silchar	National Seminar	March 5-6, 2010	National

Conference

Sl. No	Title /Subject of paper	Title/Subject of conference	Organizing Institution (with City & Country)	Type of Conference	Year	Level
1	Satisfaction By Means Of Satisfaction: An Exploration In The Domain Of Consumer Behaviour	Reinventing Management Strategy: The Design For Future	Institute of Management Studies(IMS), Ghaziabad	International Conference Sponsored By Indian Council Of Social Science Research	Nov. 30 2013	International

2	Consumers' attitudinal change through advertising	Competition And Competitiveness of Global Corporate Sector	Srusti Academy of Management, Bhubaneswar , Odisha	International Conference	No v. 18-19 2011	International
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Workshop

Sl. No	Name of the workshop	Organizing Institution (with City & Country)	Year	Duration
1	From Research Methodology to Project Writing (<i>a week-long workshop on Research Methods</i>)	Department of Business Administration, School of Management Studies, Assam University, Silchar.	2011	1 week
2	Basic Statistics and Research Data Analysis	Department of Business Administration, School of Management Studies, Assam University, Silchar	2010	3days

Academic Project Guidance

Sl. No	Title /Subject of paper	Name of the student	Year	Course /Program	Type
1	A study on the Performance Appraisal system in NEEPCO	Dipti Nath	2011	MBA	Internship Project
2	The Performance Appraisal system of the Officers of AGCL	Torit Bhuyan	2011	MBA	Internship Project

3	Market potentiality for launching storage water heater (SWH) in Central Zone of Guwahati: A Case Study in Havels Brand	Pranjal Charkraborty	2011	MBA	Internship Project
4	Comparative study of Revenue budget and budget control mechanism: A Study in Numoligarh Refinery Limited	Nabin Sahu	2010	MBA	Internship Project

5. **UPAMA DEKA** (MSc; NET; SET), *Assistant professor*

Area of specialization: Statistics

Publications: 1 (ISBN)

Working Experience: 4 years

6. **SUPRABHAT KHATIWARA** (M.Com), *Assistant professor*

Mail: suprabhatk96@gmail.com

Area of specialization: Management

Working Experience: One year six months till December 2015

Seminar: -1(*national level*)

UGC Sponsored National Seminar on “Quality Improvement of Higher Education in North-Eastern Region of India in 21st Century: Issues and Challenges” organized by Department of Education Nowboicha College on 14th October 2015.

Department of Economics

1. *Name of the department:* ECONOMICS

2. *Year of Establishment:* 1967

3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* UG.

4. *Names of Interdisciplinary courses and the departments/units involved:* Entrepreneurship Development (PG Diploma); Department of Commerce.

5. Annual/ semester/choice based credit system (programme wise): Semester
6. Participation of the department in the courses offered by other departments: Entrepreneurship Development (PG Diploma), Department of Commerce and Counselling to the students of Post-graduate level under Distance Mode system.
7. Courses in collaboration with other universities, industries, foreign institutions, etc: No
8. Details of courses/programmes discontinued (if any) with reasons: No
9. Number of Teaching posts

	Sanctioned	Filled
Professors	-	-
Associate Professors		2
Asst. Professors		2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. D. Das	M.A. PhD	Assistant Professor	Demography	30	-
P. Bhuyan	M.A.	Associate Professor	Demography	22	
M.K. Das	M.Sc.	Associate Professor	Econometrics	19	
M. Hazarika	M.A., M.Phil.	Asst. Professor	Econometrics	13	

11. List of senior visiting faculty: No

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: No

13. Student -Teacher Ratio (programme wise)

Semester and session	Student	Teacher	Ratio
Degree(Major & General)	96	4	24:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: No

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.: PG = 4, M.Phil = 1, Ph.D = 1

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: No

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: No

18. Research Centre /facility recognized by the University: No

19. Publications: Individual Publication Details of Faculty Members Are Attached At the End of This Report

20. Areas of consultancy and income generated: A. Entrepreneurship Development Programme

21. Faculty as members in

a. National committees

b. International Committees

c. Editorial Boards.....: Dr. D. Das, Chaiduar College Magazine, M. Hazarika, Chaiduar College News Letter

22. Student projects

a. Percentage of students who have done in-house projects including inter departmental/programme: No

b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: No

23. Awards / Recognitions received by faculty and students:PhD degree awarded by the Rajib Gandhi University to D. Das in 2015

24. List of eminent academicians and scientists / visitors to the Department:No

25. Seminars/ Conferences/Workshops organized & the source of funding

a. National: No

b. International:No

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)		Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
Economics (Major)	Batch					
	2012	18	11	4	7	81%
	2013	20	12	6	6	66%
	2014	14	7	4	3	100%
	2015	15	7	5	2	100%
Economics general	2012	20	15	12	3	80%
	2013	24	17	9	8	64.7%
	2014	10	6	4	2	83%
	2015	7	4	4	0	75%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.	100%	-	-
Entrepreneurship Development	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.:1

29. Student progression

Student progression	Against % enrolled
UG to PG	54%
PG to M.Phil.	NP
PG to Ph.D.	NP
Ph.D. to Post-Doctoral	NP
<p style="text-align: center;">Employed</p> <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	NA
Entrepreneurship/Self-employment	26%

30. Details of Infrastructural facilities

- a. Library:Yes260 Nos of Books
- b. Internet facilities for Staff & Students:Yes
- c. Class rooms with ICT facility:Yes
- d. Laboratories:No

31. Number of students receiving financial assistance from college, university, government or other agencies:30

32. Details on student enrichment programmes (special lectures / workshops / seminar)

with external experts: No

33. *Teaching methods adopted to improve student learning:* Lecture, Demonstration, Presentation, Group Discussion

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:*

The department conducts survey on different socio-economic issues in locality and provides the report to the civil authority. The faculties associate in different socio-cultural activities in the locality. Moreover, the faculties participate as a resource person in different training programmes (such as National Population Census, Panchayat and Rural Development and Assembly Election) and different cultural programmes. Further, faculties are actively associated with Managing Committee of the College as well as the other nearby educational institutions.

35. *SWOC analysis of the department and Future plans*

SWOC: Strengths, Weaknesses, Opportunities and Challenges

Strengths	Weaknesses
<ol style="list-style-type: none"> 1. The department is running with four active faculty members. 2. Total strength of the student of the department is more than 100. 3. Computers having Internet Connectivity for the use of faculty members as well as student. 4. More than 250 numbers of books are available and easily accessible in the department library. 	<ol style="list-style-type: none"> 1. Students' enrollment is not upto the expected level. Introduction of mathematical courses by the university harms students' enrollment.
Opportunities	Challenges
<ol style="list-style-type: none"> 1. Students get the opportunity of higher education after completing their graduation from this institution. 2. Students become efficiently eligible to appear in various competitive examinations. 3. The students get job opportunities 	<ol style="list-style-type: none"> 1. Due to limited seats in the Universities some of graduates do not get the opportunity of higher education in spite of having satisfactory marks in graduate level. 2. Due to poor economic background most of the students

<p>in different fields like Educational Institutions, Financial Institutions (Bank, Postal, LIC) Railways and Private Companies.</p> <p>4. Most of the students are self-employed.</p> <p>5. The experience of periodical field work conducted by the department make the students efficient for associating different research project activities.</p>	<p>are unable to pursue the higher education in spite of having good result.</p>
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Publication Details of Faculty:

MahendraHazarika

A Chapter of a book: **Career Oriented Course Policies and Execution, Its needs, possibilities and challenges in NE India**

ISBN NO: 978-93-81689-40-0 Dutta Publication Lakhimpur 2013

Topic: Entrepreneurship Development – “Need based Career Oriented Courses in the colleges and universities in India.

A Chapter of a book: AsomarJangusthi samuhrSamaj -**SankaskrititAbhumuki**

ISBN NO: 978-93-5087-701-2 KasturiPrakashan Guwahati 2013

Topic: Role Bodo Women in income generating activities and its impact on the development of their living standard.

A chapter of a book: **Issues of the Marginalized Communities of Assam.**

ISBN NO: 978-93-83308-30-9 SabdaPrakashJorhat2014

Topic: Inequalities between OBC and SC in Assam. A case study in North Lakhimpur Sub-Division of Lakhimpur District.

A Chapter of a book: JugeJugeNari

ISBN NO: 978- 93- 5104-163- 4KastuiriPrakashanGuwahiti2014

Topic: Impact of NRHM on Women Health Development in India

A Chapter of a book: **Tourism and Handicrafts A Sustainable Approach**

ISBN NO: 978-93-84869-10-6 Excel India Publishers New Delhi 2015

Topic: Role of Community and Local Participation in Promotion of Tourism –
With special reference to BswanathGhat of Sonitpur District.

Text Book on **Environmental Economics** for Undergraduate course of
Economics (Major)

ISBN NO: 978-93-244-0490-9 Chandra Prakashan Guwahati 2015.

Department of Education

1. *Name of the Department:* EDUCATION
2. *Year of Establishment:* 1967
3. *Name of Programmes/Courses offered (UG, PG, M. Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.):*
 - Under Graduate Course Under Gauhati University
 - Post Graduate Course Under IDOL Gauhati University, KKHSOU
4. *Names of Interdisciplinary courses and the departments/units involved:*
 - Community College (Health and Nursing)
 - D.El.Ed (under KKHSOU)
 - Human Rights
5. *Annual/Semester/choice based credit system (programme wise):* Semester

SEMESTER	CREDIT
Semester I(Major)	08
Semester II(Major)	08
Semester III(Major)	08
Semester IV(Major)	08
Semester V(Major)	06
Semester VI(Major)	06
Semester I(General)	06

Semester II(General)	08
Semester III(General)	08
Semester IV(General)	08
Semester V(General)	08
Semester VI(General)	08

6. *Participation of the department in the courses offered by other departments:*

- Health and Nursing (Community College)
- D.El.Ed (KKHSOU)
- Human rights (Political Science department)

7. *Courses in collaboration with other universities, industries, foreign institutioes, etc:*

NIL

8. *Details of courses/programmes discontinued (if any) with reasons:* NIL

9. *Number of Teaching posts*

	Sanctioned	Filled
Professor	NIL	
Associate Professors		2
Asst. Professors		2

10. *Faculty profile with name, qualification, designation, specialisation*

(D.Sc/D.Litt./Ph.D/M.Phil.etc)

Name	Qualification	Designation	Speciali sation	No.of Years of Experie nce	No. of Ph.D Studeents duided for the last 4 years
Ananta Gautam	M.A	Associate Professor		26years	NIL

Nasima Sultana Ahmed	M.A, B.Ed	Associate Professor		23years	NIL
Haimya Gohain	M.A, M.Phil	Assistant Professor		3years	NIL
Dr. Sunita Sarma	M.A., M.Phil, Ph.D	Assistant Professor		1 year	NIL

11. List of senior visiting faculty: NIL

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty

SEMESTER	Lectures delivered by temporary faculty	Practical Classes handled by temporary faculty
Semester I(Major)	10%	NIL
Semester II(Major)	10%	NIL
Semester III(Major)	10%	NIL
Semester IV(Major)	10%	NIL
Semester V(Major)	50%	NIL
Semester VI(Major)	50%	NIL
Semester I(General)	30%	NIL
Semester II(General)	30%	NIL
Semester III(General)	30%	NIL
Semester IV(General)	30%	NIL
Semester V(General)	30%	NIL
Semester VI(General)	30%	NIL

13. Student-Teacher Ratio (programme wise):

SEMESTER/ANNUAL	MAJOR STUDENTS	TEACHER	RATIO	GENERAL STUDENTS	RATIO
SEM (2015-16)	41	4	10:1	142	36:1
SEM(2014-15)	46	4	12:1	131	33:1
ANNUAL(2013-14)	46	4	12:1	125	31:1
ANNUAL (2012-13)	43	4	11:1	166	42:1
ANNUAL(2011-12)	22	4	6:1	133	33:1

14. Number of academic support staff(technical) and administrative staff; sanctioned and filled: 01(Laboratory Assistant)

15. Qualifications of teaching faculty with D.Sc/D.Litt/ Ph.D 01/M.Phil 02/PG: 02

- M.Phil: 02
- PG: 02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: UGC (Minor)-01

17. Departmental projects funded by DST- FIST, UGC, DBT, ICSSR, etc and total grant received: Minor Project: Rupees 1.55lakhs from UGC

18. Research Centre/facility recognised by the university: NIL

19. Publications:

- * Publication per faculty
- * Number of Papers published in peer reviewed journals (national/international) by faculty and students

Name	National	International	Total
Ms Haimya Gohain	02	02	04

* Number of publications listed in International database: NIL

* Monograph: NIL

* *Chapter in Books:*

- Mrs Nasima Sultana Ahmed: 01
- Ms Haimya Gohain: 04

* *Books with ISBN/ISSN numbers with details of publishers:*

NAME	BOOKS	ISBN/ISSN No.	PUBLISHERS
Mrs N. S.Ahmed	Women through Ages	978-93-5104-163-4	Kasturi Prakashan
Ms Haimya Gohain	1) Value Education 2) Women through ages 3) Changing Socio-political Scenerio of North-East India 4) Anudhyan The Thinking 5) Indian Stream Research Journal 6) Pratibhan 7) Psycho- Lingua	1) 978-93-84466-20-6 2) 978-93-5104-163-4 3) 81-928118-1-9 4) 978-81-928-0427-9 5) 2230-7850 Vol 4 Issue 4 th May 2014 6) 2278:5590 Vol-IV January 2015 7) 0377-3132 Vol.44(2) July 2014	1) Shanti Prakashan 2) Kasturi Prakashan 3) Pratul Bhattacharya, Shri Ganesh Printers 4) President & Secretary of Sonitpur Zone of Assam College Teacher's Association 5) Laxmi Book Publication 6) Women's studies Research cell, Rangia College, Rangia 7) Psycho-linguistics Association of India

* *Citation Index:* NIL

* *SNIP:* NIL

* *SJR:* NIL

* *Impact Factor:* Ms Haimya Gohain (02 papers)

* *H-index:* NIL

20. *Areas of consultancy and income generated:* NIL

21. *Faculty as members in*

- a. *National Committees:* Mrs Nasima Sultana Ahmed – Life Member of CTE, Life Member of Assam Science Society
- b. *International Committees:* NIL
- c. *Editorial Boards:*
 - Mrs Nasima Sultana: Editorial Member of Women Through Ages (Edited Research Book)
 - Ms Haimya Gohain:
 - I. Associate editor of Review of Literature Multidisciplinary Journal
 - II. Member of Editorial Board of Indian Stream Research Journal (International Multidisciplinary Research Journal)
 - III. Editorial Member of Women Through Ages (Edited Research Book)

22. *Student projects*

- a) *Percentage of students who have done in-house projects including inter departmental/programme:* UG Semester VI (Major project paper) 100%(Under Gauhati University), M.A. Semester IV (Dissertation paper) 100% (under KKHSOU)
- b) *Percentage of students placed for projects in organisations outside the institution i.e. in Research laboratories/Industry/other agencies:* NIL

23. *Awards/Recognitions received by faculty and students:*

24. *List of eminent academicians and scientists/visitors to the department:*

25. *Seminars/Conferences/Workshops organised &the source of funding*

- a) *National:* NIL
- b) *International:* NIL

26. *Student profile programme/course wise:*

Name of the	Application	Selected	Enrolled	Pass
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course/programme(refer to question No. 4)	received		M	F	Percentage
Health and Nursing (Community College)	30	17	00	17	Continue
D.EL.Ed(KKHSOU)	100	100	27	73	passed

27. Diversity of students:

Name of the course	% of students from same state	% of students from other states	% of students from abroad
B.A. 2015-16	100%	NIL	NIL
B.A. 2014-15	85%	15%	NIL
B.A. 2013-14	90%	10%	NIL
B.A. 2012-13	95%	5%	NIL
B.A. 2011-12	90%	10%	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defence services, etc? NET- 02, SLET-04, APSC-01(cleared written test)

Student progression	Against% enrolled
UG to PG	30
PG to M.Phil	
PG to Ph.D	
Ph.D to Post-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/ Self-employment	

29. *Student progression*

30. *Details of Infrastructural facilities:*

- a. *Library: No of Books* **350**
- b. *Internet facilities for staff & students: Broadband connection with LANE*
- c. *Class rooms with ICT facilities: 01*
- d. *Laboratories: laboratory facilities for major students.*

31. *Number of students receiving financial assistance from college, university, government or other agencies: 01 (financial assistance from College)*

- UGC, ISHAN UDAY: 15 numbers
- Government: 150 numbers

32. *Details on student enrichment programmes (special lectures/workshops/seminar) with external experts: NIL*

33. *Teaching Methods adopted to improve students learning: Lecture cum demonstration method, PPT, student seminar, Field study, Project study, supply of learning materials, E-learning and E-Resource.*

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities: Quiz Competition, Project on educational scenario of tea tribes under Gohpur sub-division, Educational Tour, A Departmental Magazine "Pragya" is published yearly, Psychological Counselling for students, Community Meeting with different stakeholders, Wall Magazine, Departmental Alumni Meet, Health Camp, Reproduction and Child Health awareness camp, HIV/AIDS Adolescent Awareness Camp.*

35. *SWOC analysis of the department and Future plans:*

Strength: Qualified and well experienced faculty with external and institutional research projects, well equipped library and laboratory. Faculty members are engaged with Post Graduate courses under IDOL, KKHSOU, IGNOU.

Weakness:

Opportunities: The teachers of the department are constantly in touch with other Universities and get the latest update regarding the

improvement of the subject. The teachers are also engaged in various interdisciplinary courses such as Community College (Health and Nursing Care), D.El.Ed, KKHSOU and IDOL.

Challenges: So far as the student teacher ratio is concerned, the numbers of permanent faculty are comparatively less.

FuturePlan: Integrated B.Ed course as per GU syllabus, establishment of Women Study Centre.

Publication Details of Faculty:

N.S. Ahmed

Workshop

1. National workshop on Rastriya Ucchattar Siksha Abhiyan 10th Sept 2014, organized by Assam College Teachers' Association Sonitpur Zonal Committee. In Association with Tezpur College Teachers' Association.
2. One day workshop on Women Rights and Legal Protection cum Self Defense organized by Women Cell, A.C.T.A. Sonitpur Zone on 28.06.2013

Popular Writing

1. "Mahila Sabalikaran Aru Artho Samajik Unnayan" Amar Asom (News Paper) on 27th April 2016.

Seminar/Programme/Short-term Course

1. National Seminar on "Civil Society and Human Rights in The Age of Globalization" 4th & 5th Nov 2010 organized by Department of Political Science, Chaiduar College, Gohpur, Assam in collaboration with Behali College sponsored by UGC co-sponsored by Indian Council for Social Science Research. Topic- Role of Human Rights in Eliminating Gender Inequality.
2. Capacity Building Programme for Faculty in Social Science March 14-27, 2013, organized by 'Equal Opportunity Cell, Tezpur University in

collaboration with ICSSR-NERC.

- Participated in the short-term course in Environmental Sciences from 5th Oct - 10th Oct 2015, UGC Human Resource Development Centre, NEHU, Shillong-793022

Dr. Sunita Sarmah

Paper Presented in Seminar/Conference:

Sl. No.	Title of the Paper	Theme of the paper	National/ International	Organized by
1	Social Mobility in Teaching Profession: A study of Lakhimpur District, Assam.	Social Stratification, Profession and Social Mobility.	National	Jawaharlal Nehru University, 2010
2	Economic Status of Women in Society: Problems and Progress.	Women in Contemporary Society, Literature and Culture.	International	Assam University, 2012
3	Examination Reform in Secondary Education: Evaluation, Need and Function.	Examination Reform in Secondary Education.	National	NEHU, Tura Campus, 2012
4	Social Mobility Among Secondary School Teachers: A Study on North Lakhimpur Town of Assam.	Issues and Challenges of Teacher Education in India in 21 st Century with special reference to North Eastern Region.	National	Doomdooma College, Tinsukia, 2012
5	Social Mobility In Female Domestic Workers in Lakhimpur District, Assam.	Female Domestic Workers in North East India: Challenges and Issues.	International	Assam University, Silchar, 2015

Paper Published:

Sl. No.	Title of the Paper	Name of the Journal /Book	Year of Publication	ISBN/ISSN
1	Socio-Economic Status of Women Teachers: A study of North Lakhimpur Town (Assam).	Indian Journal of Educational Research and Administration	July, 2011	ISSN-2229-7162
2	Educational and Occupational Mobility: A Study of North Lakhimpur Town (Assam).	Deliberative Research	Jan-March, 2012	ISSN- 0976-1136
3	Career or Intergenerational Mobility in Teaching Profession.	Deliberative Research	April-June, 2013	ISSN- 0976-1136
4	Right to (RTE) Act, 2009: An Overview.	Right to Education Policy Perspective and Development	2014	ISBN-978-93-313-2281-4
5	Social Mobility Among Secondary School Teachers: A Study of North Lakhimpur Town.	Issues and Challenges of Teacher Education	2015	ISBN-978-93-83252-26-8
6	Higher Education and Educational Mobility in North Lakhimpur Town, Assam	Education in the 21 st Century: Prospects and Challenges	2015	ISBN-978-93-5105-2142

Participated in Seminar (Without Paper):

Sl. No.	Theme of the Paper	National/ International	Organized by	Sponsored by
1	The Limits of Thought and Beyond.	National	Philosophy Department, Assam University, Silchar	ICPR

Participated in Workshops:

Sl.	Theme of the Workshop	National/	Organized by	Sponsored by
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No.		International		
1	Doing Research with Special Focus on Human Development	Seven Days National Workshop	Assam University, Silchar, 2011	Equal Opportunity Cell, Assam University, Silchar
2	Workshop cum Training Programme on Video Production	Five Days National Workshop	Assam University, Silchar, 2012	NCERT
3	The HIV/AIDS Epidemic in India: Past, Present and Future	Five Days National Workshop	Doomdooma College, Tinsukia, Assam, 2012	UGC

Department of English

1. *Name of the department:* ENGLISH
2. *Year of Establishment:* 1967, (Major Course Since 1997)
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* H.S, B.A, (Major & General Course) B.Sc. & B.Com. Functional English Course, PG Course in Association with IGNOU, IDOL, KKHSOU.
4. *Names of Interdisciplinary courses and the departments/units involved:* Certificate Course in Spoken English, D.El.Ed.
5. *Annual/ semester/choice based credit system (programme wise):* Semester System.
6. *Participation of the department in the courses offered by other departments:* B.Voc., D.El.Ed. Certificate Course on Theatre, Stage Craft and Acting under NSD.
7. *Courses in collaboration with other universities, industries, foreign institutions, etc:* PG/ UG-- IGNOU, IDOL (GU), KKHSOU (GU),
8. *Details of courses/programmes discontinued (if any) with reasons:* N.A.
9. *Number of Teaching posts:* -04

	Sanctioned	Filled
Professors		NIL

Associate Professors		01
Asst. Professors		03

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mukunda Upadhyaya	M.A.	Associate Professor	Drama	17	NIL
Hridaya Hazarika	M.A, B.Ed., M.Phil.	Asst. Professor(Sr.)	ELT	10	NIL
Dr. Arindam Sarma	M.A. PhD	Asst. Professor(Sr.)	Indian English Writing	09	NIL
Indrajit Kalita	M.A.	Asst. Professor(Sr.)	American Lit.	08	NIL

11. List of senior visiting faculty: Dr. I.G. Singh (Associate Professor, Manipur University)

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 20%

13. Student -Teacher Ratio (programme wise): In General Course 200: 01
& In Major Course 30:01

14. Number of academic support staff (technical) and administrative staff; sanctioned and

filled: Nil.

15. Qualifications of teaching faculty with DSc/ D. Litt/ Ph. D/ MPhil / PG: PhD-01, PG, MPhil-01&PG–02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: NIL.

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL.

18. Research Centre /facility recognized by the University: NIL.

19. Publications:

* Publication per faculty:

* Number of papers published in peer reviewed journals (national / international) by faculty and student.

a. Mr. Mukunda Upadhyaya: 04

1. Published a poem entitled 'Rose' in 'Anudhyan' with ISBN No-978-81-928-0427-9.

2. Published a paper entitled 'Traditional Nepali Dresses, Fabrics, Ornaments and Musical Instruments' in 'Women through Ages' edited by Swapna Kakati with ISBN No-978-93 5104163-4 along with I.B. Newar.

3. Published a Paper with the title 'Dividing Concerns in Khushwant Singh's novel 'Train to Pakistan' in National Journal aizeonpublishers.net

4. Published a paper in International Journal entitled 'Global Journal for Research Analysis' having the paper title 'Ideology, Meaning and Interpretation of Literary Texts' with ISSN No. 2277-8160

b. Mr. Hridaya Hazarika: 04

1. Paper Published in the Proceedings: In "Current Trends on Research of Regional History" Organized by the Department of History, Chaiduar College, Gohpur on 15th & 16th September 2010. Origin and Development of the Bodo Community in Assam: A Historical Perspective. (Pages 81-86)

2. *Paper Published in book: – Dimensions of Rural Development in North –East India: A Critical Study. Edited by Dr. Jayanta Baruah. - Irony of Rural Development – A Case Study on the Emerging threat caused by food Insecurity in NE. (page 402-408). ISBN-978-93-81694-14-5*
3. *Paper Published in book: Yoge Yoge Nari (Women Through Ages) Edited by Swapna Kakati -- Women in England- in the days of Queen Victoria. (Pages-360-364) ISBN/ISSN-978-93-5104-163-4*

c. Dr. Arindam Sarma: 08

1. *“Migrancy and Memory in Siddhartha Deb’s Novel The Point of Return”. Journal: Trans-Humanities (Peer-Reviewed; ISSN: 2005-2278), published by Ewha Institute for Humanities, Ewha Women’s University, South Korea, February, 2015*
2. *“History and Cultural Memory in I. Allan Sealy’s The Trotter-Nama”. Journal Name: The Context (Peer Reviewed; ISSN: 2349-4948), Vol. 2, No. 1, 2015*
3. *“Ethnicity and Belonging in Two Novels from Northeast India”. Journal: Muse India (Peer Reviewed; ISSN: 0975-4948), Issue 53, Jan-Feb, 2014*
4. *“Grotesque Realism and Narrative of Marginality in Rohinton Mistry’s Such a Long Journey.” Journal: Scholars’ View – A Journal of Multidisciplinary Research (ISSN: 2320-1096), Vol. 1, No. 1, 2013*
5. *“Partition, Female Bodies, and Literary Representation.” Book Chapter in the bilingual collection (Assamese and English) of articles Yuge Yuge Nari (Women Through Ages) edited by Swapna Kakati; published by Kasturi Prakashan, Guwahati, 2014 (ISBN: 978-93-51-04-163-4)*
6. *“Magic Realism”: Book Chapter (in Assamese) in the book Sahitya Somalochana Tattva edited by Dr. Anjan Kumar Ozah; published by Publication Committee, North Lakhimpur College, 2013 (ISBN: 97881-925881-3-1)*
7. *“Narrativizing Ethnicity, Violence and Trauma in Northeast India.” Article published in Problematic of Ethnicity, Identity and Literature (Conference Proceeding of ‘International Seminar on Ethnicity, Identity, Literature’ held in Sibasagar College, 11th-14th October, 2012. ISBN: 81-924140-6-x)*

8. "T. S. Eliot": Book Chapter (in Assamese) in the book *Bingxo Sotabdir Sondhanot* edited by Homen Borgahain; published by Student's Stores, Guwahati, 2000 (ISBN: 81-7665-035-8)

d. Mr. Indrajit Kalita: 06

1. "Revamping Rituals and Ceremonies in the North-East: A Study on their Eco-Tourism Potentials" in *Lokaviskar International E-Journal*, Vol. ii, Issue iii, July-Aug-Sept. 2013. ISSN-2277-727X.
 2. Chapter entitled "Extremism, Centre/Periphery Binarism and Development in North East India" in Dr. Jayanta Barua (ed) *Socio-Economic Development in North East India: A Comprehensive Approach*, Krantikaal Prakashan, 2012. ISBN- 978-93-81694-24-4.
 3. Article entitled "Problematizing Home in the Writings of Tamsula Ao" in *Scholars' View, A Journal of Multidisciplinary Research*, Vol. 1, No. 1-2, Jan-July, 2013. ISSN-2320-1096.
 4. Chapter entitled "Uttar Adhunikatabad" in Dr. Anjan Kr. Ozah (ed) *Xahitya Xomalochana Tattwa*, North Lakhimpur College Prakashan Samiti, 2013. ISBN- 978-81-925881-3-1.
 5. Chapter entitled "Byaktigata Jiwanat Nari Chitran: Shashi Deshpander The Dark Holds No Terrors Upanyasar Eti Chamu Adhyan" in Swapna Kakati (ed) *Yoge Yoge Nari*, Kasturi Prakashan, 2014. ISBN- 978-93-5104-163-4.
 6. Authored *The Victorian World: Socio-Literary Context (A Students' Companion)*, Ashok Publication, 2014. ISBN-978-93-81850-98-5.
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : NIL
 - * Monographs
 - * Chapter in Books
 - * Books Edited
 - * Books with ISBN/ISSN numbers with details of publishers
 - * Citation Index
 - * SNIP (Source Normalized Impact per Paper)
 - * SJR (SCImago Journal Rank)

* *Impact factor*

* *h-index*

20. *Areas of consultancy and income generated:*

21. *Faculty as members in* a) *National committees* b) *International Committees* c)

Editorial Boards....

22. *Student projects:* NIL

a. *Percentage of students who have done in-house projects including inter departmental/programme*

b. *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies:* Nil

23. *Awards / Recognitions received by faculty and students:* Nil

24. *List of eminent academicians and scientists / visitors to the Department:*

i. Joseph Nshimbani, International Coordinator, EUMIND; EUROPE MEETS INDIA

ii. Prof. Dr. Irom Gambhir Singh, Manipur University.

25. *Seminars/ Conferences/Workshops organized & the source of funding*

i. *National :* NIL

ii. *International:* NIL

iii. *Workshop:* 1. One day Brainstorming Workshop on - "Empowering Teaching - Learning Through Ict In Education" ----Funded by the faculty members of the department.

26. *Student profile programme/course wise:* Certificate Course in Spoken English,

D.EL.ED.

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
Spoken English	129	All	47	82	100
D.EL.ED.	400	All	170	221	97

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.	95%	5%	NIL
B.Sc	97%	3%	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc: NIL

29. Student progression

Student progression	Against % enrolled
UG to PG	60
PG to M.Phil.	NIL
PG to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed <ul style="list-style-type: none">• Campus selection• Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- a. Library: A small Library from the contribution of Teachers.
- b. Internet facilities for Staff & Students: Available
- c. Class rooms with ICT facility: 03
- d. Laboratories: one Language Laboratory.

31. Number of students receiving financial assistance from college, university,

government or other agencies: 24 - from college.

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:*

- a. one workshop on "EMPOWERING TEACHING - LEARNING THROUGH ICT IN EDUCATION"
- b. Special lectures on Socio- Linguistics and Importance of Language CALL.

33. *Teaching methods adopted to improve student learning:* In Audio-visual mode, In PPP, Computer etc.

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:* All the Members of the department take active part in all the extension activities and outreach programme undertaken by the college. Moreover, the faculty members teach for free in local school on their own initiatives in their spare time. They are also invited by various social organizations and NGOs to deliver talks on relevant topics. The department also encourages local students of the locality to join the spoken English course in the department. The faculty members impart training to school teachers particularly in Teaching-Learning of the English Language as invited by institutions like Sankaradeva Sishu Niketan, Jatiya Vidyalaya etc.

35. *SWOC: Strengths, Weaknesses, Opportunities and Challenges:*

Strength: The Department of English is comprised of highly qualified and motivated teachers who try to give their best to the students enrolled in English literature and language studies. The teachers are actively engaged in research and publications. Among the regular faculty members there is one Ph.D (Dr. Arindam Sarma), one M.Phil (Mr. Hridaya Hazarika), and one is pursuing his Ph.D. (Mr. Indrajit Kalita). The Department has a library with a good collection of books for the students. The department has two computers and a printer for departmental work. One of the biggest strength of the department is the Language Lab which attracts a large number of students seeking proficiency in spoken English. The teachers are well-versed in computers and ICT and this knowledge is used in the classrooms.

Weakness: Low student-teacher ratio, especially in the general (pass course) classes is a big weakness. Though guest faculty is brought in to fill the need, the problem persists. Since most of the students are from rural places, their linguistic proficiency in the English language is often quite poor which proves to be a major hindrance for them in pursuing English as a Major subject. The linguistic and cultural divide as well as poor language education in their school-life are barriers which result in poor performance of many students pursuing honours in English.

Opportunity: The department, with its dedicated and qualified teachers strives to make the study of language and literature a fruitful academic and intellectual venture for the young generations. Disseminating the knowledge of literary and linguistic studies combined with an awareness of the competing ideologies, power-structures, socio-political and historical forces behind the production, reception and meaning-making/interpretation of literature, we can help in the development of human resource in a holistic manner and ultimately generations of aesthetically sensitive, socio-politically aware and dynamic young people. The Language Lab in the department will go a long way in providing linguistic aptitude and the necessary soft-skills to the students set to enter the global and competitive job market.

Challenges: Fund-crunch and lack of infrastructure in the form of more smart classrooms and teachers hold the department to realize its true potential. The Department library needs to be upgraded to meet the growing demands for text and reference books. More teaching positions need to be approved by the government.

Department of History

1. *Name of the department:* HISTORY
2. *Year of Establishment:* 1967
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* UG

4. *Names of Interdisciplinary courses and the departments/units involved:* NIL

5. *Annual/ semester/choice based credit system (programme wise):*

ANNUAL SYSTEM-H.S. / SEMESTER SYSTEM-UG COURSES

UG COURSES	CREDITS
SEM-I	MAJOR-8 GENERAL-6
SEM-II	MAJOR-8 GENERAL-6
SEM-III	MAJOR-8 GENERAL-6
SEM-IV	MAJOR-8 GENERAL-6
SEM-V	MAJOR-6 GENERAL-8
SEM-VI	MAJOR-6 GENERAL-8

6. *Participation of the department in the courses offered by other departments:*
ENVIRONMENTAL EDUCATION, IDOL, KKHSOU, DEL.Ed.

7. *Courses in collaboration with other universities, industries, foreign institutions, etc.:* NIL

8. Details of courses/programmes discontinued (if any) with reasons: NIL

9. Number of Teaching posts

	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	<i>NIL</i>	
<i>Associate Professors</i>	<i>NIL</i>	
<i>Asst. Professors</i>	3	3

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

11. List of senior visiting faculty : NIL

12. Percentage of lectures delivered and practical classes handled(programme wise) by

Name	Qualification	Designation	Specialization	No. Of Years Of Experience	No. Of Ph.D. Students
Dr. Ranjit Kaman	M.A, M.Phil Ph.D	Assistant Professor	Modern Indian History	19 YRS	NIL
Mrs.Swapna Kakati	M.A,B.Ed, M.Phil.	Assistant Professor	Ancient Indian	17 YRS	NIL
Dr.Indra BahadurNewar	M.A,B.Ed, Ph.D	Assistant Professor	Modern Indian History	16 YRS	NIL

temporary faculty : 25%

13. Student -Teacher Ratio (programme wise) : H.S-25:1,

Year & Courses	No. Of Students	No. Of Teachers	Ratio
B.A(2011-12)	108	3	36:1
B.A(2012-13)	103	3	35:1
B.A(2013-14)	92	3	31:1
B.A(2014-15)	94	3	32:1
B.A(2015-16)	126	4	32:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: NIL

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:Ph.D-2, M.Phil-2, P.G-4

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: 1(One)

*National- PROJECT GRANT Amount of Rupees 8 Lakhs(Eight Lakhs)ICSSR- RESEARCH

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: PROJECT GRANT Amount of Rupees 8 Lakhs (Eight Lakhs) ICSSR- RESEARCH

18. Research Centre /facility recognized by the University: NIL

19. Publications:

* Publication per faculty

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

Name Of Faculty	National	International
Dr. Ranjit Kaman	10	7
Mrs. Swapna Kakati	1	Nil

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

* Monographs: 1("Temple Architecture of Sonitpur District, Assam from 7th To 18th Century, By Mrs. Swapna Kakati, Accepted by Indian Council of Historical Research (Ichr, New Delhi) For Publication.)

* Chapter in Books:

Name Of Faculty	Total Nos.
Ranjit Kaman	4
Swapna Kakati	7
I.B. Newar	1

* Books Edited: 1(Women Through Ages Edited by Swapna Kakati)

* Books with ISBN/ISSN numbers with details of publishers: 9

1. S. Kakati, (2012): "Asomor Itihasor Patat Keigarakiman Mosioshi", ISBN- 978-93-5087-136-2, Published by Sristi Prakash, Dubia, Sept. 2012.

2. Dutta, A & S. Kakati, (2012): "India Under Turko Afgans", ISBN-978-93-82384-02-1, Published by Assam Book Depot, Panbazar, Guwahati,

Sept. 2012.

3. **Kakati, S (2013):** "India Under The Mughals", ISBN-978-93-82164-35-7, Published by Kiran Prakashan, Dhemaji, Jan., 2013.
4. **Kakati, S (2013):** "History of Science and Technology during Pre-Colonial India", ISBN- 978-93-81850-63-3, Published by Asok Book Stall, Panbazar, Guwahati, Aug., 2013.
5. **Kakati, S (2013):** "History of China", ISBN-978-93-82384-56-4, Published by Assam Book Depot, Panbazar, Guwahati, Aug., 2013.
6. **Kakati, S (2014):** "History of Japan", ISBN- 978-93-81850-08-4, Published by Asok Book Stall, Panbazar, Guwahati, Jan. 2014.
7. **Kakati, S (2014):** "History of Europe", ISBN-978-93-81850-85-5, Published by Asok Book Stall, Panbazar, Guwahati, Jan. 2014.
8. **Kakati, S (2015):** "World Since 1945", ISBN- 978-93-82384-76-2, Published by Assam Book Depot, Panbazar, Guwahati, Jan. 2015.
9. **Kakati, S (2015):** "Modern Europe", ISBN-978-93-84846-24-4, Published by Asok Book Stall, Panbazar, Guwahati, Aug. 2015.

* Citation Index: NIL

* SNIP (Source Normalized Impact per Paper): NIL

* SJR (SCImago Journal Rank): NIL

* Impact factor:

Name Of Faculty	National	Editorial Board
R.Kaman	3(Indian History Congress, Neiha,Biss)	1(Journal Of Mishing Abang Kebang) Mising Writers Group Gohpur

S.Kakati	3(Indian History Congress, Neiha,Biss)	1(Chaiduar College Magazine)
I.B.Newar	3(Indian History Congress, Neiha,Biss)	1(Journal Of Nepali Literature)

* *h-index*: NIL

20. *Areas of consultancy and income generated*: NIL

21. *Faculty as members in a) National committees b) International Committees c) Editorial Boards...*

22. *Student projects*

a) *Percentage of students who have done in-house projects including inter departmental/programme:100% Student of 6th Semester*

b) *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies:*

23. *Awards / Recognitions received by faculty and students*: Isan Uday 8 (Eight) Students

24. *List of eminent academicians and scientists /visitors to theDepartment:*

- Prof. J.N Phukan, Deptt. Of History, Gauhati University.
- Prof. D. Nath, Dibrugarh University Deptt. Of History.
- Prof. I.G. Singh, Deptt. Of English, Manipur University
- Dr. Puspa Gogoi, Sukapha Award Winner, Dhemaji, Assam.
- Dr. Nityananda Gogoi, Eminent Historian, Biswanath Chariali, Assam.
- Prof Tarini DekaGauha University Deptt. Of Assamese

25. *Seminars/ Conferences/Workshops organized & the source of funding*

a) *National*: **NIL**

b) *International*: **NIL**

26. *Student profile programme/course wise*:

Name of the Course/programme(refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A ,2011-12	Major-8	Major-7	4	3	88%
	Gen-38	Gen-35	14	7	80%
B.A ,2012-13	Major-10	Major-6	4	2	86%
	Gen-37	Gen-32	20	12	71%
B.A ,2013-14	Major-22	Major-18	12	6	86%
	Gen-44	Gen-42	30	12	88%
B.A ,2014-15	Major-45	Major-25	15	10	94%
	Gen-55	Gen-48	38	10	84%
B.A ,2015-16	Major-57	Major-32	22	10	95%
	Gen-65	Gen-60	40	20	85%

*M = Male *F = Female

28. *Diversity of Students*

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A	99%	1%	NIL
B.A	99%	1%	NIL

B.A	99%	1%	NIL
B.A	99%	1%	NIL
B.A	99%	1%	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc: NET-2, SLET-1, Civil services-2, Defense services-25

29. Student progression

Student progression	Against % enrolled
UG to PG	42 NOS.
PG to M.Phil.	2NOS.
PG to Ph.D.	3NOS.
Ph.D. to Post-Doctoral	NIL
Employed	
Campus selection	
Other than campus recruitment	
Entrepreneurship/Self-employment	Tea Garden-5,Others-56

30. Details of Infrastructural facilities

- a) Library: Yes 200 (Two Hundred) Books
- b) Internet facilities for Staff & Students: Yes

c) *Class rooms with ICT facility:* Yes

d) *Laboratories:* Yes

31. *Number of students receiving financial assistance from college, university, government or other agencies:* College-8, U G C-58 Government-4

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:* NIL

33. *Teaching methods adopted to improve student learning:* Traditional Method, Audio-Visual Method & Ict

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:* Pparticipation in Ncc, Nss, College Development Programme, Environment Programme, Popularization of History etc.

35. *SWOC analysis of the department and Future plans*

SWOC: Strengths, Weaknesses, Opportunities and Challenges

Strengths-

1. Research and Different Extension Activities by Faculty Members.
2. Potential Students with Extra-Carricular Activities.
3. Social Touch.
4. Well Established Library.
5. Publication of Departmental Magazine (Itihash).

Weaknesses: lack of extra departmental rooms for classes.

Opportunities: Information about latest historical development in different countries is available for constant touch with different historians and scholars.

Challenges: Students are comparatively less interested in studing history.

Future plan:

1. Establishment of Archaeological Museum.
2. Establishment of Ethnological Museum.
3. Organizing Local Awareness programme to popularize history.

Department of Mass Media

1. *Name of the department:* Department of Mass Media
2. *Year of Establishment:* 2015
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* UG
4. *Names of Interdisciplinary courses and the departments/units involved:* Nil
5. *Annual/ semester/choice based credit system (programme wise):* Semester
6. *Participation of the department in the courses offered by other departments:* Spoken English (Faculty engaged in guest lectures)
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.:*
The B.Voc, Mass Media course is approved by MESC and NSDC.
The department has signed MOU with MESC. Industry partneris Rengani Tv
8. *Details of courses/programmes discontinued (if any) with reasons:* Nil
9. *Number of Teaching posts*

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		01
Guest Faculty		01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sayan Dey	MMC, UGC-NET,(Double) Ph.D (pursuing)	Asst. Prof	Print and TV Reporting Cultural Studies	18 months (industry), 2 (teaching)	Nil
Arundina Priyam	MMC	Guest Faculty	Electronic Media	1 Year	Nil

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 25%

13. Student -Teacher Ratio (programme wise): 15:5:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :PG- 02

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil

18. *Research Centre /facility recognized by the University: Nil*

19. *Publications:*

- a) *Publication per faculty: 02*
- b) *Number of papers published in peer reviewed journals (national / international) by faculty and students :0*
- c) *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): 01*
 - * *Monographs - Nil*
 - * *Chapter in Books - Nil*
 - * *Books Edited- Nil*
 - * *Books with ISBN/ISSN numbers with details of publishers- Nil*
 - * *Citation Index - Nil*
 - * *SNIP (Source Normalized Impact per Paper) - Nil*
 - * *SJR (SCImago Journal Rank) - Nil*
 - * *Impact factor- 01 (0.981)*
 - * *h-index - Nil*

20. *Areas of consultancy and income generated: Nil*

21. *Faculty as members in*

- a) *National committees: Nil*
- b) *International Committees: Nil*
- c) *Editorial Boards: Straight View- a monthly news magazine, Silchar.*

22. *Student projects*

- a) *Percentage of students who have done in-house projects including inter departmental/programme: Nil*
- b) *Percentage of students placed for projects in organizations outside the*

institution i.e.in Research laboratories/Industry/ other agencies: Nil

23. Awards / Recognitions received by faculty and students: Faculty Sayan Dey was awarded Gold Medal at the PG level. (Merit Prize and Endowment Prize)

24. List of eminent academicians and scientists / visitors to the Department: Dr J. A. Chutia, C E O, Rengoni Tv

25. Seminars/ Conferences/Workshops organized & the source of funding: Nil

a) National

b) International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2015-2016	13	13	07	06	N/A
2016-2017	30	18	06	08	N/A

*M = Male *F = Female. Diversity of Student

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Voc Mass Media	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? N/A

29. Student progression

Student progression	Against % enrolled
UG to PG	N/A
PG to M.Phil.	N/A
PG to Ph.D.	N/A
Ph.D. to Post-Doctoral	N/A
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	N/A
Entrepreneurship/Self-employment	N/A

30. *Details of Infrastructural facilities*

- a. *Library- Yes*
- b. *Internet facilities for Staff & Students – Yes*
- c. *Class rooms with ICT facility- Yes*
- d. *Laboratories –Yes (AV Lab)*

31. *Number of students receiving financial assistance from college, university, government or other agencies: Nil*

32. *Details on student enrichment programmes (special lectures / workshops / seminar with external experts: 1. Three research scholars from Tezpur University were invited to deliver a lecture on Human Trafficking. 2. Student visited AIR Tezpur and Dept. of Mass Communication and Journalism, TUas part of their Media Exposure tour 3. Student attended workshop on soft skill development at Sonapur College on June 2016.*

33. *Teaching methods adopted to improve student learning: Remedial Classes, Peer Learning, group discussion and Remedial classes.*

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities: Students and faculty actively participate in ISR and Extension activities of the college. Campus cleaning and other ISR activities of the college.*

35. *SWOC analysis of the department and Future plans*

SWOC: Strengths, Weaknesses, Opportunities and Challenges

<p>Strength</p> <ol style="list-style-type: none"> 1. Low student-teacher ratio 2. Qualified faculty 3. Laboratory 4. Film Club 5. ICT classrooms 6. Faculty Publications 7. Faculty's experience in industry 8. In-house productions 	<p>Weakness</p> <ol style="list-style-type: none"> 1. Backward area 2. Students not well versed in English 3. Low enrollment
<p>Opportunity</p> <ol style="list-style-type: none"> 1. Research 2. Entrepreneurship development 3. Lone college in sub-division offering Mass Media 4. Placement 5. Mass Media awareness in the area 6. Tapping budding journalists 7. In-house productions 8. Community FM 	<p>Challenges</p> <ol style="list-style-type: none"> 1. No assistance from State Government 2. Lack of awareness among people. 3. Separate studio.

Department of Mathematical Sciences

1. *Name of the department:* MATHEMATICAL SCIENCES
2. *Year of Establishment:* 1987
3. *Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* UG
4. *Names of Interdisciplinary courses and the departments/units involved:* Zoology and Botany
5. *Annual/ semester/choice based credit system (programme wise):* Semester
6. *Participation of the department in the courses offered by other departments:* Yes
7. *Courses in collaboration with other universities, industries, foreign institutions, etc:* NIL
8. *Details of courses/programmes discontinued (if any) with reasons:* NIL
9. *Number of Teaching posts*

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors		1
Asst. Professors	3	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Padma Nath Phukan (H.O.D)	M.Sc	Asso. Proff.	Abstract Algebra & Number theory.	22	nil
Prasanta Saikia	M.Sc,M.Phill	Asstt. Proff	Operation Research, Reliability	13	nil
Tultul Konwar	M.Sc,	Asstt. Proff	Applied Mathematics	16	nil

11. List of senior visiting faculty: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 40%

13. Student -Teacher Ratio (programme wise): 1:40

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled- Academic support staff (technical)-2(sanctioned), Administrative staff: Nil
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG: NIL
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grant: NIL
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc: NIL
18. Research Centre /facility recognized by the University: NIL
19. Publications:

* Publication per faculty

Name: Padma Nath Phukan

Paper Publication (01-01-2011 to 31-12-2015)

1. The Relationship Between Partition Function and Divisor Function, published in "International Journal of Mathematics and Applied Statistics" Volume 3, number 1, January- June 2012 (ISSN: 0973-5739)
2. Some Relationships Between Additive Number Theory and Multiplicative Number Theory, Published in "Scholars' View" A Journal of Multidisciplinary Research, Vol-1, No.1-2, January July, 2012, ISSN-2320-1096

Activities:

- (a) Participated in the Refresher Course in "Mathematics" From 08.03.2011 to 28.03.2011" at Ranchi University, Ranchi.
- (b) Participated on the "Workshop on Career Counselling" organized by career counseling and placement cell of Arya Vidyapeeth College during May 27 and 28, 2011 at Vidyapeeth College.
- (c) Participated on the UGC Sponsored National Seminar on 19th& 20th November, 2011 organized by the Department of Chemistry, Chaiduar

College, Gohpur.

- (d) Participation on the NORTH-EAST ISI-DU Spring School on Algorithms for Wireless Networks held at Dibrugarh University, Dibrugarh during February 8-10, 2012.
- (e) Participation on a Workshop on **Review and Reformulation of Undergraduate Mathematics Syllabus of Gauhati University** on 10th and 11th April, 2012 at the Department of Mathematics, Gauhati University.
- (f) Participation on a Workshop on **Videography & Video Editing** held from 08th to 12th January, 2013 at Chaiduar College, Gohpur, Organized by Karuna Trust in association with Chaiduar College.
- (g) Participation on a Workshop on **Empowering Teaching/ Learning Through Ict in Higher Education** organized by Department of English, Chaiduar College, Gohpur on 23rd January, 2014.

Name: Prsanta Saikia

Paper Publication (01-01-2011 to 31-12-2015)

1. **'Revamping Rituals and Ceremonies in the North-East: A Study on their Eco-Tourism Potentials'** published in *'Lokavishkar International E-Journal, ISSN2277-727X Vol-II, Issue-III, July-Aug-Sep 2013, pp-55-59.*
2. **'Bodo Kacharies of Assam: A Historical Perspective'**, *'Online International Interdisciplinary Journal Research', {Bio-Monthly}, ISSN2249-9598 Vol-III, Issue-V, Sep-Oct, 2013, pp-478-481.*
3. **'Impact of Education on Fertility: A Case Study of Bodo Women in Sonitpur District, Assam'**, published in *'Online International Interdisciplinary Journal Research', {Bio-Monthly}, ISSN2249-9598 Vol-III, Issue-V, Sep-Oct, 2013, pp-478-481.*

4. **'A Statistical Analysis- Medicinal Plants used by the Ethnic Groups in Sonitpur District, Assam'**, published in *'MEZANKARI'*, A Multi-Disciplinary Research Journal, ISSN-2278-604X, 2012, pp-76-84
5. **'Health Awareness among the Bodo Tribe of Sonitpur District, Assam'**, published in *'MEZANKARI'*, A Multi-Disciplinary Research Journal, ISSN-2278-604X, pp-76-84, 2013
6. **'Implementation of Total Quality Management in Higher Education'**, Published in *"Scholars' View"* A Journal of Multidisciplinary Research, Vol-2, No.1-2, January July, 2014, ISSN-2320-1096

Book Publication (Chapter): (01-01-2011 to 31-12-2015)

1. **'Small Tea Growers in Assam: A Case Study in Sonitpur District'** published in *'Socio-Economic Development of North-East India'-A Comprehensive Approach*, ISBN 978 93 81694 84 4, pp- 321-371

Activities:

- (a) Editor- *"SCHOLARS' VIEW"* - A Journal of Multidisciplinary Research, ISSN-2320-1096
- (b) Participated in the Refresher Course in **"Information and Communication Technology"** From 13-11-2013 to 01-12-2013" at Gujarat University, Ahmedabad.
- (c) Participated on the **"Workshop on Career Counselling"** organized by career counseling and placement cell of Arya Vidyapeeth College during May 27 and 28, 2011 at Vidyapeeth College.
- (d) Participated on the **UGC Sponsored National Seminar** on 19th& 20th November, 2011 organized by the Department of Chemistry, Chaiduar College, Gohpur.
- (e) Participated on the **UGC Sponsored National Seminar** on 11th& 12th

November, 2011 organized by the Department of Pol. Sci., THB College. Paper on 'Rural Dev. In NE India: With Special Ref. to the Mosing Villege of Gohpur Sub-Division'.

- (f) Participated on the **International Conference on Recent Advances in Mathematical Statistics and Its Application in Applied Sciences** during 31st Dec. 2012 to 2nd January, 2013 organized by the Department of Statistics, Gauhati University, Guwahati.
- (g) Participation on the NORTH-EAST ISI-DU Spring School on Algorithms for Wirless Networks held at Dibrugarh University, Dibrugarh during February 8-10, 2012.
- (h) Participation on a Workshop on **Videography & Video Editing** held from 08th to 12th January, 2013 at Chaiduar College, Gohpur, Organized by Karuna Trust in association with Chaiduar College.
- (i) Participation on a Workshop on '**Rainwater and Harvesting**', Organized by 'North-Eastern Regional Institute of Water and Land Management', NERIWALM, Tezpur, held 14th March, 2012
- (j) Participated on the IGNOU - "**Extended Contact Program of the Post Graduate Diploma in Higher Education**" on 2^{1st} May to 30th May, 2012 organized by IGNOU Regional Centre, Guwahati, Assam
- (k) Participated on the **UGC Sponsored National Seminar** on 11th& 12th November, 2011 organized by the Department of Pol. Sci., THB College. Paper on 'Rural Dev. In NE India: With Special Ref. to the Mosing Villege of Gohpur Sub-Division'.
- (l) Participated on the ISI Workshop on 'Statistical Computing and its Applications' held on 29th Nov & 1st December, 2012 Oorganized by the Department of Statistics, North- Eastern Hill University, Shillong, Meghalaya.

- (m) Participated on the **UGC Sponsored National Seminar Cum Workshop** on 'Research Methodology and use of Quantitative Analysis' held on 6th& 10th May, 2013 organized by the Department of Economics, Madhabdev College, Narayanpur.
- (n) Participated on the Regional Workshop on '**New Procedures of NAAC Assessment**' held on 1st March, 2014 organized by Kalaguru Bishnu Rabha Degree College, Udalguri (B.T.A.D.), Assam.
- (o) Participation on a Workshop on **Empowering Teaching/ Learning Through Ict in Higher Education** organized by Department of English, Chaiduar College, Ghpur on 23rd January, 2014
- (p) Participated on the **UGC Sponsored National Seminar** on 'Challenges in Higher Education: North-East Perspectives' held on 6th& 10th May, 2013 organized by university of Science and Technology, Meghalaya in collaboration with Madhbdev College, Narayanpur.
- (q) Participation on a Workshop on '**Quality Improvement in Institutional Management System in under Graduate Colleges in North-East India**' held on 12th June, 2015 at Nowboicha College Lakhimpur.
- (r) Participation on a Workshop on **Videography & Video Editing** held from 08th to 12th January, 2013 at Chaiduar College, Gohpur, Organized by Karuna Trust in association with Chaiduar College.

Name: Tultul Konwar. (01-01-2011 to 31-12-2015)

Activities:

- (a) Participated in the two days "**Orientation Programme for Academic Counsellors**" held at IGNOU Regional Centre, Guwahati on 5th& 6th of January, 2013.

(b) Participation on a Workshop on **Empowering Teaching/ Learning Through Ict in Higher Education** organized by Department of English, Chaiduar College, Gohpur on 23rd January, 2014

- * *Number of papers published in peer reviewed journals (national / international) by faculty and students*
- * *Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)*
- * *Monographs*
- * *Chapter in Books*
- * *Books Edited*
- * *Books with ISBN/ISSN numbers with details of publishers: Book Publication (01-01-2011 to 31-12-2015)*
- * *Citation Index: Nil*
- * *SNIP (Source Normalized Impact per Paper): Nil*
- * *SJR (SCImago Journal Rank)*
- * *Impact factor*
- * *h-index*

20. *Areas of consultancy and income generated: Nil*

21. *Faculty as members in a) National committees b) International Committees c)*

Editorial Boards.....: Nil

22. *Student projects*

- i. *Percentage of students who have done in-house projects including inter departmental/programme:*
- ii. *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies*

23. *Awards / Recognitions received by faculty and students: Nil*

24. *List of eminent academicians and scientists / visitors to the Department: Nil*

25. *Seminars/ Conferences/Workshops organized & the source of funding*

i. National

ii. International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc(Major),year-2011	10	08	6	2	100%
B.Sc(Major),year-2012	5	5	4	1	80%
B.Sc(Major),year-2013	08	06	6	0	Continue
B.Sc(Major),year-2014	05	05	3	2	Continue
B.Sc(Major),year-2015	20	15	14	1	Continue

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc(Major)	100	nil	nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? - 10

29. Student progression

Student progression	Against % enrolled
UG to PG	75%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	

Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	20

30. *Details of Infrastructural facilities*

- a. *Library: Yes 200 (Two Hundred) Books*
- b. *Internet facilities for Staff & Students: Yes*
- c. *Class rooms with ICT facility: Yes*
- d. *Laboratories: Yes*

31. *Number of students receiving financial assistance from college, university, government or other agencies: 3*

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts-Special Lecture:2*

33. *Teaching methods adopted to improve student learning: Yes*

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities: Yes*

35. *SWOC analysis of the department and Future plans*

Department of Medical Laboratory Technician

1. *Name of the department: Medical Laboratory Technician*

2. *Year of Establishment: 2015*

3. *Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): B. Voc Medical Laboratory Technician*

4. *Names of Interdisciplinary courses and the departments/units involved: Communicative English (Dept of English), Fundamentals of Computer (Dept of Computer), Basic Anatomy and Physiology (Dept of Zoology), Biochemistry I (Dept of Biochemistry).*

5. *Annual/ semester/choice based credit system (programme wise): Semester*

6. *Participation of the department in the courses offered by other departments:* Nil
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.:* Nil
8. *Details of courses/programmes discontinued (if any) with reasons:* Nil
9. *Number of Teaching posts*

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		01

10. *Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)*

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Manoranjan Barman	M.Sc. MLT (Pathology)	Assistant Professor	Pathology	3 years	NIL

11. *List of senior visiting faculty:* Dr. Ajit Hazarika, Dr Raju Ojah, Dr M M Borah, Dr Gagnath Sharmah
12. *Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:* 20% (Theory)
13. *Student -Teacher Ratio (programme wise):* 1:25
14. *Number of academic support staff (technical) and administrative staff; sanctioned and filled:* 01

15. *Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : PG 1 number*
16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil*
17. *Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil*
18. *Research Centre /facility recognized by the University: Nil*
19. *Publications:*
- a. Publication per faculty*
 - b. Number of papers published in peer reviewed journals (national/ international) by faculty and students: Nil*
 - c. Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): Nil*
 - * Monographs: Nil*
 - * Chapter in Books: Nil*
 - * Books Edited: Nil*
 - * Books with ISBN/ISSN numbers with details of publishers: Nil*
 - * Citation Index: Nil*
 - * SNIP (Source Normalized Impact per Paper): Nil*
 - * SJR (SCImago Journal Rank): Nil*
 - * Impact factor: Nil*
 - * h-index: Nil*
20. *Areas of consultancy and income generated*
21. *Faculty as members in*
 - a) Naional committees: Nil*

b) *International Committees: Nil*

c) *Editorial Boards: Nil*

22. *Student projects*

a. *Percentage of students who have done in-house projects including inter departmental/programme: Nil*

b. *Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: Nil*

23. *Awards / Recognitions received by faculty and students: Nil*

24. *List of eminent academicians and scientists / visitors to theDepartment: Nil*

25. *Seminars/ Conferences/Workshops organized & the source of funding*

a) *National: Nil*

b) *International: Nil*

26. *Student profile programme/course wise:*

Name of the Course/programme (refer question no.)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2015 Batch	30	25	19	06	NA
2016 Batch	50	32	25	07	

*M = Male *F = Female

27. *Diversity of Students*

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Voc MLT	100%		

28. *How many students have cleared national and state competitive examinations such*

as NET, SLET, GATE, Civil services, Defense services, etc.?: Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	NA
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed	NA
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	NA

30. Details of Infrastructural facilities

- a. Library: Yes 100 (One Hundred) Books
- b. Internet facilities for Staff & Students: Yes
- c. Class rooms with ICT facility: Yes
- d. Laboratories: Yes

31. Number of students receiving financial assistance from college, university, government or other agencies: Nil

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: 1. Workshop on softskill development at Sonapur College on June 2016.

2. Students have undergone training on Phlebotomy at Civil Hospital, Gohpur.

33. Teaching methods adopted to improve student learning: Remedial Classes, Peer Learning

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Students and faculty actively participate in Institutional Social Responsibility (ISR) and Extension activities of the College in the form of campus cleaing etc.

35. SWOC analysis of the department and Future plans

SWOC: Strengths, Weaknesses, Opportunities and Challenges

<p>Strength</p> <ol style="list-style-type: none"> 1. Quality Students 2. ICT Class room 3. Well equipped Laboratory 4. Student teacher ratio is good. 5. Qualified teacher 6. Remedial classes 7. Peer Learning 	<p>Weakness</p> <ol style="list-style-type: none"> 1. Low student enrollment 2. Backward area 3. No attached Hospital
<p>Opportunities</p> <ol style="list-style-type: none"> 1. Students will be able to work in Hospitals and diagnostic centre. 2. First Govt. College to start this course in this state. 3. Entrepreneurship Development 4. Research and Publication. 5. Minor Projects 6. Health awareness camp 	<p>Challenges</p> <ol style="list-style-type: none"> 1. No assistance from the state Government. 2. Difficult to get trained faculty.

Department of Physics

1. Name of the department: PHYSICS
2. Year of Establishment: 1987
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG
4. Names of Interdisciplinary courses and the departments/units involved: NIL
5. Annual/ semester/choice based credit system (programme wise): Semester
6. Participation of the department in the courses offered by other departments: Yes
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL

8. *Details of courses/programmes discontinued (if any) with reasons: Automobile and Electronics good repairing courses has been stopped due to poor enrollment.*

9. *Number of Teaching posts*

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	4	4
Asst. Professors	NIL	1

10. *Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. /M. Phil. etc.,)*

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4
Soumitra Boruah	M.Sc	Asso. Proff.	SolidState Phy.	22	Nil
Dr. Lakhi Buragohain	M.Sc,Ph.D	Asso. Proff	SolidState Phy & High Energy	21	Nil
Dr. Nilamoni Saikia	M.Sc,Ph.D	Asso. Proff	Nuclear Physics & High Energy Physics	19	Nil
Dr. Rita Moni Bora(H.O.D)	M.Sc, Ph.D	Asso.Proff.	Theoretical Physics	19	Nil
Jnyanjyoti Rajkhowa	M.Sc,B.Ed	Asstt. Proff.	Electronics	13	Nil

11. *List of senior visiting faculty: Nil*

12. *Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: 10%*

13. *Student -Teacher Ratio (programme wise): 1:40*

14. *Number of academic support staff (technical) and administrative staff; sanctioned and*

filled- Academic support staff (technical)-2(sanctioned), Administrative staff: Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.: Ph.D-3

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: 2, Grant Received-1,60000+1,25000=2,85000

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: Funded by U.G.C Amount-285000

18. Research Centre /facility recognized by the University: NIL

19. Publications:

a) Publication per faculty

Name: Dr.Lakhi Buragohain

Paper Publication (01-01-2011 to 31-12-2015)

i. Exact s-wave solution of Schrödinger equation for quantum bound state non-power law potential, *Journal of Laser and Optical Science*, vol1, No.1 57-60(2011)

ii. Exactly solvable quantum system in Arbitrary Dimensional Euclidean Spaces, *Vol.7,455-458(2012) published by The Abdus Salam International Centre for Theoretical Physics*

Activities:

(h) **Invited as a Visiting Faculty** in the *Department of Physics, Rajiv Gandhi University, Doimukh, Arunachal Pradesh* from the period 1st August 2012 to 31st August 2012.

(i) **Invited as Evaluator** at State Level Science Congress held at Biswanath Charali for the *20th National Children's Science Congress-2012*, a Programme of National Council for Science and Technology Communication, DST, Govt.of India during 15-18, 2012.

- (j) **Presentaion of Paper** at the *National Workshop on Particle Physics*, organized by Department of Physics, St. Anthony's College, Shillong from 21st to 23rd March,2013.
- (k) **Participation on a Workshop** on *Introductory Astronomy & Astrophysics* organized by Department of **Physics, Rajiv Gandhi University** and sponsored by *Inter University Centre for Astronomy and Astrophysics (IUCAA)* during October 23-25, 2013.
- (l) **Attended the Training cum Workshop** on *Electronics and Computer laboratory Applications for collegeTeachers (Physics)* Organized by ISDC, Cotton College in collaboration with ASTEC and Department of Physics, Cotton College from 16-18 June ,2011.

Name: Dr. Nilamoni Saikia

Paper Publication (01-01-2011 to 31-12-2015)

Paper entitled "Exact analytic solutions generated from stipulated Morse and trigonometric Scarf potentials" Published in IOP Publishing *Physica Scripta Vol. 83, pp 1-8(2011)*.

- i. Paper entitled "Family relationship among power-law multiterm potentials in extra dimensions" Published in IOP Publishing *Physica Scripta Vol. 84, pp 1-0(2011)*.
- ii. Paper entitled "Exact S-Wave Solution of the Schrödinger equation for three new potentials using the transformation method" publish in *Theoretical and Mathematical Physics* 168(2) 1105-1111 (2011).
- iii. Paper entitled "A map between the coulomb and harmonic oscillator systems in higher dimensional space" publish in *Theoretical and Mathematical Physics* 171(1) 490-496 2012).

- iv. Paper entitled "Exactly solvable potentials from Decemvirate Power potential" publish in *Turkish Journal of Physics* 36 187-196 (2012).
- v. Paper entitled "A Transformation method to construct family of Exactly solvable potentials in Quantum mechanics" publish in *ACTA Physica Polonica B* Vol.44 (2013) Paper entitled "Bound state and Scattering state Green's function Equation solutions for Anharmonic oscillator in Five Dimensions publish in *Scholars' View* Vol-1 (2013).

(a) Invited as a Visiting Faculty in the *Department of Physics, Rajiv Gandhi University, Doimukh, Arunachal Pradesh* from the period 2012.

(b) Participation on a Workshop on *Introductory Astronomy & Astrophysics* organized by Department of **Physics, Rajiv Gandhi University** and sponsored by *Inter University Centre for Astronomy and Astrophysics (IUCAA)* during October 23-25, 2013.

Book Publication (01-01-2011 to 31-12-2015)

- i. A new method to Generating Exactly Solvable Quantum potential. Published by-Lambert Academic Publishing (2013). ISBN-978-3-8443-2664-2
- ii. Generating Exactly solvable potential using Green's function technique. Published by-Lambert Academic Publishing (2013). ISBN-978-3-659-31822-1

Name: Dr. Rita Moni Borah (01-01-2011 to 31-12-2015)

- i. Paper entitled "Geometrical representation of near resonant interaction of radiation with matter" *Journal of laser and optical science* Vol. 1 No. 1 Page 80

- ii. Paper entitled "Laser near Threshold" *Journal of laser and optical science* Vol. 1 No. 1 Page 104
- iii. Paper entitled "On the Nature of dispersion curve in inverted medium exhibiting superluminal effect Dimensions publish in *Scholars' View* Vol-1 (2013).
- iv. 4. Participate in U.G.C sponsored National seminar on "Polymer Science and Technology-2011"

Name: Jnyanjyoti Rajkhowa

- i. Participated in two weeks workshop organized by IIT (Mumbai) on the topic "Solar PV cell"
- ii. Participated in one day workshop on the topic "ITC IN CLASSROOM" organized by Gauhati University College Development Council"
- * Number of papers published in peer reviewed journals (national / international) by faculty and students
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- * Monographs
- * Chapter in Books
- * Books Edited
- * Books with ISBN/ISSN numbers with details of publishers

Book Publication (01-01-2011 to 31-12-2015)

- i. A new method to Generating Exactly Solvable Quantum potential. Published by-Lambert Academic Publishing (2013). ISBN-978-3-8443-2664-2
- ii. Generating Exactly solvable potential using Green's function technique. Published by-Lambert Academic Publishing

(2013).ISBN-978-3-659-31822-1

- * *Citation Index*: Nil
- * *SNIP (Source Normalized Impact per Paper)*: Nil
- * *SJR (SCImago Journal Rank)*
- * *Impact factor*
- * *h-index*

20. *Areas of consultancy and income generated*: Nil

21. *Faculty as members in*

- a. *National committees* b) *International Committees* c) *Editorial Boards.....*: Nil

22. *Student projects*

- a) Percentage of students who have done in-house projects including inter departmental/programme:
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. *Awards / Recognitions received by faculty and students*: Nil

24. *List of eminent academicians and scientists / visitors to the Department*: Nil

25. *Seminars/Conferences/Workshop organized & the source of funding*

- a. *National*
- b. *International*

26. *Student profile programme/course wise*:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc(Major),year-2011	20	10	8	2	85%

B.Sc(Major),year-2012	24	10	9	1	80%
B.Sc(Major),year-2013	40	32	27	1	Continue
B.Sc(Major),year-2014	35	24	17	4	Continue
B.Sc(Major),year-2015	45	25	19	4	Continue

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc(Major)	100	nil	nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?-10

29. Student progression

Student progression	Against % enrolled
UG to PG	75%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
• Campus selection	
• Other than campus recruitment	
Entrepreneurship/Self-employment	20

30. Details of Infrastructural facilities

- a. Library- Yes
- b. Internet facilities for Staff & Students-Yes
- c. Class rooms with ICT facility-No

d. *Laboratories-Yes*

31. *Number of students receiving financial assistance from college, university, government or other agencies-3*

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts-Special Lecture-2*

33. *Teaching methods adopted to improve student learning-Yes*

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities-Yes*

35. *SWOC analysis of the department and Future plans*

Strength:

- (i) Out of five faculty members' three member's posses Doctorate Degree.
- (ii) In departmental library about 250 books are available for students.
- (iii) Sophisticated practical equipments are available for practical course.
- (iv) Departmental computers for the use of students.
- (v) Large number of national and international publications by the faculty members.

Weakness:

- (i) Limited laboratory infrastructure facilities for students.
- (ii) No departmental ICT facilities.

Opportunities:

- (i) Computer education is given to all students in IV and VI semester by M. Tech. faculty.
- (ii) The students become efficiently eligible to appear in various competitive examinations.
- (iii) The students get the opportunity of higher education after completing their graduation from this department.

Challenges

- (i) Improvement of laboratory facilities to enrolled higher number of students to the department.
- (ii) Collection of up-to-date teaching-learning material and books to department.

Future plans:

- (i) Emphasize will be given to introduce Electronics as a general subject to the degree course.
- (ii) The Department plans .to open PG course in the Physics if the Affiliating University permits.
- (iii) A national seminar cum workshop on physics will be organized by the department
- (iv) To popularise science in the midst of masses “Popular talk” will be organised.

SWOC: Strengths, Weaknesses, Opportunities and Challenges

Department of Political Science

1. *Name of the department:* POLITICAL SCIENCE
2. *Year of Establishment:* 1967
3. *Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):* UG
4. *Names of Interdisciplinary courses and the departments/units involved:* Human Rights Education (UGC)
5. *Annual/ semester/choice based credit system (programme wise)*

Semester	Credits
----------	---------

Sem I(Major)	8
Sem I(Major)	8
Sem I(Major)	8
Sem II (Major)	8
Sem III(Major)	8
Sem IV(Major)	8
Sem V(Major)	6
Sem VI(Major)	6
Sem I(General)	6
Sem II(General)	6
Sem III(General)	6
Sem IV(General)	6
Sem V(General)	8
Sem VI(General)	8

6. *Participation of the department in the courses offered by other departments: B. Voc. Environment Studies.*
7. *Courses in collaboration with other universities, industries, foreign institutions, etc.*
8. *Details of courses/programmes discontinued (if any) with reasons*
9. *Number of Teaching posts*

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors		3

Asst. Professors		1
------------------	--	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Ame	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr Jagannath Upadhaya	M.A.,M.Phil, Ph D	Associate prof	Asian Govt	30 yrs	nil
Harambor Payeng	M.A.	Associate prof	Public Administration	20 yrs	nil
Manik Bhuyan	M.A.	Associate prof	Public Administration	19	nil
Mrs.Kalpana Borah	M.A.MPhil	Asst. Prof.	Political Sociology	15	nil

11. List of senior visiting faculty: Dr Rudraman Thapa DU ,Dr Jayanta Krishna Sharma GU ,

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: NIL

13. Student -Teacher Ratio (program me wise): 50:5 Major & Gen 70:5

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: NIL

15. *Qualifications of teaching faculty with DSc/D.Litt/ Ph.D 1/ MPhil 2 / PG.2*

16. *Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : UGC(Minor)-2*

17. *Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: Minor project: 1.40 Lakhs from UGC, Minor project: 2.65 Lakhs from UGC*

18. *Research Centre /facility recognized by the University*

19. *Publications:*

* *Publication per faculty*

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

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

* *Monographs: Nil*

* *Chapter in Books: J. Upadhyaya(02),H.payeng (01),M.Bhuyan(04),K. Borah(06)*

* *Books Edited: J. Upadhyaya(01)*

* *Books with ISBN/ISSN numbers with details of publishers: J. Upadhyaya(01)*

* *Citation Index*

* *SNIP (Source Normalized Impact per Paper)*

* *SJR (SCImago Journal Rank)*

* *Impact factor*

* *h-index*

20. *Areas of consultancy and income generated: Nil*

21. *Faculty as members in*

a) *National committees* b) *International Committees* c)

EditorialBoards.....: Kalpana Borah(01)

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: Nil

23. Awards / Recognitions received by faculty and students: Nil

24. List of eminent academicians and scientists / visitors to theDepartment: Dr. Jayanta Krishana Sarmah, Associate Prof. Gauhati University.

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National workshops (01), Source of funding:- U G C
- b) International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A.(2011-12)	85	50	27	23	75
B.A.(2012-13)	90	50	20	30	70
B.A.(2013-14)	79	50	21	29	72
B.A.(2014-15)	105	50	26	24	70
B.A.(2015-16)	111	50	31	19	76

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.(2011-12)	100%	Nil	Nil
B.A.(2012-13)	do	Nil	Nil
B.A.(2013-14)	do	Nil	Nil
B.A.(2014-15)	do	Nil	Nil
B.A.(2015-16)	do	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: Assam Civil Service- 04, NET-05, SLET-02

29. Student progression

Student progression	Against % enrolled
UG to PG	30
PG to M.Phil.	05
PG to Ph.D.	08
Ph.D. to Post-Doctoral	
Employed	Nil
• Campus selection	
• Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

a) Library-Departmental library: 400 nos. Books.

b) Internet facilities for Staff & Students: Broad band connection with LAN (BSNL)

c) *Class rooms with ICT facility:* 02

d) *Laboratories:* No

31. *Number of students receiving financial assistance from college, university, government or other agencies:* UGC, ISHAN UDAY-30 Number.

32. *Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:* Dr Jayanta Krishna Sarmah, Associate Professor, Gauhati University, Assam.

33. *Teaching methods adopted to improve student learning:* PPT, Students Seminar, Field work, E.Resources, supplying learning CDs and hard copies.

34. *Participation in Institutional Social Responsibility (ISR) and Extension activities:* Dr Jagannath Upadyaya, Resource Person, SIRD, ASSAM; Voters awareness Programme, District Election Office, Gohpur, Assam.

35. *SWOC analysis of the department and Future plans:*

Strengths: The department has experienced faculty members, well equipped library, LAN of BSNL, received, UGC grants for Human Rights Certificate course.

Weakness:

Opportunities: The faculty members are constantly trying their best to improve the department with recent information. There is ample opportunity for the students to conduct socio-political survey in the surrounding areas.

Challenges: Due to large number of students in the department need.

Department of Zoology

1. *Name of the department:* ZOOLOGY
2. *Year of establishment:* 1987
3. *Name of programmes/Courses offered(UG, PG, M.Phil, Ph.D, Integrated Masters, Integrated Ph.D, etc):* UG
4. *Names of interdisciplinary courses and the departments/units involved:* NIL
5. *Annual/semester/choice based credit system (programme wise):*Semester

Semester	Credits
Sem I (Major)	32
Sem II(Major)	32
Sem III(Major)	36
Sem IV (Major)	36
Sem V (Major)	36
Sem VI (Major)	36
Sem I (General)	06
Sem II (General)	06
Sem III (General)	08
Sem IV (General)	08
Sem V (General)	16
Sem VI (General)	16

6. *Participation of the department in the courses offered by other departments:* Environmental studies, B.Voc (Medical Laboratory Technician), Community college, Biotech Hub.
7. *Courses in collaboration with other universities, industries, foreign institutions etc:* NIL
8. *Details of courses/programmes discontinued(if any)with reasons:* NIL

9. Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	
Associate Professors	4	4
Asstt. Professors	NIL	

10. Faculty profile with name, qualification, designation, specialization (D.Sc. /D.Litt. /Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph.D students guided for the last 4 years
Mrs Lily Bordoloi	M.Sc	Associate Professor	Fish and Fishery biology	29	NIL
Dr. Ajit Hazarika	M.Sc, Ph.D	Associate Professor	Physiology and Reproductive Biology	23	01
Mr. Utpal Borah	M.Sc	Associate Professor	Cell biology	22	NIL
Dr. Mohini Mohan Borah	M.Sc, Ph.D	Associate Professor	Entomology and Env. Biology	21	NIL
Miss Sudakshina Borah	M.Sc	Asstt. Professor	Environmental science	1	NIL

11. List of senior visiting faculty: NIL

12. Percentage of lectures delivered and practical classes handled:

Semester	Lectures (%)	Practical classes (%)
Sem I (Major)	20	20
Sem II(Major)	24	25
Sem III(Major)	20	25
Sem IV (Major)	10	20
Sem V (Major)	10	20
Sem VI (Major)	20	20
Sem I (General)	15	30
Sem II (General)	15	20
Sem III (General)	20	20
Sem IV (General)	25	25
Sem V (General)	20	25
Sem VI (General)	20	20

13. Student teacher ratio (programme wise)

Semester and session	Student	Teacher	Ratio
Sem I (Major & General) 2015-16	64	5	13: 1
Sem I(Major & General) 2014 -15	59	4	13:1
Sem I(Major & General) 2013-14	58	4	13:1
Sem I(Major & General) 2012-13	62	4	13:1
Sem I (Major & General 2011 -12	48	4	12:1

14. Number of academic support staff (technical)and administrative staff, sanctioned and

filled:01 (Laboratory Assistant)

15. *Qualification of teaching faculty with D.Sc. /D.Litt. /Ph.D. /M. Phil. /PG:Ph.D-2, PG-3*

16. *Number of faculty with ongoing projects from a)National b)International funding agencies and grants received:UGC(Major)-02, UGC(Minor)-04*

17. *Departmental projects funded by DST-FIST, UGC, DBT, ICSSR, etc and total grants received:*

- * Departmental: Rupees 39.39 lakhs from DBT (Biotech Hub) & DBT star programme- 47 lakhs.
- * Major project: Rupees 8.16 Lakhs from UGC
- * Minor project: Rupees 5.20 Lakhs from UGC

18. *Research centre/facility recognized by the university:On Process with Affiliating University (Gauhati University).*

19. *Publications:*

a. Publication per faculty

b. Number of papers published in peer reviewed journals (national/international) by faculty and students

Name	International	National	Total
Mrs Lily Bordoloi	01	01	02
Dr. Ajit Hazarika	05	08	13
Mr. Utpal Borah	01	01	02
Dr. Mohini Mohan Borah	02	01	03

c. Number of publications listed in international database: 01

d. Monographs: NIL

e. Chapter in books: Dr. M.M. Borah (04), L.B. (01), Dr. A. H. (02)

f. Books edited: NIL

- g. *Books with ISBN/ISSN numbers with details of publishers:* Dr. Ajit Hazarika, name of textbook “Comparative Anatomy and Histology”, as per syllabus of third Semester Zoology Major, Gauhati University. Kalyani Publisher. ISBN 978 - 93 - 272 - 4602 - 5,
- h. *Citation index:* Dr.Ajit Hazarika, citation index- 78
- i. *SNIP:* It will varies from time to time
- j. *SJR:* It will varies from time to time
- k. *Impact factor:* Dr. Ajit Hazarika (04 papers)
- l. *h-index:* Dr. Ajit Hazarika (02 papers)

20. *Areas of consultancy and income generated:*NIL

21. *Faculty as members in*

- a. *National committees:* Dr. M. M. Borah, Pollution and Environment Technology
- b. *International committees*
- c. *Editorial boards:* **Dr. Ajit Hazarika**, Researun, multidisciplinary journal of Chaiduar College
Dr. M. M. Borah, Chaiduar College News Letter
Mrs. L. Bordoloi, members Anudhyan, ACTA, Convenor ACTA women cell

22. *Student projects*

- a. *Percentage of students who have done in house projects including inter departmental/ programme:*Semester:Semester VI 100%
- b. *Percentage of students placed for projects in organizations outside the institution:*NIL

23. *Awards/Recognitions received by faculty and students:*

- a. Mr. Janmoni Borah(2014-15)received best graduate Gauhati University and Best North East Graduate award from USTM
- b. Dr. Ajit Hazarika recognized as Research guide by the University of Science and Technology of Meghalaya.

24. *List of eminent academicians and scientists/visitors to the department:*

- 1) Professor H.N.Sarma, Rajiv Gandhi University, Itanagar
- 2) Professor J. C. Kalita, Gauhati University, Guwahati
- 3) Professor Polani B. Sesagiri, Iisc. Bangaluru
- 4) Professor Vel Murugan, University of Madras
- 5) Dr. L. R. Bhuyan (Scientist) SFRI, Itanagar
- 6) Professor R. Bhola, Gauhati University, Guwahati
- 7) Professor K. Dutta, Gauhati University, Guwahati
- 8) Professor J Kalita, Gauhati University, Guwahati
- 9) Professor R. Rajkhowa, Cotton University, Guwahati

25. Seminar/ conferences/workshop organized and the source of funding

- a) National: 10 numbers of workshops & source of funding by DBT
- b) International: NIL

26. Student profile programme/course wise:

Name of the course/programme	Application received	Selected	Enrolled		Pass percentage
			M	F	
B.Sc. 20 11-12	52	48	30	18	92
B.Sc. 2012-13	75	62	35	27	95
B.Sc. 2013-14	70	58	30	28	95
B.Sc. 2014-15	82	59	38	21	94
B.Sc. 2015-16	110	64	31	33	95

27. Diversity of students

Name of the course	%of students from the same state	%of the students from other state	% of the student from abroad
B.Sc. 2011-12	85	15	NIL

B.Sc. 2012-13	95	5	NIL
B.Sc. 2013-14	80	20	NIL
B.Sc. 2014-15	93	7	NIL
B.Sc. 2015-16	97	3	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil service etc: NIL

29. Student progression

Student progression	Against % enrolled
UG to PG 2011-15	10
PG to M.Phil	
PG to Ph.D	
Ph.D to Post Doctoral	
Employed	12
Entrepreneurship/Self employed	21

30. Details of infrastructural facilities

- a) Library: 250 numbers of books, 5 journals
- b) Internet facilities for staff and students: Broadband connection with LAN
- c) Class rooms with ICT facilities: 02
- d) Laboratories: well equipped major and general laboratories (04)

31. Number of students receiving financial assistance from college, university, etc:

UGC, ISHAN UDAY- 10 numbers

College biotech hub-03

Teacher Unit - 04

32. *Details of student enrichment programme with external experts:*

- 1) Professor H. N. Sarma, RGU-Reproductive biology
- 2) Professor J.C.Kalita, GU-Biotechnology
- 3) Professor Polani B. Sesagiri, Reproductive Biology and Endocrinology
- 4) Professor Vel Murugan, Protein Crystallography
- 5) Dr. L. R. Bhuyan, Biodiversity

33. *Teaching method adopted to improve student learning:* PPT, Students seminar, Field Work and Project, E - Resources, supplying learning CD and hard copies.

34. *Participation in institutional social responsibility and extension activities:* Fishery awareness programme, vermiculture, science awareness programme, biotechnology awareness programme.

35. *SWOC analysis of the department and future plans.*

Strength- Qualified and experienced faculty with external and institutional research projects, well equipped library and laboratory, GU grants for aquarium fish culture, online UPS. DBT grant for Research Lab (Biotech Hub), DBT support for instrumental facilities etc (Strengthening of lab), MoU WITH Reproductive lab RGU, Physiology lab GU .

Weakness- Waiting for recognition of an advance laboratory

Opportunity- The teachers are constantly touched with other Universities and get the latest improvement of the subjects. The department is also amalgamated with Institutional Biotech Hub, STAR College and Bachelor of Vocational courses mainly Medical Laboratory Technician, Nursing and Health care.

Constrain - Government of Assam could not provide additional post for the department.

Future plan- Publication of laboratory manual for B. Sc. (Major and General) as per GU syllabus, Molecular level research, fishery extension, sericulture extension, biodiversity museum, bee keeping training for farmers, departmental magazine publication. More faculties to minimize student-teacher ratio. Research lab recognition

and open up PG Programme, Establishment of Animal House with modern facilities.

Certificate of Compliance

(Affiliated/Constituent/ Autonomous Colleges and Recognized Institutions)

This is to certify that *CHAIDUAR COLLEGE, GOHPUR, SONITPUR, ASSAM* fulfils all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 24.12.2016

Place: Gohpur



Principal/Head of the Institution

(Dr. A. K. Ozah)




(Name and Signature with Office seal)

ANNEXURE

1. UGC 2(f) & 12(b) Certificate

অধ্যক্ষ মহোদয়
শ্রীমতী কামাধেনী
সহঃ প্রিন্সিপাল কামাধেনী,
গোহাটী কলেজ,
গোহাটী - ৭৮১০০১, অসম



UNIVERSITY GRANTS COMMISSION
North Eastern Regional Office
3rd Floor, Housatod Complex,
Dillida Barasta Road,
Dispur, Guwahati - 781006, Assam
Telephone: 0361-2667727, 3264818
Telex Fax: 0361-2667759
Website: www.ugc.ac.in
E-mail: trinivasugc@yahoo.com

No.F. 5 - 19/ 2003/ NERO / 2014

Dated : August 6, 2004

To
The Principal
Chaiduar College,
Gohpur
Dist. Sonitpur, Assam


Sub - Recognition of College U/S 2(f) & 12 (b) of UGC

Sr.

With reference to your communication No.CDC 71/ UGC/ 97/ 72 dated 03.08.2004, I am to inform you that on the basis of information available with us, the Chaiduar College is recognised by UGC U/S 2(f) & 12(b) and receiving development assistance.

Thanking you

Yours faithfully



(Dr. G. Srinivas)
Dy. Secretary

2. University Affiliation Certificate



GAUHATI UNIVERSITY

Tele : 0361 - 2570 415 (Office)
Fax : 91-0361-2700 311
Gopinath Bardoloi Nagar
GUWAHATI - 781 014

No. GU/AFF/2016/ 4258

Date : 1/12/16

From : **Dr. S.K. Nath**, M.A., Ph.D. B.Ed,
Registrar,
Gauhati University

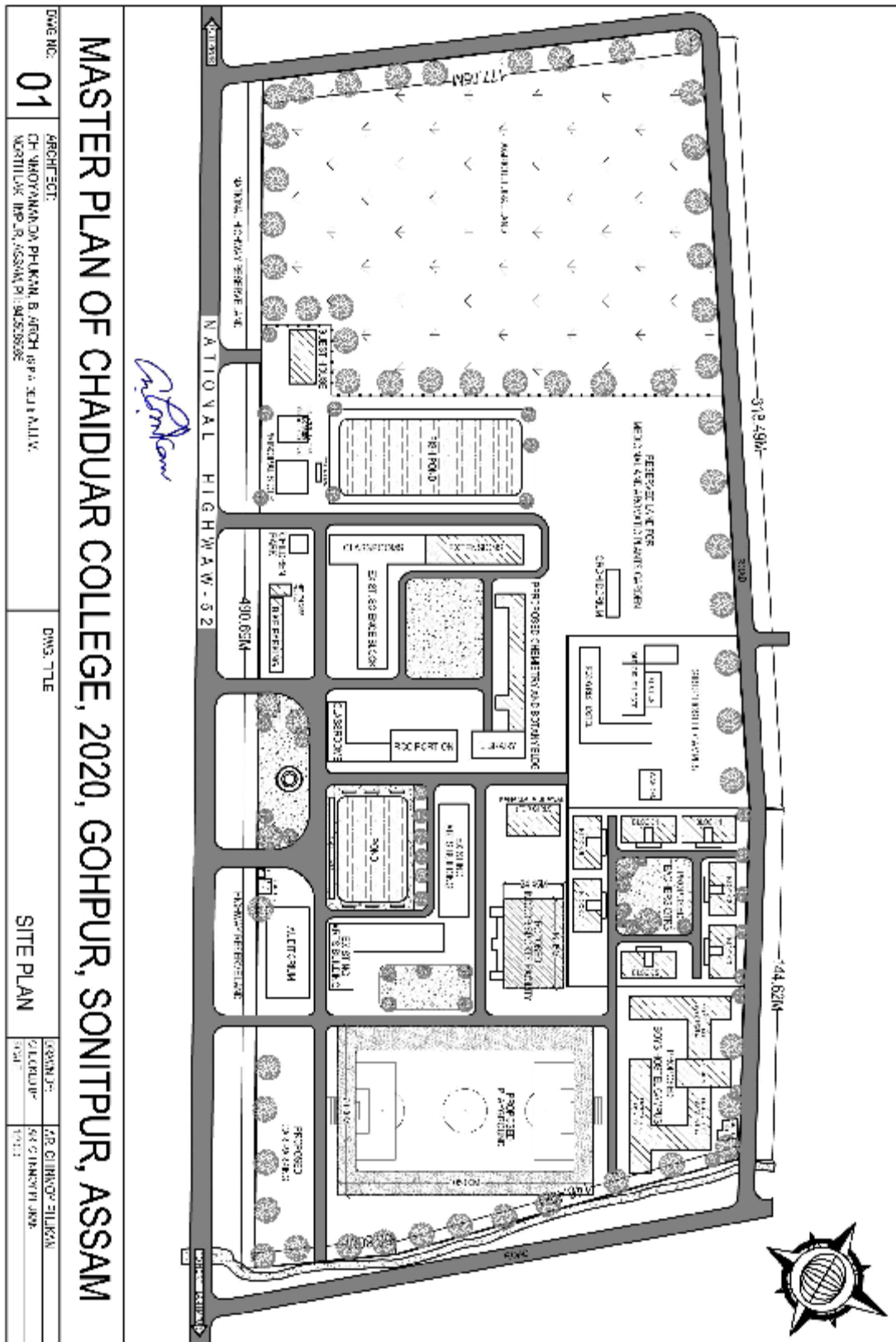
TO WHOM IT MAY CONCERN

This is to certify that Chaiduar College, Gohpur, Dist.-Sonitpur, Assam is affiliated to the **Gauhati University** since 1972-73 and recognized by the **University Grants Commission** and the following Courses/Subjects are taught in the said College as per approval.

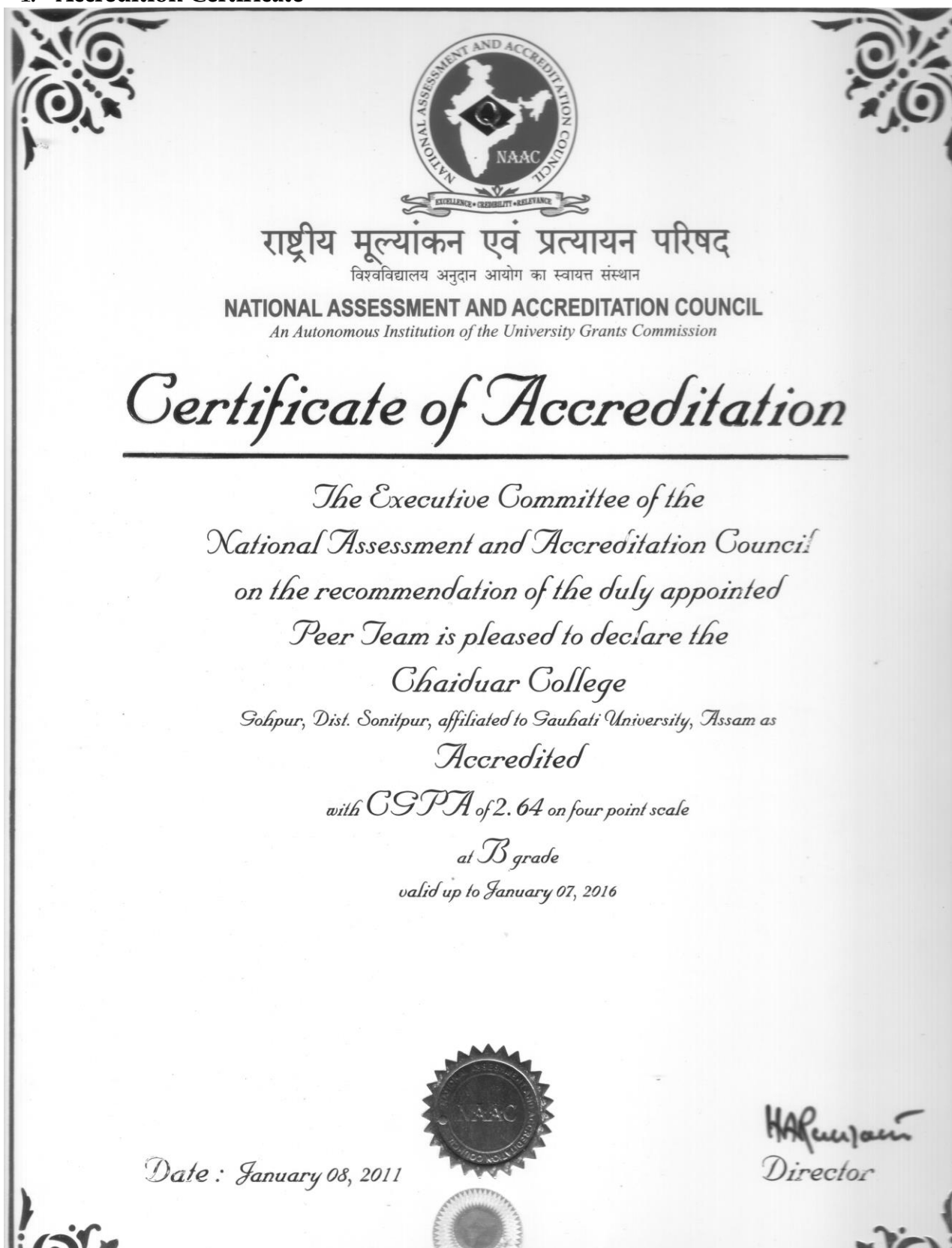
Sl. No.	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
1.	Three years B.A. General Courses in English, MIL-Assamese, Political Science, Economics, History, Elective Assamese and Education.	Permanent		
2.	Three years B.A. Major Courses in Assamese, Economics and Education.	Permanent		
3.	Three years B. Sc. General Course in Physics, Chemistry, Mathematics, Botany and Zoology.	Permanent		
4.	Three year B.Sc. Major Course in Botany, Physics and Mathematics	Temporary		2016-17
5.	Three years B.Sc. Major Courses in Chemistry and Zoology	Permitted		2016-17
6.	Three years B.Sc. General Courses in Statistics.	Permitted		2016-17
7.	Three year B.A. Major Courses in History and English.	Temporary		2016-17
8.	Three year B.A. General Courses in MIL-Nepali, MIL-Bodo, MIL-Hindi, Elective Bodo, Alternative English	Permitted		2016-17
9.	Three year B.A. Major Courses in Bodo and Political Science	Permitted		2016-17
10.	Three year B.Com. General Courses (All Subjects)	Permitted		2016-17
11.	Three year B.Com. Major Courses in Accountancy and Management	Permitted		2016-17
12.	P.G. Diploma Course in Enterprenirship & Self. Employment	Permitted		2016-17


Registrar,
Gauhati University
01/12/16

3. Master Plan



4. Accreditation Certificate



5. Quality Profile



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Quality Profile

Name of the Institution : Chaiduar College

Place : Gohpur, Dist. Soritpur, Assam

Criteria	Weightage (W _i)	Criterion-Wise Grade Point Averages (Cr _i GPA)	W _i X Cr _i GPA
I. Curricular Aspects	050	2.50	125
II. Teaching-Learning and Evaluation	450	2.40	1080
III. Research, Consultancy and Extension	100	2.85	285
IV. Infrastructure and Learning Resources	100	2.85	285
V. Student Support and Progression	100	2.60	260
VI. Governance and Leadership	150	3.00	450
VII. Innovative Practices	050	3.00	150
Total	$\sum_{i=1}^7 W_i = 1000$		$\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA}) = 2635$

$$\text{Institutional Score} = \frac{\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA})}{\sum_{i=1}^7 W_i} = \frac{2635}{1000} = \boxed{2.64}$$

Grade =

Descriptor =

Date : January 08, 2011



Harman
Director

This certification is valid for a period of Five years with effect from January 08th 2011

6. NAAC Peer Team Report

NAAC for Quality and Excellence in Higher Education

PEER TEAM REPORT ON Institutional Re-Accreditation of CHAI DUAR COLLEGE P.O. GOHPUR, DISTRICT: SONITPUR Assam - 784168	
Section I: GENERAL INFORMATION	
1.1 Name & Address of the Institution:	Chaiduar College P.O. Gohpur; District: Sonitpur; Assam – 784168
1.2 Year of Establishment:	1967
1.3 Current Academic Activities at the Institution (Numbers):	
• Faculties/School	05
• Departments/ Centers:	16 Departments
• Programmes/ Courses offered:	UG – 2, PG- 1, Diploma–6, Certificate – 6, HS -1
• Permanent Faculty Members:	49 (Male: 40; Female: 09) Temporary: 10 (Male 7, Female 3)
• Permanent Support Staff:	25 (Non teaching 25 and Technical 0)
• Students	1401 (Male 759 and Female 642)
1.4 Three major features in the institutional Context (As perceived by the Peer Team):	<ul style="list-style-type: none"> It's a grant-in-aid Co-education College, sub-divisional town, centrally located with rural surroundings, affiliated to Gauhati University. In addition to traditional science, and arts, disciplines, College also offers MA (distance) offers BBA, PGDCA and BCA programs and value added/employable diploma and certificate courses. Inculcating national values among students.
1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	September 27 - 29, 2010
1.6 Composition of the Peer Team which undertook the on- site visit:	
Chairperson	Prof. B L Chaudhary (Former Vice-Chancellor, Mohanlal Sukhadia University, Rajasthan) Professor, Department of Botany; University College of Science, Udaipur - 313001
Member Coordinator	Prof.A.K.Dasbiswas Professor Emeritus (Former Dean, and Director Kharghar Campus; Institute for Technology and Management, Navi Mumbai-410210, Maharashtra.

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Section II: CRITERION WISE ANALYSIS	Observations (Strengths and/or Weaknesses) on Key-Aspects
2.1 Curricular Aspects:	
<p>2.1.1 Curricular Design & Development:</p> <p>2.2 Teaching-Learning & Evaluation:</p> <p>2.2.1 Admission Process and Student Profile</p>	<ul style="list-style-type: none"> • An affiliated college of Gauhati University • Faculty take initiative in the curriculum development process. • Curriculum meets the overall development of the students and has relevance to the regional/ national developmental needs. Major changes have been made in three courses in last two years, 2009-2011
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> • Students can change from Science to Humanities within one month after the class commences • The Curriculum offers number of elective options. • 12 ADD-ON diploma/certificate courses made available for all the streams of students.
2.1.3 Feedback on Curriculum	<ul style="list-style-type: none"> • College has 9 self-financed programs • Feedback from students is collected by IQAC and Principal, from Alumni and Parents once/twice in year; informal feedback from Employees. • The feedback from all centers are taken by IQAC of the college and placed before the academic committees of the college and they forward to the Governing council of the College
2.1.4 Curriculum update	<ul style="list-style-type: none"> • Programmes are evaluated annually • In last 5 years 10 UG and 5 PG Courses have been introduced • As per changing need of the environment and as per guidelines of the university, update is being done in every five years • In last two years complete revision has been done for English and Economics and partial for Mathematics and Assamese

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<p>2.1.5 Best Practices:</p>	<ul style="list-style-type: none"> • Few self financed career oriented courses have been introduced based on feedback from students and guardians. • Mailing of attendance and internal assessments to guardian
<p>2.2 Teaching-Learning & Evaluation:</p>	
<p>2.2.1 Admission Process and Student Profile</p>	<ul style="list-style-type: none"> • News paper advertisement and brochures are main communication for admission. • Admission is based on the merit cum reservation policy as laid down by the Government of Assam. Entrance test and interviews are conducted for honors (Major) course • Admission processes is transparent; separate quotas for students under sports category; the NSS and NCC students get an edge over of the students. • Percentage of different categories of students: SC-9.27%, ST-26.03%, OBC-37.97%, Women-47.14%, Differently-abled-nil, Rural-90%, Tribal-26.03%
<p>2.2.2 Catering to the Diverse Needs:</p>	<ul style="list-style-type: none"> • Students are enrolled from all sections of the society – Assamese, Bodo, Nepali, Mishing, Tea Garden workers' wards, Chakma minority from all other states etc • Remedial classes and bridge courses and career counseling are done regularly adoption of peer study groups to facilitate the slow learners and to reduce dropout rate has come down from 53% to 32% • College conducts tutorial classes.; also students' monitoring is being done. • Caters to the needs of students from socially and economically backward , sports persons etc. • Infrastructure for differently-able students has not been noticed
<p>2.2.3 Teaching-Learning Process:</p>	<ul style="list-style-type: none"> • Attempts have been initiated towards ICT enabled teaching-learning process in selected disciplines. • Student centric experienced learning, participatory learning and interactive

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<p>2.2.7 Responses to the previous Peer Team Report</p>	<p>learning, problem solving approach is in practice computer aided information retrieval as teaching methodologies are required to be attempted.</p>
<p>2.2.4 Teacher Quality:</p>	<ul style="list-style-type: none"> • 08 PhDs (14%), 13 M.Phil (23%) and 13 NET/SLET (23%) among the total 59 faculty members. • Faculty Recruitment is systematic and as per the State Government/ University norms. Since 1992 State Govt has stopped recruiting any additional faculty; so faculty are burdened with unmanageable number of high students ratio specially in Arts stream • Faculty development processes are there
<p>2.2.5 Evaluation Process and Reforms:</p>	<ul style="list-style-type: none"> • Faculty development program availed by the teachers • All examinations as per University norms. • Visible initiatives for monitoring the students' performance. • Grievance redressal mechanism does exist.
<p>2.2.6 Best Practices in Teaching-Learning and Evaluation (If any):</p>	<ul style="list-style-type: none"> • Good number of PhDs, and M.Phil teachers are on the roll; many are doing PhDs. An atmosphere exist for doing research and writing articles • Power point presentation exists at a low level in science department only. • Recognition is done for advanced learners with monetary incentive, prizes and medals. • Faculty feedback are taken by students and principal take the remedial action.
<p>2.3.4 Extension Activities:</p>	<ul style="list-style-type: none"> • The college has both NSS and NCC wing for body and discipline personality development, Community development • One male commander in each wing • Some awareness has been created in local community (two villages) for health and hygiene, and other social issues in collaboration with industry and NGO's and public health department.

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2.2.7 Responses to the previous Peer Team Report	<ul style="list-style-type: none"> • Beginning in the use of LCD, OHP etc. • Use of educational CD's exists
2.3.6 Best Practices in Research, Consultancy & Extension (if any):	<ul style="list-style-type: none"> • The students are exposed to multiple choice objective type questions in the theory exams of Add-On courses. • Being located in rural area research work is commendable
2.3.7 Response to the previous Peer Team Report	<ul style="list-style-type: none"> • Introduction of 1st oriented and valuable courses • The supervision of library building
2.3 Research, Consultancy & Extension: 2.3.1 Promotion of Research:	<ul style="list-style-type: none"> • College needs to create Research Committee which tries to promote research culture. • 42% of teachers are actively involved in research
2.3.2 Research and Publications Output: 2.4 Infrastructure and Learning Resources: 2.4.1 Physical Facilities for Learning:	<ul style="list-style-type: none"> • One collaborative research has been done with Rajiv Gandhi University. • In all, during the last 5 years 27 publications in referred journals and three text books (3 nos.) in Assamese and Chemistry have been published • There are 19 UGC minor and one major research projects,(DBT) and Nine on going minor projects. Total worth 26.42 lakhs. • There are post doctoral fellowship arrangement under Tezpur University in the college
2.3.3 Consultancy: on going research?	<ul style="list-style-type: none"> • Attempts towards consultancy has been initiated but "free of costs"
2.3.4 Extension Activities:	<ul style="list-style-type: none"> • The college has both NSS and NCC wing for unity and discipline, personality development, Community development. • One male commander in each wing • Some awareness has been created in local community (two villages) for health and hygiene, and other social issues in collaboration with industry and NGO's and public health department.

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2.3.5 Collaborations:	<ul style="list-style-type: none"> The College has developed limited collaboration with other colleges, universities, research organizations for research and extension activities
2.3.6 Best Practices in Research, Consultancy & Extension (If any):	<ul style="list-style-type: none"> Adoption of two villages by NSS Got Republic day parade award by NCC students Being located in rural area research work is commendable
2.4.1 ICT as Learning Resources:	
2.3.7 Responses to the previous Peer Team Report	<ul style="list-style-type: none"> Introduction of job oriented and value-added courses The computerization of library, bar coding is yet to be done Thrust in research activity is undertaken by the faculty Construction of girls' hostel and common room Principal's quarter, computer center, library, office building; further development of Auditorium
2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities for Learning:	<ul style="list-style-type: none"> The campus is spread over 27 acres in central location and the built up area is 5946 sq meter
2.4.2 Responses to the previous Peer Team Report	<ul style="list-style-type: none"> 600 capacity auditorium ; Health Centre, Indoor games room, Volleyball court, Badminton court are there. Necessary furnished (old type) lecture halls with proper ventilation and lighting. The infrastructure facilities are augmented from time to time.
2.5 Student Support and Progression:	
2.4.2 Maintenance of Infrastructure:	<ul style="list-style-type: none"> There is adequate budgetary allocation and a full-fledged maintenance. section Maintenance of equipments and computers through AMC. Inspite of being low lying area, waterlogged, the campus is reasonably better maintained.
2.4.3 Library as a Learning Resources	<ul style="list-style-type: none"> The Library Advisory Committee of the College monitors the purchase and

<p>2.4.3 Student Activities</p>	<p>acquisition of books and journals of the library.</p> <ul style="list-style-type: none"> • Books 19,188, Magazines -8, Newspaper - 5 Journals - 50, CDs/DVDs – 35.. • Library is computerized with “SOUL 2.0”. Digitalization is to be done. • Reprographic facility is there no OPAC system.
<p>2.4.4 ICT as Learning Resources:</p>	<ul style="list-style-type: none"> • There are 4 systems in the college; of these, with have BSNL internet connectivity’s via broad band. Many departments have been facilitated with internet. There is a central computer facility • Twenty Seven numbers PC/Laptops(15) are available in the college. • The institution has a dynamic website.
<p>2.4.5 Other Facilities:</p>	<ul style="list-style-type: none"> • Boys’ hostel facilities, and guest house facilities are not there. General Canteen facility and mess system in girls’ hostel exists. • Girls Common Room, coin telephone facilities, separate vehicle parking facilities for staff and students. •
<p>2.4.6 Best Practices in the development of Infrastructure and Learning Resources (If any):</p>	<ul style="list-style-type: none"> • Book bank facility for socially disadvantaged students and network resource centre in the library. • Aqua guard filtered drinking water to all.
<p>2.4.7 Responses to the previous Peer Team Report</p>	<ul style="list-style-type: none"> • Fire extinguishers are in existence • Library fully computerized but bar code system is not there • The college office has been completely restructured.
<p>2.5 Student Support and Progression:</p>	
<p>2.5.1 Student Progression:</p>	<ul style="list-style-type: none"> • Drop out rate has come down from 53% (five years back) to 32% now. Success rate of students is around 63%. 50% of successful students go for higher studies and the rest for employment. • Special provisions have been made for providing additional inputs to students appearing for competitive exams like State Government and banking jobs
<p>2.5.2 Student Support:</p>	<ul style="list-style-type: none"> • Scholarship is awarded through state

2.5.2	Human Resource Management:	<p>created by teachers the beneficiary are xxx students.</p> <ul style="list-style-type: none"> • Very small Placement cell is coordinated by various faculty members.
2.5.3	Student Activities:	<ul style="list-style-type: none"> • A good number of Students participate in various sports activities at zonal and national levels. • Inter-collegiate and Inter-university events have been organized. • The group insurance scheme for employees
2.5.4	Best Practices in Student Support and Progression (If any):	<ul style="list-style-type: none"> • Teachers' forum instituted 5 scholarships to meritorious students apart from each department instituting a incentive scheme for good students
2.5.5	Responses to the previous Peer Team Report	<ul style="list-style-type: none"> • Significant and relevant Add-on courses for all the students. • Deputing students to Khgaroiparia Jagaran Gosti NGO for Biodiversity conservation
2.5.6	Best Practices in Governance and Leadership (If any):	<ul style="list-style-type: none"> • Separate grievance redressal cell for students, teaching and non-teaching staff formed. • Women empowerment cell has been established. • Identity cards have been issued to one and all and they wear it while in the campus. • Parent-Teacher association has been formed.
2.6 Governance and Leadership:		
2.6.1	Institutional Vision and Leadership:	<ul style="list-style-type: none"> • Institution has a vision, mission and translate the vision statement into activities.
2.6.2	Organizational Arrangements:	<ul style="list-style-type: none"> • Role of Principal and HODs in carrying out institutional goals have been specified. • Organizational structure is as per the norms in place but not documented. • Participatory management involving teachers and students in the form of various committees.
2.6.3	Strategy Development and Deployment:	<ul style="list-style-type: none"> • No perspective plan. • Visible institutional approach to decision making
2.6.4	Innovative Practices:	<ul style="list-style-type: none"> • Annual report to University

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<p>2.6.4 Human Resource Management:</p>	<ul style="list-style-type: none"> • Feedback of teachers are studied in upward three layers for performance appraisal • Faculty is recruited as per University norms by duly constituted selection committees. • Temporary and ad-hoc faculty at the level of lecturers are ten in number • There is group insurance for employees and benevolent fund for medical / hospital related expenses. • Computer Training is imparted to the non-teaching staff
<p>2.6.5 Financial Management and Resource Mobilization:</p>	<ul style="list-style-type: none"> • Since it is an aided-institution, salary comes from Govt: Grant in aid, UGC grants, fees from self financing areas are the main source of income which is currently minimal. • The Institute prepares the annual budget and manages through internal and external audit systems. • They use “academy DCL” for finance management.
<p>2.6.6 Best Practices in Governance and Leadership (If any):</p>	<ul style="list-style-type: none"> • Encouragement for women, SC, ST, and OBC students. • The donations received from various philanthropists are utilized for providing scholarships to students.
<p>2.6.7 Responses to the previous Peer Team Report</p>	<ul style="list-style-type: none"> • Introduction of job oriented and value-added courses • The computerization of library, bar coding is yet to be done • Thrust in research by the faculty <p>Construction of girls’ hostel and common room, Principal’s quarter, computer center, library, office building; further development of Auditorium</p>
<p>2.7 Innovative Practices:</p>	
<p>2.7.1 Internal Quality Assurance System:</p>	

<p>2.7.1 Institutional Weaknesses:</p>	<ul style="list-style-type: none"> • IQAC established in September 2005. • Internal Quality assurance cell does not have student representatives. • Review/Feedback mechanism is in place.
<p>2.7.2 Inclusive Practices:</p>	<ul style="list-style-type: none"> • The institution follows state government reservation norms in case of admissions • The Institute has been making efforts to empower the rural, girl, OBC and SC/ ST students. • Vernacular medium students are given training in spoken English and in communication skill.
<p>2.7.3 Stakeholder Relationships:</p>	<ul style="list-style-type: none"> • Stake holder's relationship seems to be fair. • Faculty and students are sensitive to community needs / problems. • Student's satisfaction is visible.

Section III: OVERALL ANALYSIS

Observations

3.1 Institutional Strengths:

- Rural location, reasonable placement records, Significant and relevant Add-on courses.
- Effective leadership with proactive management.
- Efforts towards ICT enabled Teaching-Learning Process.
- Faculty and administrative staff are committed to the goals of Institution.
- An ambience which promotes equity and gender sensitivity and visible student satisfaction
- Research culture exists among all and effort should be made for quality of publications in the case of persons who are already involved say per reviewed, global journal etc.

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	<ul style="list-style-type: none"> • Presence of large number of parents and alumni shows the culture of oneness and family like relationship with the college
<p>3.2 Institutional Weaknesses:</p>	<ul style="list-style-type: none"> • Around 63% success rate of students in the University Exams. • No institutionalized bridge course, absence of language lab; Consultancy and collaboration are weak. • No boys hostel and insufficient central computing facility.
<p>3.3 Institutional Opportunities:</p>	<ul style="list-style-type: none"> • Starting of multi-disciplinary, multi-dimensional courses of relevance such as Dramatics, performing arts, Video editing, animation, Tea Husbandary etc., • Establishing industry-institution, Institution-Institution interface. • Establishing interactive white board based teaching learning process. • Strengthening the experience-based, industry- based and real -time application learning process. • Further building up effective linkages with community. • Of the 59 total faculty, only 10 are temporary.
<p>3.4 Institutional Challenges:</p>	<ul style="list-style-type: none"> • Developing further Software Packages and CD's for teaching learning process and effective utility of ICT facilities by the faculty. • Improving academic performance of the students in the university examinations. • Establishing effective Industry – Institution, Institution-Institution interface by definite MOUs resulting in effective consultancy and collaboration. • Promotion of higher goals among students and building up necessary soft skills.

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Section IV: Recommendations for Quality Enhancement of the Institution	
<ul style="list-style-type: none"> • Improving the academic performance of students in the University Examinations. • Establishing a Language Laboratory. • ICT thrust in teaching - learning process by preparing the CDs of the lessons by the faculty and making them as the property of the Department. • Starting of multi-disciplinary, multi-dimensional courses of relevance such as Dramatics, performing arts, Video editing, animation, Tea Husbandary etc., • Starting of more carrier oriented programmes like Tax planning, Secretarial practices, Hardware computer, embedded systems etc. • Establishing an Entrepreneur Development and Training Cell. • Perspective plan to grow as an Institution of Excellence. • More number of faculty to be appointed maintaining cadre ratio. • The communication skill and training programs for the personality development of the students needs more professional approach. • The college may take initiative to do more consultancy services. • IQAC cell needs to be strengthened with an office / staff and with the participation of the students. • Collaborative linkages with institutions of higher learning and industry for teaching and research be strengthened. • Infrastructure for movement of differently-abled students to be built and LCD, PA system in every large rooms and smaller auditoriums. • Recruitment through placement cell needs further improvement. • Hostel facility as many students come from distance places and stay in rental houses • Yoga, meditation be started • Play ground to be made bigger • Psychological counseling may be provided • Extra fund for external competition • New subjects in Science and technology may be started • Commerce stream to be introduced <p>More job oriented courses, adoption of peer study groups to facilitate the slow learners and to reduce drop outs</p> <ul style="list-style-type: none"> • Attempts to conserve the cultural Heritage be made 	

Chaiduar College
P.O. GOHPUR, DISTRICT, SONITPUR
Assam - 784168

Section I: GENERAL INFORMATION

1.1 Name & Address of the Institution: Chaiduar College
P.O. Gohpur District Sonitpur
Assam - 784168

Signatures of the Peer Team Members:

Name and Designation	Signature with date
Prof. B L Chaudhary (Former Vice-Chancellor, Mohanlal Sukhadia University, Rajasthan) Professor, Department of Botany; University College of Science	Chairperson
Prof.A.K.Dasbiswas Professor Emeritus (Former Dean, and Director Kharghar Campus; Institute for Technology and Management, Navi Mumbai-410210, Maharashtra.	Member Coordinator

Place: Gohpur - 784168 Date: 29/09/10

1.5 Dates of visit of the Peer Team: September 27 - 29, 2010
I agree with the Observations of the Peer Team as mentioned in this report.

1.6 Composition of the Peer Team which undertook the on-site visit

Chairperson: Prof. B L Chaudhary
Member: Prof. A.K. Dasbiswas

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29/9/10
(B.L. Chaudhary)

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Signature of the Head of the Institution
Seal of the Institution
Principal
Chaiduar College
Gohpur Sonitpur

A.K. Dasbiswas
29/09/10
DR A.K. DASBISWAS
Member Coordinator

7. Letter of UGC Latest Grants Release



SPEED POST



विश्वविद्यालय अनुदान आयोग,
University Grants Commission,
(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)
पूर्वोत्तर क्षेत्रीय कार्यालय/North Eastern Regional Office
हाउसफेड परिसर/Housefed Complex
बेलतला-बशिष्ठ रोड / Beltola- Bashistha Road
गुवाहाटी/Guwahati-781006
Phone: 0361- 2267721 (O) Fax: 0361-2267056
E-mail:ugcnero@gmail.com, Website:www.ugc.ac.in

FD Diary No. _____

Dated: _____

No. F.5-28/2012/NERO/702

Date: 17 MAR 2016

The Drawing & Disbursing Officer,
University Grants Commission,
North Eastern Regional Office,
Housefed Complex,
Dispur, Guwahati (Assam) – 781006

Subject :-Release of Grants-in-aid to Chaiduar College, Sonitpur, Pin-784168, Assam (Affiliated to Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India) for the year 2015-16 under Plan in respect of General Development Assistance (GDA) in Colleges for XII Plan period.

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of ₹25,00,000/- (Rupees Twenty Five Lakh) only towards General Development Assistance (GDA) in Colleges for XII Plan period to the Principal, Chaiduar College, Sonitpur, Pin-784168, Assam for the Plan expenditure to be incurred during 2015-16.

Auth. : Vide UGC, H.O. Letter No. F.4-8/2014 (GDA/NERO/RO) dated 14.3.2014.

1.

Purpose of Grant	Head of Account 3(D)2 [2552.00.131.02.01.31 & 35]	XII Plan Allocation (₹)	Grants Already Released (₹)	Present Sanction (₹)	Balance (₹)
General Development Assistance (Plan Block Grant)	3(D)2552.00.131.02.01.31&35- General 3(E)2552.00.789.02.03.31&35 - SC 3(F)2552.00.796.05.03.31&35 - ST	66,00,000/-	26,40,000/-	25,00,000/-	14,60,000/-

The college is requested to note:

- General District : General – 77.5%, SC – 15%, ST – 7.5%,
- SC District : General – 62.5%, SC – 30%, ST – 7.5%
- ST District : General – 55%, SC-15%, ST – 30%.
- No photocopy of bills/vouchers or the originals and detailed list of purchase should be sent with the accounts submitted unless specifically called for.

2. The sanctioned amount is debitable to the General Development Assistance (GDA) in Colleges for XII Plan period Head 1B(i)band is valid for payment during the current financial year.

3. The amount of the grant shall be drawn by the Joint Secretary, University Grants Commission, North Eastern Regional Office, Guwahati, on the Grant-in-aid bill and shall be disbursed to and credited to the Principal, Chaiduar College, Sonitpur, Pin-784168, Assam through RTGS/NEFT as per the following details.

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17/03/16

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Payment Details -	
Name & Address of Account Holder	Principal, Chaiduar College, Sonitpur, Pin-784168, Assam
Account No.	11847668837
Name & Address of Bank Branch	State Bank of India, Balijan, P.O. - Gohpur - 784 168, Dist. - Sonitpur, Assam
MICR Code of Branch	784002509
IFSC Code	SBIN0009140
Type of Account : SB/Current/Cash Credit	SB

4. The Grant is subject to the adjustment on the basis of the Utilization Certificate in the prescribed proforma submitted by the University /College/Institution.
5. The University/College/Institution shall maintain proper accounts of the expenditure out of the grants which shall be utilized only on approved items of expenditure.
6. The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guidelines there under from time to time.
7. The Utilization Certificate to the effect that the Grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the close of the current financial year.
8. The Assets acquired wholly or substantially out of the University Grants Commission's Grant shall not be disposed or encumbered or utilized for the purpose other than those for which the grant was given without proper sanction of the University Grants Commission and should at any time the University ceased to function, such Assets shall revert to the University Grants Commission.
9. A register of Assets acquired wholly or substantially out of the Grant shall be maintained by the University/College in the prescribed proforma.
10. The grantee institution shall ensure the utilization of grants-in-aid for which it is being sanctioned/ paid. In case non-utilization/ part utilization thereof simple interest @ 10% per annum, as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provisions contained in General Financial Rules of Govt. of India, will be charged.
11. The University/Institution shall follow strictly the Government of India/ University Grants Commission guidelines regarding implementation of the reservation policy [**both vertical (for SC, ST & OBC) and horizontal (for persons with disability etc.)**] in teaching and non-teaching posts.
12. The University/College shall fully implement the official language policy of Union Govt. and comply with the official language Act, 1963 and Official Languages (Use for official purposes of the Union) Rules, 1976 etc.
13. The sanction is issued in exercise of the delegation of powers vide University Grants Commission order no. **130/2013 [F.No. 10-11/12 (Admn. IA & B)] dated 28/05/2013.**
14. The University / Institution shall strictly follow the University Grants Commission Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009.
15. The University / Institution shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
16. The accounts of the University / Institution will be open for audit by the Comptroller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e., balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.

No. F.5-28/2012/NERO

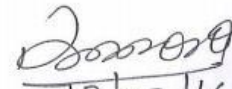
18. It is certified that an amount of ₹.....out of the grant of ₹.....sanctioned vide Letter No. F.....Datedhas been utilized by the University/College/Institution for the purpose for which it was sanctioned, Utilization Certificate for ₹.....has already been entered at Page No. S.No..... Now we may enter Utilization Certificate for ₹..... in the U.C. Register at Page No. S.No.....
19. It is also certified from the B.C.R. that the funds are available under the scheme. Entered in BCR at S.No..... Page No.....
20. Funds to the extent of ₹.....are available under the scheme of BE/RE of the year.
21. This issues with the concurrence of IFD Vide Diary No. 28044 & 7784 Dated 10.3.2014 & 4.3.2014 respectively.
22. This issues with the approval of the **Joint Secretary** [General Development Assistance (GDA) in Colleges for XII Plan period].

Yours faithfully,


(Dr. Mohammad Arif)
Joint Secretary
UGC-NERO

Copy forwarded for information and necessary action to:

- ✓ 1. The Principal, Chaiduar College, Sonitpur, Pin-784168, Assam.
2. The Registrar, Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India.
3. The Director, College Development Council, Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India.
4. Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati: 781028.
5. The Director of Higher Education, Kahilipara, Guwahati 781019, Assam, India.
6. Guard File.


17/03/16
(Naresh Pal Meena)
Education Officer
UGC-NERO

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