

# **The Annual Quality Assurance Report (AQAR)**

**SESSION**

**2015-16**



**DHEMAJI COMMERCE COLLEGE**

**P.O: Aradhal**

**Dist: Dhemaji(Assam)**

**Pin-787057**

**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

**I. Details of the Institution**

1.1 Name of the Institution

DHEMAJI COMMERCE COLLEGE

1.2 Address Line 1

Railway Station Road

Address Line 2

P.O. Aradhal, Dist: Dhemaji

City/Town

Dhemaji

State

Assam

Pin Code

787057

Institution e-mail address

dhemajicommercecollege@gmail.com

Contact No.

0801137165/9435088610

Name of the Head of the Institution:

Pradip Borah i/c

Tel. No. with STD Code:

03753 / 224369

Mobile:

08011371653

Name of the IQAC Co-ordinator:

Mr. Rajumoni Bhuyan  
Mr. Bobin Kr. Chutia

Mobile:

08011371653/09435088610

IQAC e-mail address:

dhemajicommercecollege@gmail.com  
dhemajicommercecollege@rediffmail.com

**1.3 NAAC Track ID (For ex. MHCOGN 18879) ASCOGN11955**

1.4 Website address:

www.dhemajicommercecollege.edu.in

Web-link of the AQAR:

http://dhemajicommercecollege.edu.in/AQAR2015-16.aspx

1.5 Accreditation Details:

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C++	67.20	2004	5 Years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC: DD/MM/YYYY

11-07-2005

1.7 AQAR for the year:

2015-16

1.8 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 2015-16 \_Submitted to NAAC on 10-03-2017\_\_ (DD/MM/YYYY)
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.9 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

#### 1.10 Type of Faculty/Programme

Arts     Science     Commerce     Law     PEI (Phys Edu)

TEI (Edu)     Engineering     Health Science     Management

Others (Specify)

Diploma/Certificate courses are provided

1.11 Name of the Affiliating University (*for the Colleges*)    Dibrugarh University

1.12 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-CP

DST Star Scheme     UGC-CE

UGC-Special Assistance Programme     DST-FIST

UGC-Innovative PG programmes     Any other (*Specify*)    **IGNOU**

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="10"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="19"/>
2.10 No. of IQAC meetings held	<input type="text" value="2"/>

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

1. Seminar on "Issues, Concerns and Challenges of Higher Education in the North East India".
2. Workshop on "Teaching Learning and Evaluation in Semester System".

2.14 Significant Activities and contributions made by IQAC:

Plan of Action	Achievements
1. Observation of World Environment Day	➤World Environment Day was observed in the College premises on 5 <sup>th</sup> June,2015 with the initiative of IQAC and Students' Union of the College.
2.Workshop on Disaster Management	➤A workshop on Training/Exercise/Demonstration and Awareness programme was organised by NSS Unit of the college, in collaboration with Civil Defence, Lakhimpur from 19 <sup>th</sup> to 22 <sup>nd</sup> June,2015 at auditorium of the college. More than 50 students participated actively in the workshop.
3.AIDS/HIV Awareness Programme	➤An awareness programme on AIDS/HIV organised by NSS unit of Dhemaji Commerce College at Dhemaji Commerce College Auditorium on 03-08-2015. Around 300 students took part in this programme. Dr. Khagen Doley, Senior Medical and Health Officer of Dhemaji Civil Hospital joined as Resource person.
4. Fire and Emergency Awareness Programme.	➤Fire and Emergency Awareness Programme was organised by NSS Unit of Dhemaji Commerce College on 05-08-2015 at Dhemaji Commerce College Auditorium in association with District Fire and Emergency Service, Dhemaji. All the Teaching & Non-teaching staff, students of College participated the programme.
5. Independence day	➤Independence day was celebrated by the Institution on 15 <sup>th</sup> August'2015. A team of NSS unit of the college joined in March-Past rally organised by district administration.
6. Awareness programme on Environment.	➤An Environmental Awareness Programme regarding duties and responsibilities of hostel boarders to protect the environment in the hostel premises as well as college campus was organised by Women Cell of Dhemaji Commerce College at Dhemaji Commerce College Girls' Hostel on 21-08-2015.
7.Alumni Meet	➤An Alumni Meet was organised on 19-09-15 in the college campus with the initiative of Alumni Committee of the College. About 300 alumni were present in the meeting and shared their views.
8. Health check up and Blood Grouping	➤A health check up and blood grouping camp was

Camp	held on 29-09-2015 in the college campus under the supervision of Welfare and Extension Committee of the College. 200 students were checked up their health and took part in blood grouping.
9.Gandhi Jayanti	<p>➤Gandhi Jayanti was celebrated on the day of 2<sup>nd</sup> October'2015 with the initiative of Darshan Chara, a internal body of Deptt. of Philosophy and Women Cell of the College. Essay Competition was held among the students along with the programme of the day.</p>
10.Carrier Guidance Programme	<p>➤A Carrier Counselling Programme was organised by the Carrier Guidance Cell and IQAC jointly on 09-10-2015 on the topic “Career guidance on Air Hostess, Cabin Crew, Ground Staff, Hospitality Management and Hotel Management” with the help of Sree Vidya Institute of Management and Science, Nagaon, Assam. About 200 students participated in this programme. Students participating in the programme interacted with the resource persons and clarified their queries about their future carrier development.</p>
11.Discussion on Learning Problem of English	<p>➤A Discussion programme was held on the topic “Learning Problems of Students in English at the Under Graduate level”, with the initiative of the Department of English, Dhemaji Commerce College on 10-10-2015.</p>
12. Workshop by IQAC	<p>➤A workshop on the topic “Teaching-Learning and Evaluation in Semester System” was held on 12<sup>th</sup> and 13<sup>th</sup> October,2015, organised by IQAC, Dhemaji Commerce College.</p>
13. Career Counselling and Integrated Training for Bank/SSC/Railway/Insurance/Central-State Govt. aptitude Exams.	<p>➤A Programme on Career Counselling and integrated training for Bank/SSC/Railway/Insurance/Central-State Govt. aptitude Exams. was held on 29-10-15 organised by Career Guidance cell of the College with the help of IMS, Guwahati.</p>
14. Field Study	<p>14. A team of students went to Shillong for field study on 10-12-2015 under the guidance of teachers of the college.</p>
15. Pre-Centenary celebration of Axom Sahitya Sabha	<p>➤A Pre-Centenary Function was celebrated on 28-12-2015 of Axom Sahitya Sabha with the help of Dhemaji Commerce College branch of Axom Sahitya Sabha. 99 flags of the literary body were hoisted together at a time and a host of people from the locality took part in this function. Sri Suchen Bithorual Konwar, member of Central Committee of Axom Sahitya Sabha was attended as observer of the programme. Students of V.K.V., Dhemaji performed Bhakti Sangeet under</p>

16. Observation of Republic Day	guidance of Kalyan Deka, the music teacher of V.K.V., Dhemaji.
17. Skill Development Programme	>Republic Day was observed on 26 <sup>th</sup> January'2016 in the College Campus under the guidance of college authority and in collaboration with Students' Union. >A Skill Development Programme was held on 16-02-2016, organised by IQAC, Dhemaji Commerce College in collaboration with Kaziranga University.
18. Observation of International Women's Day	>International Women's Day was observed on 08-03-2016 at Jamuguri Panchali High School, organised by Women Cell, Dhemaji Commerce College. About 100 women participated the programme.
19. Talk on career	>A talk on career was organised on 07-04-2016 with the help of Kaziranga University. Some faculties of Kaziranga University joined the programme as Resource Persons.
20. Seminar on 'Issues, Concerns and Challenges of Higher Education in the North East India'	>A National Level Seminar was held on the topic "Issues, Concerns and Challenges of Higher Education in the North East India" on 08-04-2016 which was organised by IQAC of Dhemaji Commerce College in collaboration with Dhemaji-Dhakuakhana Zonal Committee of Assam College Teachers' Association (ACTA).

### 2.15 Plan of Action by IQAC/Outcome:

In the beginning of every academic session the authority chalks out major plan of action with help of IQAC. A general meeting of all members of different committees and cells is organised to discuss different matters relating to academic as well as other aspects of the college including the quality enhancement. Most of the plans were sincerely implemented and the goal is achieved by the end of the year .

Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken

The Governing Body approved the AQAR.



**Part – B**  
**Criterion – I**

**I. 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	0	0	0	0
PG	0	0	0	0
UG	2	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	2 (Voc-1 Comp-1)	0	2	0
Certificate	3 (Comp.)	0	3	0
Others	0	0	0	0
<b>Total</b>	<b>7</b>	<b>0</b>	<b>5</b>	<b>0</b>

**1.2 (i) Flexibility of the Curriculum: Core/Elective option**

**(ii) Pattern of programmes:**

Pattern	Number of programmes
Semester	6
Trimester	0
Annual	0

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

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

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.  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
	37	11	26	----	----

2.2 No. of permanent faculty with Ph.D. 04

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	1	0	1

2.4 No. of Guest and Visiting faculty and Temporary faculty ---- ---- 03

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	12	05
Presented	0	05	01
Resource Persons	0	03	0

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

2.7 Total No. of **actual teaching days**  
During this academic year: 150 days

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop : 03

2.10 Average percentage of attendance of students 79%

### 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.A. Final		0	12%	43.5%	44.5%	70.00%
B. Com. Final		0	8%	73%	19%	90.99%

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

IQAC organises different meetings with the teaching departments and suggests to adopt proper and new teaching-learning methods for upliftment of the students. It also discusses various academic matters with the Academic Committee as well as with the Principal of the college regarding the development of the Teaching & Learning processes.

### 2.13 *Initiatives undertaken towards faculty development*

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	Nil
UGC – Faculty Improvement Programmes	Nil
HRD Programmes	Nil
Orientation Programmes	Nil
Faculty Exchange Programmes	Nil
Staff Training conducted by the University	Nil
Staff Training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	02
Others	02

## 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	08	01	0	Nil
Technical Staff	01	---	0	---

### Criterion – III

#### 3. Research, Consultancy and Extension

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

IQAC encourages all faculty members to involve in different research works including

Ph.D., M.Phil., Major and Minor research projects of UGC etc.

3.2 Details regarding Major projects : 1

	Completed	Ongoing	Sanctioned	Submitted
Number		1		
Outlay in Rs. (Lakhs)		7.22		

3.3 Details regarding Minor projects : Nil

3.4 Details on research publications: Nil

	International	National	Others
Peer Review Journals	Nil	Nil	Nil
Non-Peer Review Journals	Nil	Nil	2 Nos.
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	4	Nil

3.5 Details on Impact factor of publications: Nil

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	3 Years	UGC	12 Lacs	7.22 Lacs
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)Seminar				
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		01			01
Sponsoring agencies		College			College

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 : Nil

From funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year. Yes, Ph .D.

Total	International	National	State	University	Dist	College
01				01		

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: Nil

University level  State level

National level  International level

3.23 No. of Awards won in NSS: Nil

University level  State level

National level  International level

3.24 No. of Awards won in NCC: Nil

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.

- ◆ Observed World Environment Day
- ◆ Workshop on Disaster Management
- ◆ AIDS/HIV Awareness Programme
- ◆ Fire and Emergency Awareness Programme.
- ◆ Observed Independence day
- ◆ Awareness programme on Environment.
- ◆ Health check up and Blood Grouping Camp
- ◆ Observed Gandhi Jayanti
- ◆ Career Guidance Programme

- ◆ Discussion on Learning Problem of English
- ◆ Workshop by on “Teaching-Learning and Evaluation in Semester System”
- ◆ Career Counselling and Integrated Training for Bank/SSC/Railway/Insurance/Central-State Govt. aptitude Exams.
- ◆ Field Study
- ◆ Pre-Centenary celebration of Axom Sahitya Sabha
- ◆ Observed of Republic Day
- ◆ Skill Development Programme
- ◆ Observation of International Women’s Day
- ◆ Talk on career

### 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	3.207 acres			
Class rooms	30			
Laboratories	01			
Seminar Halls	01			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	02			
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

##### 4.2 Computerization of administration and library

Library has a fully computerized data base. Issue and return system through computer.

##### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value(Rs.)	No.	Value(Rs.)	No.	Value(Rs.)
Text Books	13493	19,35,411/-	505	1,15,128/-	13998	20,50,539/-
Reference Books	2226	8,97,229/-	225	1,16,950/-	2451	10,14,179/-
e-Books						
Journals	33	1,19,503/-	1	29,075/-	34	1,48,578/-



e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	30	01			01	01		
Added	Nil							
Total	30	01			01	01		

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

Nil

4.6 Amount spent on maintenance in lakhs :

i) ICT

72,560/-

ii) Campus Infrastructure and facilities

9,07,380/-

iii) Equipments

83,768/-

iv) Others

1,02,200/-

**Total:**

11,65,908/-

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Conducted Orientation Programme for 1<sup>st</sup> Semester students.
2. Parent-Teacher meets.
3. Alumni Meet.

#### 5.2 Efforts made by the institution for tracking the progression

1. Informal feedback from the students
2. Suggestion box

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
742			

#### (b) No. of students outside the state

03

#### (c) No. of international students

Nil

Men	<b>No</b>	<b>%</b>	Women	<b>No</b>	<b>%</b>
	474	63.88		268	36.22

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
54	24	419	230		727	37	27	437	241		742

Demand ratio 1:1.02

Dropout: 2%

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

Carrier guidance programme for competitive examinations  
i.e. Bank PO, Clerk and LIC Assistants.

No. of students beneficiaries

300

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

Awareness programme for the last year students on preparing for various competitive examinations.

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

1. Women awareness programme.

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	05	Free Admission
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: Nil

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution:

<p><b><u>Vision</u></b></p> <p>Dhemaji Commerce College envisages to become a premier institute of higher education committed to impart value based quality education to the younger generation by inculcating qualities of competence, confidence and excellence for the all-round development of the society.</p> <p><b><u>Mission</u></b></p> <ul style="list-style-type: none"> <li>■To create a healthy, convenient academic environment to promote quality education to the rural poor students.</li> <li>■To mould intellectually competent professionally skilled, morally upright socially responsive citizen for well being of the society.</li> <li>■To promote innovations and best practices through a healthy educational environment among the new generation to mould the spirit of self dependence.</li> <li>■To promote the spirit of scientific temperament.</li> <li>■ To promote gender equality.</li> <li>■To make higher education a part of the social environment for the all round development of the society.</li> </ul>
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6.2 Does the Institution has a management Information System

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

#### 6.3.1 Curriculum Development

As per Dibrugarh University curriculum

#### 6.3.2 Teaching and Learning

Interaction, Group discussion, Home Assignment, Departmental Seminar, practice teaching (Edn. deptt.), Symposium etc.

#### 6.3.3 Examination and Evaluation

1. Continuous and comprehensive evaluation
2. Assignments and Projects
3. Internal evaluation

#### 6.3.4 Research and Development

Faculty members are inspired to do research work for M. Phil. and Ph.D., Minor research Project and Major Research Project. Students are also encouraged to involved in research based project work/field study etc.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Adequate reading facilities provided to the students in the Library. The college has planned to develop the class rooms with ICT facilities.

#### 6.3.6 Human Resource Management

All faculty members are involved in different activities.

#### 6.3.7 Faculty and Staff recruitment

Recruitment of faculty and staff is done as per government guideline. Sometimes college management recruit temporary faculty as per its need.

6.3.8 Industry Interaction / Collaboration: Average

6.3.9 Admission of Students: Merit Basis

6.4 Welfare schemes for

Teaching	Employee's welfare fund.
Non teaching	Welfare fund.
Students	1. Students aid fund. 2. Post-Metric State govt. scholarship.

6.5 Total corpus fund generated Rs.7, 25,172/-

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	No	Yes	Academic Committee and Various Departments
Administrative	Yes	DHE, Assam	Yes	GB

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

For UG Programmes    Yes     No

For PG Programmes    Yes     No

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

As per Academic council and Examination board of Dibrugarh University guidelines.

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

6.11 Activities and support from the Alumni Association: Cooperative.

6.12 Activities and support from the Parent – Teacher Association: Cooperative.

6.13 Development programmes for support staff: Development programmes such as Computer training for non-teaching staff, workshop on teaching-learning and evaluation etc. for teaching staff are arranged from time to time.

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

Plantation and waste management are conducted from time to time under GDI (Green Dhemaji Initiatives) programme of the college.

## **Criterion – VII**

### **7. Innovations and Best Practices**

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

Faculty members are encouraged to participate different seminars, workshops etc.

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

Yes, as per plan.

7.3 Give two Best Practices of the institution

1. Awareness drives on sanitation and environment.
2. Awareness on Human Rights.

7.4 Contribution to environmental awareness / protection:

Environmental awareness programme has been taken in and off the college campus.

7.5 Whether environmental audit was conducted?      Yes       No

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)  
No.

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

- 1. Enhancement of teaching learning methods.*
- 2. Awareness drives on career options among students.*
- 3. Wi-Fi facilities in the campus.*

***Rajumoni Bhuyan**  
**Bobin Kr. Chutia**  
Coordinators, IQAC*

***Pradip Borah**  
Chairperson, IQAC*



