

# **JAWAHARLAL NEHRU COLLEGE, BOKO**

## **The Annual Quality Assurance Report (AQAR) of the IQAC**

**SESSION: 2018-2019**



**Submitted to:  
The Director  
National Assessment and Accreditation Council (NAAC)  
P.O. Box 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 IOAC, 2018-19** *(For Affiliated/Constituent Colleges)*

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2018 to June 30, 2019)*

### **Part – A**

#### **Data of the Institution**

*(data may be captured from IIQA)*

**1. Name of the Institution** : JAWAHARLAL NEHRU COLLEGE

- Name of the Head of the institution : DR. NRIPEN GOSWAMI
- Designation : PRINCIPAL
- Does the institution function from own campus : YES
- Phone no./Alternate phone no. : 03623217366
- Mobile no. : 9401616255
- Registered e-mail : principaljnc13@gmail.com
- Alternate e-mail : das.dhirajkumar@gmail.com
- Address : P.O: Boko, P.S.: Boko
- City/Town : Boko
- State/UT : Assam
- Pin Code : 781123

**2. Institutional status:**

- Affiliated / Constituent : Affiliated
- Type of Institution: Co-education/Men/Women :Co-Education
- Location : Rural/Semi-urban/Urban : Rural and Tribal Belt

- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing : State Government Funded (please specify) (Provincialised under Govt. of Assam)

- Name of the Affiliating University : Gauhati University
- Name of the IQAC Co-ordinator : Dr. Dhiraj Kumar Das
- Phone no. : 03623217366
- Alternate phone no. : 9435242784
- Mobile : 8761985755
- IQAC e-mail address : iqacjncb2014@gmail.com
- Alternate Email address : dr\_tapan38@yahoo.co.in

3. Website address : [www.jncollegeboko.ac.in](http://www.jncollegeboko.ac.in)  
 Web-link of the AQAR: (Previous Academic Year): <http://www.jncollegeboko.ac.in/upload/aqar/1546240087.pdf>

4. Whether Academic Calendar prepared during the year? Yes

if yes, whether it is uploaded in the Institutional website: Yes

Web link : <http://www.jncollegeboko.ac.in/upload/academiccalender.pdf>

**5. Accreditation Details:**

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup>	C++	68.25	2004	From : 20.2.2005 to 28.02.2010
2 <sup>nd</sup>	B	2.24	2014	From : 10.07.2014 to 10.07.2019
3 <sup>rd</sup>				

6. Date of Establishment of IQAC : 20/06/2006

7. Internal Quality Assurance System:

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Meeting of the IQAC at the beginning of the Academic session 2018-19.	01/08/18 08/11/18 12/12/18 18/12/18 25/02/19 11/04/19 27/04/19	22 11 14 13 12 11 77
Submission of proposal to UGC for opening Skill development courses under Community College Scheme.	Submission of Fresh proposal: 04.07.2018. (Six Months) Submission for Extension: 30.8.2018 (Six Months)	70 17

	Both are approved and grant has been released for new courses on first week of April, 2019	
Conducted Academic Audit for the session 2018-19		Recommendations mentioned in the report are discussed in the IQAC meeting for follow up action.
Conducted Green Audit for the session 2018-19		Report submitted to IQAC
Celebration of Different National/ International events and festivals for awareness Generation/ for inculcation of values and Responsibilities/ morality and promotion and sustenance of cultural and tradition:		
1. College Foundation Day	: 3rd August, 2018/ one day	: Faculty members/ Students/ Alumni/ Stake Holders/ parents and guardians.
2. Career Oriented programme on Human Rights and Duties.	: 4th August, 2018/ one day	: Students and faculty members.
3. Independence Day	: 15th August, 2018/ one day	: Faculty members/ Students. NCC Cadets / Ranger Rover Administrative Staff
4. Freshmen Social	: 1st September, 2018/ one day	: Students/ faculty members
5. Teachers Day		
6. 7th Death Anniversary of Asom Ratna Padma Bibhusan Dr. Bhupen Hazarika	: 5th September, 2018/ one day	:Principal/ Faculty Members Students
7. Celebration of "World AIDS Day" (Awareness programme)	: 5th November, 2017	: Students/ Faculty Members
8. Ramanujan Day	: 1st December, 2018	: NSS, Women Cell and Student's Union
9. Celebration of Silpi Divas (Birth Anniversary of Jyoti Prasad Agarwala)	: 22nd December, 2018	: Faculty and students of Science departments.
10. National Voters Day	: 17th January, 2019	:Faculty members/ Students.
11. Celebration of Republic Day	: 25th January, 2019	: Students and Faculties of Political Science department.
12. College Week	: 26th January, 2019	:Faculty members/ Students.
13. Saraswati Puja	:30th Jan to 5th Feb, 2019	: NCC Cadets / Ranger Rover Administrative Staff
14. International Mother Language Day	: 10th February, 2019	: Total Involvement.
15. National Science Day	:21st February, 2019	: Entire college fraternity
16. International Women's Day (Out reach awareness generation programme)	: 28th February, 2019	: Students and Faculty Members
17. Celebration of Rongali Bihu and Retired Teacher's Meet.	: 8th March, 2019	: Students/ faculties and participants from nearby schools. : Women faculties and self help groups of Jarapara Village.

18. Inauguration of Yoga and Fitness Centre	: 13th April, 2019	: All faculty members/ retired teachers of the college and students.
19. Celebration of World Environment Day, 2019	: 16th May, 2019	: Faculty/ Office Staff and Student.
20. Celebration of Bishnu Rabha Divas	: 7th June, 2019	: Students and Faculty members
21. Interactive Meet on Employability Enhancement in Agriculture, Retail, Security and Food Processing Trade.	: 20th June, 2019	: Students / faculty members/ invited guests.
21. Celebration of International Yoga Day	: 17th June, 2019	: Student/ faculty members.
22. Self defence training for women	: 21st June, 2019	: Faculty Members/ Office Staff and Students.
23. Disaster awareness programme(Mock Drill)	: 14th June to 24th June, 2019 : 28th June, 2019	: Women faculty and student. : Skill trainees, NCC cadets, Ranger group, NSS and employees.

**Note: Some Quality Assurance initiatives of the institution are: (Indicative list)**

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

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

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

Institution/ Department/Facu lty	Scheme	Funding agency	Year of award with duration	Amount
J.N. College, Boko	Biotech Hub	DBT, GOI	2018- 2019	Rs. 11,50,000.00
Department of Botany, Zoology, Chemistry, Mathematics and Physics	Star College Scheme	DBT, GOI	2018-2019	Rs. 10,36. 700.00
Dr. Tapan Dutta	NCP-VCP Phase II Research Project	NRSC	2018-2019	Rs. 73,600.00
J.N. College, Boko	UGC, Community College Scheme	UGC	2018-2019	Rs.39,90,000.00 Rs. 8,40,000.00 Rs. 4,20,000.00 Rs.17,10,000.00
J.N. College, Boko	Excursion	Govt. of Assam	2018-2019	Rs. 1,00,000.00
J.N. College	Re-imbursement against free Admission.	Govt. of Assam	2018-2019	Rs. 61,96,187.00

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

\*upload latest notification of formation of IQAC

**10. No. of IQAC meetings held during the year: 07**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website [www.jncolegeboko.ac.in](http://www.jncolegeboko.ac.in)

(Uploaded minutes of meetings and action taken report)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year? : Yes**

If yes, mention the amount :

Rs. 1,40,000.00 from DBT through Star College Scheme and Biotech Hub

Rs. 50,000.00 from ASTEC, Assam

Rs. 15,000.00 from IOC, Guwahati

and organised a National Seminar on 3rd and 4th May, 2019

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

- Submission of all pending off line AQARs to NAAC within prescribed time frame.
- Submission of proposal for opening Skill based courses under UGC Community college scheme and subsequent received of approval and financial grant for opening three NSQF aligned courses namely Floriculturist, Retail management and Unarmed Security Guard.
- Celebration of 17 different programme for awareness Generation/for inculcation of values and Responsibilities/ morality and promotion and sustenance of culture and tradition
- Holding a National Seminar on "Science, Society and Sustainable Development"
- Opening of a Yoga and Fitness Centre.
- Organised a Training on Self Defence for Girl's student and Women Faculties.
- Organised a workshop on Prevention of Sexual Harassment of Women at Work place.
- Supported to organise 06 hands-on training, 07 workshops 06 Popular Talks, 04 nos of awareness programme, 12 nos of seminar, 02 nos of our reach programme , 02 nos of Laboratory visit and 02 number of Summer school by different departments and centres for the benefit of the students and faculty members.
- Organised Seven days training for "Entry to Services"
- Introduction of Online submission of admission form.(For semester 3rd and 5th )
- Introduction of Small Research Grant scheme to Interested In-house Faculty Members.

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

Plan of Action	Achievements/Outcomes
Submission of Pending AQARs to NAAC	All pending AQARs since 2014-15 to 2017-18 have been sent to NAAC within December , 2018 and also uploaded in the college website.
Organisation of a National Seminar.	A National Seminar on "Science, Society and Sustainable Development" was organised on 3rd and 4th May, 2019.
Opening of Employment Generating Courses	Proposal has been submitted to UGC under Community College Scheme and three new diploma/ certificate courses have been approved by UGC and classes have been started from June,

	2019.
Construction of a Double stories RCC Building for Arts Faculty	One double story building for Arts faculty is under construction from RUSA grant.
Extension of the Second Floor of the Administrative Building	Extension of the second floor is completed and IQAC office has been shifted to the second floor.
Construction of a RCC Canteen	A new RCC canteen has been constructed and opened for use.
Publication of Books with ISBN and more research papers in Research Journals	1."Voting Behaviour of the Minority Community in South Kamrup" by Dr. Praneswar Nath, Associate Professor in Pol. Science with ISBN, 2. Publication of the Proceeding Volume of the National Seminar with ISBN is under process. 3. Four volume of annual News Letter of Biotech Hub" Biotech Live" have been published. 4. Publication of "Practical Manual in Bioscience for Under graduate Courses" prepared by Biotech Hub is under Process. 5. Four numbers of research paper have been published in Peer reviewed/ UGC approved journals by faculty members.
Improvement of Academic Environment through involvement of Parents/ Alumni	Discussed various academic problems of the college with Guardian committee and Alumni association and few remedial measures have been taken like: Prohibition of Ragging , restriction in mobile phone use, regularity in class attendance and use of Library etc.
More extension and community related activities.	Sufficient number of extension activities, Out-reach programme, community development work have been organised through NSS, Ranger group, NCC, Biotech Hub and Women's forum. Nearby "Jarapara" village has been adopted under community development programme.
Organised more training/ workshop/ awareness programme/ Invited talk / Lab Visit for students	06 nos of hands-on training, 07 nos of workshops, 06 nos of Popular Talks, 04 nos of awareness programme, 12 nos of seminar, 02 nos of our reach programme Laboratory Visit 03 and 02 number of Summer school have been organised for the benefit of the students and faculty members.
Submission of Compiled report to DBT, GOI for evaluation of Star Status	Programme Coordinator Submitted a compiled report to DBT for evaluation of Star status and presented before DBT's Task Force Meeting during April, 2019 and able to received DBT's prestigious Star Status for five science departments.
Apply for Recognition of Lab for Ph. D. Work .	Department of Botany has applied for recognition of its lab for Ph.D. work under Gauhati University and Inspection will be held on last week of June, 2019.
Submission of proposal for a Central Water Supply Facilities in the Campus under PHE department	A DPR has been prepared for a Central Water Supply Facilities in the Campus under PHE department for the college and nearby villages and the same has been approved for execution under CM's special scheme.
Academic audit	Academic audit for the session 2017-18 and 2018-19 have been done and report has been prepared to place before Governing Body.
Green Audit	Green audit has been done for the first time in the college campus and a brief report has been prepared.
Introduction of Online admission process	Online admission for 3rd and 5th semester has been introduced

	successfully.
Installation of Public announcement system	A public announcement system has been installed for better delivery of information/ necessary announcement and morning prayer.

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

Name of the Statutory body: Governing Body of the College , Date of meeting(s):30th July, 2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

**Yes/No:** Yes , one of the member of NAAC Peer team Dr. Jitu Buragohain, Principal, Dibru College, Dibrugarh visited the college

and interacted with the faculty members regarding preparation of AQAR, SSR and other inspection related issues during peer team visit on 26.04.2019

16. Whether institutional data submitted to AISHE : Yes/No: Yes. , Year: 2018- 19 Date of Submission : 15th March, 2019.

17. Does the Institution have Management Information System? No

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

## **Part-B**

### **CRITERION I -CURRICULAR ASPECTS**

#### **1.1 Curriculum Planning and Implementation**

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

- A. The Academic committee Headed by the Vice Principal , HODs and the Coordinator of IQAC as members prepares a modified Academic calendar based on the syllabus of the University before the beginning of the Academic session so that courses can be completed within the stipulated period. Care have been taken to include Educational excursion, extra-curricular activities, tutorial classes, remedial classes etc. within the calendar for overall development of the students. Tutorial ward haves been formed to each departments to monitor the progress of the students by individual departments.
- B. Faculties of each departments develop Teaching Plans in the beginning of the academic session and submit the same to the IQAC .
- C. The Academic committee monitors the progress of the courses based on the monthly progress report submitted by each departments.
- D. Academic Committee based on the progress report prepare remedial classes for the slow learners.
- E. The class routine is distributed among the students at the beginning of the session and also displayed in the central Notice Board and notice boards of each departments.
- F. For evaluation of Internal Assessment marks Class test, student's seminar etc. are conducted as per the convenience of the departments.
- G. Respective department circulates information regarding Remedial Classes whenever necessary.
- H. The records of Teaching plans, Monthly progress reports of all departments are kept in the IQAC

for verification as and when necessary.				
1.1.2 Certificate/ Diploma Courses introduced during the Academic year				
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
1. Un armed Security Guard		1st June, 2019 Six Months	Employability	
2. Floriculturist		1st June, 2019 Six Months	Entrepreneurship	
3. Montessori Methods		Six Months January,2019	Employability	Focus on Skill Development
	1. Food Processing Technology (Renewal)	1st June, 2019 Six Months	Focused on Entrepreneurship	Focus on skill development also.
	2. Retail Management	1st June, 2019 Six Months	Focused on Employability	Focus on skill development also.
	3. PGDCA	July, 2018 One year	Focused on Employability	

## 1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year			
Programme with Code	Date of Introduction	Course with Code	Date of Introduction
NIL	Doesn't Arise		

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Not Yet			Will be introduced from 1st August 2019	BA, B.Sc.	

Already adopted (mention the year)

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year:		
No of Students	Certificate 44(COP and CC Scheme)	Diploma Courses 83 (Under UGC Community College Scheme and PGDCA)

## 1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year		
Value added courses	Date of introduction	Number of students enrolled
Nil	Doesn't arise	

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
Nil	Doesn't arise

<b>1.4 Feedback System</b>				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	No	No	No	Yes

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

From session 2014 to 2017 predesigned feedback forms were given to the students and same feedback reports were manually collected for post analysis. After this collection feedback report were analysed considering three main parameters namely curriculum, teachers and library resources. Four point Liker respond mode ranging from very good to unsatisfactory was used for analysis of the parameters. After the analysis of the feedback reports efforts have been done to incorporate the same for over all development of the institution. Through the analysis of the teachers parameter we got a vivid picture of the divers aspects of teaching learning mechanism going on in the college. We used this input for the development of teaching learning process by trying to reduce our deficiencies.

As far as library parameter is concerned analysis of student feedback report helped us in obtaining ideas about the strength of our library as well as its functioning mechanism . This is found to be very beneficial in taking some crucial steps viz. procurement of new edition of text book, reference books, installation of CC TV etc. for the enrichment of the library.

Post analysis report of the curriculum was considered very seriously as a vital parameter. Students views regarding the diversed aspect of the curriculum as mentioned in the feedback forms. Later on we tried to convey these views to the university level through various formal and informal forums.

For the session 2018-19 we have uploaded two predesigned feedback formats respectively for student and guardian in the college website which is yet to be downloaded and analysed.

## **CRITERION II -TEACHING-LEARNING AND EVALUATION**

### **2.1 Student Enrolment and Profile**

#### **2.1. 1 Demand Ratio during the year**

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.A 1st Semester	400	509	414
	324	Doesn't arise	324
	278	Doesn't arise	278
B.Sc.	150	216	157
	Doesn't arise	Doesn't arise	121
	Doesn't arise	Doesn't arise	91
M.Sc.	20	38	20
	Doesn't arise	Doesn't arise	14
	Doesn't arise	Doesn't arise	20
M.A	20	32	20
	Doesn't arise	Doesn't arise	20
	Doesn't arise	Doesn't arise	20
PGDCA	20	46	20
UGC Career Oriented Course	20	14	14
Diploma/ Certificate Under UGC Community College Scheme	120	150	84
Under KKHSOU(ODL) BA	Doesn't arise	136	136

MA D .El. Ed. (Under NIOS)	Doesn't arise 100		
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## 2.2 Catering to Student Diversity

### 2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG Courses
2018-19	1385	74	42 + 27(Contractual) <b>Total= 69</b>	Nil	16

## 2.3 Teaching - Learning Process

### 2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques Used
42 +27 = 69	25	Smart Board= 04 Projector =07 Computer lab:02 Video Conferencing Room=01 GIS Lab=01 Weather Station=01 Language Lab=01 Digital Library NLIST Lectures CD & Monitor Portable Sound System Laptop =04 Wi-Fi Campus Electronic Podium =02	08	02	Power point Presentation Digital Library Video Conferencing GIS Software Language Software Bioinformatics Software Whatsapp Internet NLIST

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

Among the 14 departments of the college, initially department of Botany introduced the Tutorial ward for the Major Students with an aim for Student Mentoring in the year 2017. As a part of this system each faculty of the department has been mentoring 4-5 students under him or her. Within the mentorship programme a faculty takes care of the students who are assigned to him or her regarding their studies, practical, projects, preparation for exam and over all guidance and support during the entire academic session. At present most of the departments are practicing the same successfully. Some departments formed Whatsapp group administered by a faculty member for mentoring. This

Mentor ship is continued for selected students even after the student completes his/her graduation and post graduation. In addition to this the ICGC cell also arrange various training and workshops on scholastic and co-scholastic issues for the overall development of the students time to time.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1385(UG)	42	1:33
74(PG)	16	1:5

#### **2.4 Teacher Profile and Quality**

##### **2.4.1 Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D.
48	42	06	Nil	17

##### **2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )**

<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
Nil	Nil	Nil	Nil

#### **2.5 Evaluation Process and Reforms**

##### **2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year**

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end Examination
B.A.		6th , 4th and 2nd Semester	May,6th, 2019 onwards	First week of July, 2019
B.Sc.		6th , 4th and 2nd Semester	May,6th, 2019 onwards	First week of July, 2019
M.A.		4th and 2nd Semester	4th June , 2019 onwards	2nd week of August, 2019
M.Sc.		4th and 2nd Semester	4th June , 2019 onwards	2nd week of August, 2019
PGDCA		1st and 2nd Semester	31st January, 2019	Yet to declare.
UGC Community College Scheme	Certificate and Diploma Course	1st Semester	End of November	End of December
KKHSOU(ODL)	BA MA	6th , 4th, 2nd Semester 4th and 2nd Semester	23rd June onwards Last week of July	Last week of September Last week of November

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

For enrichment of Continuous Internal Evaluation system of the college we have initiated the following reformation strategies:

- The Academic Committee and Examination Committee designed a special plan for conduction of sessional examinations.
- As per this design it has been made mandatory for the departments to set question papers of the sessional examinations in such a pattern that students get prior idea regarding the prospective questions in final examination.
- It has also been fixed that departments make necessary arrangement for re-sessional examination for those who either didn't cleared or could not appear in the sessional examination.
- The examination cell declare the result of the sessional examination centrally.
- Some department specially science departments arrange group discussion, seminar presentation, project work etc. as a part of the evaluation process.

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

As we are affiliated to Gauhati University , the university provides the academic calendar for each academic session. Later the academic calendar is modified by the college to fulfill the curricular and co-curricular activities. The authority tries to follow this modified calendar as far as possible. All the examinations and other programs are scheduled as per this modified academic calendar for a particular academic session. However, we arrange and organizes certain activities beyond the framework of this academic calendar.

## **2.6 Student Performance and Learning Outcomes:**

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

\* Prepared and uploaded in the website :

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
	BA	332	142	42.77
	B.Sc.	104	46	44.23
	MA	20	18	90
	M.Sc.	14	8	57.14
	PGDCA	13	Result not declared	
	Diploma in food processing technology	28	28	100
	BA(ODL)	48	34	70.83
	MA(ODL)	33	08	24.24

## 2.7 Student Satisfaction Survey

2.7.1. Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as web link): A well structured questionnaire have been designed for student feedback where a part have been incorporated regarding SS for overall institutional performance and uploaded in the website through the following link: <http://www.jcollegeboko.ac.in/studentsurvey.php> Awareness have been generated among students regarding the method of filling up of the online feedback form in all the departments. Positive response have been received from large section of students. The feedback received from the students will be analyzed and after analysis the results will be uploaded in the web link mentioned above.

## CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 Resource Mobilization for Research

3.1.1 Research funds sanctioned and received from various agencies, industry and other organisation.

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount of Grant received during the Academic year
Major projects	Last year 2018-19	NRSC, Hyderabad	Rs. 14.00 Lakh	Rs. 73,600.00
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College	Three Months	DBT, GOI (Under Biotech Hub)	20,000.00	Rs. 20,000.00
Students Research Projects	Nil	Nil	Nil	Nil
International Projects	Nil	Nil	Nil	Nil
Any other(Specify)				
Total				Rs. Rs. 93,600.00

### 3.2 Innovation Ecosystem

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

Title of Workshop/Seminar	Name of the Dept.	Date(s)
None	None	None

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
None	None	None	None	None

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year: **None**

Incubation Centre	Name	Sponsored by

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

### 3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards : **None**

State	National	International

3.3.2 Ph. Ds awarded during the year (*applicable for PG College, Research Center*): **None**

Name of the Department	No. of Ph. Ds Awarded

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

	Department	No. of Publication	Average Impact Factor, if any
National	Botany	Nil	
	Anthropology	02	
Inter national	Botany	03	SJR Impact Factor: 2.32

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

Department	No. of publication
Botany	01(Book Chapter)
Political Science	01(A Research Book on "Voting Behaviour of the Minority Community"), June, 2019
Women Cell	01(Edited Book with ISBN no:978-81-7643-169-9 ): Society , Communities and Contemporary trends of Culture: Local and Global Perspective

3.3.5. Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index: **Not Done**

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

**3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science) : Not Done**

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

<b>3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :</b>					
No. of Faculty		International level	National level	State level	Local level
Attended Seminars/Workshops		04	23	03	28
Presented papers		04	17		
Resource Persons		01 ( Co-Chairperson)	02 (Chairperson)		

### **3.4 Extension Activities**

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/agency/ collaborating agency	Number of teachers <b>co- ordinated</b> such activities	Number of students participated in such activities
Awareness Programme on Life Enrichment Education	Amrit prova Ranger Team & Dept of Education At Panikhaiti , Jarapara Village, Boko	02	10 number of students
Awareness Programme on "Awareness and Prevention of Communicable disease	Women Forum of JNC, in collaboration with Biotech Hub At Jarapara Village	03	20 Students, 10 Women Faculties, 30 Village women
Learning Biotechnology	Biotech Hub at Duhnoi College	02	50 Students and 10 Faculty members.

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year:

Name of the Activity	Award/recognition	Awarding bodies	No. of Students Benefited
Nil	Nil	NA	NA

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers <b>coordinated</b> such activities	Number of students participated in such activities
Celebration of Important Day and Inculcation of Values	Organised by Amrit Prabha Ranger Team On 07-11-2018	The Bharat Scouts-Guides Flag Day	01	22
Celebration of Important Day and Inculcation of Values	NCC and Amrit Prova Ranger Group On 15-08-2018	Participated in Central Parade on the occasion of Independence Day and Swachh	03	30

		Bharat Aviyan		
Awareness Generation	NSS/ Women Cell/ Student Union On 01-12-2018	Celebration of World AIDS Day	10	20
Awareness Rally	NCC Cell in collaboration with 1Assam Bn NCC, Guwahati	Swachhta Pakhwada: Cleanness Drive and Rally	02	15
Cleanness drive	Amrit Prova Ranger Team In collaboration with Boko Sahitya Sabha On 05-06-2019	The world Environment day Celebration and Sachha Hi Seva Aviyan	02	15
Awareness Programme	Amrit Prova Ranger Team And Dept of Education On 11-06-2019	Life Enrichment Education at Jarapara Village	02	20

### 3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the Year

Nature of Activity	Participant	Source of financial support	Duration
Student Exchange/ Training/ Research	Students and Faculty Members	Advanced level Biotech Hub	Student exchange: One day Research: As and When Necessary.

Advanced Level Biotech Hub of the collage has been collaborated with the department of Biotechnology, Pandu College and Biotech Hub of B.P. Chaliha College for academic consultation, research etc under which frequent student exchange programme/ faculty exchange/ training etc have been carried out and collaborative research activities have been initiated.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry/research lab with contact details	Duration (From-To)	Participant
Sharing of Research Facilities	Training/ Research/ Publication of out come.	Department of Biotechnology Pandu College, Guwahati, 9101066219	Since 2018 onwards	Faculty/ Research Scholars.
Teaching/Internship/ on-the-job training/	Educational, Placement	EDUCATIVE, Guwahati, 9864056366	September, 2018 onwards	Student under NSQF

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year			
Organisation	Date of M o U signed	Purpose and Activities	Number of students/teachers participated under MoUs
NIELIT	05-03-2019	Infrastructure develop and education and training	More than 100 students will be covered
EDUCATIVE	20-09-2018	Skill Training/ Internship/ Placement	Nearly 100 students

#### **CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES**

##### **4.1 Physical Facilities**

###### 4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
<b>Rs. 70.00 Lakh</b>	<b>Rs. 68.97 Lakh</b>

###### 4.1.2 Details of augmentation in infrastructure facilities during the year:

Facilities	Existing	Newly added
Campus area	100 BIGHAS (33 Acre)	
Class rooms	34	
Laboratories	19	
Seminar Halls	04	
Classrooms with LCD facilities	07	
Classrooms with Wi-Fi/ LAN		Whole campus is covered with Wi-Fi Facility
Seminar halls with ICT facilities	02	
Video Centre	01	
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	14	Desktop computer with Scanner-01, Public address system-01.
Value of the equipment purchased during the year (Rs. in Lakhs)		Rs. 578093.00
Others		A new College Canteen has been developed utilizing 33 Lakhs from college fund. Besides Botanical Garden has been upgraded and Beautification of the college campus including development of internal roads with RCC block have been done from college general development fund.

##### **4.2 Library as a Learning Resource**

###### 4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation

SOUL 2.0	Partially		2.0.0.8		2013	
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value(Rs)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	19804	2531726.30	08	2730.00	19812	25,34,456.30
Reference Books	5097	661788.50	07	4630.00	5104	6,66,418.00
e-Books	30,00,000+	-	-	-	30,00,000+	-
Journals	38	89113.00	-	-	38	89113.00
e-Journals	6000+	-	-	-	6000+	-
Digital Database	UGC-NLIST	5900.00	UGC-NLIST ALA	5900.00 1000.00	-	6,900.00
CD & Video	31	-	5	-	36	-
Library automation	1	-	-	-	1	-
Weeding (Hard& Soft)						
Others (specify)	04	-	-	-	04	-

### 4.3 IT Infrastructure

#### 4.3.1 Technology Upgradation (overall)

	Total Computer s	Computer Labs	Internet	Browsin g Centres	Computer Centres	Office	Departm ents	Availabl e bandwid th (MBPS)	Others
Existin g	115	05	03	02	02	05	21	06 MBPS From Vodafone	07
Adde d	02	Nil	Whole Campus under Wi-Fi	Nil	Nil	01	Nil	10MBPS From BSNL	02
<b>Total</b>	<b>117</b>	<b>05</b>		<b>02</b>	<b>02</b>	<b>06</b>	<b>21</b>		<b>09</b>

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

10 MBPS

#### 4.3.3 Facility for e-content: **None**

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

#### 4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year:

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
<b>Rs. 2.00 Lakh</b>	<b>Rs. 1.50 Lakh</b>	<b>Rs. 4.00 Lakh</b>	<b>Rs.3.31 Lakh</b>

#### 4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

It is a part of our policy to maintain properly all the infrastructures within the college campus. The IQAC monitor the status of the infrastructure and recommend for maintenance to the authority from time to time.

(i) Classroom maintenance : In the very beginning of every academic session the authority ensure the proper

environment of various classroom by providing necessary desk-benches, chalk-dusters, electricity connections , regular cleanliness of the classroom also maintained. For proper utilization of the classrooms college design the class routine in such a way so that all class rooms are in use during pick time and also allows the classrooms to KKHSOU Study Centre of the College, Community College Scheme for their classes during Sundays and holidays.

(ii) Laboratory: Laboratories of different departments are regularly maintained. All the science departments have procured necessary instruments during the last five years under the DBT star college Scheme, Mathematics department have developed a well equipped computer lab under this scheme. the laboratory have been properly maintained by initiated reputed technicians from time to time. Other department also take necessary measures for maintenance of the laboratories. College has developed a CIF with sufficient Advanced Equipments which has maintained centrally. To ensure the optimum use of the facility all science departments are encouraged to involve in research activities besides scheduled training and workshops for students. Likewise the food processing laboratory is maintained by UGC fund as and when required.

(iii) Library : we have transformed our central library into a well equipped digital library during the last three years period. Air condition facilities has been imparted in the reading section. The college authority is trying its level best for sustenance of this facilities through regular monitoring and maintenance (AMC).

(iv) College Garden: The college have developed a garden as a part of the beautification of the college campus and the same has been maintained properly by appointing a Caretaker appointed on temporary basis. The Botanical Garden(Medicinal Plant Garden) is maintained by the department of Botany and Biotech Hub jointly from the departmental contingency grant received from Star College Scheme.

(v) Video Conferencing Facility: The Video Conferencing facility is properly utilised by all most all departments for conducting special classes, hands on training, video conferencing etc. and same is maintained by the installing agency as and when necessary.

(vi) Biotech Hub: The facilities in the Biotech Hub is optimally utilized by the Biotech Hub Staff, Faculty Members and students of the Science departments for conduction of practical, carry out research work etc and is well maintained from the grant received from DBT.

(iv) College Canteen: To fulfill the need of the entire college community the authority have developed a spacious and well furnished canteen. The canteen committee supervise the maintenance of the quality service. It has been assured that the college staff can have quality food during the college hours.

(iv) Physical facilities: The college authority tries to maintain both the Swimming pool and the Indoor stadium, Synthetic Volley Ball Court through regular monitoring. Concerned technical agencies are consulted and invited for proper maintenance of this infrastructures. The Administrative Building, Academic Buildings, Hostel, Toilets, Drinking Water Facility, Bicycle stands and Car parking etc have been maintained as per requirement after physical verification and recommendation by the IQAC.

## **CRITERION V - STUDENT SUPPORT AND PROGRESSION:**

### **5.1 Student Support**

#### **5.1.1 Scholarships and Financial Support**

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Kulendra Narayan memorial award	02	10,000/-
	Akan Ch. Patowary Memorial Award	01	5,000/-
	Durgeswar Das Memorial Award	06	12,000/-
Financial support from other sources			
a) National	Ishan Uday	02	12,800/-
	SC Scholarship	12	1,44,000/-
	ST Scholarship	363	43,56,000/-

	OBC Scholarship	80	3,60,000/-
	Minority Scholarship	99	7,42,500/-
b) International	Nil	Nil	Nil

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counseling and Mentoring etc.,			
Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Language Lab	3 Dec 2019	15	Department of English
Yoga and Fitness Centre	16th May, 2019	20 numbers of Students and 20 numbers of Faculty members	IQAC
Soft Skill Development, Personal Counseling and Mentoring	16 June, 2019	84	Educative (Under UGC Community College Scheme)
Career Counseling	17 June, 2019	30-40 student per batch	ICGC

5.1.3 Students benefited by guidance for competitive examinations and career counseling offered by the institution during the year:					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counseling activities	Number of students who have passed in the competitive exam	Number of student s placed
2018-19	Preparation for Entry to the Services	25	25	Result yet not received	Result yet not received

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year		
Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Nil	NA	NA

The College constituted a four members Grievance and Redressal committee with a Senior Most Women Faculty as Coordinator which look after the issue. Besides as per govt directive a workshop on prevention of women from sexual harassment at workplace was organized in collaboration with a Govt empanelled organization to sensitized the faculty members. An Internal Complaint Committee (ICC) has formed as per UGC guideline. Besides collage has a Anti Ragging Cell to look after different issues related to ragging. However till date no such cases have been observed or registered.

## 5.2 Student Progression

**5.2.1 Details of campus placement during the year**

<b>On campus</b>			<b>Off Campus</b>		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Nil	NA	NA	Nil	NA	NA

**5.2.2 Student progression to higher education in percentage during the year:**

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018-19	12%	BA, B.Sc.	Assamese, Mathematics, Pol, Science, English, Anthropology, Economics, History, Botany, Zoology, Physics, Chemistry, Education, Bodo	Gauhati University, USTM, Bodoland University, J.N. College, B.Ed. Colleges of Assam.	PG, PGDCA, B.Ed.

**5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg:**

**NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services) : Nil**

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET		
SET		
SLET		
GATE		
GMAT		
CAT		
<b>JAM</b>	<b>02</b>	

GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other		

#### 5.2.4 Sports and cultural activities / competitions organized at the institution level during the year: **Nil**

Activity	Level	Participants
Music Competition (Bhupendra Sangeet Competition)	District level Inter College	20

#### 5.3 Student Participation and Activities:

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) : **NIL**

Year	Name of the award/medal	National/International	Sports	Cultural	Student ID number	Name of the student
2018-19						

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

The students union body is the official representative of student community of the college. The entire student union body or few members ( Presidents, Secretary) are always kept as representative in various academic and administrative committees like IQAC, Project Monitoring Committee of RUSA, Admission Committee, Library committee, Prospectus committee, different committees for extra curricular activities, Election committee etc. Their views and suggestions are invited during various discussions and the same are consider whenever necessary.

#### 5.3 Alumni Engagement

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

The college has a Alumni association which is not registered under society registration act. The association led by Mr. Karna Bhusan Rabha a social worker of Boko has organized various meetings with the college authority time to time to improve the academic environment of the college. The association published a magazine "Satirtha" and planning for construction of a Alumni House named " Satirtha Bhawan" at the college premises. Recently various departments have organized alumni meet at their respective departments and have planned for various developmental activities with the help and cooperation of the alumni association.

5.3.2 No. of registered enrolled Alumni: 160

5.3.3 Alumni contribution during the year (in Rupees) : Yet college has not received any financial contribution from Alumni. However many departments has received a considerable number of Books / other furniture from alumni of the respective departments.

5.3.4 Meetings/activities organized by Alumni Association : Meeting: 04

### **CRITERION VI -GOVERNANCE, LEADERSHIP AND MANAGEMENT**

#### **6.1 Institutional Vision and Leadership**

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college follows a decentralized as well as participatory management practice by following way:

1. The academic as well as student's attendance related activities are look after by the Vice Principal.
2. Different Statutory bodies like Academic committee, Admission Committee, Examination Committee, Sexual Harassment committee etc have been formed at the beginning of the academic session comprising representatives of all the stakeholders of the college for coordination of important administrative activities.
3. Formation of different sub committees for conducting RUSA activities, UGC Community College Activities.
4. Formation of different sub committees under supervision of IQAC comprising representatives of all the stakeholders of the college to conduct various other activities of the college.

6.1.2 Does the institution have a Management Information System (MIS)?

Yes/No/Partial: Yet Not.

## 6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

- ❖ **Curriculum Development** : Academic calendar provided by the Gauhati university has been modified keeping in mind the development of the curriculum . We accommodate tutorial and remedial classes for the academic development of the student fraternity.
- ❖ **Teaching and Learning** : In the beginning of each academic session faculties of all the fourteen departments develop their teaching plan for proper progress of the course curriculum during the stipulated period of time. Using of ICT is another feature of teaching of some need based classes. Educational tour ( both outside and inside of the state), visit to advanced laboratories and field studies are also carried out as a part of teaching and learning. Departments also organize student seminar and group discussion for all round development of the students.
- ❖ **Examination and Evaluation** : Final examinations are held and conducted as per the schedule of the Gauhati university. For continuous evaluation we conduct seasonal examinations in every semester. Additionally departments arrange class test and sudden test from time to time. Students are also assigned with individual projects and home assignment .
- ❖ **Research and Development** : Individual faculties are perusing research activities in their respective fields. Teachers are publishing papers and articles in various international and journals.
- ❖ **Library, ICT and Physical Infrastructure / Instrumentation** : Library is procuring quality books to increase the strength of the library. At present our library have 24916 no of books and 38 no of journals. We also replace old edition of the text books with new editions for benefit of the students. Moreover the library has been developed into a digital library . Our library is also registered in NLIST programme under INFLIBNET and our faculties and students can access e-books. and other e- study materials.
- ❖ We have a digital classroom, one video conferencing hall, computer lab (Four), language lab, GIS lab. Moreover college authority has been providing Wi-Fi facility within the college campus for speedy communication. Additionally all the five department of the science streams are equipped with the digital projectors.

- ❖ **Human Resource Management** : (i) Keeping in mind the overall development of the student community- the prime resource of our college, authority does its level best to maintain a suitable academic environment by adhering to the academic calendar. The college has NSS, NCC, Ranger group which allow the aspiring students to participate in related activities. Students are guided to participate in various co-curricular activities which provide them an opportunity to develop their skills and personality.  
 (ii) As far as teaching staff is concerned authority allows the faculties to participate in various faculty development programmes, seminars ,workshop etc.  
 (iii) For quality enhancement of the non-teaching staff the members are given opportunity to avail training and workshop related to office maintenance both inside and outside the college.
- ❖ **Industry Interaction / Collaboration** : College has no such industry interaction. However the college has different collaborative activities . We have so far developed collaboration with NILIET, Eduative for skill development courses and Aaranyak, ASTEC, Pandu College, Duhnoi college, B.P. Chaliha College, Boro Sahitya Academy etc. for academic development.
- ❖ **Admission of Students** : For admission of the students the admission committee strictly adhere to the rules and regulation for the reserve category as per government guideline. We provide additional admission beyond our seat capacity considering the overwhelming applicants.

#### 6.2.2 : Implementation of e-governance in areas of operations:

- ❖ **Planning and Development** : Bulk SMS facilities and public announcement system have been initiated for instant, fast and better communication among the college fraternity. MIS is likely to be implemented from next year.
- ❖ **Administration** : Administration is partially computerized. Office Automation is already in use. e-tendering process has been initiated. Various strategic points of the college have been kept under CCTV surveillance. Biometric machine has been used to record attendance of faculties and other non teaching employees.
- ❖ **Finance and Accounts** : Accounts system is partially computerized. PFMS has been implemented for RUSA, UGC and DBT grants. Monthly salary bills submission and reception of salary from government through online portal.
- ❖ **Student Admission and Support** : Online admission has been initiated for second year H.S. and 3rd and 5th semester admission.
- ❖ **Examination** : Exam form fill-up, uploading of Internal assessment marks, practical examination marks for final exam have been done through University GU-IUMS system. Results and Mark sheets can be downloaded by individual students through University, website.

#### 6.3 Faculty Empowerment Strategies:

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year: **NO**

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

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

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

2019	An Interactive Programme on NAAC Accreditation		26.4.2019	85	
2018		Introduction to Office Automation	2.7.2018-3.7.2018		05
2018		Workshop on Maintainance of Laboratory Equipments	10.7.2018-11.7.2018		10

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year:

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Orientation Course	01(Dr. Mahananda Das)	18-02-19 to 17-03-2019
Orientation Course	01(Dr. Anamika Baishya)	20-02-19 to 19-03-2019
Refresher Course	01( Mrs. Alimpa Bhuyan)	16-01-19 to 05-02-2019

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary

6.3.5 Welfare schemes for:

Teaching	Financial Aids to the faculty members on medical grounds from J N College Mutual Aid Fund and ACTA Unit of the College.
Non teaching	Financial Aids facility to the non teaching members from J N College Mutual Aid Fund and ACTA Unit of the College.
Students	<ol style="list-style-type: none"> <li>1. Financial Aid provided to a few Poor and Meritorious students. Departmental library facility has been extended to the students also.</li> <li>2. Free remedial class facility for slow learners.</li> <li>3. Book bank facility for poor students.</li> </ol>

#### 6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

(with in 100 words each): The college has conducted internal financial audit time to time against various internal as well as extra mural funds received during the year by registered CA firm and have placed before College Governing Body for approval. Besides the Government Finance department has conducted external financial audit time to time for entire accounts of the college and reports have been send to the State Higher Education department as well as Governing body for necessary action.

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III): **Nil**

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose

6.4.3 Total corpus fund generated : <b>Nil</b>				
<b>6.5 Internal Quality Assurance System</b>				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External			
	Yes/No	Agency		
Academic				
Administrative				
6.5.2 Activities and support from the Parent – Teacher Association (at least three):				
1. Decision taken to monitor the use of Mobile phone by the students at college campus for improvement of Academic environment.				
2. Ensuring the class attendance.				
3. Discussion regarding minimizing the communication gap between teachers and the students.				
6.5.3 Development programmes for support staff (at least three):				
1. Support staff of the accounts section was trained at HRDC, Gauhati University on accounts managements.				
2. Support staff was trained on Use of Office Automation System.				
3. Laboratory staff was trained on maintenance of Laboratory equipments.				
6.5.4 Post Accreditation initiative(s) (mention at least three):				
1. Online feedback mechanism has been introduced.				
2. Library digitization has been started.				
3. Laboratories have been augmented through mobilization of resource under DBT Star College Scheme.				
4. Skill development courses have been introduced.				
5. New canteen have been constructed and drinking water facility / sanitation system have been improved.				
6. Opening of P.G. in Assamese and Mathematics				
7. Starting of Tutorial ward.				
<b>6.5.5</b>				
a. Submission of Data for AISHE portal : Yes				
b. Participation in NIRF : No				
c. ISO Certification : No				
d. NBA or any other quality audit : No				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from----to----)	Number of participants
2018	Workshop Based Activity (512) National Institute of open schooling	02.07.2018 for the learners enrolled under NIOS for D.El.Ed course for Primary Teachers.	02.07.2018 to 13.07.2018 (12 days)	150
2018	Seminar Talk on 21st Century Teaching and Learning Opportunities and Challenges.	03-08-2018	01 day	Approx. 500

2018	Hands on training on Histological Slide Preparation	14-08-2018	03 days 14-16, August, 2018)	65
2018	Workshop on " Chromatography and its application " under DBT star college Scheme	18-08-2018	01 day	55
2018	Seminar Talk on NMR and Its Application	20-08-2018	01 day	30
2018	Popular talk on " The Art of Becoming a scientist : Journey of a Lifetime"	13-09-2018	01 day	75
2018	Hands on Training on Basic Microbiological Techniques under Biotech Hub	01-10-2018	06 days 1-6 October, 2018)	35
2018	Users Orientation Programme : National Digital Library of India	09-11-2018	01 day	95
2019	Guardian Meeting	13-02-2019	01day	115
2019	Hands on training on Histological Preparation of Chick Embryo	16-02-2019	01 day	22
2019	Hands on Training cum Student Exchange Programme on "Basic Bioinformatics" with Dudhnoi College	19-02-2019	05 days (19-23 Feb, 2019)	30
2019	Workshop on Muga Culture and its Impact on Rural Economy	21-02-2019	01 day	105
2019	Seminar cum Awareness programme on " Awareness and prevention of communicable diseases"	26-02-2019	01 day	55
2019	Woerkshop on "Foldscope: Its Principle and Application"	09-03-2019	01 day	62
2019	Workshop on Observation of Sky and Sun Spot	12-03-2019	01 day	25
2019	Seminar on Spectroscopy under DBT Star College Scheme	16-03-2019	01 day	40
2019	Workshop on " Operating System and Computer Aided techniques for data presentation and data analysis.	01-04-2019	05 days (1-5 April, 2019)	25
2019	An Interactive Programme on NAAC Accreditation with NAAC PEER team Member Dr. Jitu Buragohain	26-04-2019	01 day	85
2019	National Seminar on Science Society and Sustainable Development	03-05-2019	02 days (3-4 May, 2019)	155

2019	Hands-on Training on " Project Preparation for UG students"	23-05-2019	06 days (23-28 May, 2019)	
2019	Summer camp by different Science departments under Star College Scheme	Last week of June, 2019	One week	Average 30 students per department.

## **CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
1. Workshop on Prevention of Sexual Harassment on Women at work place	8th March, 2019	48	35
2. Workshop on Preparation for Entry to Services	27th May to 2nd June, 2019	15	10
3. Self Defence Training for Women	14th to 22nd June, 2019	40	
4. Career Counseling Programme.	15th June, 2019	20	18

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources

- For a sustainable green campus; every year college launches plantation drive. Besides already exist natural forest of the college have been protecting from anthropogenic disturbances and maintained properly by allowing their natural regeneration.
- The college has Submitted a proposal to MNRE, GOI for installation of off grid solar power system at our college under subsidized scheme. Besides survey for roof top solar panel installation have been done by APDCL for on grid solar power generation in our college. But no execution have been done from APDCL side till date. However a fresh proposal is submitted to Govt of Assam and a positive result may come at the end of this financial year.

7.1.3 Differently abled (Divyangjan) friendliness

Items and facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	* Till date no Differently able student is admitted in any courses of the college.
Provision for lift	No	

Ramp/ Rails	Yes	
Braille Software/facilities	Nil	
Rest Rooms	Yet not	
Scribes for examination	No	
Special skill development for differently abled students	Yet not	
Any other similar facility	No	

#### 7.1.4 Inclusion and Situatedness

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

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018	Introduction of Community College Scheme	Starting of diploma course in Food processing/ Floriculture/ Retail and Unarmed Security Guard.	2, October, 2018 Three to Six months course.	Skill Development	Employability	Almost 80
2019	Awareness drive	One day programme	8th March, 2019	Health awareness programme	Communicable disease	45
2019		One Day	25.5.2019	Awareness and Mooc Drill on Fire disaster	Awareness and Disaster mitigation	100
2019			5.6.2019	Swachh Bharat	Cleanliness drive	75
2019	Green Initiative	One day	5th June, 2019	Free tree sapling distribution.	Biodiversity Conservation	120

#### 7.1.5 Human Values and Professional Ethics:

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
Jawaharlal Nehru College Management Service Policy	1.6. 2019	Will come in to force from the academic session 2019-20
Amended Constitution of Student Union	3.8.2018	The formation and working rule of the Student's Union of the College is strictly followed by this constitution.

#### 7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-- -----)	Number of participants
Celebration of Independence Day	15.08.2018	115 (Students, NCC Cadres, NSS, Ranger Team and Faculty Members, Staff)
Celebration of Teacher's Day	05.09.2018	300 students and all teaching Staff
Celebration of Death anniversary of Internationally reputed musician, Bharat Ratna Dr. Bhupen Hazarika	05.11.2018	110(Students and Faculty Members)
Celebration of world's Aids Day	01.12.2018	75 (Faculty Members, Members from Women SHGs, Students at Jarapara Village)
Celebration of Ramanujan's Day	22.12.2018	All students and Faculty Members of the PG department of Mathematics
Celebration of National voter's Day	25.01.2019	Nearly 300 students and faculty members.
Celebration of Republic Day	26.01.2019	95 (Students, NCC Cadres, NSS, Ranger Team and Faculty Members, Staff)
Celebration of International Mother Language Day	21.02.2019	All students and the faculty members of the PG department of Assamese
Celebration of National Science Day	28.02.2019	150 students of the science stream and faculty members
Celebration of International Women's Day	08.03.2019	175 students and members of the women cell and Biotech Hub
Celebration of World's Environment Day	05.06.2019	More than 200 students and faculty members of science and arts departments.
Celebration of International Yoga Day	21.06.2019	65 (students , members of student union , Staff and faculty members)

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

- Tree plantation drives organized time to time
- Cow dung manure is use in the garden
- Waste collected garbage bins have been installed all over the campus.
- Ban of plastic in the campus
- Natural Sal forest of the campus have been maintained properly.
- All CFL bulbs have been replaced by LED bulbs
- Vermi- compose unit started in the campus
- Movement of Vehicle in the academic area is restricted.

#### 7.2 Best Practices

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

- Continuation of Self Defense Training for Women Fraternity of the College.
- Training programme on Entry to Services.

#### **Details given in the Annexure: III**

### **7.3 Institutional Distinctiveness**

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust  
in not more than 500 words.( Provide the web link)

J.N. College, Boko is premier institution imparting quality education in a rural environment, predominantly comprising of tribal communication. Following the challenge of the times our college along with providing mainstream courses of study has diverse professional courses that provide additional opportunities of employment to the students. The college introduced Montessori methods, Mushroom cultivation, Food processing, human rights, Floriculturist course, Unarmed Security personal course, Retail management course and PGDCA course. It is anticipated that since Boko is an economically backward area, the students along with acquiring basic degrees should also be able to obtain additional technical expertise and qualification that would enable them to get employment immediately after completion of graduation.

The students have benefitted greatly from these courses. They have been able to established themselves in diverse field as entrepreneurs and technical service personal. It can be stated that Boko being a backward area both socially and economically, it is highly benefitting the socio-economic scenario as well.

It is a matter of great pride for the college that several Job-oriented courses have been successfully running side-by-side with the mainstream under graduate and post graduate courses. The college has an environment that encourage flourishing of all the inherent talent potentialities of the young students. The college also has state- of -the- art -facilities of Video-conferencing, ICT enabled classrooms, Digital library, Language Laboratory etc. that helps the students enhance their skills in pace with the latest technological advancements and makes them future ready.

## 8. Future Plans of action for next academic year 2019-20 (500 words):

### a. Academic development:

1. Starting of Online Admission Process.
2. Fully implementation of CBCS system in UG level.
3. Shifting of Feed Back Collection mechanism from Off line to Online.
4. Upgradation of existing laboratories.
5. Filling up of Vacant Faculty Positions in different departments.
6. Complete digitization of the Library.
7. Organization of more Seminar, Workshop, Training etc for student, faculty members and office staff for skill enhancement.
8. Introduction of more skill development courses, Career Counselling sessions.
9. Academic Audit
10. Organization of Inter Institutional Sports/ Cultural/ Literary Events.
11. Organization of More Outreach, Awareness Generation programmes through NCC, NSS, Scout and Guide, Biotech Hub etc.

### b. Development of Physical Facilities:

1. Construction of a Student Union building
2. Renovation of the Auditorium and Teacher's Common Room,
3. Completion of the New RCC Arts Building under RUSA.
4. Starting of a Mushroom Cultivation unit.
5. Completion of the Extension of the Women Hostel.
6. Submission of Proposal for Construction of a Boys' Hostel.
7. Green energy initiative by installation of Solar power system.
8. Initiative for starting of Rain water harvesting system.
9. Green Audit
10. Installation of Thunder storm Protection System.
11. Assessment of Natural "Sal Forest patches" of the college campus with the help of forest Department.

*Dhiraj Kr. Das*

(Dr. Dhiraj Kr. Das)  
Coordinator, IQAC  
J. N. College, Boko

*Nripen Goswami*

(Dr. Nripen Goswami)  
Chairperson, IQAC  
J. N. College, Boko

**Abbreviations:**

CAS	-	Career Advancement 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

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For Communication with NAAC

**The Director**

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**Annexure: III**

**Best practice I:**

- i. Title of the practice:** Continuation of Self Defense Training for Women Fraternity of the College.
- ii. Goal:** To prepare oneself with adequate technical skill to defend and save from assault, injury during adverse situation and boosts them with confidence and growing sense of self trust.
- iii. The context:** Gender Equality is the reverberating slogan in today's time. But the unprecedented spurt or growth of incidents of physical and mental harassment on women and the rise of virtual crime in the society, the demand of self defence class through physical training to save from any assault, injury or death threat is need of the hour.
- iv. The practice:** Considering the importance of the women empowerment and demand of the training the IQAC planned for continuation of the training and a ten days long of the same training has organised from 14th to 24th June, 2019 under the supervision of Mr. Franchish Boro, a student of the

college and a Well trained, National Award winning Martial Arts trainer and Miss Usha Rani Boro , an Alumni of the college and National Bronze Medalist in WUSHU .

**v. Evidence of success:** The practice has found beneficial for students and received excellent response from student, faculty, parents and alumni. College has decided to hold such training every year.

### **Best Practice II:**

**i. Title of the practice:** Training programme on Entry to Services.

**ii. Goal:** To prepare our final year students for different competitive examinations.

**iii. The context:** Present Higher Education system demands the acquisition of necessary skills by the students to cope with the competitive world. The training related to various aspects of the competitive examination help the students to prepare themselves for various competitive examinations related to service, admission into higher educational institutions etc.

**iv. The practice:** ICGC in collaboration with EDUCATIVE and IMS, Guwahati primarily involved in educational training has organised a week long training on entry to the services followed by a career counseling programme for end semester students of our college during the month of June. 40-50 students of both science and arts stream have participated and benefited from the training.

**v. Evidence of success:** The students are highly benefited with the training and cleared exam like JEM. Some of the have been absorbed in different private as well as govt. sector agencies.

**vi. Contact details:**

**Principal**

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