

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

Session: 2017-18



**Submitted to
National Accreditation and Assessment Council
(NAAC)**

**By
Internal Quality Assurance Cell (IQAC)
Science College, Kokrajhar**

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

SCIENCE COLLEGE, KOKRAJHAR

1.2 Address Line 1

BHATARMARI

Address Line 2

KOKRAJHAR

City/Town

KOKRAJHAR

State

ASSAM

Pin Code

783370

Institution e-mail address

sciencecollege95@gmail.com

Contact Nos.

03661-275204

Name of the Head of the Institution:

DR. RAMANANDA SINHA

Tel. No. with STD Code:

03661-275204

Mobile:

9435026932

Name of the IQAC Co-ordinator:

MR. BISWAJIT NATH

Mobile:

9435720208

IQAC e-mail address:

iqac@sciencecollege.ac.in

1.3 NAAC Track ID (For ex. MHC0GN 18879)

ASCOGN21556

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)

ES(SC)/15/A&A/18.1

1.5 Website address:

www.sciencecollege.ac.in

Web-link of the AQAR:

www.sciencecollege.ac.in/iqac/aqar/2017-18.pdf

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.54	2016	2021
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

07-07-2009

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 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2016-17 submitted to NAAC on 29/12/2018
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

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, GUWAHATI, ASSAM

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held : 6 nos.

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

IQAC made the following –
Activities-

1. Organized a Training cum Demonstration Programme on “How to use Digital Board” by Active Inspire software on 30-08-2017. Mr. Ashok from Almoe Digital Solution Private Limited was the master trainee of the programme.
2. Under the initiative of IQAC, College took part in NIRF, India’s Ranking-2017 and stood on the rank band 151-200 in all India basis.
3. Organized workshop on “How to use DCS” on 22-06-2017.

Contributions-

1. Installation of Digital Board in Physics, Chemistry, mathematics, Botany, and Zoology for students benefit is completed in the month of August, 2017.
2. Under the initiative of IQAC, College took part in NIRF, India’s Ranking-2018.
3. Renewal of digitalization of college office with “Digital College Software”
4. Started two PG courses in Botany and Zoology from 2017-18.

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
1. Plan to establish six new digital class room for the Departments Physics, Chemistry, Mathematics, Botany and Zoology as well as the Gallery Class rooms 2. Completion of computer laboratory for Department of Mathematics. 3. Participation in NIRF, India's Ranking 2018. 4. Construction of new Laboratory for Department of chemistry. 5. Establishment of one Central Instrumentation Facility with sophisticated instruments for all faculty and students. 6. Construction of new class rooms to make up the class room demand.	1. Installation of five nos. of digital class room is completed by August, 2017 for the Departments Physics, Chemistry, Mathematics, Botany and Zoology. 2. Computer Laboratory with ten nos. Of Computer was completed by December, 2017. 3. Participated. 4. Fifty percent Construction of Chemistry Laboratory was completed. 5. Able to received sofisticaled instruments form NTPC, BgTPP for Central Instrumentation Facility and authority allotted one room for the same. 6. Proposal of construction of new class room was accepted by Governing Body.

* 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

- | |
|---|
| <ol style="list-style-type: none"> 1. Resolved to proceed for submission of AQAR. 2. Appreciate on activities & contribution and achievements on planning of IQAC. 3. Resolved to cooperate in IQAC activities and planning's. |
|---|

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		2		
UG	2			
PG Diploma				
Advanced Diploma	1			
Diploma	1			
Certificate	2			
Others				
Total	6	2		

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4
Trimester	
Annual	1

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

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

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

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

No

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
33	33	0	0	0

2.2 No. of permanent faculty with Ph.D.

7

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	0	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

15

2.5 Faculty participation in conferences and symposia:

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

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

1. Introduction of more number of smart classrooms.
2. Classes with audio-visual aids, in power-point etc.
3. Encourage to students to search for E-book, E-Journals, NLIST etc. in Library.
4. Guest lecture.
5. Lesson plan at the beginning of the year for effective teaching.
6. Invited talks, outdoor interactions, and internal seminars by students.
7. Digitization of Library with RFID enabled.
8. Field Trips, Industrial Visit, excursion etc.
9. Wi-Fi enabled campus.
10. Workshop on laboratory practices.
11. All departments are provided LCD projector for Teaching-Learning process.

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

173

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

None

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

-	-	3
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2.10 Average percentage of attendance of students

77%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc.	148		27.7	7.4		35.1
B.Sc. IT	17		29.4	11.7		41.2

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

Contribution-

1. Establishment of five new smart classrooms for special classes.
2. Planning and communication regarding establishment of Common Instrumentation Centre.

Monitoring-

1. Monitored through academic council and communicating with Vice-Principal.
2. Meeting with teaching staffs semester wise.

Evaluation-

1. Discussion in academic council regarding up-gradation.
2. Collection and analysis of student's feedback, teacher's appraisal, etc.
3. Result analysis department wise for final result.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	3
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

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	6	0	0	1
Technical Staff	9	0	0	5

Criterion – III

3. Research, Consultancy and Extension

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

1. Strengthen the Research culture of the college to creating good research initiative and environment in the college.
2. Communicating and able to received sophisticated equipments for Central Instrumentation Facility for promoting research in the college from NTPC, BgTPP Salakati.
3. Encourage to take the benefit of Laboratory of Institutional Biotech Hub for research.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	2	0	0
Outlay in Rs. Lakhs		1207800		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	4
Outlay in Rs. Lakhs				

3.4 Details on research publications

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

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				
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					1
Sponsoring agencies					DBT

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	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

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

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Plantation:
 - Plantation of sapling on the occasion of World Environmental Day, 2017.
- Biotech programme
 - Hands on training on Application of PCR in Life Science Research by institutional Biotech Hub to the school students of the locality.
 - Seminar on “Global warming: Causes and Remedies for the school students of class XI and XII.
- Poster presentation:
 - Poster presentation on ‘Global Health Issue’ on the occasion of World Physiotherapy Day-2017.

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 (Sq. m)	16722.54			16722.54
Class rooms	3411.07	324	MPLAD	3735.07
Laboratories				
Seminar Halls				
No. of important equipments purchased (\geq 1-0 lakh) during the	2	1	DBT	3
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

1. Digitalized the existing computerized office with Digital College Software to enable-
 - a. Computerized admission process.
 - b. Computerized students details and record keeping.
 - c. Account maintenance.
2. Digitalized the Central Library including RFID enabled system.
 - a. Self issue return of books from library.
 - b. OPAC service for searching books in library.
 - c. E-Book, E-Journal and NILST facility.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8202	2196218	940	167160	9142	2363378
Reference Books						
e-Books						
Journals	20	10,400	-	-	20	10400
e-Journals						
Digital Database	1	-	-	-	1	-
CD & Video	17	-	5	-	22	-
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	69	2	6	1	Nil	1	7	
Added	5	1	8		Nil	1	5	
Total	74	3	14	1	Nil	2	12	

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

1. Diploma in Information Technology, a Certificate Course by Department of Computer Science.
2. Computer and Internet access point at Central Library.
3. Wi-Fi enabled campus.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.50
ii) Campus Infrastructure and facilities	9.20
iii) Equipments	23.64
iv) Others	59.66
Total :	93.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Orientation class at the beginning of the class to introduce about various rules, regulation and facilities available in the college
2. Relevant information dissemination through college website.
3. Detail about college and facilities available are given in college prospectus.
4. Time to time notification in the Notice Board.
5. Regular update of digital notice board.
6. Meeting with students of different classes separately.
7. SMS services.

5.2 Efforts made by the institution for tracking the progression

1. Progress analysis in departmental meeting.
2. Analysis of progress in the meeting of Head of the Departments.
3. Discussion in the academic council meeting.
4. Result analysis of college as well as university examinations.
5. Students profile preparation and analysis.
6. Meeting with Alumni.
7. Feedback system for stockholders for teachers, administration.
8. Feedback from students for Teachers and Library.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
836	55	0	800

(b) No. of students outside the state

0

(c) No. of international students

1

Men	No	%	Women	No	%
	554	62.2		337	37.8

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
122	31	478	190	0	821	182	37	457	215	0	891

Demand ratio 1:1.38

Dropout % 14.7

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

1. Coaching in department level for preparation to appear in JAM.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

1. Organization of Badminton coaching camp from 08/06/2017 to 17/06/2017
 2. Participation in Inter-college Badminton Tournament 2017-18.
 3. Career Counselling programme on 22/02/2018.

No. of students benefitted

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

None

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		
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

The vision of the institution is
“To become a centre of excellence in Science education”.

Mission:

- To create students of science with good quality, positive attitude and perfect blend of knowledge.
- To create good citizens of tomorrow, with their dedication to excellence.
- To support the students to bloom their dreams.
- To create healthy student-centered teaching –learning environment.
- To make research a momentous activity involving society and teaching-learning community.
- To provide infra-structure and learning resources required for quality education and research activities.
- To sustain academic excellence.

6.2 Does the Institution has a management Information System

1. The college website has a pages regarding college management.
2. The information regarding management is disseminates within college through the online Digital College Software (DCS) by URL www.sciencecollegedcs.com.

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

6.3.1 Curriculum Development

1. Few faculty members are associated with committees of curriculum development of affiliating university for enrichment of curriculum.
2. Board of Studies for curriculum design for various diploma and certificate courses.

6.3.2 Teaching and Learning

1. Introduction of smart classroom for smooth conduct of advanced level modern class.
2. Provided LCD projectors to each department to conduct audio-visual and ICT enabled classes.
3. Teaching plan and analysis for progression.
4. Encouraging faculty members to participate in Refresher, orientation and FDP courses.
5. Organisation of departmental seminar/workshop etc.

6.3.3 Examination and Evaluation

1. Examination committee looks after the matter for smooth conduct of examination.
2. Centralized system for conduct of Unit test, Sessional examination, class test for evaluation in progression in course.
3. Feedback from students regarding progress of teacher.
4. Feedback from staffs regarding progress of administration and authority.
5. Parent-Teachers meet.

6.3.4 Research and Development

1. Strengthen the Research Cell to grow research environment in the college.
2. Planning to establish a Central Instrumentation Facility for promoting and facilitating Research.
3. Encouraged faculty to apply for research grants from different funding agencies.
4. Freedom to Principal Investigators of the on-going Research Projects obtained from different funding agencies for smooth completion of the same.
5. Encouraged the faculty to complete Ph.D.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Library-
 - a. Library orientation class at the beginning of the session.
 - b. Digital Library with RFID system to computerized issue return for the students as well as faculty.
 - c. Web-OPAC and OPAC system for searching availability of books in Library.
2. ICT-
 - a. Wi-Fi enabled campus for students and faculty.
 - b. Free internet access point at Central Library with printing facility.
3. Infrastructure/instrumentation-
 - a. Smart board, LCD projectors for ICT enabled classes.
 - b. Solar power unit for uninterrupted power supply for smooth use of technology.
 - c. Few air conditioned classroom.
 - d. Gallery Classroom with smart board for smooth interactive class.
 - e. Indoor stadium with Gymnasium facility for the students.

6.3.6 Human Resource Management

1. To create an atmosphere of good resource management various committees are formed involving faculty members.
2. Governing body of the college look after the planning and development of the college.
3. Teachers association of the college look after the issues related to teacher.
4. Students Union Body deals with student issues regarding development and grievances.
5. Monitoring of attendance of staffs.

6.3.7 Faculty and Staff recruitment

1. Advertisement in leading news papers are given for recruitment.
2. Permanent well qualified faculty and staffs are recruited as per UGC and Govt. of Assam rule.
3. Roaster method is followed in recruitment.
4. Temporary faculties and staffs are recruited on the basis of merit and interview as per need.

6.3.8 Industry Interaction / Collaboration

1. IQAC and Career Guidance Cell look after the matter of Industry interaction and collaboration.
2. Interacted with IOCL Bongaigaon Refinery and NTPC Salakati for industry institute relationship is in progress.

6.3.9 Admission of Students

- College adopt a transparent admission process-
1. Advertisement of admission in News Papers and in college website.
 2. Issue and submission of admission form in prescribed dates.
 3. Screening and preparation of merit list and hanging the same in the notice board.
 4. Counselling and Admission in a fixed date in presence of all students.
 5. Govt. reservation policy is followed.

6.4 Welfare schemes for

Teaching	1. Teachers Welfare Society fund 2. Group Insurance Scheme. 3. Maternity/Paternity leave etc.
Non teaching	1. Loan 2. Maternity/Paternity leave etc.
Students	1. Financial assistance to economically poor students. 2. Free studentship for economically poor meritorious students.

6.5 Total corpus fund generated

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	Academic Council
Administrative	No		Yes	IQAC

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Not applicable.

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

Not applicable.

6.11 Activities and support from the Alumni Association

Active Alumni association supports in various way-

1. Maintain Alumni data and communicates as per need.
2. Provides career magazine in Library for students.
3. Planned to construct class room building in near future.
4. Organize Alumni meet yearly.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teachers Association arranges Parent-Teachers meeting to discuss and analyse the progress of the student and college.

6.13 Development programmes for support staff

Orientation for computer and office automation.

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

1. Solar energy plates at the roof top for generation of electricity.
2. Waste disposal shade as well as dustbins for waste management along with dust bins in different places of the college.
3. Awareness of conservation of electricity, sticker on door for switch off whiles not in use the electrical appliances.
4. Plantation on various occasions.
5. Planning to create plastic free campus.

Criterion – VII

7. Innovations and Best Practices

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

1. “100% Students Attendance Award” of Rs. 500/- per month to increase the attendance of the students.
2. Monthly teaching plan to complete the course in due time.
3. Departmental field trip/industrial visit/ excursion.

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

1. Construction of two Gallery Classrooms are completed by Aug/2016
2. Installation of Digital Board in two classrooms i.e. in Gallery-I and Room No-13 are completed in Sept/2016 and June/2017 respectively.
3. Participated in NIRF, India’s Ranking 2017 and stood in the rank band 151-200.
4. Digitalization of college office with Digital College Software was completed in June/2017.
5. Initiated and allotted room for Computer Laboratory of Mathematics Department and purchase order for computer is given.

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

Annexure-I

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

7.4 Contribution to environmental awareness / protection

1. Organization of plantation on various occasions.
2. Awareness on green environment.
3. Solar power generation.
4. Solar light in the campus.
5. Active NSS and Green Audit Cell organize various environment related programme.
6. Waste management system with segregation of waste.
7. Use of CFL and LED bulbs.
8. Sticker for energy conservation (to switch off electrical equipments when not in use).
9. Observation of World Environment Day with different programmes.

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

1. Young, Dynamic, Well Qualified, Dedicated, Competent and Hard working faculty members.
2. Digital Library facility with sufficient number of Text books, Reference Books, journals, OPAC and Web-OPAC facility with RFID enabled and air conditioned.
3. Supportive and cooperative administration and Governing Body.
4. Sound interpersonal relation between staffs.
5. Faculty members are academically sound and they have National and International research publications so they are good guidance for students in scientific challenge
6. ~~Whole~~ Although the college is situated in six-schedule and educationally backward area the quality of student and pass percentage is good.
7. DBT sponsored Biotech Hub.
8. Wi-Fi enabled campus.

Weakness:

1. Lack of sophisticated equipments and laboratory facilities.
2. Poor academic and economic background of the students.
3. Lack of time to carry out different research activities due to busy academic time
4. ~~period~~ period of Govt. sanctioned post in the college.
5. Deficiency in rooms for class and laboratory.
6. Inadequate fund for contingency expenditure for departments.

Opportunities:

1. Up-gradation of the college to a Post Graduate College.
2. Teachers can apply for research grants from different funding agencies for high level research.
3. To establish a common facility of Sophisticated Instruments for students and faculty.
4. Introduction of various Job oriented certificate and diploma courses in meet up the current demand of Job market.
5. Students get active support from the faculty members for progression in educational and career prospects.
6. Existing certificate, diploma courses and Soil and Water Testing Centre provide facility to the local youth as well as community in respective field.
7. Presence of digital class room, LCD projector and other ICT facility upgrade the academic technical knowledge of the students.

Threats:

1. Students with poor academic and economic background.
2. High cost of chemicals, apparatus and Laboratory equipments.
3. Frequent strikes and bandh called by banned and other organizations affects in completion of course curriculum.
4. Most of the students are below average and so the faculty members have to take extra care, extra class and have to put more efforts to make the students at par with the
5. ~~Difficulty~~ Difficulty in the up-gradation of infrastructural facility as there are less infrastructural grants to the colleges from Government.

8. Plans of institution for next year

1. Plan to extend 1st floor of Gallery Classrooms for New Classroom.
2. Construction of New Academic Building to make up the Classroom demands.
3. Procurement of New sophisticated instrument for the Central Instrumentation Facility to improve the quality of Research work.
4. Construction of one new RCC Girls Hostel to fulfil the students demand.
5. Participation for RUSA grant under RUSA 2.0.
6. Installation of CC Camera in all Classroom to monitor the Classes.
7. Beautification of College Campus by Gardening.

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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

Best Practices : 2017-18

Title of the practice: "100% Students Attendance Award"

Goal:

The institute has the aim to enrich its student's attendance so that they should be 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:

- Maximum number of students practices in attending classes regularly and progressed in their result.
- Students' interactive potential increased.
- 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:

- Courses are being completed in due course of time by maximum faculties and maximum number of students are attending classes regularly and progressed in their result.
- Faculties are planning for remedial teaching if needed.
- Students are more interactive with teachers regarding courses curriculum.