The Annual Quality Assurance Report (AQAR) of the IQAC

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
> RAHA COLLEGE

1.2 Address Line 1
> GARMARI

Address Line 2
>

City/Town
> RAHA

State
> ASSAM

Pin Code
> 782103

Institution e-mail address
> Collegeraha@yahoo.in

Contact Nos.
> 03672285998

Name of the Head of the Institution:
> Dr. Beda Kumar Chaliha

Tel. No. with STD Code:
> 03672-285998

Mobile:
> 9435727523

Name of the IQAC Co-ordinator:

Dr. Karabi Goswami

Mobile:

9435550317

IQAC e-mail address:

rciqac@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

ASCOGN11959

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/34/094 dated 04-11-2004

1.5 Website address:

www.rahacollege.com

Web-link of the AQAR:

https://rahacollege.co.in/iqac/20.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	c++	66.00	2004	2009
2	2nd Cycle	B	2.03	2015	2020
3	3rd Cycle				
4	4th Cycle				

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

04/06/2005

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

2017-18

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

---

    i. AQAR   2015-16   (29/12/2018)
   ii. AQAR   2016-17   (29/12/2018)

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

University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
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 | 08 |

2.2 No. of Administrative/Technical staff | 02 |

2.3 No. of students | 0 |

2.4 No. of Management representatives | 01 |

2.5 No. of Alumni | 01 |

2. 6 No. of any other stakeholder and

    community representatives | 0 |

2.7 No. of Employers/ Industrialists | 0 |

2.8 No. of other External Experts | 0 |

2.9 Total No. of members | 12 |

2.10 No. of IQAC meetings held | 2 |

2.11 No. of meetings with various stakeholders: No. | 2 | Faculty | 2 |

Non-Teaching Staff Students ☐ 0 Alumni ☐ 0 Others ☐ 0

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. ☐ 0 International ☐ 0 National ☐ 0 State ☐ 0 Institution Level ☐ 0

(ii) Themes ☐ N/A

2.14 Significant Activities and contributions made by IQAC

> IQAC of Raha College persists with its efforts to create a learning environment that fosters the all around development of its students so that the college can enhance its contribution to the academic field. The major outcomes of IQAC activities of this session are given below:
>
> - Teachers are encouraged to submit research projects to funding agencies.
>
> - Teachers' participation in national and international seminars and workshops has increased.
>
> - The faculty members have published their research articles in national and international research journals
>
> - Teachers have started taking memberships in different research, academic and literary bodies.
>
> - Teachers have enrolled themselves in Ph.D. programmes of different universities.

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
• To introduce B.Sc (Major) and B.Com (Major) programmes. • To develop infrastructure of the college. • To strengthen the Career Counselling cell. • To organise national seminar and workshop. • To encourage the faculties for publication and participation in seminars and conferences • To continue with Students' Group Insurance Scheme	• B.Sc (Major) in Zoology, Botany, Physics and Chemistry and B.Com (Major) Programmes were introduced after obtaining necessary permission from affiliating university. • Four new classrooms were constructed with RUSA grant. • Two UGC sponsored national Seminars were organised –one by the Dept of Education and the other by the Dept of Economics. • Workshop on Training of Trainers on Gender Equity was organised. • Group Insurance Scheme of the Students is continued.

 * *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	-	-	-	-
PG	-	-	-	-
UG	03	-	-	-
PG Diploma	-	-	01	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	03	-
Others	01	-	-	-
Total	04	-	04	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

√

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

Pattern	Number of programmes
Semester	03
Trimester	03
Annual	01

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

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

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

> As the college is affiliated to Gauhati University, the frequency and basis for syllabus revision is carried out by the university.

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

> No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
26	12	12	0	1

2.2 No. of permanent faculty with Ph.D.   07

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
1	1	0	0	-	-	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty | - | - | 28 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	3	-
Presented papers	1	19	-
Resource Persons	-	-	-

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

In Raha College the learning process has been made student-centred through interactive learning through discussion. Classroom seminars, group learning etc. are organized to supplement the conventional class room teaching.

Students who wish to offer a major course of study have to appear in a test conducted by the concerned department in order to assess the status of current knowledge of subject and skills.

At the beginning of the academic session the librarian takes an orientation class to all the newly admitted students on how to use the library.

2.7 Total No. of actual teaching days
during this academic year   180

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,   None

Double Valuation, Photocopy, Online Multiple Choice Questions)

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

0	0	0

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
H.S.	190	-	30	61	77	88.4
B.A. (Major)	116	-	39	57	11	92.2
B.A. (General)	144	-	-	39	59	68

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

  The IQAC insists mainly on the following activities for the improvement of teaching learning process:

    (i) Maintenance of Departmental Class Dairy.

    (ii) Regular commencement of internal examinations and display of results etc.

    (iii) Completion of the curriculum within the planned time-frame of the academic calendar.

    (iv) Monitoring of infrastructures like sufficient class rooms, library, reading space, canteen, drinking water etc.

     (v) Motivating faculty members to attend programmes on new and emerging technologies and issues to keep themselves up-to-date.

    (vi) Organising educational tours to make teaching-learning more effective for both students and teachers.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	14
Others (Short Term Course)	-

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	4	2	-	3
Technical Staff	1	-	-	2

Criterion – III

3. Research, Consultancy and Extension

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

> The IQAC encourages the faculty members to apply for research projects and also provides information regarding funding agencies.
>
> The IQAC encourages the faculties to attend national/international seminars so that the faculties get an opportunity to interact with their peers.
>
> The IQAC encourages the faculties to engage in research activities and publish their findings in reputed journals.
>
> The IQAC encourages the faculties to pursue research leading to award of Ph.D. degree.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

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

3.4   Details on research publications

	International	National	Others
Peer Review Journals	2	1	-
Non-Peer Review Journals	-	-	3
e-Journals	-	-	-
Conference proceedings	1	1	-

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	-	-	-	-
Minor Projects	2 Yrs	UGC	2,05,000/-	52,500/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   0

    i) With ISBN No.   -   Chapters in Edited Books   7

    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   Nil

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number	-	2	-	-	-
Sponsoring agencies	-	UGC	-	-	-

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

3.13 No. of collaborations   International 0   National 0   Any other 0

3.14 No. of linkages created during this year   0

3.15 Total budget for research for current year in lakhs:

From Funding agency   52,500/-   From Management of University/College   -

Total   52,500/-

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	Dist	College
0						

3.18 No. of faculty from the Institution
who are Ph. D. Guides   0
and students registered under them   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 0   State level 0

National level 0   International level 0

3.22 No. of students participated in NCC events:

University level -   State level -

National level 3   International level -

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	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum [ ]   College forum [2]

NCC [3]   NSS [1]   Any other [ ]

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

- A Workshop on *Training of Trainers on Gender Equity* was organised by Rajiv Gandhi National Institute of Youth Development in collaboration with KKHSOU was organised at Raha College from 8th to 10th January 2017

- The NCC contingent of the college completed a cleanliness drive inside and outside the college in the month of August.

- Women's Day was celebrated on 8th March, 2018 by Women Cell, Raha College.

- World Environment Day was celebrated by NCC and NSS on 5th June, 2018

- International Day of Yoga was celebrated by NCC on 21st June 2018

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	6.48 acres	-	-	6.48 acres
Class rooms	22	4	RUSA	26
Laboratories	2	-	-	2
Seminar Halls	1	-	-	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	17	-	-	17
Value of the equipment purchased during the year (Rs. in Lakhs)	-	2,55,379/- 1,48,239/-	College UGC	-
Others	-	-	-	-

4.2 Computerization of administration and library

> Library is computerised.
>
> Administration is not computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13,093	14,01,418/-	1362	1,55,134/-	11418	11,20,511/-
Reference Books	5,085	6,13,519/-	210	27480/-	4717	492832/-
e-Books	80,109	N-List	-	-	80,109	-
Journals	-	-	-	-	-	-
e-Journals	4,720	N-List	-	-	4,720	-
Digital Database	1	1000/-	1	1000/-	1	1000/-
CD & Video	16	-	-	-	16	-
Others (specify)	3,425	1,70,284/-	-	-	3,425	1,70,284/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	25	-	4	-	7	3	9	4
Added	-	-	9	-	-	-	-	-
Total	25	-	13	-	7	3	9	4

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

> Computer is accessible to both the students and teachers, whereas internet is accessible to the teachers.
>
> Administrative block, library and the academic departments have WiFi connectivity

4.6 Amount spent on maintenance in lakhs:

i) ICT | - |

ii) Campus Infrastructure and facilities | 28.40 |

iii) Equipments | 4.03 |

iv) Others | - |

Total: | 32.43 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The Anti ragging cell and the Grievance Redressal cell in the college are working actively. Till now no cases of grievances or ragging has been registered. The IQAC has been playing a supporting and guiding role to all the bodies formed for student support. The IQAC ensures that information about these student support services is available in the college prospectus and the website. The IQAC also ensures the display of anti ragging posters in the college premises.

5.2 Efforts made by the institution for tracking the progression

The institution follows continuous evaluation to track students' progression in regular basis. The departments organise sessional tests that help them to track students' progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1345	-	-	455

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
953	53

Women

No	%
847	47

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
354	452	350	481	-	1637	263	479	390	668	-	1800

Demand ratio   Dropout %

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

> Department of Economics organised a seven day training programme for entry into the Defence Service

No. of students beneficiaries

| 50 |

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

> The college has a career guidance cell that displays information on the notice board related to vacancies in different government and non government services. The students are benefited by this as a no of students have been able to get job.

No. of students benefitted

| - |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8 Details of gender sensitization programmes

> Women's Day was celebrated on 8th March 2018

5.9 Students Activities

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

State/ University level [0] National level [0] International level [0]

No. of students participated in cultural events

State/ University level [0] National level [0] International level [0]

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

Sports: State/ University level [0] National level [0] International level [0]

Cultural: State/ University level [0] National level [0] International level [0]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	499	38,83,120/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level [0] National level [0] International level [0]

Exhibition: State/ University level [0] National level [0] International level [0]

5.12 No. of social initiatives undertaken by the students   [0]

5.13 Major grievances of students (if any) redressed: None

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> The Vision and Mission of the College is to serve the social needs and to uplift the living standards of the rural youths by imparting higher education and fostering an enduring sense of discipline and single minded dedication to work. Raha College has a vision to help students bring out their best so that they can make use of their training in the various challenges of life and lead a meaningful life.

6.2 Does the Institution has a Management Information System

> No

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

6.3.1 Curriculum Development

> The curriculum of the UG classes is prepared by the affiliating university (Gauhati University).

6.3.2 Teaching and Learning

> The HoDs monitor the monthly progress of the course allotted to the individual teacher. If a particular teacher is found lagging behind in his course, he is advised to take additional classes.
>
> Teachers are encouraged to use ICT as their teaching aids to make their classes more interesting and effective. For this, the college provides necessary infrastructure, namely, PC, laptop, LCD projectors, white board, etc to the departments.
>
> Most of the teachers prepare the study materials and distribute the same to the students.

6.3.3 Examination and Evaluation

The college conducts the end semester examinations as per schedule of the affiliating university.

The college administration takes all the necessary steps for fair examinations.

The college teachers are released from their duties by the authority to evaluate the answer scripts as required.

The college conducts sessional examination for continuous evaluation.

6.3.4 Research and Development

The institution encourages the faculties to engage in research activities.

The college make available a good number of books and related materials in the central library

The college also encourages the faculties to participate in various seminars/conferences/workshops etc where they can exchange their views with the peers on the frontier knowledge.

The Research Committee of the college helps the teachers who want to apply for project to various funding agencies. The committee provides the necessary information and guidance for the same.

The college provides all necessary infrastructures (including laboratory, internet, Xerox machine, etc) to the teachers who undertake research project.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college has a digital class room

Moreover four new class rooms have been constructed with grant received from RUSA.

The library service has been improved as the library has been computerised.

The college campus is under CCTV surveillance.

6.3.6 Human Resource Management

- Self-appraisal mechanism of teachers is in practice.

- Welfare schemes for staff as per government norms are available.

- Staff development programmes are conducted and teachers are encouraged to participate in International, national and state level workshops/seminars/orientation and refresher courses.

- Teachers are encouraged to pursue doctoral degree and are provided the needed research facilities.

- There is a Research Committee to facilitate and monitor research activity in the College.

6.3.7 Faculty and Staff recruitment

Recruitment is done by the Governing body of the college which is approved by the Directorate of Higher Education, Assam.

6.3.8 Industry Interaction / Collaboration

None

6.3.9 Admission of Students

The admission of the students is done strictly on the basis of merit.

The date of admission and other relevant details are announced in college notice board and through local news paper.

The Reservation rule of Assam Govt is strictly adhered to at the time of admission.

6.4 Welfare schemes for

Teaching	2
Non teaching	2
Students	1

6.5 Total corpus fund generated

69,44,615/-

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	Governing Body
Administrative	No	-	Yes	Governing Body

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 meet is conducted every year.

6.12 Activities and support from the Parent – Teacher Association

Parent teacher meeting is organised once in an academic session. The suggestions of the parents are taken seriously and utmost care is taken to implement these.

6.13 Development programmes for support staff

Nil

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

Campus Beautification Cell works for preservation and maintenance of greenery of the campus. The garden is also maintained by this cell.

Initiatives have also been taken to minimise use of Plastic

Plantation programme was undertaken on the occasion of world environment day.

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.

None

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

- B.Sc (Major) in Zoology, Botany, Physics and Chemistry and B.Com (Major) Programmes were introduced after obtaining necessary permission from affiliating university.

- Four new classrooms were constructed with RUSA grant.

- Two UGC sponsored national Seminars were organised –one by the Dept of Education and the other by the Dept of Economics.

- An workshop on Training of Trainers on Gender Equity was organised.

- Group Insurance Scheme of the Students is continued.

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

Campus is made tobacco free

The college campus is a Plastic Free Zone

7.4 Contribution to environmental awareness / protection

Plantation programme was undertaken on the occasion of world environment day.

The college campus is made Plastic Free

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

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

Strength

Education at low cost

Liberal and cooperative management

Cordial relation with the stakeholders

Functioning in plural and multicultural environment

Caters to the need of economically weaker section of students

Weakness

Insufficient teaching staff

The process of teaching-learning needs strengthening

Classroom infrastructure needs modernisation

Participation of faculties in research is not up to the mark

Insufficient office staff

Opportunities

Developing scientific temper and research culture

Offering need based and short term career orientation programme

Library services may be modernised

Threats

Migration of meritorious students of the locality

Absence of career based vocational courses

Use of tobacco products within the college premises

8. **Plans of institution for next year**

> To organise more community development activities
>
> To organise workshop on use of ICT in teaching learning for the faculties
>
> To fill up vacancies of teaching and non teaching staff
>
> To publish books
>
> To organise national seminars and workshops
>
> To organise more activities by Career Counselling cell

Name: Dr. Karabi Goswami   *Name: Dr. Beda Kumar Chaliha*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____