



Science College, Kokrajhar

Kokrajhar, B.T.C., Assam, PIN- 783370

Accredited with B Grade (CGPA: 2.54) by NAAC, ISO (9001:2015) certified

Website: www.sciencecollege.ac.in

Institutional Perspective Plan for Five Years

Internal Quality Assurance Cell:

An internal mechanism for sustenance, assurance and enhancement of the quality culture of education imparted by NAAC, is an essential for Higher Educational Institution. With that view Science College, Kokrajhar established the Internal Quality Assurance Cell (IQAC) for quality sustenance activity. The Internal Quality Assurance Cell (IQAC) of Science College, Kokrajhar was established in the year 2007 to act an agency to make the college excellence in Science education and research.

As a post-accreditation quality sustenance measure as prescribed by NAAC, the IQAC being an integral part of the college works towards realizing the goals of quality enhancement by developing a system for conscious, consistent and catalytic improvement in different aspects of functioning of the college.

IQAC, Science College, Kokrajhar make selfassessment of the college on Teaching-Learning, Academic and Administrative quality sustenance and development by taking feedback from students, parents, staffs, management, etc. on yearly basis or as per need.

Aim of IQAC:

- To develop a system of conscious, consistent and catalytic action to improve the academic and administrative performance of the college.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies of IQAC:

1. Ensuring timely, efficient and progressive performance of academic, administrative and functional tasks.
2. The relevance and quality of academic and research programmes.
3. Equitable access to and affordability of academic programmes for various section of the society.
4. Optimization and integration of modern method of teaching and learning.
5. The credibility of evaluation procedures.
6. Ensuring the adequacy, maintenance and proper allocation of support support structure and Service.
7. Sharing of research findings and networking with other institution in India and abroad.

Functions of IQAC:

1. Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.
2. Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
3. Arrangement for feedback response from students, parents and other stockholders on quality-related institutional process.

Perspective Plan 2017 to 2021

IQAC is in continuous follow-on infrastructural resources of the college to assure sufficient, suitable and improved facilities to comfort conducive and enabling environment for teaching, learning and research. It documents, reports and analyze the various activity of the college for assessing self-progress. IQAC trying its best to be one of the important components of the college to ensures quality and continuous improvement in all the units / aspects of the college.

The College has a long-term plan for the growth and development that reflects in its perspective plan prepared by IQAC of the College.

1. Curricular Aspects:

The institution is affiliated under Gauhati University and curriculum is developed from the concerning university. The Academic Council of the college look after the smooth and effective implementation of the curriculum. To ensure this, the following measures are to be taken,

1. Actively participate in curriculum designing and development process of affiliating University by the Faculty members of the College of respective subjects.
2. Introduce a mechanism to obtain feedback on curriculum and analyze for suitable modification of curriculum.

2. Teaching Learning and evaluation process:

For improved the teaching-learning process, the college adopted monthly teaching plan as a best practice which gives an assurance of the completion of the syllabus within a stipulated time and effective teaching-learning process. The following initiatives are also to be implemented.

1. To ensuring effective use of ICT in teaching-learning process.
2. To develop more smart classrooms.
3. To Set up Linkages with other UG colleges in terms of faculty/student exchange.
4. To organize classes by eminent visiting professors.
5. To organize students' visit programme to various reputed HEIs/industry/laboratories.
6. To encourage the participatory learning by organising seminar, quiz, debate, group discussion, poster completion, model competition, etc.

7. To support the advanced learners and concentrate on enhancing aspects like knowledge, attitude and skill.
8. To encourage more students to use online resources like SWAYAM, MOOCS, NPTEL, INFLIBNET etc.
9. To ensure the mentoring of each and every student.
10. To arrange remedial classes are for the benefit of the students.

3. Research, Innovations and Extension:

To improve the quality of research, the IQAC and Research cell adopted few activities. IQAC established the Central Instrumentation Facility (CIF) 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 works in Indexed Journals. Accordingly, the number of publications in indexed journals is increased. In addition to this student are also trained with the basics of research works engaging them in various project works. To further enhance the quality of research and extension, IQAC plans to take the following measures:

1. To conduct regular meetings of the Research Cell to identify the research potential, promote the research and prepare the research proposals.
2. To encourage faculty members to obtain research grants from funding agencies such as UGC, DST, DBT, ICSSR, INSA, etc to undertake major/ minor project.
3. To encourage faculty members and students to publish research works in SCI/SCIE/UGC care list/Scopus/WOS indexed research journals.
4. To construct common research laboratory (Common Instrumentation Facility) for the students of various departments.
5. To encourage inter-disciplinary, collaborative and participatory research among the faculties.
6. To encourage participation in national and international level conferences/ seminars/workshops/symposium.
7. To promote participation of staff members in FDPs like refreshers, orientation and short term courses.
8. To set up linkages with premier institutions in terms of more MoU for collaborative research.

4. Infrastructure and Learning Resources:

The college is expected to expand the following infrastructure facilities to meet the future requirement.

1. Introduction of new quality books as per syllabus is a regular practice of the college.
2. To make complete automation of Library services.
3. Provide easy access to periodicals, journals, e-journals, e-books, internet in the Central Library.
4. To enhance sports facilities by establishing indoor stadium, gymnasium, yoga centre etc.

5. To set up Video Conference classroom to provide the exposure to faculty and students of the college through lecture of resource persons of national/international repute.
6. To construct more ICT enable classrooms.
7. To upgrade the laboratories as per need.
8. To construct well-furnished Conference room.
9. To construct/renovate adequate number of toilet blocks for students (boys and girls) and staff.
10. To establish Language Laboratory.
11. Take proper measures to reduce the electricity bill by use of LED bulbs and installation of solar panels.
12. To procure more computers and provide computers in the laboratories, offices, Library, research centre and departments with LAN.

5. Governance, Leadership and Management:

The Governance of the college is monitored and managed by the Governing Body which comprises of the Principal, Teacher's representative, Parents, Librarian, Non-Teaching representative and representatives from the local society. The principal places the important issues pertaining to the management and administration before the governing body for approval. The IQAC of the college plays an important role for the overall development of the college. The vision and mission of the institution are translated into reality through efficient leadership and governance. In this regard, the college propose,

1. Promote decentralization and participative management among the faculty and staff.
2. Conducts internal and external financial audits and Academic and Administrative Audit (AAA), energy audit, green audit, etc. of the college.
3. Encourage the faculty for professional enhancement (research, publications etc.).
4. Encourage development programmes for support staff
5. Encourages the faculty for attending courses under FDP, OP, RC organised by various UGC-HRDC.
6. Enhance stakeholder relationships by involving them in feedback for continuous improvement.
7. Participation in NIRF, AISHE and other recognized quality audit.
8. Preparation of annual college budget.
9. Uphold efficient Students' Council, Students' Grievance Cell, Anti Ragging Committee, Prevention of Sexual Abuse committee etc. having wide representation of staff and students in decision making.
10. Introduce mechanism to obtain feedback from students, parents, alumni and its scientific, systematic analysis and interpretation.
11. Prepare institutional code of conduct for students, teachers, administrators and other staff and to disseminate the same by conducting various programmes so as to sustain cordial relationships amongst stake holders.

6. Human Resource Development:

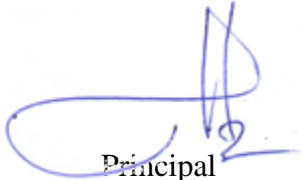
For quality improvement in teaching, learning and research, the authority encourages the faculty members

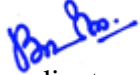
1. To participate in various Faculty Development Programs, OP, RC, STC etc.
2. To encourage faculty members to obtain research grants from funding agencies.
3. To encourage faculty members and students to publish research works in SCI/SCIE/UGC care list/Scopus/WOS indexed research journals.
4. The authority also persuade to participate and present papers in seminars, conferences, symposia, etc.

8. Institutional Values and Best Practices:

The following initiatives and activities reflect the role of the college in important issues such as gender equity, environmental consciousness, sustainability, inclusiveness and professional ethics, etc. Examples of such measures are,

1. Promotion of gender equity by initiating various activities
2. Eco-friendly, clean and hygienic College campus.
3. Energy conservation by installation of LED lights and solar power plants
4. Organise Faculty development programme and staff training programme
5. Enrichment of research culture through Soil and Water Testing Centre concerning local issues
6. Make research a momentous activity involving society and teaching-learning community
7. Monthly Teaching Plan
8. 100% Students Attendance Award
9. Maintain a ragging free campus


Principal
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Coordinator, IQAC
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