

The Annual Quality Assurance Report (AQAR) of the IQAC

July 2015 - June 2016

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

1. Details of the Institution

1.1 Name of the Institution

BIMALA PRASAD CHALIHA COLLEGE, NAGARBERA

1.2 Address Line 1

PO. NAGARBERA, DIST. KAMRUP (R)

Address Line 2

PO. NAGARBERA, DIST. KAMRUP (R)

City/Town

NAGARBERA

State

ASSAM

Pin Code

781 127

Institution e-mail address

bpcnagarbera1972@gmail.com

Contact Nos.

03623-245001

Name of the Head of the Institution:

Dr. Bibhuti Bhusan Panda

Tel. No. with STD Code:

03623-245001

Mobile:

094352 63936

Name of the IQAC Co-ordinator:

Dr. D. Chakravarty

Mobile:

94353-24789

IQAC e-mail address:

dcvarty@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

ASCOGN11954

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)

EC(SC)15/A&A/66.2, Dated 25th
May, 2016

1.5 Website address:

www.bpchalihacollege.org

Web-link of the AQAR:

www.bpchalihacollege.org/AQAR

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	C ⁺⁺	6.5	Nov, 2004	5 years
2	2nd Cycle	B	2.28	May, 2016	5 Years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

03/08/2002

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

2015-16

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 2014-15 submitted to NAAC on (31/12/2018)
- ii. AQAR 2015-16 submitted to NAAC on (31/12/2018)

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)

1.12 Name of the Affiliating University (for the Colleges)

Gauhati University

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input checked="" type="checkbox"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="11"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="2"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="0"/>
2.9 Total No. of members	<input type="text" value="19"/>

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

1. Role of IQAC in Quality Sustenance & Development in HEI.
2. Assessment & Accreditation Methodology of NAAC

2.14 Significant Activities and contributions made by IQAC

1. Preparation of AQAR and submit to NAAC
2. Up gradation of Library & procurement of Books & Journals
3. Up gradation of Laboratories & procurement equipment
4. Development of ICT in college campus.
5. Development of Physical facilities for students and teachers
6. Introduction of new courses in college.
7. Organising Skill Development programme for students.
8. Organising Capacity Building programme for students.
9. Providing Carer information and Career Counselling opportunities for students.
10. Providing Placement Services for students.
11. Organising Faculty Development Programme.
12. Organising Capacity Building programme for Nonteaching staff.
13. Providing Research opportunities for students and teachers.
14. Providing extra-curricular facilities to students.
15. Promoting the Infrastructural facilities in college
16. Promoting communication with stakeholders such as Alumni, Parents etc.
17. Introducing Best Practices among students.
18. Coordination with the Management of the college so as to develop the overall Quality System of the college.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year for maintenance and enhancement of the quality of the college and analyse the outcome achieved by the end of the year *

Plan of Action	Achievements
<p>For the year 2015-2016, the IQAC of the college planned to improve the function of the college in the following area such as-</p> <p>i) Administration:</p> <p>a) Office automation b) Website Development</p> <p>ii) Teaching- Learning – Evaluation:</p> <p>a) Faculty Development Programme b) Capacity Building Programme c) Skill Development Programme d) Organising Seminar & Workshop f) Construction of Digital Class Room</p> <p>iii) Extension activity:</p> <p>a) Capacity Development Programme by Career Guidance & Counselling Cell b) Awareness Programmes by NSS c) Women Empowerment Programme by WEC d) Literary Programmes by Sahitya Kanan e) Cultural Programmes by Music Club f) Eco development programme by Eco Club</p> <p>iv) Enhancement of the Infrastructure facility:</p> <p>a) Construction of Class Rooms (RCC) b) Laboratory up-gradation c) Construction of Auditorium d) Construction of Women Hostel e) Improvement of Toilets facilities (Men & Women) d) Completion of Indoor Hall e) Development of Play Ground f) Improvement of wifi enabled Internet facility</p> <p>v) Extra – Curricular activity:</p> <p>a) Improving sports infrastructure.</p>	<p>This year as planned by IQAC to improve the function of the college in the area of Administration, Teaching- Learning – Evaluation, Extension activity, Enhancement of the Infrastructure facility, Extra – Curricular activity and promoting Research culture among the teacher & students etc. Accordingly, we achieved as indicated below:</p> <p>i) Enhanced office automation software in office and trained the administrative staff on Computer, Internet access & office automation programme.</p> <p>ii) Organised Computer literacy programme for 3rd & 4th grade employees.</p> <p>iii) Organised Soft skill development programmes for 3rd & 4th grade employees.</p> <p>iv) Organised seminar/workshop/popular Talk etc by different department.</p> <p>v) Organised hands on training Programme for teachers on Digital Class Room.</p> <p>vi) Organised Faculty Development Programme on present research trends in higher education.</p> <p>vii) Organised two Capacity Building Programmes for the students.</p> <p>viii) Organised two Skill development Programmes for the students.</p> <p>ix) Organised extension activities by various units such as:</p> <p>a) Career Guidance & Counselling Cell b) Health Care Centre c) Science Forum d) Women Empowerment Cell e) Sahitya Kanan f) National Service Scheme (NSS)</p> <p>x) Constructing RCC class rooms, improved sanitation system, improved drinking water facility, Upgrading Laboratory, Construction of 1st floor of Women Hostel is started.</p> <p>xi) Construction of Auditorium is going on.</p>

<p>b) Procurement of musical equipment. c) Activities by Eco club, Sports club, Music club, Debate club, Literary club, Health club</p> <p>vi) Promoting Research culture:</p> <p>i) Organising Seminar on Research Methodology ii) Investigatory project by students iii) Encouraging Faculty Members to acquire PhD under FIP</p> <p>iv) Encouraging Faculty Members to Submit Proposal of MRP under FIP</p> <p>v) Encouraging Faculty Members to join in National & International Conference, Workshop, Seminar, Symposia etc.</p>	<p>xii) Organised training and workshop programme on sports, debate & symposium, music, sustainable environment for interested students through Sport Club, Literary Club, Debate Club, Music Club & Eco Club.</p> <p>xiii) Development of play ground is done. xiv) Organised seminar/workshop/popular Talk and introduced project work for students and there are some of the initiative taken by IQAC for promoting Research culture among the teacher & students in the college.</p>
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** 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

Part – B

Criterion – I

1. 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	0	0	0	0
PG	0	0	0	0
UG	04	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	03	0	0	0
Others	02	0	0	0
Total	09	0	0	0
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: **CBCS/Core/Elective option** / Open options

(ii) **Pattern of programmes:**

Pattern	Number of programmes
Semester	04
Trimester	0
Annual	02
Six Monthly	03

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

Mode of feedback : Online **No** Manual **Yes** Co-operating schools (for PEI) **No**

**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.

Any revision/update of Regulation or Syllabi etc. done by our affiliating university as and when required.
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1.5 Any new Department/Centre introduced during the year. If yes, give details.

N/A

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
54	16	38	0	0

2.2 No. of permanent faculty with Ph.D.

10

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
0	3	0	0	0	0	0	0	0	3

2.4 No. of Guest and Visiting faculty and Temporary faculty

0

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	3	0
Presented papers	2	7	0
Resource Persons	0	0	0

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

- Introducing ICT to some extent, Digitally enabled classrooms, Assigning projects.
- Conducting Unit Test / Tutorial classes /Remedial classes.
- Field Study/Advance Lab visit / Excursion are arranged periodically

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

185

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

Offline MCQ and self evaluation by students.

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

02

00

00

2.10 Average percentage of attendance of students

86%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA (Major/General)	122/66	0/0	39/0	77/10	04/53	98.36/ 95.45
BSc (Major/General)	28/13	0/0	15/0	11/11	0/0	92.85/ 84.61

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

The IQAC of the college is Contributing / Monitoring / Evaluating the Teaching & Learning processes in the following way-

- Supervising the Physical facilities of the college required for Teaching & Learning processes.
- Communicating with the authority regarding the infrastructural facilities of the college.
- Organising Skill Development programme among the students.
- Organising Capacity Development programme among the students.
- Organising Faculty Development programme among the teachers.
- Monitoring the Learning progress of the students.
- Evaluating the activities according to the academic calendar.
- Completion of the respective curriculum of the courses
- Holding examination in proper time.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	02
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	02
Others	0

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	23	03	0	0
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC of the college is Sensitizing/Promoting Research Climate in the following ways-

- Organising Seminar / Workshop on Research Methodology
- Encouraging submission of MRP to UGC and other financial agency.
- Assigning Projects among students
- Encouraging Faculty Members to attend in International / National Seminar / Workshop etc.
- Organising Lab Visit / Field Visit / Industry Visit etc. among the students.
- Publishing Research Journal/Book/ Chapter/Article.

3.2 Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	0	01	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
Number	01	01	01	0
Outlay in Rs. Lakhs	0.90	0.95	1.40	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	05	0
Non-Peer Review Journals	0	27	0
e-Journals	0	0	0
Conference proceedings	0	02	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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		DBT		
Minor Projects	2014-15 2015-16	UGC	3.90	3.25
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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	0	0	0	0	16
Sponsoring agencies	-	-	-	-	College

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

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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

Total	International	National	State	University	District	College
01	0	0	0	PhD	-	-

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

0

0

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

0

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

JRF 0 SRF 0 Project Fellows 0 Any other 0

3.21 No. of students Participated in NSS events:

University level State level 0
National level 0 International level 0

3.22 No. of students participated in NCC events:

University level 0 State level 0
National level 0 International level 0

3.23 No. of Awards won in NSS:

University level 0 State level 0
National level 0 International level 0

3.24 No. of Awards won in NCC:

University level 0 State level 0
National level 0 International level 0

3.25 No. of Extension activities organized

University forum N/A College forum 12
NCC 0 NSS 04 Any other 02

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

- i) The Institution has adopted a village and has been working for all-round development of the villagers.
- ii) Awareness camp organized in the surrounding villages and market place on “Swachacha Bharat Abhiyan’
- iii) On the eve of the Assembly elections of Assam awareness campaign organized among the voters about the importance of voting rights in the catchment areas.
- iv) To develop scientific temperament among school children (from Primary to Secondary level) and to create a conducive atmosphere in schools for science education, our faculty members have been training students and teachers of twelve numbers of schools in surrounding areas of the college this year.

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	13.11 Acres	0	0	13.11 Acres
Class rooms	28	02	College	30
Laboratories	08	0	0	08
Seminar Halls	01	0	0	01
No. of important equipment purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Computerization of administration and library has been done to some extent

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10353	3105900/ -	510	143310/-	10863	3249210/-
Reference Books	5123	1024600/ -	115	32315/-	5238	1056915/-
e-Books	INFLIB NET					
Journals	14	7000/-	02	900/-	16	7900/-
e-Journals	INFLIB NET					
Digital Database						
CD & Video	20		5		25	
Others (specify)						
Computer	14	350000/-			14	350000/-
Newspaper and periodicals:	15	45000/-			15	45000/-
Photo Copier	01	110000/-			01	110000/-
Drinking Water	01	19000/-			02	19000/-
Fire Extinguisher	01	8000/-			02	8000/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	74	22	10	00	15	08	16	03
Added	0	0	0	0	0	0	0	0
Total	74	22	10	00	15	08	16	03

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

The IQAC of the college has been arranged periodically the following programmes-

- Computer Literacy Programme for students.
- Hands on training on Internet access, Networking, e-Governance etc. for students & teachers

4.6 Amount spent on maintenance in lakhs:

i) ICT	2.050
ii) Campus Infrastructure and facilities	5.160
iii) Equipment	1.006
iv) Others	1.850
Total :	10.066

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC of the college has constituted different supporting units such as Grievances Redressal Cell, Career Guidance & Counselling Centre, Science Forum, NSS, Sahitya Kanan, Women Empowerment Cell, Health Care Centre, Scout & Guide etc. besides these different clubs such as Eco club, Sports club, Music club, Literary club, Debate club etc. are working under the umbrella of Extension Education Centre conducting different programmes so as to enhance awareness about Student Support Services.

5.2 Efforts made by the institution for tracking the progression

Following efforts are made by the college for tracking the progression of the students-

- Conducting unit tests, terminal examination during the session.
- Assigning projects, Home assignment etc. to the students
- Periodical assessment and screening out the weak learners through above activities.
- Analysing the results of the Sessional examinations, Semester examinations conducted by our affiliating University.
- In Non Scholastic area also our different clubs such as Eco club, Sports club, Music club, Literary club, Debate club etc. are working to assess our students on their progression.
- In spite of that our college is keeping record about the pass-out students. The Alumni Association of the college is also very much cooperating in this regards.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1075	0	0	474

(b) No. of students outside the state

00

(c) No. of international students

00

Men	No	%	Women	No	%
	991	64		558	36

Last Year, 2014-15						This Year, 2015-16					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1304	173	01	30	0	1508	1338	177	02	32	0	1549

Demand ratio 1:1 Dropout: 9.4

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

Extension Education Centre under IQAC has arranged coaching programme for some competitive examinations such as TET Exam. D.El. Ed. Exam. etc.

No. of students beneficiaries

60

5.5 No. of students qualified in these examinations **N/A**

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

5.6 Details of student counselling and career guidance:

The Career Guidance & Counselling Centre of the college is working under IQAC. They organised some counselling sessions throughout the year so as to provide information and giving guidance the students for their career.

No. of students benefitted

110

5.7 Details of campus placement: **N/A**

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

5.8 Details of gender sensitization programmes:

- The institute have Cells like - W.E.C. (Women Empowerment Cell), G.S.CASH (Gender Sensitization Cell Against Sexual Harassment) and the I.C.C.(Internal Complaint Committee) which is functioning actively since last five years. The W.E.C. (Women Empowerment Cell) of the institute conducts the following programmes throughout the year.
- Women Health and Awareness Programme.
 - International Women Day.
 - World Mother's Day.
 - World AIDS Day.

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	25	100,000/-
Financial support from government	117	585,000/-
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level	<input type="text" value="0"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>
Exhibition: State/ University level	<input type="text" value="0"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

5.12 No. of Social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

The institute had redressed the following grievances of the students -

1. Sufficient toilets for both the boys and girls separately
2. Playground development

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

The college has a vision to make it a vibrant centre of higher education having a healthy blend of traditional and modern courses in graduate and post graduate level in order to equip the students with all relevant knowledge and skills for their maximum social efficiency. It also aims at making this institution a centre of perpetual power which would keep on contributing its uninterrupted power for social transformation in the days to come.

Mission

We are committed-

- to make quality higher education available to economically backward and geographically isolated people of this area to create adequate opportunity for their easy exposure to the National mainstream.
- to provide quality higher education to the students of greater Nagarbera area in particular and the students of the state and the Nation in general.
- to provide vocational & skill based education to the students to face the challenges of the future boldly and efficiently.
- to impart value based education to promote humanism and self reliance.
- to instil scientific temper and creativity among the students.
- to create awareness of a global perspective and to promote National integration and International understanding.
- to impart quality education in and through modern ICT and encourage entrepreneurial quality.
- to develop all-round personality of the students.
- to serve the society in all possible ways for a prosperous, sustainable and peaceful co-existence.

The **Mission** statement of the college '*Tomoso Ma Jyotirgamaya*' which reflects the quest of the College to remove the darkness of ignorance and spread the light of knowledge.

6.2 Does the Institution has a management Information System:

Yes, the college has an active Information System. The college displays all of its Information through: Circulation of notice, hanging on Notice Board, Prospectus, Bulletin, Website etc.

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

6.3.1 Curriculum Development

Done by the Affiliating University

6.3.2 Teaching and Learning

The college has adopted the following strategies on Teaching and Learning to improve the quality of education, such as-

- Increasing contact hours with students
- Introducing remedial coaching programmes for slow learners.
- Compulsory unit test, revision test.
- Completion of curriculum in time.
- Applying lesson plans.
- Encouraging the teachers to attend in National / International Seminars / Workshops etc.
- Organising exposure trips for students.
- Using digital method in class rooms

6.3.3 Examination and Evaluation

- The Final Exams are controls and conducts by the Affiliating University.
- The internal exams such as Sessional exams, Terminal exams are control and conduct by the Examination Board of the College
- Unit test, revised test are conduct by the departments.
- Except the final exam, for others the scripts are evaluated by the Faculty Members of the college.

6.3.4 Research and Development

The college authority is very much encouraging in the Research and Development activities.

- The Research Committee prepared the Research and Development proposal.
- The IQAC recommended the proposals.
- The Planning Board approved the same & sends it to the competent authority for financial grants or so.
- Research Committee under IQAC is entrusted to publish the research books & journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The Infrastructure development committee under IQAC have been making continuous effort to provide adequate physical infrastructure (Classrooms, Laboratories, Toilets, Drinking water, Power etc.) as well as physical services (Books & Journals in Library, ICT facilities, Wi-Fi facility, Equipment in laboratories etc.) for quality education in the college.

6.3.6 Human Resource Management

The Management of the college makes all effort for Human Resource Management through the Principal of the college. In this context the IQAC organise Skill Development Programme, Capacity Building Programme, Faculty Development Programme etc. among the Non-teaching & teaching staff.

6.3.7 Faculty and Staff recruitment

The Management of the college recruited the required Faculty and Staff as per existing guidelines of the UGC & State Govt. in a transparent manner.

6.3.8 Industry Interaction / Collaboration

Yet to do

6.3.9 Admission of Students

The College authority has been constituted an Admission Committee every year well in advance of the new academic session started. The committee has been entrusted the responsibility of whole admission procedure for the session under the existing rules and regulations.

6.4 Welfare schemes for

Teaching	Financial aids during crisis under BPCC T&C Fund.
Nonteaching	Financial aids during crisis under BPCC T&C Fund.
Students	Financial assistance to meritorious students under Student Aids fund

6.5 Total corpus fund generated

11,00,000/-

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	Yes	NAAC	Yes	GB
Administrative	Yes	NAAC	Yes	GB

6.8 Does the University/ Autonomous College declare 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?

N/A

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

N/A

6.11 Activities and support from the Alumni Association

Alumni Association of the college has been rendering its active support on student progression.

The Alumni Association is always been proactive in the all-round development of the college.

6.12 Activities and support from the Parent – Teacher Association

The Parent – Teacher Association of the College is actively engaged in the field of student support and progression aspects.

The association meets periodically. In the meeting the parents get the opportunity to interact with the teachers to know about their wards performance in both academic & non-academic area.

6.13 Development programmes for support staff

The IQAC of the college has conducted Skill Development programme, Capacity Development programme for the non-teaching staff.

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

The IQAC of the college has made several efforts to make the campus eco-friendly with the following initiatives-

- Plantation in the campus.
- Each and every occasion is started with plantation programme.
- Gardening
- Eco development programme.
- Declaring the college campus as *PLASTIC FREE ZONE*
- Cleanliness programme. Use of Dustbin.
- Waste management exercises

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.

Innovations introduced during this year as follows:

- i) Declaring Plastic free zone in the college campus.
- ii) Sustainable Environment (*Keep it clean Make it Green*)

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

This year (2015-16) IQAC planned to improve the function of the college in the following area such as - Administration, Teaching- Learning – Evaluation, Extension activity and planned to enhance the Infrastructure facility, Extra – Curricular activity and promoting Research culture among the teacher & students.

- i) Administration:**
 - a) Office automation
 - b) Website development
- ii) Teaching- Learning – Evaluation:**
 - a) Faculty Development Programme
 - b) Capacity Building Programme
 - c) Skill Development Programme
 - d) Organising Seminar & Workshop
- iii) Extension activity:**
 - a) Capacity Development Programme by EEC (Science Forum, Career Guidance)
 - b) Awareness Programmes by EEC (NSS,WEC)
 - c) Women Empowerment Programme by EEC (WEC)
 - d) Literary & Cultural Programmes by by EEC (Sahitya Kanan)
 - e) Workshop by Music Club, Sports Club
 - f) Programmes by Eco Club, Literary Club, Debate Club

iv) Enhancement of the Infrastructure facility:

- a) Construction of Class Rooms
- b) Renovations /Up-gradation of Laboratory
- c) Improvement of Toilets facilities (Men & Women)
- d) Construction of Auditorium
- e) Construction of Women Hostel
- f) Construction Indoor Hall
- g) Repairing / Renovations / Up-gradation of Old Building
- h) Improving sports infrastructure & Procurement of sports equipment

v) Extra – Curricular activity

- a) Organising Workshop on sports
- b) Organising Workshop on Music
- c) Organising Eco Development programme
- d) Organising Literary Programmes
- e) Organising Debate competition

vi) Promoting Research culture:

- a) Organising Seminar on Research Methodology.
- b) Encouraging Investigatory Projects by students
- c) Encouraging Faculty Members to acquire PhD under FIP
- d) Encouraging Faculty Members to Submit Proposal of MRP under FIP
- e) Encouraging Faculty Members to join in National & International Conference, Workshop, Seminar, Symposia etc.

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

- i) Optimum use of infrastructural facilities for maximum benefits.
- ii) Plantation on special occasion.

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

7.4 Contribution to environmental awareness / protection

The IQAC contributed in a major way to sustain a green environment within the college campus and to protect the same by-

- i) Organising awareness programmes through Science Forum, Eco Club, NSS unit of the college in different neighbouring schools.\
- ii) Celebration of World Environment Day by inviting schools students of one school one year.
- iii) Plantation within and outside the college campus and gardening within the college campus.
- iv) Declaring the campus as plastic free zone
- v) Cleanliness programme etc.
- vi) Judicious use of facilities by the students as well as teachers provided by the college.

7.5 Whether environmental audit was conducted? Yes No

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

The college facilitates participations and involvement of the students of the highest degree in various institutional activities by phase wise up gradation of the classroom, organizing, seminars, popular talk and workshops in different departments by inviting academicians and eminent personalities from different walks of life. Special emphasis is given to organize extension activity for community development, renovation and development work of the college campus. In addition to the above works some specific measures in this regard are

Energy Conservation is done through less use of power in college building, laboratories, library, office and classrooms by constructing these building in such a way that it allows natural light and air to enter the room freely.

Water harvesting: The College has two ponds to reserve water for its use throughout the year.

Efforts for carbon neutrality: Minimizing the rate of emission of carbon dioxide and maximizing the rate of generation of Oxygen is achieved through composting of garbage instead of burning plantation and replacing fire wood burning by LPG in hostel and canteen etc.

8. Plans of institution for next year:

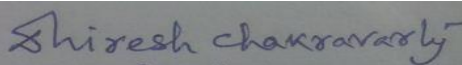
For next year (2016-17) IQAC planned to improve the function of the college in the following area such as –

- i) Administration:**
 - a) Office automation
 - b) Website development
- ii) Teaching- Learning – Evaluation:**
 - a) Faculty Development Programme
 - b) Capacity Building Programme
 - c) Skill Development Programme
 - d) Organising Seminar & Workshop
- iii) Extension activity:**
 - a) Capacity Development Programme by EEC (Science Forum, Career Guidance)
 - b) Awareness Programmes by EEC (NSS,WEC)
 - c) Women Empowerment Programme by EEC (WEC)
 - d) Literary & Cultural Programmes by by EEC (Sahitya Kanan)
 - e) Workshop by Music Club, Sports Club
 - f) Programmes by Eco Club, Literary Club, Debate Club
- vii) Enhancement of the Infrastructure facility:**
 - a) Construction of Class Rooms
 - b) Renovations /Up-gradation of Laboratory
 - c) Procurement of Books & Journals.
 - d) Construction of Auditorium
 - e) Construction of Women Hostel
 - f) Construction Indoor Hall
 - g) Procurement of Teaching Aids
 - h) Repairing / Renovations / Up-gradation of Old Building
 - i) Improving sports infrastructure & Procurement of sports equipment
 - j) Improving Music & Cultural infrastructure and Procurement of musical equipment
- viii) Extra – Curricular activity:**
 - a) Organising Workshop on sports
 - b) Organising Workshop on Music
 - c) Organising Eco Development programme
 - d) Organising Literary Programmes
 - e) Organising Debate competition

vi) Promoting Research culture:

- a) Organising Seminar on Research Methodology.
- b) Encouraging Investigatory Projects by students
- c) Encouraging Faculty Members to acquire PhD under FIP
- d) Encouraging Faculty Members to Submit Proposal of MRP under FIP
- e) Encouraging Faculty Members to join in National & International Conference, Workshop, Seminar, Symposia etc.
- f) Publication of Research Journal
- g) Publication of Research Article / Chapters / Books

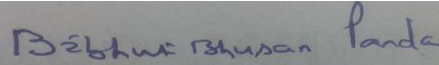
Name: (Dr. Dhires Chakravarty)



Co-ordinator
IQAC (BPCC)
Nagarbera

Signature of the Coordinator, IQAC

Name: (Dr. Bibhuti Bhusan Panda)



Chairman
IQAC (BPCC)
Nagarbera

Signature of the Chairperson, IQAC

Abbreviations:

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