Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**SCIENCE COLLEGE, KOKRAJHAR**
Name of the head of the Institution	**Dr. Ramananda Sinha**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03661275204**
Mobile no.	**9435026932**
Registered Email	**sciencecollege95@gmail.com**
Alternate Email	**principal@sciencecollege.ac.in**
Address	**Vill- Bhatarmari PO- Kokrajhar**
City/Town	**Kokrajhar**
State/UT	**Assam**
Pincode	**783370**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Mr. Biswajit Nath**
Phone no/Alternate Phone no.	**03661275204**
Mobile no.	**9435720208**
Registered Email	**sciencecollege95@gmail.com**
Alternate Email	**iqac@sciencecollege.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://sciencecollege.ac.in/iqac/aqar/2017-18.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://sciencecollege.ac.in/calendar/calender-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.54**	**2016**	**25-May-2016**	**24-May-2021**

6. Date of Establishment of IQAC	**07-Jul-2009**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
FDP on Use of ICT Tools for Classroom Teaching	**21-Feb-2019** **7**	**41**
Workshop on Smart Board	**07-Sep-2018**	**16**

	1		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institute	Women studies in Indian Universities and Colleges	UGC	2018 365	23840
Institute	B. Voc. degree proprogramme	UGC	2019 365	6270000
Institute	Sports infrastructure and Equipments (outdoor stadium)	UGC	2018 365	300000
Institute	Biotech Hub	DBT	2018 365	545000
Institute	Equipments and Chemicals	State Govt.	2018 365	150000
Institute	BPL students fee reimbursement	State Govt.	2019 365	744922
Institute	Infrastructure Development	State Govt.	2019 365	2500000
[View Uploaded File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Organized seven days Faculty Development programme on Use of ICT Tools for Classroom Teaching for faculty members

Due to the demand of IQAC, the authority completed the construction of New Classroom building and accordingly separate building is provided for Zoology Department for smooth functioning of PG and UG classes

Participated in NIRF India's Ranking 2019 and uploaded data on AISHE portal.

Constructed and initiative taken for up-gradation of Central Instrumentation Facility

Demanded and authority completed the construction of Chemistry General Laboratory

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

Plan of Action	Achivements/Outcomes
Librarian will be requested to do necessary steps for purchasing new Journals as per demand.	Librarian has initiated the process
Active participation of in NIRF, AISHE, RUSA will be ensured timely	Actively participated
Authority will be requested to construct new class rooms to meet up the class room demand.	Proposal of construction of new class room was accepted by the Governing Body.
A Seminar/Conference/Workshop/FDP will be organized	A FDP on use of ICT Tools for Classroom teaching was organized
IQAC will Interact with NTPC, IOCL BGR for mobilization of resources for Research facility	Communicated and consent received from NTPC for more Scientific equipments
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body, Science College, Kokrajhar	21-Dec-2019

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

No

16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2018**
Date of Submission	**30-Sep-2018**
17. Does the Institution have Management Information System ?	**No**

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Part B

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CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

For effective implementation of curriculum and documentation of the same, the institute develop and deploy its mechanism of action plan in the following ways: Academic Council: The Academic Council looks after the effective implementation of the curriculum. In the Academic Council meetings, the action plans for the same is developed and deployed. Regular collection of course completion report ensures the effective deployment of the same in department level. As the council comprises of all the Head of the Departments, the analysis of the thorough completion of course as well as effective student centric teaching is discussed and ensures at regular meetings. Academic calendar: The convener of the Academic Council prepares an academic calendar giving detail of working and holidays. Portraying the exam days, scheduled activities to be undertaken, the calendar is given to each student at the beginning of the session with the emphasize that the students and faculty will preplant their whole year activity. Course Distribution: The course curriculum is being distributed at the beginning of each session by the respective Head of the Department in a common planning discussion at department level. As per the class load, the course distribution is dispersed in black and white. Lesson plan and note: Each of the faculty members prepare a lesson plan according to course distribution and submit the same to Head of the Department for monitoring the progression comparing the same in the lesson note written on regular basis. Departmental Meeting: In periodic departmental meeting, in addition to other issues, the implementation of the curriculum is planned, discussed and analysed. Remedial class: As per the discussion in departmental meeting, on need base remedial classes are organized for the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	**Nil**	**Nil**	**0**	**0**	**0**

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PG Diploma	**Journalism and Mass Communication**	**01/08/2018**

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	Nil	Nill

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nill	0

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany	35
MSc	Botany	25
MSc	Zoology	22

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
Students feedback on teaching learning evaluation was taken in an online system. A link is being send to all the student for online fill-up and submit the same. The Academic Council analyses the individual feedback of all the faculties. The feedback report of all the individuals are send to their respective emails for self-evaluation. On need base the academic council discussed with the individual faculty for improvement in the particular aspect confidentially. In Parent-Teachers meet, the feedback on institutional quality is collected from the parents and are analysed. Based on the analysis report, possible improvement is planed on consultation with the Principal as well as in general meeting.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	Zoology	20	26	26
MSc	Botany	20	27	27
BSc	Information Technology	30	40	33
BSc	General	150	100	91
BSc	Computer Science	30	36	32
BSc	Zoology	35	74	40
BSc	Botany	35	60	46
BSc	Mathematics	35	43	23
BSc	Chemistry	35	59	38
BSc	Physics	35	40	29
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	837	100	40	5	9

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
45	45	10	7	7	2
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

The mentoring of students is undertaken in department level. In the departmental meeting, the faculty members are assigned for mentoring of departmental student's semester wise. Progress and difficulties in progression is discussed in periodic meeting and effective measures are taken for resolve the same.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
937	45	1:21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
46	45	1	0	9

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Mr. Biswajit Nath	Assistant Professor	Best Oral Presentation Award, RAIPLS-2019

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc	Zoology	IV	29/06/2019	23/09/2019
MSc	Botany	IV	29/06/2019	23/09/2019
BSc	Information Technology	VI	29/06/2019	22/07/2019
BSc	Major and General	VI	17/05/2019	10/07/2019

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

1. Introduction of class tests and discussion of the answer scripts with the students about the question solving pattern. 2. Students feedback on Teachers quality to improve the teaching learning process.

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

An academic calendar in tune with the academic calendar of the affiliated university and comprising of all the possible events and tentative date of examination be hold is prepared by Academic Council and distributed the same to all the departments, sub-committees, students at the beginning of each session. It is also distributed among all the teaching and non-teaching staff of the college to follow the same. A copy of the same is also inserted in the Notice Board for ready reference to all. As the calendar basically contains the list of National, State level and Local holidays, Scheduled of the College Examinations, College Week, Students Union Election, Sessional Examination, Course completion, the tentative dates of university end semester examination, the tentative dates of NSS activities and tentative schedule of programmes to be conducted by sub-committees, all section of the college preplant their activities accordingly for execution. Schedule of other activities such as Parent-Teachers meeting also mentioned in the academic calendar. The academic council looks after the smooth implementation of the academic calendar by all.

2.6 – Student Performance and Learning Outcomes

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

http://sciencecollege.ac.in/result.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
M.Sc. Zoology	MSc	Zoology	22	11	50.00
M.Sc. Botany	MSc	Botany	25	18	72.00
B.Sc. IT	BSc	Information Technology	34	6	17.64
B.Sc.	BSc	Major & General	189	71	37.57
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://sciencecollege.ac.in/iqac/images/SSS_2018_19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Interdisciplinary Projects	1825	Department of Biotechnology	48.26	5.45
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NA	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nill	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NA	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Physics	1	0
National	Chemistry	2	0
International	Physics	1	0
International	Chemistry	7	1.5
International	Botany	2	0

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

Department	Number of Publication
Botany	3

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Application of agro-waste derived materials as heterogeneous catalysts for biodiesel synthesis	Biswajit Nath	Journal of Renewable and Sustainable Energy	2018	1.7	Bodoland University	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Application of agro-waste derived materials as heterogeneous catalysts for biodiesel synthesis	Mr. Biswajit Nath	Journal of Renewable and Sustainable Energy	2018	1	2	Bodoland University, Kokrajhar

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	7	0	0
Presented papers	4	11	0	0
Resource persons	0	2	0	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Nil	Nil	0	0

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
National Youth Parliament	1st Rank and 3rd Rank	NSS Gauhati Unievrsity	2
Inter-college debate competition	3rd Prize	Assam Agricultural University	1

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

Name of the scheme	Organising unit/Agen	Name of the activity	Number of teachers	Number of students

	cy/collaborating agency		participated in such activites	participated in such activites
Celebration of National Days	NSS Unit, Science College, Kokrajhar	Gandhi Jayanti	1	29
Swachhata Hi Seva Hai	NSS Unit, Science College, Kokrajhar	Cleanliness	1	30
World Mental Health Week	NSS Unit, Science College, Kokrajhar	Celebration of Mental Health Week	1	15
Celebration of Jayanti	NSS Unit, Science College, Kokrajhar	Birth Anniversary of Sardar Vallabh Bhai Patel	1	50
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Research	3	College Fund	45
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nill	Nill	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
B N College, Dhubri	19/02/2019	Faculty and Student Exchage	150
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development

45	45.4

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Laboratories	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0.9	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9002	2363378	721	1440505	9723	3803883
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nill
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	74	3	14	1	0	2	12	2	0
Added	4	0	0	0	0	1	0	1	0
Total	78	3	14	1	0	3	12	3	0

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

3 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
None	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary

component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
6	5.22	10	11.23

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

The procedure and policies for the utilizing physical, academic and support facilities- Laboratory- The college has departmental laboratories for practical classes as utilization and maintenance with the department concern. departments design and deploys the rule for utilization of the same. In addition to departmental laboratory, the college has Biotech Hub and Central Instrumentation Facility and students of the institution can avail the facilities in consultation with the coordinators. Library- The Central Library is fully automated with adequate number of books for the subjects having self-issue return facilities with RFID system. Digital Library Card being issued to the students for issue of books. The Library rule and regulations to be adhered in the Library under the maintenance and guidance of Librarian. Sports complex- The college has a indoor stadium with adequate sports facilities along with mini gymnasium. The students enjoys the facilities by following the rule and regulation adopted for the same monitored and supervised by the Prof-In-Charge. There is a facility of membership for outsiders to enjoy the facilities. Computer facility- The college has three computer laboratories which are of Computer Science, Information Technology and Mathematics department. Faculties and students can enjoy the computer facilities in consultation to the respective Head of the Departments. In addition to the three computer Labs, the Library has an internet excess facility with three nos. of computers, where students can excess internet facility. Classroom- The Vice-Principal being the Convener of academic council, look after the teaching-learning process of the college and maintain the classroom facility under his supervision. In consultation with the Principal, regular maintenance of the infrastructures of the classroom is adhered. Emphasize is given for student centric infrastructural support for smooth conduct of teaching learning process.

http://sciencecollege.ac.in/pdf/PHYSICAL%20FACILITIES.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	Post Metric Scholarship	405	Nill
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability	Date of implemetation	Number of students	Agencies involved

enhancement scheme		enrolled		
Monitoring of end semester project as supervisor (M.Sc. Botany)	25/01/2019	25	Department of Botany	
Monitoring of end semester project as supervisor (M.Sc. Zoology)	28/01/2019	22	Department of Zoology	
Monitoring of end semester project as supervisor (B.Sc. Zoology)	28/01/2019	30	Department of Zoology	
Monitoring of end semester project as supervisor (B.Sc. Chemistry)	07/12/2018	29	Department of CHemistry	
Monitoring of end semester project as supervisor (B.Sc. Computer Science)	30/01/2019	18	Department of Computer Science	
Monitoring of end semester project as supervisor (B.Sc. Information Technology)	30/01/2019	34	Department of Information Technology	
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	JAM Coaching	28	0	1	1
[View File](#)					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

Nil	0	0	Nil	0	0

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	12	B.Sc.	Zoology	Dibrugar University, BodoLand University, Gauhati Unievrsity	M.Sc.
2019	8	B.Sc.	Botany	Dibrugar University, BodoLand University, Gauhati Unievrsity	M.Sc.
2019	7	B.Sc.	Mathematics	Dibrugar University, BodoLand University, Gauhati Unievrsity	M.Sc.
2019	4	B.Sc.	Physics	Dibrugar University, BodoLand University, Gauhati Unievrsity	M.Sc.
2019	16	B.Sc.	Chemistry	Dibrugar University, BodoLand University, Gauhati Unievrsity	M.Sc.

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

Items	Number of students selected/ qualifying
Any Other	1

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

Activity	Level	Number of Participants
Sport and Cultural Week	Institutional	350

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Nil	Nill	Nill	Nill	NA	NA
2019	Nil	Nill	Nill	Nill	NA	NA

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

Student Council is name as Science College Students Union is responsible for students related matter as well as for organization of few institutional activities- 1. Organization of Freshman Social Day for welcome of new students. 2. Organization of College Week (Sports and Cultural Week). 3. Publication of College Magazine. 4. To organize festivals in college. 5. To support in various other activities organized by College time to time or as directed from higher authority. The representation of students in academic and administrative bodies- 1. The General Secretary of the Students council represents in Internal Quality Assurance Cell as member. 2. Two students represent as member in NSS advisory body. 3. Represents in Sports and Physical Exercise Cell as member. Helps in the following cells in execution of their activities- 1. Cultural Cell 2. Literary Cell 3. Festival Cell

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has a registered Alumni Association, registered under societies registration act 1860. The Alumni Association Science College Kokrajhar was established on 4th April, 2011. This is an association of all the Ex-Students of Science College,Kokrajhar B.T.A.D, Assam, India formed with a view to establish and maintain a co-ordination among past present students as well as the staff of Science College Kokrajhar thereby to develop a support system for the college in its strive for excellence and competitiveness. The constitution of the association was drafted by a committee and adopted on 30th October, 2011. The Members of the first Executive Body are: President : Manjil Basumatary Vice President: Mr. Amit Kurmi General Secretary: Mr. Yashu Pradhan Asstt. General Secretary: Mr. Geolangsar Basumatary Moumita Goswami Treasurer: Dibyendu Das Executive Members: Mr. Rajib Sarkar Mr. Daimalu Brahma Bishal Mondal Mr. Sanjib Pandit Mr. Debojit Saha Mr. Basudev Das Mr. Sanjib Dey Mr. Sodesh Mushahary Mr. Hwiyang Narzary Mr. Sukanto Das Advisors: Mr. S. Dey,Asstt. Prof., Deptt. Of Mathematics Mr. A.K. Brahma, Asstt. Prof., Deptt.Mathematics Mr. A. Singh, Asstt. Prof., Deptt. Of Physics Miss. S.B. Kour,Asstt. Prof., Deptt. Of Zoology Mr. M.A. Kousar, Asstt Prof., Deptt of Chemistry

5.4.2 – No. of enrolled Alumni:

125

5.4.3 – Alumni contribution during the year (in Rupees) :

5000

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The College has a practice of decentralization and participative management since inception. Accordingly, for academic management Academic Council is formed comprising all the Head of the Departments and Vice-Principal as the convener of the council. The council manage the academic matters in its meeting, where as for critical issues, discussion done in general meetings also. To undertaken other activities various sub-committees are formed for smooth execution of the same. The sub-committees comprises Chairperson, Convener and members. Academic Audit Committee, Planning Development, Examination Cell, Admission Cell, Research Cell, Extension Service Cell, Hostel Development Cell, Sports Physical Exercise and College Week Cell, Cultural Cell, Literary Cell, Festival Cell, Science Talent Development Cell, Green Audit Cell, Career Counselling Cell, Library Advisory Cell, Medical Health and Disaster Management Cell, Website Site Cell, Grievance Redressal Cell, Women Cell, Anti Ragging Cell, Prevention of Sexual Abuse Cell are the sub-committees executed their activities as per the tentative schedule given in academic calendar. In the sub-committees conveners and members are assigned comprising all the faculty members.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	For transparent admission process advertisement of the admission notice, date of issue submission of forms and admission process in the local as well as State Daily News Papers are uploaded and notification about admission at the college website, publication of College Prospectus with all relevant data, etc are maintained. Proper verification of application form, display of the merit list and counseling admission process in a fixed date in presence of the entire applicant reflects the transparency of the process. A comparative study of the entry percentage of the students in various colleges shows that the flow of the students for seeking higher education is towards this college. The admission committee of the college looks after the matter of admission review. The college is situated in a rural tribal dominated district and thus maximum numbers of students are ST.
Industry Interaction / Collaboration	The IQAC interacts with the industries for CSR support as well as

	collaboration. As a result of interaction with NTPC, the CSR manager gave consent of supplying sophisticated scientific equipments to augmentation of scientific facilities.
Human Resource Management	For quality improvement in teaching learning and research, the authority ergs the faculty members for participation in Faculty Development Program as well as to attend Refresher, Orientation, Workshop etc. Simultaneously, they also encourage to participate and present papers in seminar conference etc.
Library, ICT and Physical Infrastructure / Instrumentation	The Library is automated along with self issue return system. Introduction of new quality books as per syllabus is a regular practice of the college. Physics, Chemistry, Mathematics, Botany and Zoology department is enabled with smart Board facility for smooth conduct of classes as well as enabling ICT. Computer Science, Information Technology and Mathematics department was equipped with computer labs and augmentation in the lab facility improves the quality of teaching.
Research and Development	To facilitated quality research, the IQAC and Research cell adopted few activities. IQAC initiated to establish a central instrumentation facility for availing the same by the faculty and students in research. The research cell jointly with IQAC encourage the faculty members for publication of their research in Indexed Journals. Accordingly, the publication on indexed journal is increased.
Examination and Evaluation	The Examination Cell of the college looks after the Examination and Evaluation process. University Examination are conducted as per university instruction. The College level examinations and evaluation is monitored by Examination Cell. Spot evaluation of answer script, discussion on answer writing pattern with the students are some of the innovative processes adopted in examination and evaluation reform.
Teaching and Learning	For improved teaching learning process the college adopted monthly teaching plan as a best practice. Which gives an assurance of timely completion and effective teaching learning process. In addition to that for ICT,

Curriculum Development	the college develop ICT enabled classroom.
	The institution is affiliated under Gauhati University and curriculum is developed from the University concern. The Academic Council of the college look after the smooth and effective implementation of the curriculum.

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

E-governace area	Details
Nill	None

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nil	NA	NA	0
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Faculty Development Programme on Use of ICT Tools for Classroom Teaching	Nill	21/02/2019	27/02/2019	41	Nill
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
RC in Chemistry	1	16/07/2018	04/08/2018	21
RC in Physics	1	13/05/2019	14/06/2019	30
ARPIT	1	01/11/2018	28/02/2019	120

Chemistry in Higher Education				
RC in Mathematics	1	31/05/2019	14/06/2019	15
RC in Research Methodology	1	24/07/2018	13/08/2018	21
FDP on Behavioural Remodeling and Use of ICT Tools for Classroom delivery	1	21/08/2018	29/08/2018	9
FDP	10	21/02/2019	27/02/2019	7
MOOC	1	20/08/2018	17/09/2018	29
[View File](#)				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
None	None	Free admission

6.4 – Financial Management and Resource Mobilization

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

Internal Audit: The institution has a internal audit committee which makes the internal audit of the financial matters of the college. External Audit: The college make annual audit of the financial account of all heads by a Govt. registered Chartered Accountant maintaining all formalities. Govt. funds are audited as and when needed by Govt. registered Chartered Accountant and utilization certificate is send accordingly keeping records in the office guard file.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
[View File](#)		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal

	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Academic Audit Committee
Administrative	No	Nill	No	Nill

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

None

6.5.3 – Development programmes for support staff (at least three)

None

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

1. As a follow up action the authority constructed computer lab for Mathematics department in last year. For augmentation of facility intra-LAN connection was established. 2. For improvement of research culture, Central Instrumentation Facility was planned to established. Established accordingly and augmentation of the facilities are trying. 3. The ICT enabled classroom are constructed for Physics, Chemistry, Mathematics, Botany and Zoology department and faculties are encouraged to increase the use of smart board for teaching learning process.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Workshop on Smart Board	07/09/2018	07/09/2018	07/09/2018	16
2019	FDP on Use of ICT Tools for Classroom Teaching	21/02/2019	21/02/2019	27/02/2019	41
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nil	Nill	Nill	0	0

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

Percentage of power requirement of the University met by the renewable energy sources

The college has solar energy generation plant for electricity supply. About 25 of the electric energy saved from solar energy plant.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nill	Nill	Nill	Nill	Nil	NA	Nill
2019	Nill	Nill	Nill	Nill	Nil	NA	Nill

View File

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Nil	Nill	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Nil	Nil	Nil	Nil

View File

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

Initiatives taken by the institution to make the campus eco-friendly (at least five) Science College, Kokrajhar plays an important role by adopting various initiatives to make the college campus eco-friendly. Some important initiatives adopted during the year 2018-2019 are (i) Energy Conservation: The Institute uses energy efficient lighting fixtures like CFLs and LEDs in all classrooms and departments. The faculty and the students are encouraged to use e-resources and wherever possible, e-circulars are used for communication among the Faculty and students. (ii)Use of Renewable Energy: To promote use of renewable energy, energy efficient fixtures like solar lamps, solar street lights were installed throughout the college campus. The Institute uses solar energy all over the campus by solar rooftop scheme. (iii) Waste Management: Waste is can become severe pollutant, contributing to landfills and toxins which harm the earth's soil and atmosphere. In this regard, the waste materials of the Institute is segregated into biodegradable and non-biodegradable wastes. The use of toxic and harmful chemicals is discouraged during practical classes. The college does not use any radioactive substances in laboratories. (iv) Generating awareness: The Institute promotes sustainable development and encourages conservation of all resources. The faculty and students were encouraged to use 100 cotton compostable bags and the use of plastic cups and plastic glasses were totally avoided in the College campus. (v) Green Audit: The Institute has a Green Audit Committee which ensures that the College campus is eco friendly from all areas.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices
Best Practices : 2018-19 Title of the practice: "100 Students Attendance Award" Goal: The institute has the aim to enrich its student's attendance so that they should able to understand the texts and secure good marks in examination. The context: There is a tendency among the student to attend less number of classes and accordingly they are unable to understand the lesson properly and resulted in poor knowledge and result outcome. The Practice: The authority takes the venture to give a cash award of Rs. 500.00 (five hundred) to those students attended 100 classes in all subjects monthly. The attendance of the students are displayed monthly on the notice board and asked the eligible students to claim the award. After verification from the respective departments, authority commonly in programme awards the same. Evidence of success: 1. Maximum number of student's practices in attending classes regularly and progressed in their result. 2. Students' interactive potential increased. 3. Attention of the students increased. Title of the practice: "Monthly Teaching Plan" Goal: The academic council keeps its aim to monitor and uplift the course progress designs the monthly teaching plan format for timely completion of courses. The context: Due to various unavoidable and other circumstances the courses are not being able to complete in due time. For the complete benefit of students as well as for student centric teaching learning process 'Monthly Teaching Plan' is implemented. The Practice: For smooth implementation of curriculum and timely completion of the syllabus, Monthly Teaching Plan and course completion reports is being taken by academic council and monitors regarding completion of course curricula in due time. Evidence of success: 1. Courses are being completed is due course of time by maximum faculties and maximum number of students are attending classes regularly and progressed in their result. 2. Faculties are planning for remedial teaching if needed. 3. Students are more interactive with teachers regarding courses curriculum.
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://sciencecollege.ac.in/iqac/images/bestpractice.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words
Institutional Distinctiveness The Institute has the vision to become a centre of excellence in Science education. Accordingly one of the objective is to make research a momentous activity involving society and teaching-learning community. In this regard all the faculty members are concerning in creating a research environment as well as a research mindset of both the teachers and students. To inculcate the same, the IQAC is planned and established a Central Instrumentation Facility (CIF) and trying its best for upgradation of the same. In addition to that, all the departments are trying to make equipped with minimum research facilities for student centric research. DBT sponsored Biotech Hub is providing a minimum research facility for life science students and facilitate a supportive hand in execution of research. Utilizing the research facilities available, the faculties are able to perform their research work in publishing in indexed journals. Students as well as communities are involved in different activities organized as well as workshop, conference, hands on training etc. Not only the students of our Institution, students of nearby Institutions are also benefited from the research facilities of our Institution.
Provide the weblink of the institution
http://sciencecollege.ac.in/iqac/images/distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

1. Construction of new academic building for creation of separate space for each department step wise. 2. Construction of New building under RUSA fund for meet up classroom demand. 3. Renovation of Auditorium under RUSA grants. 4. Active participation in NIRF, AISHE, etc. from time to time. 5. Communication with industries for collaboration as well as obtaining more equipment and fund for infrastructure augmentation. 6. Signing more MoUs with institutes for faculty as well as student exchange programme. 7. Collaboration with higher institutes and personalities for research.