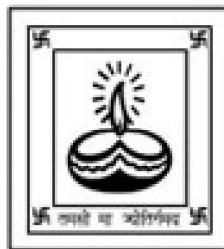


Annual Quality Assurance Report (AQAR)

2013-14



CACHAR COLLEGE
SILCHAR, ASSAM

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

CACHAR COLLEGE

1.2 Address Line 1

TRUNK ROAD

Address Line 2

--

City/Town

SILCHAR

State

ASSAM

Pin Code

788001

Institution e-mail address

cacharcollege60@gmail.com

Contact Nos.

03842-246953

Name of the Head of the Institution:

DR. ANITYA BENODE DEB

Tel. No. with STD Code:

03842-246953/247077

Mobile:

9435074269

Name of the IQAC Co-ordinator:

DR. APURBA CHAKRABORTY

Mobile:

9435574284/9435730741

IQAC e-mail address:

iqaccacharcollege@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

ASCOGN 11991

1.4 NAAC Executive Committee No. & Date:

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

NOT AVAILABLE IN THE
CERTIFICATE OF NAAC 2004

1.5 Website address:

<http://www.cacharcollege.ac.in/>

Web-link of the AQAR:

<http://www.cacharcollege.ac.in/iqac.html#aqr>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	75.80*	2004	05 years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

* Institutional score

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

09/01/2006

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

2013-2014

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

i. **AQAR 2012-2013 submitted to NAAC on 25/05/2018**

ii. **AQAR 2013-2014 submitted to NAAC on 25/05/2018**

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

HIGHER SECONDARY
(ARTS, SCIENCE, COMMERCE)

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

ASSAM UNIVERSITY, SILCHAR

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

Autonomy by State/Central Govt. / University Nil

University with Potential for Excellence Nil

UGC-CPE Nil

DST Star Scheme Nil

UGC-CE Nil

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Organising the campaign "KNOW PLANTS IN THE COLLEGE CAMPUS"

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
- Class Tests - Unit Test - Students' Body Election - College Social Week - Observation Days - Academic Programmes	- Held in respective departments - Held on due date - Successfully completed - Held in due time - Observed successfully - Held

* *Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Management i.e., Governing Body of the college, in its special meeting on NAAC Assessment & Accreditation, held on 24.11.2017 took note of the progress made by IQAC team & accepted the AQAR for onward transmission.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	-	-	-	-
UG	06	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	03	-	-	-
Total	09	Nil	Nil	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

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

Pattern	Number of programmes
Semester	06
Trimester	--
Annual	03

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

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

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
65	22	43	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	04	Nil	Nil	Nil	Nil	-	-	00	04

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	Nil	Nil
Presented papers	Nil	03	Nil
Resource Persons	Nil	Nil	02

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Thorough discussion, problem solving, supply of study materials, Discussion of Previous University Exam. Question Papers, Project and field works.

2.7 Total No. of actual teaching days during this academic year

198

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

No scope

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

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16

2.10 Average percentage of attendance of students

70-75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division			Total Pass %
		Distinction %	I %	II % + III % *	
BA(Hons)	67	--	7.47%	44.78%	52.23%
BA(Pass)	145	--	Nil	37.93%	37.93%
BSc(Hons)	63	--	12.70%	20.63%	33.33%
BSc(Pass)	26	--	Nil	23.07%	23.07%
BCom(Hons)	48	--	Nil	29.16%	29.16%
BCom(Pass)	92	--	1.08%	42.39%	43.47%

(* II% and III% are clubbed together in the above Table)

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

IQAC takes care in maintaining academic atmosphere and day to day affairs and issues related to teachers progression and students welfare.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	01
HRD programmes	Nil
Orientation programmes	03
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	01
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	24	02	Nil	18
Technical Staff	Nil	Nil	Nil	02

Criterion – III

3. Research, Consultancy and Extension

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

IQAC has taken necessary initiatives in preparing project proposals (MRP) by the faculty and transmission of these to funding agencies

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	02	Nil	Nil
Outlay in Rs. Lakhs	Nil	Rs.1.5Lakhs+ Rs 1.5Lakhs	Nil	Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals	15	Nil	Nil
Non-Peer Review Journals	01	06	Nil
e-Journals	14	Nil	Nil
Conference proceedings	Nil	Nil	Nil

3.5 Details on Impact factor of publications:

Range	0.413-5.818	Average	3.044
h-index	Nil	Nos. in SCOPUS	03

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	Nil	Nil	Nil
Minor Projects	-	Nil	Nil	Nil
Interdisciplinary Projects	-	Nil	Nil	Nil
Industry sponsored	-	Nil	Nil	Nil
Projects sponsored by the University/ College	-	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	-	Nil	Nil	Nil
Any other(Specify)	-	Nil	Nil	Nil
Total	-	Nil	Nil	Nil

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies					

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Nil

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

Nil

Nil

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

Nil

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	Nil	College forum	Nil		
NCC	01	NSS	01	Any other	Nil

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

- Cadet of NCC Unit of the College participated in the NCC National Games (Badminton) in 2014 in New Delhi.
- Environment Day Celebration organised by NSS Unit of the college (dt. 05.6.2014)

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.33 acres including college hostel	Nil	Nil	5.33 acres
Class rooms	23	Nil	Nil	23
Laboratories	15	Nil	Nil	15
Seminar Halls	01	Nil	Nil	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	NA	Nil	Nil	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	--	Rs.2.74812Lakhs	College Fund	Nil
Others	Nil	Nil	Nil	Nil

4.2 Computerization of administration and library

Computerization of administrative General Branch office, Accounts Section and library was done in 2004-05. Minor relocation of the set up from the original set up has been made in this session. Presently, the Office is run with computer systems at each desk. Office staff was given necessary IT training. Data management of students is done through administrative software.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22,589	NA	575	2,26,940/-	23,164	NA
Reference Books	2059	NA	259		2318	NA
e-Books	NA	NA	NA	NA	NA	NA
Journals	NA	NA	14	1500/-	NA	NA
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

NA=Not available

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others LCD
Existing	39	-	Available	-	-	-	-	6+6
Added		-	-	-	-	-	-	-
Total	NA	02	-	02	-	02	08	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Groups of teachers, students and others get training, as and when required, from the Computer Instructor cum Operator of the college for using WORD OFFICE, Internet access, e-governance etc.

4.6 Amount spent on maintenance in lakhs :

i) ICT	--
ii) Campus Infrastructure and facilities	38.22282Lakhs
iii) Equipments	1.50699
iv) Others	--
Total :	39.72981Lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC is actively involved in preparing prospectus in every academic session covering required information as well as guidelines for student support services with a view to welfare of the students.

-IQAC always involved in monitoring the functioning of various support services initiated in the college like Anti-Ragging cell, Career counselling & guidance cell, Grievance Redressal cell, Women cell, NSS and NCC wing etc.

-The college provides scope of remedial and tutorial classes for greater academic assistance to the students with active involvement of IQAC.

5.2 Efforts made by the institution for tracking the progression

Track records of students like attendance, performance in Class tests, Unit Tests, Test examinations etc., are maintained by the departments. Alumni associations and faculties of departments keep track of the students' progress after passing out of the institution.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1747	Nil	Nil	546

(b) No. of students outside the state

04

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1030	58.96%		715	40.93%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
331	93	55	194	Nil	673	287	116	42	219	Nil	657

Demand ratio 710: 390

Dropout % = NA

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

Students are informed and motivated from time to time to go for various competitive examinations.

No. of students beneficiaries

--

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

-A programme on LIC agency as a noble profession on 06.09.2013 conducted by LIC ,Silchar branch ;participants Cachar college students.
 -ITES training prog. for female, notification 14/12/13,enrolled 47, Agency National Institute of electronic and information technology, Guwahati-15.
 - Workshop on career opportunity in social science and management dated 25/09/13.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

The Women’s Cell of the college (SUCHETA) looks after the problems of gender insensitivity. Awareness of students on gender issues are made through college programs and class discussions. Special care is taken to ensure representation of girls in all forums in the college.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	54	NA
Financial support from government	47	NA
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Constructed of Mini Auditorium by MPLAD fund Rs.7,05,486/-

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION : तमसो मा ज्योतिर्गमय (Tomoso Ma Jyotirgamaya)

Let there be light of wisdom, removing the darkness of ignorance.

MISSION : Daring to dream, raring to realise.

(The ideal upheld has been to prepare good graduates who can play effective role in the bigger field of life as good human beings)

6.2 Does the Institution has a management Information System

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

6.3.1 Curriculum Development

The College follows the syllabus prescribed by Assam University, Silchar. Thus, Curriculum Development is solely prerogative of the affiliating university (AUS). However some faculty members of the college as Members of Academic Council and Board of Undergraduate Studies of the university participate in the revision and restructure of curriculum.

6.3.2 Teaching and Learning

Teaching and Learning process is carried out through Recapitulation, Case Study - Generalisation, **learning by doing** (projects, solving assigned problems inside and outside classrooms), use of **Teaching aids** (power points and audio-visual means), Group Discussions and visits. **Extra classes** are taken after the completion of the course. **Previous Years' University Question Papers** are also discussed in the classes.

6.3.3 Examination and Evaluation

Rules, regulations, procedures and instructions of Government, University and Assam Higher Secondary Council are thoroughly followed. At the institutional level transparent examination procedures are followed. Periodic class tests by respective departments and Unit tests for all the students are conducted by the college. The evaluation reports are displayed and checked answer scripts are shown to the students.

6.3.4 Research and Development

A significant number of teachers pursue research activities with or without fund provided by funding agencies and publish their articles in various reputed journals. The college publishes altogether five magazines/ journals, one of which (PRAJNABHARATI, ISSN 2395-4701) is approved by UGC.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college Library is centralized and decent-sized with more than 26000 books besides important journals, newspapers and magazines. The library uses the software "Soul 1.0" for maintaining Accession Register. Infrastructural works for Digital Library has been completed. Open shelves method is practised for displaying the library collections with the purpose of removing barriers imposed to readers and providing free access to shelves where readers can choose by themselves the books they are interested in. Books, except those in Reference Section, are allowed to borrow. Facilities for online search are available in the Central Library, Departmental Libraries and Teachers' Common Room. Besides Central Library, there are some Departmental Libraries and Remedial Coaching Cell Library.

6.3.6 Human Resource Management

The HR of the college is strictly managed as per directives of Govt. of Assam. The college Governing Body (GB) and Principal as Secretary of the G.B. have direct access and surveillance over the centralised HR management. In spite of a demand –supply mismatch in respect to recruitment of HR, the college authority regularly arranged necessary training to its HR for speedy discharge of responsibilities in regard to maintenance of corporate life of the college. The authority always motivates its HR to undergo training as prerequisite for promotion /career development. With a view to managing myriad affairs of corporate life of the college all the faculty members as well as non academic members are entrusted with additional assignments time to time besides their normal duties.

6.3.7 Faculty and Staff recruitment

The recruitment of faculty and staff is done on the basis of procedures approved by DHE, Assam on UGC rules and regulations. The recruitment of non-teaching staff is also done in accordance with State Govt. directives. However, in order to make up shortfall of staff for specific duty and for specific period, some Part-time teachers and non-teaching staff are recruited from time to time by the college authority.

6.3.8 Industry Interaction / Collaboration

The college provides opportunities to students for interacting with visiting industrialists to the campus. Students of many departments, in general and Industrial Fish and Fishery, in particular are taken to various industries, both inside and outside Assam, under the supervision of teachers and given the chance to experience different industrial centres.

6.3.9 Admission of Students

Admissions are made purely on merit basis as per decisions taken by Admission Committee and maintaining Government rules and regulations.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> • Cachar College Employees' Thrift and Amenities Co-operative Ltd. • Group Insurances Scheme, • Gratuity • P.F. Facilities, • Maternity leave, • Child Care leave • NPS facilities
Non teaching	- Do -
Students	<ol style="list-style-type: none"> 1. Poor Students' Aid Fund (Institutional Financial Assistance) 2. Ishan Uday Scholarship 3. Govt. Scholarship for SC, ST, OBC 4. Minority Students' Scholarship 5. Railway concession 6. Medical camp 7. Girls' Hostel 8. Gymnasium Centre

6.5 Total corpus fund generated

20,31,967/-

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	HODs & Principal.
Administrative	Yes (Financial)	Govt. appointed	Yes	CA appointed by College authority

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

For UG Programmes Yes No

For PG Programmes Yes No

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

CGPA system for examination results by the affiliating university

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

Not Applicable

6.11 Activities and support from the Alumni Association

The Association has maintained a garden in the college campus and is presently taking few steps for keeping the campus clean.

6.12 Activities and support from the Parent – Teacher Association

Parent- Teacher Meet is convened from time to time and issues on students' attendance, discipline, performance in the examination, overall development of students and the society at large are addressed

6.13 Development programmes for support staff

Basic computer skill was provided to general office staff. Special computer skill was imparted to the staff in the Account Section. Bearers of science departments were provided information about handling sophisticated instruments and reagents and about the adoption of safety measures.

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

Lights, fans and other electric appliances are switched off when they are not in use. Local authority was moved to declare the street in front of the college as "No Horn Zone". The college, from its own resources constructed drain walls and public footpath adjoining the college campus. Besides ornamental trees within the campus, plantation has been done to erect green cover at the front side of the college. Attempts are made to make the campus completely plastic free. 'Swatchha Abhiyan' is carried out frequently both inside and outside the campus by students, different student bodies and groups, NGOs, teachers, and other staff of the college.

Criterion – VII

7. Innovations and Best Practices

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

Practical Papers and their Examinations are included in Even Semester (Jan- June). However, Practical Classes have been started from the Odd Semester (July-Dec.) to facilitate coverage of the whole syllabus, effective practice and Project Works.

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

- Initiative for resource mobilization from DBT (Biotech Hub)
- Recruitment of Part-time Teachers for some departments having acute shortage of teachers
- Active participation and involvement of students in various Programmes.

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

Plastic free campus:

- To disseminate the importance of plastic free environment through students to society.
- Discourage the use of plastic cups, synthetic food wrappers in the canteen & use of polythene carry bags inside the college campus.
- Motivation for use of tea cups made of paper and ceramics.

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

7.4 Contribution to environmental awareness / protection

Monitoring dolphin presence and mortality in dolphin congregation spots near Silchar
Keeping watchful eye for protection of a heronry of Lesser Adjutant Stork near Silchar

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTHS:

- Strategically located in the heart of the city
- More than 35.38% of present faculty members are with Ph.D. qualification
- Uninterrupted power supply
- Scholarships and financial assistance (Govt. sponsored & institutional) to students
- Eco-friendly and amicable working atmosphere
- Excellent public transport facility is available to the students and the staff for commuting from various parts of the town and neighbouring areas.
- Adoption of Bloom's taxonomy for question paper setting

- Study Centre of K. K. Handique State Open University
- Institutional Biotech Hub

WEAKNESS

- Shortage of Class Rooms
- Shortage of teaching and non-teaching staff
- Lack of Boys' Hostel
- Lack of Play Ground with sufficient space for Football, Cricket etc
- Interactions with industry and Recruiting Firms are to be strengthened.
- Research funds from government funding agencies to be enhanced
- Inadequate facility in Gymnastic Hall
- Lack of departmental room for some departments
- Lack of separate Museum Rooms in Botany and Zoology Departments
- Lack of adequate fund for educational tour for all students.

OPPORTUNITIES

- To develop the vacant area (approx. 50% land) of the college for infrastructure and other purposes
- To publish departmental Magazines
- Innovation in teaching – learning process

CHALLENGES

- Better result of the students
- Meeting the growing pressure of students' demands for more and more seats against limited resources, infrastructure and man-power
- To cope up with the day by day changing and updating curriculum and system of teaching and examination patterns
- Efforts for the Outcome Based Education
- Simultaneous classes of TDC and Higher Secondary classes (presently made compulsory by Assam Govt.)

8. Plans of institution for next year

Construction of road side boundary wall along with pavement and entrance gate(Eastern)

Name Dr. Apurba Chakraborty

Apurba Chakraborty
Signature of the Coordinator, IQAC

Name Dr. Anitya Benode Deb

Anitya Benode Deb
Signature of the Chairperson, IQAC
Principal-In-Charge
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