JAWAHARLAL NEHRU COLLEGE, BOKO.

The Annual Quality Assurance Report (AQAR)
of the IQAC

SESSION: 2016-2017

Submitted to:

The Director
National Assessment and Accreditation Council(NAAC)
P.O. No: 1075, Nagarbhavi, Bengaluru - 560072

Submitted by:
Coordinator
Internal Quality Assurance Cell
Jawaharlal Nehru College,
Boko, Kamrup Assam.
Pin – 781123.

The Annual Quality Assurance Report (AQAR) of the IQAC
JAWAHARLAL NEHRU COLLEGE, BOKO.

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	JAWAHARLAL NEHRU COLLEGE
1.2 Address Line 1	BOKO
Address Line 2	P.O.: – BOKO, DIST:- KAMRUP, STATE:- ASSAM
City/Town	BOKO
State	ASSAM
Pin Code	781123
Institution e-mail address	principaljnc13@gmail.com
Contact Nos.	03623-218366
Name of the Head of the Institution:	Dr. Nripen Goswami

Tel. No. with STD Code:

+91 94352 42784

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+91 94352 42784

Name of the IQAC Co-ordinator:

Dr. Dhiraj Kumar Das

Mobile:

+91 9435044756

IQAC e-mail address:

iqacjncb2014@gmail.com

1.3 **NAAC Track ID**

ASCOGN12128

1.4 **NAAC Executive Committee No. & Date:**

No. BS (SC)/02/RAR/103, dated July 10, 2014

1.5 Website address:

www.jncollegeboko.com

Web-link of the AQAR:

www.jncollegeboko.com/iqac/AnnualReport 2016 -17

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	1st Cycle	C++	68.25	2004	28-02-2010
2	2nd Cycle	B	2.24	2014	10-07-2019
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY   20-06-2006

1.8 AQAR for the year *(for example 2010-11)* | 2016-17 |

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

  i.   AQAR 2014-15 submitted to NAAC on (07/12/2018)
  ii. AQAR 2015-16 submitted to NAAC on (17/12/2018)

1.10 Institutional Status

   University   State ☐ Central ☐ Deemed ☐ Private ☐

   Affiliated College   Yes ☑   No ☐

   Constituent College   Yes ☐   No ☑

   Autonomous college of UGC   Yes ☐   No ☑

   Regulatory Agency approved Institution   Yes ☐   No ☑

   (eg. AICTE, BCI, MCI, PCI, NCI)

   Type of Institution   Co-education ☑   Men ☐   Women ☐

              Urban ☐   Rural ☑   Tribal ☑

   Financial Status   Grant-in-aid ☑   UGC 2(f) ☑   UGC 12B ☑

              Grant-in-aid + Self Financing ☐   Totally Self-financing ☐

1.11 Type of Faculty/Programme

      Arts ☑   Science ☑ Commerce ☐   Law ☐ PEI (Phys Edu) ☐

      TEI (Edu) ☐   Engineering ☐ Health Science ☐   Management ☐

   Others   (Specify)

   > 1.UGC, COP on certificate course in   Mashroom Cultivation , Montessory Methods and Human Rights and Duties
   > 3. PGDCA under Gauhati University.
   > 4. Diploma in Food Processing Technology under UGC Community College Scheme.

1.12. Name of the Affiliating University *(for the Colleges)*   Gauhati University

1.13. Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   No

University with Potential for Excellence   No   UGC-CPE   No

DST Star Scheme   No   UGC-CE   No

UGC-Special Assistance Programme   No   DST-FIST   No

UGC-Innovative PG programmes   No   Any other (*Specify*)   1. DBT Bio-Tech Hub

2. DBT Star College Scheme

UGC-COP Programmes   03

2. IQAC Composition and Activities:

2.1. No. of Teachers   10

2.2. No. of Administrative/Technical staff   03

2.3. No. of students   01

2.4. No. of Management representatives   01

2.5. No. of Alumni   01

2. 6. No. of any other stakeholder and

Community representatives   02

2.7. No. of Employers/ Industrialists   01

2.8. No. of other External Experts | 01 |

2.9. Total No. of members | 20 |

2.10. No. of IQAC meetings held: | 07 |

2.11. No. of meetings with various stakeholders: | 03 |

Students: | 01 | Faculty: | 01 |

Non-Teaching Staff Students | 01 | Alumni | Nil | Others | Nil |

2.12. Has IQAC received any funding from UGC during the year? Yes ☐   No | √ |

If yes, mention the amount | Nil |

2.13. Seminars and Conferences (only quality related)

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

Total Nos. | 07 | International | - | National | 01 | State | - | Institution Level | 06 |

(ii) Themes | Science and Technology/ Literature/ ITC/ Awareness generation |

1. Three days long National Workshop on " British Literature" was organised by Department of English in association with International Association of Comparative Literature, Society and Culture(IACLSC) from 20-11-2016 and 22-11-2016.

2. Training programme on Open Source Software was organised by IQAC on 04-10-20016

3. Popular talk on "Development on Mathematical Concepts in Ancient Indian: Some Historical Aspects" was organised by Department of Mathematics and DBT Star College Scheme on 06-09-2016.

4. A summer camp on "Introduction to Basic Laboratory Instruments" was conducted during the summer vacation, from 1st to 5th July, 2016,

5. Seminar on "Food Processing Technology- An emerging field of study for livelihood and career opportunity", was conducted by the Biotech Hub, in collaboration with Orion Edutech on 9th Nov., 2016.

6. An "Aviation Awareness Programme" was conducted on 24th Nov., 2016, in collaboration with College of Aeronautical Engineering, Guwahati.

7. Hands on training on "Introduction To Bioinformatics" was conducted by Biotech Hub from 4th to 7th March, 2017.

2.14. Significant Activities and contributions made by IQAC :

 ➢ Organised a National Level workshop in collaboration with "International Association of Comparative Literature, Society and Culture".
 ➢ Organised a District level Science Based Competition in collaboration with "Aryabhatta Science Centre" J. N. College ,Boko on 26-10-2016
 ➢ As a part of healthy practices a three days long Book fair has been organised at the campus in collaboration with five different publishers.
 ➢ Successfully conducted 06 numbers of different quality and skill development related training, workshop, seminar talk etc. for the benefit of students and faculty members of the host institutions as well as for the nearby institutions.
 ➢ Encourage faculty members to conduct inter-disciplinary / inter-departmental seminars, talks etc.
 ➢ Ensuring the academic quality by means of getting feedback from students.
 ➢ Existing Library building has been expanded further to accommodate digital facilities.
 ➢ DPR prepared and submitted to RUSA and support RUSA coordinator in all the way to execute the developmental work under RUSA.
 ➢ Conducted few outreach and community development activities through NCC, NSS, Ranger- Rover team and Biotech Hub.
 ➢ The Administrative building and Examination Cell have been covered under CC TV Surveillance.

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
Opening of PG classes.	Started PG in Assamese in September 2016
Submission of proposal to RUSA	Received the first phase of RUSA grant.
Extension of the Boundary wall	120 meters of the Boundary wall has been constructed.
Installation of a transformer	A III -phase transformer has been installed.

Extension of library	Library building has been extended.
Holding different Hands-on training, workshop, interdepartmental activities for students and Community development work	• A National level Workshop has been organised in collaboration with an International Association. • Besides, a significant numbers of Training, Seminar, Workshop have been organised by utilizing the fund received from DBT/ UGC and from college fund.
Improvement of academic environment	• A Book Fair has been organised in the college campus. • An open Student's Seminar series has been started to boost up the Open learning process. • "Student of the Year" award has been instituted.
Improvement of drinking water facility	A Cold and Safe drinking water unit has been constructed and two cooler machines have been installed .
Development of a Flower Garden	As a part of beautification drive a beautiful flower garden has been developed near the main entrance of the college in association with the college Student's Union
Construction of a Car Parking and extension of existing Bicycle stand.	A separate Car parking for faculty members has been constructed. The existing bicycle stands have been further extended to accommodate maximum bicycles.
Community development work	Six numbers of different community developmental related programmes have been organised through NSS, NCC, Ranger group and Biotech Hub.

2.15 Whether the AQAR was placed in statutory body   Yes √   No ☐

Management √   Syndicate ☐   Any other body ☐

Provide the details of the action taken:

IQAC placed the AQAR prepared for the session 2016- 17 before the President, Secretary , Vice Principal, Librarian and Teacher Representative of the GB . The members have gone through the report and approved the same for submission to NAAC subject to the approval of the GB in the next GB meeting scheduled to be held in the first week of January,2019. The members given emphasis on the following points-

➢ Academic audit through feedback from Parents and Alumni apart from the student.
➢ Encourage the young faculty members for research and innovative teaching.
➢ More activities through NSS, NCC and Ranger Group.
➢ Create a suitable environment for development of sports and cultural activities.

Part – B
Criterion – I

1. Curricular Aspects:

1.1 Details about Academic Programmes:

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD		-	-	-
PG	01+ 04 (Under ODL mode)	-	-	-
UG	02 + 01(ODL)	-	-	-
PG Diploma	01		01	
Advanced Diploma	-	-	-	-
Diploma	01	-	-	01
Certificate	03	-	-	03
Others	-	-	-	-
Total	13	-	01	04
Interdisciplinary	-	-	-	-
Innovative	-		-	-

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

Pattern	Number of programmes
Semester	06+02(ODL)
Trimester	Nil
Annual	Nil

1.3. Feedback from stakeholders*   Alumni ☐   Parents ☐   Employers ☐   Students √

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

*Analysis of the feedback is given in the Annexure: II

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

> The revision /update of syllabi are fully under the control of the affiliating University. However the college has been trying to introduce more employability enhancement and skill development certificate and diploma courses.

1.5 Any new Department/Centre introduced during the year. If yes, give details.   No

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
44	12	32	-	-

2.2 No. of permanent faculty with Ph.D.

20

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
00	04	00	00	00	00	00	00	00	04

2.4 No. of Guest and Visiting faculty and Temporary faculty   01   02   16

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	16	
Presented papers	02	16	
Resource Persons			01

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

- Initiated an "Annual Open Students' Seminar" on selected burning topic or social issue in association with the College Student Union to improve leadership quality of student and self learning process.
- Various departments of the college organize popular talk, invited lectures, workshop, Hands-on training and Seminars etc inviting renowned persons from University, IIT and ASTEC.
- Study materials like soft copies of PDF or power point presentation, prepared notes are shared by the Faculty members with the major and PG students.
- Conducts Educational Excursion, Field visit, Lab and Industry visit by various departments for their major students to provide practical exposure.
- Use of ICT in teaching learning has been made more extensive through digitization of the Central Library.
- Remedial Classes for slow learners to improve the level of learning.

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

| 190 |

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

| Nil |

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

| 00 | 00 | 01 |

The syllabus of the Certificate Courses under UGC COP have been prepared by the faculty members of the concerned departments which have been approved by the University.

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.	260	Nil	10	80	Nil	90
B.Sc.	59	Nil	42	47	Nil	89
BA(ODL)	85	8	23	54		85
P.G.(ODL)	31	Nil	10	22	Nil	32
Certificate(COP)	65	Nil	39	61		100
Diploma(CCS)	18	Nil	-	-	-	100
PGDCA	18	Nil	28	66	Nil	94

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

The IQAC through Academic Cell monitor and evaluate the Teaching & Learning processes primarily by -

- ➢ Feedback system

- ➢ Meeting in open forum with alumni, parents, staff and also with student's Union.

- ➢ Tutorial Ward

2.13 Initiatives undertaken towards faculty development:

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	01
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	05
Others (STC)	03

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	11	01	Nil	15
Technical Staff	09	-	-	02

Criterion – III

3. Research, Consultancy and Extension:

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

> ➢ The Research Cell constituted under IQAC arranges discussion with the Principal Investigators running different Major and Minor Projects and Research Guides to short out the difficulties faced by them to run their research activities and tried to resolve the same by amicable discussion with the authority so that good atmosphere of research prevails in the college campus.
>
> ➢ The Cell has also encouraged and guided the faculty members who are planning for Ph.D./ M. Phil to prepare and submit proposal to UGC under FDP.
>
> ➢ Academic leave is granted to faculty members for attending and presenting papers in seminars, conferences, workshops etc. for the purpose of career advancement. Besides, effort has been made by IQAC to conduct externally funded as well as college funded National level and Institutional level Seminars and workshops to create a research environment within the college.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	Nil	01
Outlay in Rs. Lakhs	-	14.445	-	

3.3 Details regarding minor projects: **Nil**

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	08	-
Non-Peer Review Journals	-	-	
e-Journals		-	-
Conference proceedings	-	05	-

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 (Lakh)	Received (Lakh)
	2015-2018	NRSC, Hyderabad	14.445	4.825(2nd year grant)
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	0ne month	DBT Under Star College Scheme	0.30	0.30
Any other(Specify)	-	-	-	-
Total			14.745	5.125

3.7. No. of books published   i) With ISBN No. [01]   Chapters in Edited Books [00]

ii) Without ISBN No. [00]

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) [UGC-COP, UGC-CC Scheme]

3.10. Revenue generated through consultancy : **Nil**

3.11. No. of conferences/ workshop/ training organized by the Institution:

Level	International	National	State	University	College
Number	-	01	-	-	06
Sponsoring agencies	-	College		-	DBT, UGC and 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 | Nil |

| 04 |

3.15. Total budget for research for current year in lakhs:

From funding agency | **NRSC, DBT** | From Management of University/College | Nil |

Total | **Rs. 5.125Lakh** |

3.16. No. of patents received this year: Nil

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

Total	International	National	State	University	Dist	College
01	-	-	-	01	-	-

3.18. No. of faculty from the Institution
   who are Ph. D. Guides | 02 |
   and students registered under them | 02 |

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

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

JRF | 01 | SRF | 01 | Project Fellows | 01 | Any other (RA) | 01 |

3.21. No. of students Participated in NSS events: **Nil**

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 [01]

NCC [03] NSS [01] Any other [03]

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

- ➢ NCC wing of the college organised "Swachhta Pakhwada" programme on 12.08.2016 and 04.05.2017 in association with 1 ASSAM NCC and Central Silk Board.
- ➢ 3rd "International Yoga Day, 2017" was celebrated at college campus. The day long programme was organised jointly by NCC, NSS and Ranger group.
- ➢ "Unity Run" Programme was organised by Students' Union of the college on 30-10-2016
- ➢ On 22nd March, 2017, an outreach programme was conducted by the Biotech Hub of the college at Dudhnoi College, Dudhnoi, on the topic "Plant Tissue Culture" including practical assistance to students on basic Bioinformatics practical.
- ➢ An outreach programme was organized at Rongjuli HS School, Rongjuli, on 31st March, 2017, for creating awareness about Science/ Bio-science & Biotechnology at higher secondary level and a lecture was organised on "Scopes and Importance of Agricultural Science as vocational course". To encourage the students of HS level to take up Biotechnology as a career option after HS, an interesting presentation on "Biotechnology: Scopes and Importance." have been organised.
- ➢ An Inter College Debate Competition on the occasion of "Vigilance Awareness Week" was organised by ICAR (National Research centre on Pig) in association with IQAC on 02.11.2016
- ➢ A "Tree Plantation Programme" was organised by NCC wing at college campus on 02.10.2016.
- ➢ Conducted workshop on "Dance and Acting" for the school students of the area during summer Vacation.

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	100 BIGHAS (33 Acre)	Nil	-	100 BIGHAS (33 Acre)
Office Room	06	03	College Fund	09
Class rooms	25	06	Govt. Grant	31
Laboratories	14	03	-	17
Seminar Halls	02 01(Auditorium)	Nil	-	02 + 01= 03
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	03	01	DBT	04
Value of the equipment purchased during the year (Rs. in Lakhs)	29.56 Lakh	5.0 (DG set)	DBT, Under Biotech Hub	34.56 Lakh
Others		Boundary Wall	College Fund	4.5 Lakh

4.2 Computerization of administration and library:

Administration:

The computerization of the administration is partially achieved. Admission process is computerized.

Library:

- The bibliographical database of the Library books has already been completed using SOUL 2.0.
- The Library also offers computerized Catalogue search service through the OPAC interface Soul 2.0 application Software.
- A total of 13210 bibliographical data entered in the database.
- The membership data are fully computerised.
- CCTV surveillance has been introduced.
- A Local Area Network (LAN) has been set up with four computers in the library. The Library is connected with the high speed internet facility and library user can avail the internet facility.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17065	16391138.80	2378	722596.50	19443	2361710.30
Reference Books	5028	561523.05	57	96775.00	5095	658298.50
e-Books	30,00,000+	-	-	-	3000000+-	-
Journals	26	64365.00	12	24748.00	38	89113.00
e-Journals	6000+	-	-	-	6000+	-
Digital Database	UGC-NLIST	-	-	-	-	-
CD & Video	21	-		10	31	-
Others (specify)	4 (Manuscript)	-	-	-	4	-

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	65	05	03	02	02	05	21	06
Added	10	-	-	-	-	-	-	01
Total	75	05	Wi-Fi	02	02	05	21	07

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

➢ Organised a training programme on "Open Source Software" in association with Spoken Tutorial project ,IIT, Bombay, NMEICT, MHRD, Govt. of India on 04.10.2016

➢ Software programme on "Libre office" was organised by ICGC, J.N. College, Boko on 31-10-2016

➢ A Demonstration on "Software Programme Office" course designed under spoken Tutorial project ,IIT, Bombay, NMEICT,MHRD, Govt. of India was organised by IQAC on 31-10-2016

- Digital Literacy Training Programme was organised by Circle Office , Boko in association of IQAC, NSS,NCC on 23-12-2016.

- A "Cashless Transaction Awareness Programme and Training" was organised in collaboration with SBI, Boko Branch on 20-01-2017

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,71,025.00
ii) Campus Infrastructure and facilities	1,03,17,756.00
iii) Equipments	2 9,56,670.00
iv) Others	3,59,942.00

Total : 1,38,05,393.00

Criterion – V

5. Student Support and Progression

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

- Through College prospectus.

- Through various activities like Briefing on the day of New Admission, Orientation Classes on Library Use, Use of Wi-Fi, etc. are organized by IQAC to exhibit the student support systems that are available for the students.

- Through website (www.jncollegeboko.com) and media like Face book and Whatsapp.

- Regular methods like display/ Notice board are used regularly to display various students' support systems.

- The IQAC directs the concerned departments/ cells to notify new activities or services for students.

5.2. **Efforts made by the institution for tracking the progression**

- Academic cell and ICGC keep records to track students progression. Records are checked in regular intervals and Phone numbers/ emails of the students are collected to interact with them whenever necessary.

5.3. (a) Total Number of students

UG	PG	Ph. D.	Others
1307	20	-	40

(b) No. of students outside the state

04

(c) No. of international students

NIL

No	%	
679	49.67	Men

No	%	
688	50.33	Women

Last Year (2015 – 16)							This Year (2016 – 17)						
General	SC	ST	OBC	Minority	Physically Challenged	Total	General	SC	ST	OBC	Minority	Physically Challenged	Total
156	56	573	115	120	Nil	**1167**	267	65	597	259	178	01	**1367**

Demand ratio : 107%   Dropout 4.34 %

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

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1. ICGC of the college organised a week long coaching to prepare our students for Competitive Examination from 13th to 19th   Feb, 2017.

2. The ICGC and Biotech Hub also organised several Career Counselling programmes for Entrepreneurship development in Food Processing sector and other emerging rural based self employment generating sectors like Mushroom Cultivation, Vermi composting etc.

No. of students beneficiaries | 115 |

5.5 No. of students qualified in these examinations :Nil

NET | | SET/SLET | | GATE | | CAT | |

IAS/IPS etc | | State PSC | | UPSC | | Others | 06 |

5.6 Details of student counselling and career guidance

1. Information and Career Guidance Cell(ICGC) of the college organises different programmes on Career Guidance in a regular basis . The Cell keeps open in all working days and the Coordinator and other members provides all possible guidance to needy students as and when necessary.

2. A seminar on "Food Processing Technology- An emerging field of study for livelihood and career opportunity", was organised by the Biotech Hub, in collaboration with Orion Edutech on 9th November, 2016,

No. of students benefitted: | 130 |

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes:

IQAC in collaboration with Women Forum conducted Gender Sensitization programme regularly.

Besides college celebrates "International Women's Day" every year and conducts seminar/ popular talk/ awareness programmes on women related issues to mark the occasion.

5.9 Students Activities:

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

  State/ University level | 12 | National level | 02 | International level | - |

  No. of students participated in cultural events:

  State/ University level | 26 | National level | - | International level | - |

  5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level | 01 | National level | 02 | International level | |

> 1. Volley Ball team of the college was awarded as Runners up Team in the 6th Inter College Teachers, Students(Boys' and Girl's Volley Ball Championship under Gauhati University organised by Guwahati College on 02.06.2017
>
> 2. Sri Franchish Boro secured Gold Medal in 1st Manipur National Martial Arts Games and Festival, 2016 in WUSHU event under senior category held at Imphal, Manipur from 29th -31st, December, 2016
>
> 3. Sri Franchish Boro secured Gold Medal in 2nd North East All Style Martial Arts Championship-2016 under 65 kg category held at Lumding from 27th -29th December, 2016

  Cultural: State/ University level | 04 | National level | - | International level | - |

> 1. Prabilaka Nath won Bronze medal in *Bongeet* and *Parboti Prasad Baruah Geet* competition in the Inter College Youth Festival (Middle Zone) under Gauhati University -2016 held from 14-16 September, 2016 at R.G. Baruah College.
>
> 2. The College Team Won Silver medal in Chorus competition in the Inter College Youth Festival (Middle Zone) under Gauhati University held from 14-16 September, 2016 at R.G. Barua College.
>
> 3. Prabilaka Nath Won Bronze medal in *Parboti Prasad Baruah Geet* competition in the Inter College Youth Festival under Gauhati University held from 23-26 September, 2016 at Gauhati University.

5.10. Scholarships and Financial Support:

	Number of students	Amount
Financial support from institution	06	17,510.00
Financial support from government	486	25,91740.00
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11. Student organised / initiatives:

Fairs :   State/ University level   Nil   National level   Nil   International level   Nil

Exhibition: State/ University level   Nil   National level   Nil   International level   Nil

5.12   No. of social initiatives undertaken by the students   02

5.13 Major grievances of students (if any) redressed:

No significant grievances have been received from the students. However minor complaints regarding sitting arrangement of the library, sitting arrangement outside the class room to utilised the leisure time etc. have been received and redressed accordingly.

- Initiative taken to enhance the reading capacity at Central Library. More Book have been purchased.
- Initiative taken to develop the play ground and construction of concrete benches outside class room so that student can utilize their leisure time properly.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Vision:

To set a hallmark in the field of education and to preserve, create and disseminate knowledge through teaching, learning, innovation and experimentation to mould responsible individuals for leading a society with a desire for progress and prosperity of the human race.

Our Mission:

The following Mission aim to translating the vision of our college in to action plans-

- To create a healthy academic environment for promotion of quality education to the masses
- To develop a pool of highly educated individual who are not only competent in facing the present but also shaping their future.
- To set an ideal standard for achieving excellence in the field of teaching and research.
- To build competitive infrastructure to attract student, teachers and Researcher seeking to translate dreams in reality.
- To promote innovation in planning, teaching and evaluation to achieve higher scales of perfection.
- To make higher education a part of the social environment through community participation and sustainable development to eliminate social evils that persists in the region and thereby creates social harmony.

6.2. Does the Institution has a management Information System: **Not yet**

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

6.3.1 Curriculum Development
- The Curriculum is prepared by the Gauhati University and our institution follows the instruction given by the affiliating university.
- Participation of few faculty members in syllabi forming committee.
- Introduced few certificate courses as Add-on course.

6.3.2 Teaching and Learning
- Use of ICT for effective Teaching & Learning.

- Sharing of Teacher's study materials like soft copy of PPT/ PDF copy etc. with students.

- In order to develop soft skill of students ,Classroom Seminar presentation made mandatory for the major Students.

- Students are encouraged to participate in Group Discussion, Seminar, Workshop, Popular Talk etc. to develop their academic potential.

- Deputation of faculty members and encourage the students to participate in conferences, seminars, trainings and workshops.

- Departmental Field Study and Educational Excursion have been conducted to expose students for outdoor learning.

- To enhance the self learning process an annual " Open Student Seminar" on different Social as well as Academic topics has been initiated.

6.3.3 Examination and Evaluation

- Entrances Test for Major students, Class Test, Sessional Examination and Semester Examination were conducted regularly.

- Guiding students to apply for revaluation of answer script to the University.

6.3.4 Research and Development

- A Research Cell is formed to look into the difficulties faced by faculty members to carry out their projects, help them to prepare project proposal and proposal for FIP etc.
- The faculty members have been carried out Major & Minor Projects.
- Few faculty members published their research works in Research Journals, Proceedings of National and International Conferences, Seminars etc.
- The UG students having Major are encouraged to carry out Minor Project works.
- The Assamese Department publishing a Journal "Asomjyoti" with ISSN No 2319-8559

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library:

- In this session 2378 Text books and 67 Reference books have been purchased.
- The bibliographical database of the Library books has already been completed using SOUL 2.0. and 13210 bibliographical data entered in the database for the benefit of the student and faculty members.
- The Library also offers computerized Catalogue search service through the OPAC interface Soul 2.0 application Software.
- A Local Area Network (LAN) has been set up with four computers in the library.
- The Library is connected with the high speed internet facility and library user can avail the internet facility.
- The existing Library building has been extended to Install Digital section, create separate reading room for Boys/Girls and faculty members.
- Beside Central Library all departments have developed their own departmental library to help needy students.

ICT:

- Initiative has been made to develop a well equipped smart class room with video conferencing facilities and upgrade the existing Network Resource Centre to a Advanced Computer lab with sufficient numbers of computer and high speed internet facilities with uninterrupted power supply.

Infrastructure:

- Effort has been made to increase classrooms and laboratories.
- Initiative has been taken to develop a Central Instrument Facility and upgrade the Biotech Hub into a Research Laboratory.
- Two synthetic Badminton court have been developed in the Indoor Stadium.
- Proposal has been submitted to SC development Board for construction of a Boys' hostel.

Instruments:

- ➢ Sufficient numbers of Instruments have been procured for each science departments to optimize the student -instrument ratio.

6.3.6   Human Resource Management:

- The College strives to develop its student resource through variety of activities initiated as a part of Co-curricular activities through NSS, NCC, Ranger Group and other social and cultural activities.
- Faculty members are encouraged to participate in Refresher Course, Orientation Programme, STC, Seminars, Conferences, Workshops, STC and Training Programme etc.
- The supporting staff are also encourage and nominate to participate in different training, workshop organise by University or other Institute specially designed for Office and Lab maintenances.

6.3.7   Faculty and Staff recruitment

- For Faculty and Staff recruitment the institution follows the Rules & Regulations laid down by UGC and State Governments. During the time of recruitment the Roaster system is maintained properly.

6.3.8   Industry Interaction / Collaboration : Presently college collaborated with Orion Edutech, an ISO certified company under NSDC as a training partner to conduct UGC community college scheme on Food Processing Technology.

6.3.9   Admission of Students

- ➢ Through Advertisement in both College Notice Board and local areas.
- ➢ Admission is fully on merit basis.
- ➢ Strictly follows the reservation policy of Government of India.
- ➢ Merit List is prepared and Published in the College Notice Board before the Admission.
- ➢ Financial aid provided to a few Poor and Meritorious students.

6.4 Welfare schemes for -

Teaching	Financial aids facility to the faculty members on medical grounds from J N College Mutual Aid Fund.
Non teaching	Financial aids facility to the non teaching members from J N College Mutual Aid Fund.
Students	Financial aid provided to a few Poor and Meritorious students. Departmental library facility has been extended to the students also.
	Free remedial class facility
	Book bank facility for Poor students.

6.5 Total corpus fund generated: **Rs. 64,20,000.00**

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	NA	Yes	Academic Committee, Principal
Administrative	Yes	University/ External Auditor	Yes	G.B.

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

For UG Programmes   Yes ☐   No ☐

For PG Programmes   Yes ☐   No ☐

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

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

6.11. Activities and support from the Alumni Association

- The Alumni Association of the College met from time to time and participates in some activities of the college.
- Alumni Association also suggests for all round development of the institution

6.12. Activities and support from the Parent – Teacher Association

➢ In various social activities of the college, both Guardians and local elites participated actively and forwarded their suggestions for betterment of the Institution.

➢ The members of the Teaching Unit also actively participate in all student related activities of the college. Besides Teaching staff also help the Authority in Admission Process, Students Election, Recruitment process, and other administrative work as and when required.

6.13 . Development programmes for support staff:

➢ Different programme like Computer Literacy Programme, Workshop for Communication skill, Training on Disaster Management etc have been arranged for non-teaching staff.

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

J. N. College has a naturally green and clean campus and to maintain its greenery

➢ Annual plantation programme have been taken and effort have been made to maintain those newly planted tree saplings. Initiative has also been taken to develop a Flower Garden to enhance its scenic beauty.

➢ Seating arrangement for students have made beneath the trees so that student can utilise their leisure time in a positive way.

➢ Sufficient Dustbin have been installed to make the campus clean.

➢ No horn zone in the 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.

- Introduction of Career Oriented Certificate course as Add on programme.
- To commemorate the founder Principal of the college *Sri Achyut Kanta Adhikari* and to encourage open debate, and develop communication skill of student community IQAC in association with Student's Union "A.K. Adhikari Memorial Seminar Series" has been initiated on any Social/ Environmental/ Cultural issues exclusively for students. The seminar held in every semester.
- Publication of News letter from Biotech Hub to highlight its facilities and activities.
- Introduce Student exchange programme with Neighbouring Institutions.

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

Plan of Action At the beginning	Action taken	Achievements
Opening of PG classes.	Proposal submitted to Gauhati University and subsequent follow up for Inspection and permission.	Granted permission and started PG in Assamese in September 2016
Submission of proposal to RUSA	DPR submitted	Received the first phase of RUSA grant.
Extension of the Boundary wall	Initiative taken	A part of the boundary wall has completed.
Installation of a transformer	Official procedure completed.	A separate III -phase transformer has been installed.
Extension of library	Construction work started from Govt grant.	Library building has been extended to install a separate digital section along with separate reading zone for students and faculty members.
Holding different Hands-on training , workshop, interdepartmental activities for students.	Planned to conduct curriculum related and inter departmental different training/ workshop and seminars through Biotech Hub, DBT Star college scheme, ICGC etc.	One National Workshop and six numbers of institutional level Seminar, Popular talk, Hands-on training have been organised.

Improvement of academic environment	Initiative taken to create a reading habit and book culture among students and nearby areas. Planned to start a seminar series for students in every seminar.	A book fair has been organised in the college campus. A.K. Adhikari Memorial "Seminar Series" for Students has been started.
Improvement of drinking water facility	Started the work during summer vacation.	A separate cold drinking water facility has been constructed and with two cooler machines has been installed.
Development of a Flower Garden	An area near the approach gate of the college has been developed through MGNREGA scheme and process for the garden development was started.	As a part of beautification drive a beautiful flower is developed in association with the college student Union
Construction of a Car Parking and extension of existing Bicycle stand.	Initiated	A separate Car parking for faculty members has constructed. The existing bicycle stand has further extended to accommodate maximum bicycles.
Community development work	NSS, NCC, Ranger wing, Biotech Hub, Women Cell have given the responsibility.	Extension activity, Outreach programmes have been conducted.

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

➢ Instituted "Student of the Year Award."
➢ Organisation of Book fair at College campus.

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

7.4. Contribution to environmental awareness / protection:

Every year on the occasion of "World Environment Day" Tree plantation programme and Popular Talk have been organised in order to create environmental awareness among the Students & others. This year following programmes have been organised for awareness generation regarding protection and conservation of environment.

➢ A popular talk on "Astronomy and Environment" followed by a Night Sky Observation programme was organised on 1st Nov., 2016 by the *Biotech Hub* in association with *Aryabhatta Science Centre*.

- On 28th February, 2017, on the occasion of National Science Day a Seminar was organised by the *Biotech Hub* on the topic "Wetland Resource and Sustainable Development".

- On 5th June, 2017, a seminar cum popular talk was organized on *"Green Chemistry"* by the Biotech Hub, in collaboration with Department of Botany, J.N. College, Boko, to mark the occasion of "World Environment Day".

7.5. Whether environmental audit was conducted?   Yes [   ] No [√]

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

SWOC Analysis of the Institution:

Strength: The strength of the college may be described in terms of

(a) Physical resources: Good and sufficient Infrastructure for teaching-learning,

Co-curricular activities, Hostel for students accommodation.

(b) Human resources : Dynamic and dedicated faculty, Poor and needy student with immense zeal for learning.

(c) Learning resources: Library with sufficient books and journals, ICT facilities, Biotech Hub, GIS lab, Language lab etc.

(d) Enough Land resources for further expansion of the campus.

Weakness:
Following are the some weakness in teaching- learning methods in the institution─

(a) Shortage of permanent faculty in majority of the departments

(b) Inadequate research laboratories and facilities for enthusing faculty members

(c) Incomplete boundary wall throughout the campus.

(d) Limitation in the involvement of Alumni

(e) Limitation of opening job oriented and skill development courses for the students.

(f) Lack of campus recruitment facilities

(g) Minimum Numbers of the Faculty members have Ph.D. or M.Phil.

(h) Lack of sufficient number of IT trained office staff.

Opportunities:

    (a) Upgradation of the college to a full flagged PG college in Arts , Science and Commerce

    (b) Introduction of more job oriented ,skill development and self employable courses and other emerging subjects.

    (c) Research and extension activities in the field of local culture, natural recourses and its utilization

    (d) Mobilization of the existing resources of the college for self sustainability.

    (e) To have collaboration with Other Higher Institutions and Industries.

    (f) To work more on community development and awareness generation activities.

Challenges:

    (a) To attract more students from nearby States.

    (b) To convert the Institution in excellence in academic performance.

    (c) To meet the diverse need of the student community and to make them employable.

    (d) Due to the poor economic back ground of the locality it is difficult to open self-financed job oriented courses

    (e) To provide hostel facilities to all the needy students specially male students.

    (f) To meet the demand for Uninterrupted power supply.

88. **Plans of institution for next year (2017 – 18):**

- Time bound utilization of the RUSA fund.
- To organize sufficient number of Training, Seminar, Workshop for academic development.
- To publish maximum number of research paper in reputed journals.
- Construction of a RCC building for Arts Faculty.
- Construction of the Second floor of the Science Building.
- Renovation of Old Science Building and Auditorium.
- Construction of a Video conferencing facilities cum digital Class room
- Upgradation of the existing Net work Resource Centre.
- Digitation of the Library
- Development of a Central Instrument Facility
- Campus development.
- Construction of a synthetic Volley Ball Court.

(Dr. Dhiraj Kumar Das)   (Dr. Nripen Goswami)
Coordinator, IQAC   *Chairperson, IQAC*
J. N. College, Boko   J. N. College, Boko

Co. Ordinator
I.Q.A.C.
J.N. College, Boko

Principal
Jawaharlal Nehru College
Boko

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Academic Calendar, 2016-2017   Annexure: I

Month	Dates	Occasion (Holiday/ Sunday and other activities)	No. of Days	No. of Teaching Days	No. of Working Days
July, 16	1-31 6-7 3,10,17,24	Summer Vacation Id-Ul-Fitre Sundays	31 4	00	25
August 16	3 15 22 25 27 7,14,21,28	College Establishment day Independence Day Tithi of Madhab Deva Janmastomi Freshmen Social Sundays	1 1 1 1 1 4	22	24
September 16	3 12 14-16 30 4,11,18,25	Tithi of Sankar Deva Id-Uz-Zuha Sessional Exam Election of students Union Sundays	1 1 3 1 4	20	24
October, 16	1 2 7-15 17 29-30 2,9,16,23,30	Election counting Gandhi Jayanti Durgapuja, Lakshmi Puja Kati Bihu Kali Puja &Diwalee Sundays	1 1 10 1 2 5	13	14
November, 16	14 6,13,20,27	Guru Nanak Birthday Sundays	1 4	25	25
December, 16	1st week onwards 2 25 4,11,18,25	Semester (Final) Exams. Asom Divas Christmas Sundays	 1 1 4	05	25
January 17	1-10 13-15 26 16-21 1,8,15,22,29	Winter Break Magh Bihu Republic Day College Week Sundays	10 3 1 6 5	09	22
February, 17	1 24 5,12,19,26	Saraswati Puja Sivaratri Sundays	1 1 4	22	23
March, 17	12-13 5,12,19,26	Doljatra Sundays	2 4	26	26
April, 17	1-10 14-16 2,9,16,23,30	Sessional Exam Bohag Bihu Sundays	08 3 5	23	23
May, 17	1 10 7,14,21,28	May Day Buddha Purnima. Sundays	1 1 4	25	25
June, 17	1st week onwards 10 4,11,18,25	Semester (Final) Exams. Parent/Guardian Meet Sundays	 1 4	00	26
Total				**190**	**282**

Analysis of feedback from students

The structured feedback form for students is prepared covering mainly three dimensions namely Curriculum, Teachers and Library resources. In feedback the statement of curriculum includes the items on curriculum outlines and its coverage, teachers includes the item on the quality of subject knowledge, communication skills, sincerity, ability for broader perceptive, accessibility etc.

The statement is framed in four point Likert scale respond mode ranging from very good to unsatisfactory. A total of 250 students have participated in the feedback mechanism during the session 2016-2017. The summary of the student feedback is given below.

Regarding the Dimension of curriculum (Curriculum outline and its coverage) 81% students of the total rated very good, 13% students rated good, 5% students rated satisfactory and only 1% students of the total rated unsatisfactory.

With respect to the dimension of teachers (subject knowledge, communication skills, sincerity, ability for broader perceptive, accessibility, etc.), 84% of the total students rated very good, 12% students rated good, 3% students rated satisfactory while only 1% of the total students rated unsatisfactory.

Finally, with regards to the dimension of Library resources (Library uses and internet facility), 75% of the total students rated very good 20% students rated good, 3% students rated satisfactory while only 2% of the total students rated unsatisfactory.

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Best practice I:

i. Title of the practice: Instituted "Student of the Year" Award.

ii. **Goal:** To recognise the effort made by a student for his outstanding performance in academics as well as co-curricular activities and institutional responsibilities.

iii. **The context:** To encourage the student community for developing competitive attitude in the field of academics , co-curricular activities and community services.

iv. The practice: The award started in the academic session 2016-17. A group of panellist (A group of senior faculty member) formed by the Principal to select the student based on certain criteria already set for the purpose. The award consist of a Certificate and a Trophy. The award is given in the open meeting of the Freshman Social. This year *Mr. Nabajit Kumar*, the President of the Student Union has been selected for the award.

v. Evidence of success: Excellent response received from all section of the institution including Student, faculty, parents and alumni. As it is decided to publish the photograph of the Award winner in the college magazine, a competitive attitude have been seen among certain section of the student. Observing the positivity among students it can be assumed that continuation of this practice will definitely create competitive attitude among all students in near future.

Best Practice II:

i. **Title of the practice**: Organising a "Book Fair" at College Campus.

ii. **Goal:** To increase the reading habit and book culture in the campus and the surrounding rural areas.

iii. **The context:** Lack of good book market in the surrounding area.

iv. **The practice:** IQAC in association with the college library organised a two days long Book Fair at the campus from 09.09.2016 to 10.09.2016. Four different publishing house were participated in the fair. Besides, student, faculties and people from surrounding area a good number of books have been procured for the College Library.

v. **Evidence of success:** Much enthusiasm was seen among the students , faculty members of the college and students of the nearby schools. Several request have been received from different organisations to convert this practice to a annual event.

vi. **Problem encountered and Resources Required**: No problems have been encountered. The negligible expenses required for the fair have been provided by the college.

vi. **Contact details:**

(a) **Name of the Principal:** Dr. N.Goswami

(b) **Name of the institution:** Jawaharlal Nehru College, Boko,781123

(c) **Accredited status:** Preparation for Third Cycle

(d) **Phone Number:** 9435242784

(e) **E-Mail ID:**principaljnc13@gmail.com

(Dr. Nripen Goswami)
Principal

Principal
Jawaharlal Nehru College
Boko