The Annual Quality Assurance Report (AQAR) of the IQAC,2016-17

(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, June 1, 2017 to May 31, 2018)*

Part – A

Data of the Institution
(data may be captured from IIQA)

1. Name of the Institution   JANATA COLLEGE, SERFANGURI

- Name of the Head of the institution :   DR. SUBUNG BASUMATARY

- Designation: PRINCIPAL

- Does the institution function from own campus: YES

- Phone no./Alternate phone no.:

- Mobile no.: 9435511870

- Registered e-mail: janatacollege1977@gmail.com

- Alternate e-mail : bsubung@gmail.com

- Address   : SERFANGURI

- City/Town   : KOKRAJHAR

- State/UT   : ASSAM

- Pin Code   : 783346

2. Institutional status:

- Affiliated / Constituent: AFFILIATED
- Type of Institution: Co-education/Men/Women : CO-EDUCATED
- Location : Rural/Semi-urban/Urban: RURAL, TRIBAL
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify)
       UGC 2F AND 12 (B)
- Name of the Affiliating University: BODOLAND UNIVERSITY
- Name of the IQAC Co-ordinator :   NAYAN JYOTI DAS
- Phone no. :

  Alternate phone no.

- Mobile: 9954934342

- IQAC e-mail address: janatacollege1977@gmail.com

- Alternate Email address: ndas68@gmail.com

3. Website address: www.janatacollege.co.in
     Web-link of the AQAR: (Previous Academic Year):
   For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: www.janatacollege.co.in

Weblink:

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	C+		2004	from:2004 to: 2009
2nd	B	2.42	2016	from:2016 to: 2021
3rd				from: to:
4th				from: to:
5th				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 31/05/2005

7. Internal Quality Assurance System

7.1 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
IQAC MEETING	27TH JANUARY, 1.00 PM	21
IQAC MEETING	9TH MARCH,1.00 PM	30
IQAC MEETING	25TH APRIL	25
IQAC MEETING	30TH MAY	29
IQAC MEETING	2ND JUNE	23
IQAC MEETING	11TH JUNE	10
INTERNAL AUDIT		
FEEDBACK COLLECTED FROM STUDENTS		250

Note: Some Quality Assurance initiatives of the institution are:
(Indicative list)
- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
- *Academic Administrative Audit (AAA) conducted and its follow up action*
- *Participation in NIRF*
- *ISO Certification*
- *NBA etc.*
- *Any other Quality Audit*

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc. : NIL

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES

      *upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: 06

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website…….
Yes/No   YES
  (Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?   Yes   No   NO

      If yes, mention the amount: Year:

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

1. AITHUN PUBLISHED ON
2. GUARDIAN MEET, 19 APRIL,2016
3. BEST GRADUATE AWARD DISTRIBUTION, 27 AUGUST,2016
4. INTERDISCIPLINERY SEMINAR
5. TB AWARENESS CAMP, 22 MARCH,2016

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

Plan of Action	Achievements/Outcomes
i. All the departments be asked to prepare the syllabus allocation and to maintain the daily progress report. ii. All the departments be asked to conduct atleast two departmental seminar for every semester iii. Internal Academic Audit be conducted iv. Prepare the Budget for the development of the college v. Inspire the faculty members to introduce ICT in teaching Learning Process vi. AITHUN be published	• Syllabus allocation and and maintainance of daily Progress Report achieved • Some of the Departments conducted more than two departmental seminar • Internal academic Audit conducted • Expenditure done as per the budget prepared by the IQAC • Faculty members have started using ICt in teaching learning process. • AITHUN published

14. Whether the AQAR was placed before statutory body?   Yes /No: YES

   Name of the Statutory body: GOVERNING BODY   Date of meeting(s): 30/11/2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?
   Yes/No: YES   Date: 14-15 MAY, 2014

 16. Whether institutional data submitted to AISHE: Yes/No: YES

Year: 2017   Date of Submission: 08/04/2017

17. Does the Institution have Management Information System?
    Yes   **No** NO

    If yes, give a brief description and a list of modules currently operational.
    (Maximum 500 words)

Part-B

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

As an affiliated college, the college follows the prescribed curriculum developed by Bodoland University. Being purely an Arts faculty college the college operated both UG and PG Courses keeping in mind the goals and objectives of the college. Faculty members implement the syllabus through various innovative techniques and go beyond the syllabus for the excellence of the students. The college follows the Academic Calendar prepared by its Affiliating University. At the beginning of every Academic Year meeting of Academic Council Meeting is held to distribute the syllabus among the faculty members and to prepare the academic time table. Each individual teacher prepares his/her teaching plan keeping in mind the total teaching day and the allotted classes. Daily Progress report is maintained by every individual teacher. Academic Committee prepares the time table for the Sessional Exams and Marks obtained in the Exams are send to the University. Regular class tests are conducted by the Departments. Subject based Seminars, Projects and home assignments are conducted in regular intervals. ICT, laptops and wel equipped Computer and Education Dept. Lab are used for better translation of the syllabus.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year :

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
OFFICE AUTOMATION		20TH OCTOBER,16 80 HOURS	FOCUSED ON EMPLOYABILITY	

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year : NIL

Programme with Code	**Date of Introduction**	**Course with Code**	**Date of Introduction**

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. : NIL

Name of Programmes adopting CBCS	**UG**	**PG**	Date of implementation of CBCS / Elective Course System	**UG**	**PG**
Already adopted (mention the year)					

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

	Certificate	Diploma Courses	
No of Students			

1.3 Curriculum Enrichment

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

Value added courses	Date of introduction	Number of students enrolled

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
Environmental field survey	**700**

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	No	No	No	No

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

Analysed by a Committee consisted by all the Hods and tried to find out the regularity, communication skill, completion of syllabus etc and then placed the report at the Governing Body and then necessary instructions are given to the teachers

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
O1	UG : 400 per Semester	UG : 623	439

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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1076	NIL	22	NIL	NIL

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	Number of smart classrooms	E-resources and techniques used
08		Projector,computer,laptop, Smart Board	03	03	Enlist,INFL IBNET, internate

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

NO

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio

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
24	**22**	**04**	**02**	08

2.4.2 Honours and recognitions 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
2016	DAHAL KUNGUR NARZARY	ASSOCIATE PROFESSOR	BEST ENTREPRENEUR OF THE YEAR 2016 FROM BTC GOVT APPRECIATION AWARD
2016	ADA RAM BASUMATARY	ASSOCIATE PROFESSOR	

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
UG		SEMESTER	18.05.2017	03.07.17

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

Continuous Internal Evaluation is done through Regular class tests, Home assignments, Seminars, project works, Sessional Exams, Unit Test

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

Academic calendar is prepared before the commencement of every academic year. It is published in the college prospectus and made available in the college website. In the first week after regular class starts every class is given an orientation on the academic calendar. In preparing the academic calendar the academic calendar of its affiliating University is strictly followed.

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)

2.6.2 Pass percentage of students

Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
	UG	233	118	50.64

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)
Not yet started

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 Academic year
Major projects	NIL			
Minor Projects	NIL			
Interdisciplinary Projects	NIL			
Industry sponsored Projects	NIL			
Projects sponsored by the University/ College	NIL			

Students Research Projects *(other than compulsory by the College)*	NIL			
International Projects	NIL			
Any other(Specify)	NIL			
Total	NIL			

3.2 Innovation Ecosystem

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

	Name of the Dept.	Date(s)

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year : Nil

Incubation Centre	Name	Sponsored by

Name of the Start-up	Nature of Start-up	Date of commencement

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards : Nil

State	National	International	

3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Center): Not Applicable*

Name of the Department	No. of Ph. Ds Awarded

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

	Department	No. of Publication	Average Impact Factor, if any
National			
International	ENGLISH	01.Barnali Sikdar. Sexual Myths and Self Body consciousness in Rituparna Ghosh's adaptation of Tagore's Chitrangada, 15-16, Language of India, 1930-2940, UGC Sl No. 49042	4.2

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

Department	No. of publication
ASSAMESE BODO	01 02

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index : Nil

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science) **: Nil**

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication

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

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops				
Presented papers	01	03		
Resource Persons				

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 **co-ordinated** such activities	Number of students participated in such activities
Student Management system	Department of Computer Application		32
Departmental Seminar	Department of Assamese		42
Departmental Seminar	Department of Assamese		43
Departmental Seminar	Department of		32

	Assamese		
Field survey	Department of Assamese		45
Bhupen Hazarika's death anniversary observation	Department of Assamese		62
Departmental seminar	Department of Bodo		122
Departmental seminar	Department of Bodo		101
Departmental seminar	Department of Bodo		112
Departmental seminar	Department of Bodo		98
Departmental seminar	Department of Bodo		98
Departmental seminar	Department of Bodo		102
Departmental seminar Departmental seminar	Department of Bodo		102
Departmental seminar	Department of Bodo		104
Departmental seminar	Department of Bodo		102

Let's go to villages	Department of Bodo		48
Let's go to villages	Department of Bodo		56
Let's go to villages	Department of Bodo		52
Let's go to villages	Department of Bodo		63
Departmental seminar	Department of Bodo		102
National seminar	Department of Bodo		102
Induction programme	Department of English		98
Children's Day Celebration at Tapoban, Pathsala	Department of English		64
Conducted Environmental Field Survey at Hell Bridge, Shialmari	Department of English		45
School visits and awareness programme	Department of English		67
Guardian Meet in the college	Department of English		56
Motivational lecture	Department of Assamese		76

National seminar	Department of Bodo in collaboration with Udalguri College		**264**
Azadi 70	IQAC AND EXTENSION CELL		**78**

3.4.2 Award and Recognition received for Extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Handloom Entreprenuership	Best Entreprenuer of the year	BTC	

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/ agency/ collaborating agency	Name of the activity	Number of teachers **coordinated** such activities	Number of students participated in such activities
Swatch Bharat	Extention Activity Cell in collaboration with IQAC	Cleaning Drive in and around college Campus and Market Area	06	48
Aids Awarness	Extention Activity Cell in collaboration with IQAC	Aids Awareness Campaign	12	124

3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year : Nil

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration **(From-To)**	participant

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 and Activities	Number of students/teachers participated under MoUs
NEILIT	29TH JUNE	EDUCATIONAL	145

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

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	15 Acres	Nil
Class rooms	28 Nos	03
Laboratories	02 Nos	NIL
Seminar Halls	01 Nos	NIL
Classrooms with LCD facilities	Nil	NIL
Classrooms with Wi-Fi/ LAN	Nil	01
Seminar halls with ICT facilities	01	NIL
Video Centre	Nil	NIL
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		43
Value of the equipment purchased during the year (Rs. in Lakhs)		10,24,090
Others		

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 partially)	Version	Year of automation
Soul 02	Partial		

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10920	2065424.00	175	129560.00	11095	2194984.00
Reference Books	4778	1030125	82	63711	4860	1093836
e-Books	135000		00	34506	135000	34506
Journals	09	10585	00	11423	09	11423
e-Journals	6000				6000	
Digital Database						
CD & Video						
Library automation						
Weeding (Hard & Soft)						
Others (newspaper)	06	11823	00	13679	06	13679

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	37	16	Available	Nil	Nil	Nil	Computer Application	2MBPS	
Added	02	nil						NIL	
Total	39	16						2MBPS	

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

 02 MBPS /GBPS

4.3.3 Facility for e-content : Nil

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility

4.3.4 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 : Nil

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content

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 incurred on maintenance of physical facilities
237519.00	223104.00	12,39,008.00	11,50,000.00

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 College Campus has 05 numbers of bore wells to supply water to the students. The over head tanks supply the water to taps, water coolers and purifiers and these are constantly monitored for their smooth functioning. The Campus is under CCTV surveillance and is monitored regularly. The supportive staff have been appointed to maintain cleanliness in campus and garden. The College Library is equipped with sufficient number of books with semi atomisation. Along with the Central Library every Department maintains a Departmental library. The Library is under CCTV surveillance. Laboratory equipments are maintained in a systematic manner. The hardware and Software technical problems are addressed by the outside technician for the major repairing on call basis

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		05	22000
Financial support from other sources			
a) National	NSP	1052	DIRECTLY DEPOSITED TO STUDENTS ACCOUNT
b) International			

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., NIL

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved

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 by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2016	CAREER COUNSELLING		20	NIL	20

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	No. of grievances redressed	Average number of days for grievance redressal
05	05	4days

5.2 Student Progression

5.2.1 Details of campus placement during the year : Nil

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

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017	27	ARTS	BODO	GAUHATI UNIVERSITY	MA
	02		ENGLISH		
	01		ECO		
	08		EDU		
	01		HISTORY		
	04		POL SCIENCE		

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) : Nil

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET		
SET		
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other		

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

Activity	Level	Participants
LITERARY AND CULTURAL	FRESHERS' DAY CELEBRATION	AROUND 500
Sports and cultural		AROUND 300
LITERARY AND CULTURAL	ANNUAL COLLEGE WEEK SATISH CHANDRA BASUMATARU	AROUND 300

	LITERARY DAY CELEBRATION	

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/ International	Sports	Cultural	Student ID number	Name of the student
2017	15	State		Folk songs and dance		

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

Students' Union Body organised Freshers' Social Day, College Week, Saraswati Puja, Participated in Inter College Tournament Organised By Gauhati University, published Annual College Megazine,celebrated Satish Chandra Basumatary Literary Celebration,The General Secretary of the Students Union Body is the member of the IQAC, they extended their service during the time of admission, help the administration during the time of form submission and to maintain the discipline and decorum and to prevent the malpractices during the time of examination.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

No

5.3.2 No. of registered enrolled Alumni:

Nil

5.3.3 Alumni contribution during the year (in Rupees) **:**

Nil

5.3.4 Meetings/activities organized by Alumni Association **:**

Nil

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 Governing Body of the College is the Apex body of the Institution. The GB gives priority to the suggestions and instructions of the executive authorities. The Principal has been authorised by the Management to utilise the Resourses available in the College. The Principal make use of the Resourses as per the Budget prepared by the Budget and Planning Committee. The Principal entrusts the responsibility of enrolment to different Programmes, conduction of examinations etc. The overall academic matter is monitored by IQAC

6.1.2 Does the institution have a Management Information System (MIS)?
 Yes/No/Partial: No

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):
❖ Curriculum Development : Teachers maintained Individual Progress Report to monitor the Progress of the syllabus. Extra and Remedial classes are conducted
❖ Teaching and Learning : Used the ICT tools, PPT other than Lecture Method, Home Assignments were collected, Departmental Seminars were conducted, extra classes were taken for the slow learners, Best graduate Award was distributed
❖ Examination and Evaluation : Class tests were conducted, Home Assignments collected, Sessional Examinations were conducted.
❖ Research and Development : Multilingual, Multidisciplinary Peer Reviewed AITHUN and ISSN Journal AAIJW published from the college. Workshop conducted by the Dept of English on How to write a Research Paper. Research Papers were collected from the Teachers
❖ Library, ICT and Physical Infrastructure / Instrumentation : Semi-automation of the Library was done, Three Smart Class were introduced.
❖ Human Resource Management : Nil
❖ Industry Interaction / Collaboration   : Nil
❖ Admission of Students : Traditional manual   admission system was followed.
6.2.2   :   Implementation of e-governance in areas of operations:
❖ Planning and Development   : Nil
❖ Administration : Nil
❖ Finance and Accounts : Nil
❖ Student Admission and Support : Nil
❖ Examination : Nil

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 : Nil

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

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)

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	Date and Duration (from – to)

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
Nil	Nil	Nil	Nil

6.3.5 Welfare schemes for

Teaching	GIS, Co-operative Society
Non teaching	GIS, Co-operative Society
Students	Distress Student Welfare Fund, Govt. Scholarship

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly : The Institution conducts the External Audit Regularly by Chartered Accountant and Govt. Auditor.
  (with in 100 words each)

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/ Grants received in Rs.	Purpose
Nil	Nil	

6.4.2 Total corpus fund generated

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	No	Yes	Internal Auditor appoined by the College
Administrative	No		No	

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

Nil

6.5.3 Development programmes for support staff (at least three)

Two workshop on Office Management, one workshop on Library Management

6.5.4 Post Accreditation initiative(s) (mention at least three) :Library Book Purchased, Library has been upgraded to Semi Automatated Stage

6.5.5

a. Submission of Data for AISHE portal　: Yes .

b. Participation in NIRF　　　　　　: No

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 activity	Duration (from-----to------)	Number of participants
2016 - 2017	1. SEMINAR FOR MAJOR STUDENTS	14 March,2016	10 A.M TO 1PM	87
	2. TB AWARENESS PROGRAMME	22 March, 2016	11 AM TO 3PM	85
	3. GUARDIANS' MEET	19 APRIL,2016	11 AM TO 3 PM	60

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) NIL

Title of the programme	Period **(from-to)**	Participants	
		Female	Male

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources
PLANTATION DRIVE BY ECO CLUB TO CONTINUE THE STATUS OF GREEN CAMPUS

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	NO	
Provision for lift	NO	
Ramp/ Rails	YES	02
Braille Software/facilities	NO	

Rest Rooms	02	02
Scribes for examination	NO	
Special skill development for differently abled students	NIL	
Any other similar facility	NIL	

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year : NIL

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff

7.1.5 Human Values and Professional Ethics   : GUIDELINES FOR HOSTEL BORDERS

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)

7.1.6 Activities conducted for promotion of universal Values and Ethics :

Activity	Duration (from-------to-------)	Number of participants

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

1. ECO CLUB WAS FORMED
2. PLANTATION DRIVE WAS MADE ON THE OCCASSION OF WORLD ENVIRONMENT DAY.
3. 50% OF THE CAMPUS IS FILLED
4. THE COLLEGE IS MADE A PLASTIC FREE ZONE

7.2 Best Practices

Describe at least two institutional best practices
Upload details of two best practices successfully implemented by the
institution as per NAAC format in your institution website, provide the link

1.Best Practices No 01. :Title of the Practice : Lets go to the village

The motto : Better village, Better country

Goal : Awareness of the village people through extension activities

The context : Selected faculty along with students go to the villages under extension activities and interact with the villagers and try to generate awareness regarding health and hygiene and against superstitious believes.

The Practice : Selected faculty of the college along with Honours students visited various villages as the college is located in a very rural and tribal area to generate awareness on health and hygiene

Evidence of success :

Sl no	Title of the programme	Name of the department involved	No of benificiaries	
1	Let's go to villages program	Department of Bodo	42	
2	Let's go to villages program	Department of Bodo	64	
3	Let's go to villages programme	Department of Bodo	62	
4	Let's go to villages program	Department of Bodo	64	
5	Let's go to villages program	Department of Bodo	42	

2. Best Practice No 02.
       Title of the Practice :Green Campus Green Earth
       The motto : Green Campus for a Green Earth
       The context : It is said that if you want to change the world practise should be started from home. Depletion of forest in the name of development is of major threath for the environment of the earth. So a little contribution for a better earth has been initiated fron our institution by making the campus Green
       Evidence of success : As a result of the Process 40% of the campus has been filled with grannery

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words

The institution is located in a remote, rural and tribal area. Where in various part of India gender discrimination is a prominent issue, Janata College is striving for gender equity. Janata college is a co-educational institution where the girls outnumbers the boys or atleast equates in numbers inenrollment. The college is a ragging free, tobacco free, plastic free zone . CCTV cameras were installed to prevent any kind of atrocities, malpractices against women.

8. Future Plans of action for next academic year (500 words)

More smart classes be introduced. Research Journal AITHUN and AAIJW be published. More departmental Seminars be conducted. More class rooms be introduced. More Library books be purchased. More remedial classes be introduced for the weaker students. Regular meeting on syllabus Progression be held

Name :   Nayan Jyoti Das

Co-Ordinator
IQAC
Janata College, Serfangu.

Signature of the Coordinator, IQAC

Name :   Dr. Subung Basumatary

Principal
Janata College,
Serfanguri

Signature of the Chairperson, IQAC

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