



# 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.

*The AQAR from July 1,2014 to June 30,2015*

## Part – A

### I. Details of the Institution

1.1 Name of the Institution

Jagannath Barooah College

1.2 Address Line 1

Barpatra Ali

Address Line 2

Jorhat

City/Town

Jorhat

State

Assam

Pin Code

785001

Institution e-mail address

jbcollege@rediffmail.com

Contact Nos.

0376-2320060

Name of the Head of the Institution:

Dr Bimal Barah

Tel. No. with STD Code:

0376-2320060

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

**OR**

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)

1.5 Website address:

Web-link of the AQAR:

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 <sup>st</sup> Cycle	B+	78.30	2014	8 <sup>th</sup> January 2014 to 7 <sup>th</sup> 2014
2	2 <sup>nd</sup> Cycle	A	3.11	2011	Till 7 <sup>th</sup> March 2017
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01-09-2004

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 2011-12 submitted online on 03/09/2012 .
- ii. AQAR 2012-13 submitted online on 03/05/2014 .
- iii. AQAR 2014-15 submitted online on 23/07/2015

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)

B CA, PGDCA, MA ( Regular & Distance), Biotechnology .

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-CPE

1<sup>st</sup> Phase

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

13

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and  
community representatives

2

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

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

1. Analyses of Degree results and formulation of strategies
2. Student Feedback

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
Completion of construction of academic building (Arts)	It is being implemented.
Construction of at least one digital class room for each department.	It is being implemented
Digitalization of rare books in the library	It is being implemented.
Strengthening sports facilities.	It is in progress.
Conduct of extension programme in the field of human rights, environment in socially and economically backward areas.	Process is ongoing.
An workshop is planed on Grading or Credit system of result.	It is in process.

\* 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

Discussed and approved with minor correction.

## 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	04			
PG	02			
UG	20		01	
PG Diploma	01		01	
Advanced Diploma				
Diploma				
Certificate	02			
Others				
<b>Total</b>	29		02	
Interdisciplinary				
Innovative				

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	20
Trimester	
Annual	02

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.

Yes ; Zoology ,Commerce, Comp Science as per University recommendations.

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
91	31	60	Nil	

2.2 No. of permanent faculty with Ph.D.

48

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
3	6	0	2	Nil	Nil	8	1	3	8

2.4 No. of Guest and Visiting faculty and Temporary faculty

10

06

04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		8	
Presented papers	24	38	2
Resource Persons		19	

2.6 Innovative processes adopted by the institution in Teaching and Learning

1. Flexibility in the class routine.
2. Progressive academic calendar.
3. Remedial classes for weaker section and tutorial classes on demand.
4. ITC enabled classes.
5. Value added schemes and programmes adopted by various departments.
6. Mentoring system running successfully in its 4<sup>th</sup> year

2.7 Total No. of actual teaching days during this academic year 213

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

1. Unit tests were conducted after the completion of units/topics.
2. Photocopy of answer scripts were provided to the students on demand.
3. Multiple Choice Questions and use of OMR sheets in internal examination by various departments.
4. Rescheduled Exams are held within a specific period for students who fail to appear in the sessional exams for genuine reasons

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 20

2.10 Average percentage of attendance of students 80

2.11 Course/Programme wise  
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA 6 <sup>th</sup> Sem	360	0.83	47.70	16.11	Nil	78.61
B Sc 6 <sup>th</sup> Sem	161	1.86	84.56	0.73	Nil	84.47
B Com 6 <sup>th</sup> Sem	160	1.87	47.44	6.87	Nil	97.50

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

The IQAC plays crucial role in the development of teaching and learning processes. In this context, IQAC has taken the following efforts for students and teachers.

**For faculty:**

- Encourage and help faculty to use modern techniques of teaching using ITC
- Arranged teachers training programs to develop teaching skill.
- Prepared an academic calendar to convey the examination schedule, teaching days, celebration, results, holidays, vacations, etc.
- Carried out evaluation of the faculties from respective students with the help of questionnaire.
- Teaching Plan
- Teacher's Diary.
- Self Appraisal of Teachers.

**For students:**

- The progress of students was monitored through sessional examination, group discussion/seminar presentation /home assignment by the concerned department.
- Established Language laboratory to improve the communication English.
- Arrangement of Guest lecture for every subject once in a year.
- Publication of departmental bulletin.
- Organization of students' seminars and workshops.
- Publication of wall-magazine by all departments.
- Publication of handwritten magazine.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	7
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the university	7
Staff training conducted by other institutions	5
Summer / Winter schools, Workshops, etc.	8
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	25	08		
Technical Staff	03			

## Criterion – III

### 3. Research, Consultancy and Extension

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

1. The research committee constituted for the purpose of promoting a conducive research environment in the college has been effectively and efficiently working towards its goal. Students are being sensitised regarding importance and value of research and developments.
2. Teachers, who have not pursued research activities including Ph.D. work, are being encouraged to undertake research projects including UGC MRP, DST and DBT.
3. Research Council scrutinize the research proposal and pass it.
3. Resolution was passed in GB for specific research for college based topic.
4. Four research centres are established.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	02	02	
Outlay in Rs. Lakhs		55.62		

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		11	11	
Outlay in Rs. Lakhs		25.00	27.95	

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	15	15	
Non-Peer Review Journals	5	40	
e-Journals	01		
Conference proceedings		1	

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		UGC/DBT	29	35
Minor Projects		UGC/INSA,AAU	31	27.95
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		4			
	Sponsoring agencies		UGC, Niti Ayoog			

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	NA
International	NA
Commercialised	NA

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 event

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	<input type="text"/>	College forum	<input type="text" value="1"/>		
NCC	<input type="text" value="1"/>	NSS	<input type="text" value="2"/>	Any other	<input type="text" value="5"/>

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

1. The teachers of the Department of Zoology Releasing fish seed in river Brahmaputra along with Lions Club of Jorhat great on 5<sup>th</sup> September 2014.

2. Department of Botany organised a Bike rally cum environment awareness camp for wild life conservation was organised on 19<sup>th</sup>-20<sup>th</sup> March 2015 to Kaziranga. Mr. Jadav Payeng, the forest man of India inaugurated the programme and also accompanied the Rally.

3. The J B College Women Cell organised a workshop on Mushroom Cultivation on 13<sup>th</sup> August, 2014 for the women members of Self- Help Groups along with the students of the College.

4. Dept. Of Political Science organised a two day workshop on Witch Hunting on 30<sup>th</sup> and 31<sup>st</sup> January, 2015. The Resource persons of the workshop were the victims of Witch hunting and persons who are working in eradicating the menace.

5. A group of 11 students and two teachers of the department of Political Science namely Dr. Bolin Hazarika and S.S. Regan went to Tinsukia District for conducting a survey on Witch Hunting on 24<sup>th</sup> and 25<sup>th</sup> March 2015.

6. The students of 5<sup>th</sup> semester of Statistics conducted a survey of the Jorhat Book Fair held in January 2015 in several issues like Maximum Preferred Books, medium of Books, mostly purchased, different demographic parameters of visitors etc.

7. The Women Cell conducted Free Classroom Teaching in Tarajan High School, Jorhat in May, 2015.

8. A group project on Health, educational status and working conditions of Women labourers of the Tea Gardens of Jorhat has been undertaken by the Women Cell.

## 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	44.330			44.330
Class rooms	58	6	UGC	64
Laboratories	24			24
Seminar Halls	3			3
No. of important equipments purchased ( $\geq 1-0$ lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

#### 4.2 Computerization of administration and library

##### **Administration**

- All notices are sent to the departments through e-mails.
- Office is run with SQL Server. Admission, Accounting etc. are done using proper software.

##### **Library**

- The library transactions are computerized and operated with SOUL software.
- All the books in the library are bar coded.
- Digitization of rare books

#### 4.3 Library services:(Main Library and Departmental Library)

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35,172	231600	569	290693	35741	522293
Reference Books	18368	234806	227	17600	18595	252406
e-Books	97000		20		97020	
Journals (Bound)	3053	15000			3053	15000
e-Journals	6000				6000	
Digital Database						
CD & Video					210	
Others (specify)	13	3500	3	1000	16	3600

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	180	03	90	05	01	01	19	
Library	18		18					
Added								
Total	198	03	108	05	01	01	19	Nil

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

Broadband; Wi Fi
Library: Upgraded SOUL 1.0 to SOUL 2.0

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	1,71,750/-
ii) Campus Infrastructure and facilities	8,65,196/-
iii) Equipments	3,67,156/-
iv) Others	1,72,614/-
<b>Total :</b>	<b>15,76,716</b>

## Criterion – V

### 5. Student Support and Progression

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

The contribution of IQAC for enhancing the Student Support Services are as follows.

1. Updating and improving the information on support services in the prospectus.
2. Announcement of important information in classrooms in addition to display in the notice board.
3. Receiving the feedback from the students on the utility of support services.
4. Initiatives are taken to identify financially weak students, obtain the

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

1. Mentoring System
2. Keeping of examination records including progress card.
3. Analysis of results of each semester centrally.

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

UG	PG	Ph. D.	Others
2416	119	08	37

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

25

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

Nil

Men

No	%

Women

No	%

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1124	131	190	539	1	2039	1174	138	137	965	3	2416

Demand ratio 1:5

Dropout 6%

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

Department of Geography conduct UGC sponsored  
NET/SLET coaching 2013 for SC/ST minority student.

No. of students beneficiaries

75

5.5 No. of students qualified in these examinations

NET - 17

SET/SLET -18

GATE

CAT 3

IAS/IPS etc

State PSC -2

UPSC

Others -8

## 5.6 Details of student counselling and career guidance

**1. Personality Development Programme** - On 26<sup>th</sup> August 2014 J.B.College Career Counseling Cell organized a programme on Personality Development in collaboration with ILFS, Guwahati in conference Hall 1 from 2 pm to 7 pm. 70 students participated in this programme. Mrs. Nivedita Borthakur of ILFS was the resource person of the programme.

**2. Three Days Workshop**-A three days workshop on the topic "Career as a Makeup Artist" was organised by JBCCCC and extension and extension service of Student Union Body of J.B.College on 3<sup>rd</sup>, 4<sup>th</sup> and 6<sup>th</sup> September. Thirty (30) students participated in the programme and Mrs. Dipti Das, instructor of ITI Jorhat was the resource person.

**3. Workshop on Entrepreneurship development**-JBCCCC Career Counseling cell organized a Workshop on Entrepreneurship Development from 15<sup>th</sup> to 28<sup>th</sup> September 2014 in collaboration with NESSIA. The programme was sponsored by Ministry of Micro Small and Medium Enterprises, Govt. of India. Altogether 33 students participated in the programme.

**4. Workshop –Cum-Awareness Programm**-JBCCCC jointly organized a national workshop-cum-awareness programme on the topic-"Health and Healthy Lifestyle" with Rajiv Gandhi National Institute of Youth Development on 27<sup>th</sup> and 28<sup>th</sup> February, 2015. 120 students participated both from the college and outside the college. The resource persons were Dr. Saurabh Borkotoky, Dr. Rajib Borkotoky, Dr. Sankar Jyoti Parashar, Dr. Amiya Sharma, Dr. Bhaktimoy Bhattacharya, Dr. Ruma Bhattacharya, Dr. Jayanta Das, Smti. Anjana Borthakur and Mr. Suren Handique. They delivered valuable lectures and training for health and healthy lifestyle.

**5. Entrepreneurship Development Programme**- Entrepreneurship Development Cell of JBCCCC organised a 15 day training programme on candle making from 12<sup>th</sup> March to 27<sup>th</sup> March. The resource person was Mrs. Sipra Sinha Das. The participants conducted an exhibition of the products they had prepared in the workshop under the guidance of the resource person.

**6. Mock Test**- JBCCCC organised a mock test on Bank/ SSC/ MAT in collaboration with Career Choice on 26<sup>th</sup> April, 2015. Altogether 35 students participated in the mock test.

**7. Civil Defence Training Programme**- JBCCCC organised a **Civil Defence Training Camp** in collaboration with the Office of the Controller of Civil Defence of Govt. of Assam from 26<sup>th</sup> June to 29<sup>th</sup> June 2015. Altogether 65 students participated in this camp.

### 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
			8

### 5.8 Details of gender sensitization programmes

Nil
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### 5.9 Students Activities

#### 5.9.1 No. of students participated in Sports, Games and other event:

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  Internatiuonal level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	24	48,000
Financial support from government	50	3,01,010
Financial support from other sources	15	30,000
Number of students who received International/ National recognitions	Nil	

### 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: \_\_\_\_\_

(a) As per the demands of the students to have continuous flow of running water in the toilet adjacent to the Mathematics Department. The concerned authority was informed to take necessary steps.

(b) The students requested to minimise the rate of practical fees in a single semester. The authority informed that it is unable to change fee structure determined by Dibrugarh University.

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Our Vision:** *“Centre of Quality Higher Education and Excellence for Development of Human Resources”*

**Our Mission:** *“Nurture Knowledge, Skill and Attitude in Individuals through a Curriculum responsive to the Socio-economic and Cultural Realities”*



## 6.2 Does the Institution has a management Information System

Initiatives are taken to installed a scientific MIS tool is in progress.

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

### 6.3.1 Curriculum Development

Arranging daylong workshops of various subjects for discussing revised syllabi.

### 6.3.2 Teaching and Learning

1. Granted special leave to the faculty members for participating workshop/seminar etc.
2. An API Screening Committee was constituted under the Chairmanship of the Principal.

### 6.3.3 Examination and Evaluation

1. Preparation of examination schedule of all internal examinations is prepared and circulated in advance.
2. Results are analysed after every final examination for taking appropriate action to improve the quality.
3. Evaluated answer scripts of different internal examinations with necessary comments recorded by the concerned examiners are given back to the students for necessary correction and their own assessment.

#### 6.3.4 Research and Development

1. An active research committee devoted to the cause of building a favourable research atmosphere.
2. Motivating teachers to take major and minor research projects.
3. Guiding teachers for improving API through participation in Conferences and through publishing of articles, books and research work.
4. Improving library and laboratory facilities for research.

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

- Most of the functioning of central library is done with the help of software called SOUL, and open source library software. The Bar coding system is used for all the books. The surveillance of CCTV camera is extended in the college campus.

#### 6.3.6 Human Resource Management

1. Facilities for imparting in-service trainings in the shape of RC, OC, Short-Term Courses, Summer School, Workshops and etc. are provided to the faculty members.
2. Computer training is provided to the Teaching and Non-teaching Staff.
3. The College Authority recognises the association of the Teaching Staff affiliated to ACTA and the J.B. Unit of Assam College Employees Association which are eventually registered Trade Unions.
4. J.B.College employees Co-operative Thrift Society registered under Assam Co-operative Society Act has been in operation for the welfare of Teaching and Non-teaching Staff of the institute.

#### 6.3.7 Faculty and Staff recruitment

The recruitment of the faculty and non-teaching staff is done on the basis of the rules and regulations laid down by the government of Assam and U.G.C

6.3.8 Industry Interaction / Collaboration

A number of programmes such as Workshops on Research Methodology on Social Science, National seminar on various issues, survey, discussions on draft legislation etc have been conducted.

6.3.9 Admission of Students

1.Scores in the qualifying Examination.  
2.Selection Test.  
3.Reservation of seats for special categories in addition to the to ones recognised by the government.

6.4 Welfare schemes for

**Teaching and non-teaching:**

- a. Teachers' welfare fund
- b. Employees' Thrift society
- c. Medical facility in the campus
- d. Staff annual gathering celebration

**Students:**

- a. Financial support to the economically weak students
- b. Aid from Trust fund
- c. Book Bank facilities for all students

6.5 Total corpus fund generated

1 lakh per annum

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	Yes	Dibrugarh University	Yes	Self
Administrative	Yes	Directorate of Audit. Govt. of Assam	Yes	Self

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.

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

A proposal for seeking autonomous status by the college is forwarded by the University to the University Grant Commission, New Delhi for necessary action.

6.11 Activities and support from the Alumni Association

A new alumni committee was formed, headed by the president Mr. Raktim Saikia and Secretary Mr. Hamanta Kalita. The registration of this alumni association is in progress under Society Act.

#### 6.12 Activities and support from the Parent – Teacher Association

The college has developed a mechanism for regular parent teacher interaction included in the academic calendar department wise and in each department a parent-teacher body is constituted to consult various problems faced by the students. All such bodies also look after the following aspects:

- Attendance of the students
- Discipline in the campus
- Dress code

#### 6.13 Development programmes for support staff

- 1.Free medical facility in the campus.
- 2.Organised badminton and carom competition among the staff.
- 3.Organising Bhauna (A programme of our culture)
- 4.Computer training programme.
- 5.Bihu dance (Traditional Assamese dance) training Programme.

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

- 1.A functioning green plus Society.
- 2.Releasing of different locally available fish species in the pond located in the campus.
- 3.Plantation: A plantation programme was held on 5<sup>th</sup> June 2014, on the occasion of World Environment Day in the college campus.

## 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.

Annual analysis of results and presentation in staff meeting.

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

1. Digitalization of rare books implemented.
2. A Motor cycle rally from the College to Kaziranga National Park for sensitizing for conservation of One horned RHINO

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

1. **Internal Quality Audit**-This best practice is introduced in the college to maintain the quality in the department. This audit is done after every semester examination by some senior members and experts.
2. **Inter College and University Students' Seminar**-The practice of holding Inter College and University Students' Seminar in almost all the departments with the patronage of the College authority has become a celebrated feature.

#### 7.4 Contribution to environmental awareness / protection

1. The teachers of the Department of Zoology Releasing fish seed in river Brahmaputra along with Lions Club of Jorhat great on 5<sup>th</sup> September 2014.
2. Department of Botany organised a Bike rally cum environment awareness camp for wild life conservation was organised on 19<sup>th</sup>-20<sup>th</sup> March 2015 to Kaziranga. Mr. Jadav Payeng, the forest man of India inaugurated the programme and also accompanied the Rally.
3. JBCWC and NCC has organised tree plantation programmes in the college campus. The Green Plus society and Campus Committee look after the plantation and gardens in the college campus.
4. Some medicinal plants are planted in the botanical gardens by the Botany Department during this Session.

7.5 Whether environmental audit was conducted?      Yes      No

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

### **SWOT Analysis**

#### **STRENGTH**

- 1) First Non-government College in the North East region.
- 2) Pioneer in woman education, Science education and commerce Education in this region.
- 3) Three Faculty College with twenty Departments
- 4) PG courses in Geography and Philosophy (only departments within the University).
- 5) Four University recognized Research Centres namely Geology, Physics, Geography and Philosophy.
- 6) NAAC accredited with 'A' Grade, CPE status by UGC, Short listed by UGC For Autonomous College, Upgradation as University under consideration by the State Government.
- 7) DBT hub, Centre for Nanoscience and Nanotechnology, Audio visual Study Center
- 8) A fully computerized (SOUL) library with more than 46000 books and 65 regular Journals.
- 9) Language Laboratory with 15 +1 computers.
- 10) Academic collaboration with Omiya Kumar Das Institute of Social Change and Development.
- 11) Prime location within the district headquarters.

#### Weakness

- 1) PG Courses are not available in all subjects.
- 2) Research facilities not up to expectation.
- 3) Insufficient teaching and nonteaching staff.
- 4) Inadequate Sports facility considering the number of students.
- 5) Hostel facilities need upgradation.
- 6) Lack of modern infrastructure for cultural activities
- 7) Lack of adequate parking facilities
- 8) Lack of residential quarters for staff
- 9) Inadequate smart classes.
- 10) Limited academic freedom and flexibility under the University

#### Opportunities

1. Considering the strength, quality and diversity in expertise of the existing faculty, there are ample opportunities for more
  - i. R&D activities,
  - ii. interdisciplinary research.
  - iii. need based courses.
  - iv. effective extension service
2. Well placed alumni, including the CM of the state that can be tapped for development of the college.
3. Locational advantage contributing to a large catchment area.
4. Jorhat, in which J. B. College is situated, is considered an educational centre of the state with a number of degree colleges, Institutes for teacher training, technical institutes (Engineering colleges), Medical and paramedical colleges, Agricultural university, College of Home science, Law College etc.
5. Collaborations with industry
6. Collaborations with institutes of higher learning (national & international)
7. Growing demand for technically qualified people




Threat.

- 1) Competition from new entrants (both in the Private and Public sectors) at local, national & international levels
- 2) Large migration of students to other parts of the country.
- 3) Decreasing scope for some programmes
- 4) Rapid change in Technology calling for fast adaptation.
- 5) Tight control by the University and state government and red tapism that slow down adaptation and hinder innovative measures.

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


1. Proposal sent for granting of Fresh Autonomous Status to the College
2. A Workshop on API for faculty members is in the process
3. Organise better and quality campus for placement of students.
4. Organise extension programme
5. Organise improvement programme for both teaching and non teaching staff

Name Porag Sarmah



Signature of the Coordinator, IQAC

Name Dr.Bimal Barah.



Signature of the Chairperson, IQAC

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## Annexure I

### **STUDENTS' FEEDBACK::IQAC,J.B.COLLE,JORHAT**

Academic Session: 2014-15

#### **No. of responses-**

##### **Qus-1 The Syllabus you followed was**

<b>Sl. No.</b>	<b>Responses</b>	<b>in %</b>
a)	Challenging	47.85
b)	Adequate	46.31
c)	Inadequate	9.85
d)	Dull	10.36

##### **Qus-2 How much of the Syllabus Discussed/Covered/taught syllabus in class**

<b>Sl. No.</b>	<b>Responses</b>	<b>in %</b>
a)	Full	35.39
b)	Above 75%	60.07
c)	50% to 75%	22.52

##### **Qus-3 What do you plan to do after graduation?**

<b>Sl. No.</b>	<b>Responses</b>	<b>in %</b>
a)	Pursue higher studies	80.72
b)	Look out for a job	20.75
c)	Start a business	6.4
d)	Others	5.1

##### **Qus-4 Did you interact with the J.B.College Career Counselling Cell**

<b>Sl. No.</b>	<b>Responses</b>	<b>in %</b>
a)	Yes and to follow it	24.48
b)	Yes and but not to follow	29.16
c)	No	55.67

**Qus-5 Did you contact the J.B.College Placement Cell**

Sl. No.	Responses	in %
a)	Yes	32.43
b)	No, never heard of	73.6

**Qus-6 (a) Expectations from the department adequately fulfilled?**

Sl. No.	Responses	in %
a)	Yes	56.46
b)	No	12.18
c)	Partially fulfilled	40.68

**Qus-6 (b) If partially or not fulfilled mention what was not up to your expectation?**

Sl. No.	Responses	in %
1	Field study	16.8
2	Admission process/Form fill up process/Staff	14.52
3	Girls Common room facilities	9.95
5	Couldn't complete the course	19.84
6	Teaching system	19.52
7	Infrastructure development & electricity	38.72
8	Not Co-operative	42.6
9	Seminar and Group Discussion and career counselling	31.25

**Qus-7 Have you made any friendship in the department, which you expect to be lasting?**

Sl. No.	Responses	in %
a)	No	12.18
b)	Yes	7.74
c)	No	10.45
	Yes, but can't say	

**Qus-8 Would you like to keep touch with the dept. after you leave it ?**

Sl. No.	Responses	in %
a)	Yes	100
b)	No	11.32

**Qus-9 Did you interact with the Office. Experience during that interaction**

Sl. No.	Responses	in %
1	Bad	33.32
2	Admission/Form filled up Process	37.96
3	Good	37.64
4	Co-operative	44.4
5	Form filled up process	6.7
6	Lazy administrative process	12.37
7	Bad Behaviour	21.4
8	Cleanliness	34.36

**Administration (Office) was**

Sl. No.	Responses	in %
a)	Cooperative	27.70
b)	Not Cooperative	33.75
c)	Bad	21.30
d)	Good	36.12
e)	Fair	21.38

**Qus-10 Help and training in the use of Library and Computer****A) Library**

Sl. No.	Responses	in %
a)	Yes, but not useful	19.3
b)	Yes, useful	63.79
c)	No	36.42

**B) Compute**

Sl. No.	Responses	in %
a)	Yes, but not useful	18.96
b)	Yes, useful	48.77
c)	No	42.02

**Qus 11. Opinion on the library holding for the course you followed**

Sl. No.	Responses	in %
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a)	Excellent	26.91
b)	Adequate	58.39
c)	Inadequate	22.36
d)	Very Poor	12.14

**Qus-12 Were you able to access from library the prescribed /recommended books ?**

Sl. No.	Responses	in %
a)	Easily	46.77
b)	With difficulty	20.67
c)	Not at all	12.58
d)	Sometimes	39.58

**Qus-13. Opinion on the social atmosphere**

**A) At the institution**

Sl. No.	Responses	in %
a)	Very good	31.07
b)	Good	50.02
c)	Bad	8.5
d)	Needs to improve	31.43

**B) In your department**

Sl. No.	Responses	in %
a)	Very good	50.57
b)	Good	38.06
c)	Bad	9.51
d)	Needs to improve	15.86

**Qus 14.a) Participate in**

Sl. No.	Responses	in %
1	Sports	58.3
2	Quiz	10.75
3	Member of Student Union	4.9
4	Extra curricular	29.72
5	Drama	17.17
6	Dance	32.51
7	Seminar	14.86
8	NCC	38.67
9	Wall magazine	26.44

**b) At what level did you participate**

Sl. No.	Responses	in %
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i)	College	83.31
ii)	District	16.74
iii)	State/University	19.92
iv)	National	11.7

**C) Satisfied with the facilities**

Sl. No.	Responses	in %
i)	Highly satisfied	26.37
ii)	Dissatisfied	21.66
iii)	Needs improvement	71.83

**Qus 15. Will you join J.B. College Alumni Association**

Sl. No.	Responses	in %
a)	Yes	87.39
b)	No	14.13

**Qus 16. Your Suggestion for improvement of the dept./institution.**

Sl. No.	Responses	in %
a)	Improvement of Social atmosphere	38.83
b)	In facilities of Sports/extracurricular/extension service	43.29
c)	In any other field	24.67

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**Annexure II**  
**CALANDER OF J.B.COLLEGE 2014-2015**

<b>Date</b>	<b>Content</b>
2 <sup>nd</sup> June 2014	Issue of forms for admission into First Semester Programme
9 <sup>th</sup> June 2014	From submission last date for First Semester Programme
10 <sup>th</sup> June 2014	Major Selection Test English,Economics for 1 <sup>st</sup> Semester
12 <sup>th</sup> June 2014	Major Selection Test for Poltical Science,Geography for 1 <sup>st</sup> semester
16 <sup>th</sup> June 2014	Declaration of Major Selection Test result ,Merit list prepared
17 <sup>th</sup> June 2014	First Semester Admission (Science)
18 <sup>th</sup> June 2014	First Semester Admission (Commerce)
19 <sup>th</sup> June 2014	First Semester Admission (Arts)
16 <sup>th</sup> July2014	Commencement of the 3 <sup>rd</sup> and 5 <sup>th</sup> Semester Classes of the B.A/B.Sc/B.Com. Programme Notification of course plan/Departmental Class Routine in the Department Notice Boards of Colleges.
21 <sup>st</sup> July 2014	Commencement of 1 <sup>st</sup> Sem Classes
23 <sup>rd</sup> July 2014	Interaction with 1 <sup>st</sup> Sem Arts students
24 <sup>th</sup> July 2014	Interaction with 1 <sup>st</sup> Sem Science students
25 <sup>th</sup> July 2014	Interaction with 1 <sup>st</sup> Sem Commerce students
2 <sup>nd</sup> August 2014	Freshers' Welcome
23 <sup>rd</sup> August 2014	33 KC Kakati Memorial Debate
28 <sup>th</sup> to2nd September 2014	1 <sup>st</sup> ,3 <sup>rd</sup> ,5 <sup>th</sup> Semester Sessional Examination
5 <sup>th</sup> Sept 2014	Teachers' Day/Department Day
12 <sup>th</sup> September 2014	JBCSU Election
27 <sup>th</sup> September 2014	Submission of Attendance(1 <sup>st</sup> ,3 <sup>rd</sup> ,5 <sup>th</sup> sem ) Parent-teacher interaction.
30 <sup>th</sup> September 2014	Tulsi Tarpan in memory of Late Tulsi Narayan Sarma-the founder Secretary and Second Principal of J.B.College
10 <sup>th</sup> October 2014	College foundation Day and 2 <sup>nd</sup> Anil Ch. Barooah Memorial Lecture
20 <sup>th</sup> to25th Ocober 2014	2 <sup>nd</sup> Sessional Examination
28 <sup>th</sup> October to 3 <sup>rd</sup> November 2014	College Week
20 <sup>th</sup> November to 15 September 2014	End Semester Examination
17 <sup>th</sup> January 2015	Commencement of 2 <sup>nd</sup> ,4 <sup>th</sup> and Sem Classes
2 <sup>nd</sup> March to 7 <sup>th</sup> March 2015	First Sessional Examination
10 <sup>th</sup> April 2015	Submission of Attendance 2 <sup>nd</sup> ,4 <sup>th</sup> and 6 <sup>th</sup> Semester
24 <sup>th</sup> April 2015	Second Sessional Examination 2 <sup>nd</sup> ,4 <sup>th</sup> and 6 <sup>th</sup>

	Semester.
9 <sup>th</sup> May 2015	Completion of Even Semester classes Last Date for notification of 2 <sup>nd</sup> sessional Examination.
18 <sup>th</sup> May to 15 <sup>th</sup> June 2015	End Semester Examinations of B.A./B.Sc./B.Com.
20 <sup>th</sup> May to 22 <sup>nd</sup> June 2015	Evaluation of answer scripts at the Zones



**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