ANNUAL QUALITY ASSURANCE REPORT (AQAR)
ACADEMIC SESSION: 2017-18

Submitted by
Gossaigaon College, Gossaigaon
P.O.: Gossaigaon
Dist.: Kokrajhar, BTAD, Assam
PIN-783360

Submitted to
National Assessment and Accreditation Council (NAAC)
Bengaluru-560072

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year *(for example 2013-14)* | **2017-18**

1. Details of the Institution

1.1 Name of the Institution	**GOSSAIGAON COLLEGE**
1.2 Address Line 1	**GOSSAIGAON, KOKRAJHAR**
Address Line 2	**-**
City/Town	**GOSSAIGAON**
State	**ASSAM**
Pin Code	**783360**
Institution e-mail address	**gsncollege@rediffmail.com**
Contact Nos.	**03669-220151**
Name of the Head of the Institution:	**Dr. Nirjay Kumar Brahma**
Tel. No. with STD Code:	**03669-220151**
Mobile:	**+919864671265**

Name of the IQAC Co-ordinator:	**Dr. Dinesh Das**

Mobile: **+919435326099**

IQAC e-mail address: **Iqac12gc@gmail.com**

1.3 NAAC Track ID **ASCOGN11284**

1.4 **NAAC Executive Committee No. & Date:** **EC(SC)/10/A&A/98.2 dated 15-11-2015**
(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate

1.5 Website address: **www.gossaigaoncollege.org**

Web-link of the AQAR: **http://www.gossaigaoncollege.org/AQAR2017-18.pdf**

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	**C+**	**62.05**	**2004**	**2009**
2	2nd Cycle	**C**	**1.81**	**2015**	**2020**
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY **24/06/2005**

1.8 AQAR for the year (for example 2010-11):

1.9 AQAR for the year (for example 2010-11): 1.8 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 _____ _____ (12/10/2015)
  ii. AQAR:2015-16_____ _____(12/01/2018)
 iii. AQAR:2016-17_____ _____(12/01/2018)
 iv. AQAR:2017-18_____ _____(30/12/2018)

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)   -

1.12 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   **N. A.**

                          N. A.   **N. A.**

College with Potential for Excellence   **N. A.**   **N. A.**

DST Star Scheme	N. A.	UGC-CE	N. A.
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes	N. A.	Any other (*Specify*)	N. A.
UGC-COP Programmes	N. A.		

2. IQAC Composition and Activities

2.1 No. of Teachers

9

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

-

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2. 6   No. of any other stakeholder and
        Community representatives

-

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

-

2.9 Total No. of members

14

2.10 No. of IQAC meetings held

2

2.11 No. of meetings with various stakeholders: No. -   Faculty -

Non-Teaching Staff Students -   Alumni -   Others -

2.12 Has IQAC received any funding from UGC during the year?   Yes ✔   No ☐

If yes, mention the amount   **3,00,000/-**

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [1] International [ ] National [1] State [ ] Institution Level [ ]

(ii) Themes [**Human Rights**]

2.14 Significant Activities and contributions made by IQAC

It initiated the restructuring and formulation of the Grievance Cell and the Research Committee this year to make them more effective and relevant.

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*
Maintaining of good results in the Gauhati University examinations	**The College achieved 76% and 58% success rate in BA and BSc respectively.**
Organizing a Staff Development programme	**Orientation programme for the teaching staff organized.**
Organizing Guest lectures	**Guest lectures, popular talks involving experts, scientists and eminent scholars are regularly conducted by various departments.**
Enhancement of infrastructure	**A new Administrative Block has been created and commissioned which is financed by the College and the Govt. of Assam.** **The infrastructure in the library has been improved and internet facility has also been provided among the students.**
Extension programmes	**The management encourages all departments to organize, conduct and participate in social projects and community out-reach programmes. Several Programmes were held to celebrate international days such as World Anti-Tobacco Day and Environment Day.**

Organizing conferences, seminars and workshops	**A number of such programs and events were organized and conducted during the year.**
Students' Seminar	**Several departments have seminars delivered by students that are meant to expose them to developments taking place in different subjects and fields.**

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

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

> **A study of the report was made and necessary action was taken wherever it was required.**

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		2		
UG	14			
PG Diploma		1		
Advanced Diploma				
Diploma		1		
Certificate		3		
Others		8		
Total	14			

Interdisciplinary	-			
Innovative	-			

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

Pattern	Number of programmes
Semester	14
Trimester	-
Annual	8

1.3 Feedback from stakeholders*   Alumni [ ]   Parents [ ]   Employers [ ]   Students [✔]
    (On all aspects)

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

* There is no formal feedback system.

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

The College does not update the syllabus but sometimes gives suggestions for updating the syllabus to the university.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No new department was introduced.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
36	**25**	**11**	-	-

2.2 No. of permanent faculty with Ph.D.

7

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
3	**5**	-	-	-	-	-	-	**3**	**5**

2.4 No. of Guest and Visiting faculty and Temporary faculty

-		-		**21**

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	**2**	**10**	**1**
Presented papers	**4**	**5**	-
Resource Persons	**0**	**1**	**0**

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

*The faculty of the departments engages in classroom debates, discussions, case analysis, open book exams, literature reviews, interactions and organizes seminars, lectures, presentations, hands-on training, tutorial and remedial classes, besides using ICTs in the classroom in order to help the students understand the course content. The faculty provides room for students to question and engage in interactions and discussions during classroom lectures.
*Students are also asked to give seminars in the class on selected areas and topics. These seminars are done individually or in groups which help the students at the individual level and in collaborative learning. In a number of departments these seminars are made mandatory and also graded. Feedback on their performances is always given during the process. Library and home assignments are also given to students that help in honing independent learning skills. The departments also organize workshops, industrial and institutional visits and field trips.
*Besides this, the departments makes extensive use of equipment such as OHP, LCD project, Conference Room and the library with internet facility to provide the students with additional resources for their studies.

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

during this academic year | **185** |

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

2.9   No. of faculty members involved in curriculum
      restructuring/revision/syllabus development | 2 | - | - |
      as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students | **75%** |

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
BA	352	-	57	116	44	75.85
B.Sc.	24	-	5	9	-	58.33

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

The IQAC has organized several seminars and workshops to enhance the teaching and learning process for both the students and teachers. For all the committees in the college, the coordinator of the IQAC is the ex-officio member and activities are routed through the IQAC so that the focus of such events is focused towards better learning outcomes. In pursuance of the mandate given to the IQAC, decisions such as introduction of smart boards and LCD projectors in classrooms, better laboratory equipment, library up-gradation, etc., were introduced.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programms.	Number of faculty benefitted
Refresher courses	5
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	4
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	5

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	12	Nil	Nil	Nil
Technical Staff	4	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

*The IQAC suggests to the heads of the departments to apply for the UGC funds so that the college can organise International/National/State level seminars and workshops.
*The IQAC also encourages and advises the faculties to take part in seminars in other colleges and also to submit proposals for Major/Minor research projects.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

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

3.4   Details on research publications

Publications	International	National	Others
Peer Review Journals	**4**	**8**	-
Non-Peer Review Journals	-	**10**	**10**
e-Journals	-	-	-
Conference proceedings	-	**2**	-

3.5 Details on Impact factor of publications:

Range | - | Average | - | h-index | - | Nos. in SCOPUS | - |

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No. | 2 | Chapters in Edited Books | Nil |

ii) Without ISBN No. | 2 |

3.8 No. of University Departments receiving funds from: **N.A.**

UGC-SAP | | CAS | | DST-FIST | |

DPE | | DBT Scheme/funds | |

3.9 For colleges   Autonomy | Nil | CPE | | DBT Star Scheme | Nil |

INSPIRE | Nil | CE | | Any Other (specify) | Nil |

3.10 Revenue generated through consultancy | NIL |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	**12**
Sponsoring agencies	-	-	-	-	**College**

3.12 No. of faculty served as experts, chairpersons or resource persons | **10** |

3.13 No. of collaborations

International | - | National | - | Any other | - |

3.14 No. of linkages created during this year | - |

3.15 Total budget for research for current year in lakhs :

From Funding agency | **N. A.** | From Management of University/College | **Nil** |

Total | **Nil** |

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

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

3.18 No. of faculty from the Institution
who are Ph. D. Guides | **Nil** |

and students registered under them | Nil |

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 | Nil | SRF | Nil | Project Fellows | Nil | Any other | Nil |

3.21 No. of students Participated in NSS events

University level | Nil | State level | 5 |

National level | Nil | International level | Nil |

3.22 No. of students participated in NCC events:

University level | Nil | State level | 25 |

National level | 5 | International level | Nil |

3.23 No. of Awards won in NSS:

University level | Nil | State level | 2 |

National level | Nil | International level | Nil |

3.24 No. of Awards won in NCC:

University level | Nil | State level | Nil |

National level | 2 | International level | Nil |

3.25 No. of Extension activities organized

University forum | - | College forum | 3 |

NCC | 2 | NSS | 2 | Any other | - |

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

> ***The volunteers and programme officer of the NSS unit of the college conducted a special camp at Sahajuri L. P. School under Gossaigaon sub-division with a week long programme from 4th to 10th February, 2018 on "Educational Awareness" among the down trodden villagers.**
> ***On the very occasion, the NSS unit of the college conducted a village road repairing programme at the same village. It also undertook a Literary Survey on the village population on 21/04/2018.**
> **On 5th June, 2018, the NCC unit of the college celebrated *World Environment day* with the college students in college campus.**

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	99033.46 sq. mt.	-	-	99033.46 sq. mt.
Class rooms	19	-	-	**19**
Laboratories	5	-	-	**5**
Seminar Halls	1	-	-	**1**
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	**1**	**2**	**UGC**	**3**
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

> **The Library is fully computerised and the Administration is done with the aid of the soul package and internet connectivity.**

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books & Reference Books	**19,832**	**19,57,251**	**1145**	**5,60,000**	**20,977**	**25,17,251**
Journals & Periodicals	**12**	**56,000**	3	15500	37	71,500
e-Journals	**Enlisted**					
Digital Database						
CD & Video						
Others (specify)						
	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	18	-	15	-	-	05	10	01
Added	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

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

As of now there was no such programs conducted. However the IQAC has a plan to provide formal training to the faculties on ICT in the future.

4.6 Amount spent on maintenance in lakhs :

i) ICT

Rs 1,00,000/-

ii) Campus Infrastructure and facilities

Rs 75,000/-

iii) Equipments

Rs 1,00,000/-

iv) Others

-

Total:

Rs 2,75,000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> **Creating awareness through banners, information in prospectus, conducting special session at the student orientation, department notice boards, etc.**

5.2 Efforts made by the institution for tracking the progression

> **The mechanism for tracking progression of students include efforts such as: tracking the attendance of students on a monthly basis; performance in class test , terminal and selection exams; performance in classroom seminars and projects; identification of weaker students and providing remedial action.**

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1336	-	-	-

Men :

NO	%
792	**59**

Women:

NO	%
544	**41**

(b) No. of students outside the state

12

(c) No. of international students

Nil

Last Year(2016-17)						This Year(2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
269	**117**	**538**	**326**		**1250**	**333**	**121**	**537**	**345**		**1336**

Demand ratio **:1:1.99**   Dropout **25%**

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

The Career Counselling Cell organize: ***Regular coaching classes for various competitive examinations such as SSC, Banks, TET, etc.** ***Communication Skills Workshops (spoken English and Computer literacy-not part of the syllabi but compulsory   for all students.**

No. of students beneficiaries   **14**

5.5 No. of students qualified in these examinations : **College has no search mechanism.**

NET **Nil**   SET/SLET **Nil**   GATE **Nil**   CAT **Nil**

IAS/IPS etc **Nil**   State PSC **Nil**   UPSC **Nil**   Others **Nil**

5.6 Details of student counselling and career guidance

*Personal and Psychological Counseling on family issues, relationship difficulties, communication problems, peer pressure, self-esteem, self-development, personality development, Grief and bereavement, etc. are made available through a full-time counselor. ***The college also has a Career Counselling Cell which organizes programmes meant for career development from time to time.**

No. of students benefitted   **35**

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
-	-	-	-

5.8 Details of gender sensitization programmes

The Women's Cell of the college has also dealt with this issue during the annual life orientation programme wherein both students and staff were involved. **The issue of Women empowerment has been undertaken under the aegis of the IQAC.**

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events**: Students participated in State/University level competition.**

State/ University level | 2 | National level | **2** | International level | - |

No. of students participated in cultural events: **Students participated in State/University level competition.**

State/ University level | **15** | National level | - | International level | - |

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

Sports : State/ University level | - | National level | **2** | International level | - |

Cultural: State/ University level | **2** | National level | - | International level | - |

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	-	-
Financial support from government	-	-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

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

Nil

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

5.12   No. of social initiatives undertaken by the students | 2 |

5.13 Major grievances of students (if any) redressed:

> **The total number of grievances put forward by students was 4 and appropriate action was taken by the concerned authorities.**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **Vision:**
> **The vision of Gossaigaon College is to impart quality higher education in an atmosphere conducive to the students belonging to all sections of the society and thus help in the spreading of knowledge and advancement of educational activities in all its branches including vocational and professional education.**
> **Mission:**
> **1. To develop the institution as a centre of Excellence for Higher Education.**
> **2. To achieve equity and quality with the zeal of morality.**
> **The mission statement defines the distinctive character of the institution in societal, traditional and value orientation perspective. The interested people of the locality began the institution with a missionary zeal to impart liberal education to the down trodden people of the locality. The institution gives top most priority to quality improvement of teaching staff through research and participation in various programmes related to courses offered in the institution. Appointments of the teachers are purely on merit basis which is reflected from the fact that teachers are from different communities and religions.**
> **The teacher student relationship is very cordial and this quality enriches the campus life and a good relationship among the various stake holders are some of the distinctive characteristics of the institution. The authority of the institution has been trying its best to ensure adequate infrastructure for effective teaching-learning and holistic development of the students.**

6.2 Does the Institution has a management Information System

> **No, there is no management Information System as of now.**

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

6.3.1 Curriculum Development

> **This area falls under the purview of the affiliating university.**

6.3.2 Teaching and Learning

> **All departments do not follow a uniform pattern of teaching and learning. Each one will adopt a method that is best suited for the students of that respective department. Some of them are as follows:**
> ***Continuous Assessment and periodical tests.**
> ***Industry Exposure and field study.**
> ***Guest lectures by experts from different subjects and fields.**
> ***Students' seminars and presentations.**
> ***Group discussions and role plays.**
> ***Project works and assignments.**

6.3.3 Examination and Evaluation

> **The College internally conducts two types of examinations in a year-Terminal and Selection. Apart from that, most departments follow a continuous pattern of assessing students through class tests, work assignments and projects and class seminars.**

6.3.4 Research and Development

> ***The College has made available all the resources of the library, laboratories and computers for encouraging research activities to both student and staff.**
> ***Grants and sanctions of leave to the teaching faculty for attending programmes and undertaking field works / research activities are made available.**
> ***The College through the respective departments organizes workshops, conferences and seminars in several fields from time to time. In this regard, the College has formally signed MoUs for collaborative research projects with leading institutions within and outside the country.**

6.3.5 Library, ICT and physical infrastructure / instrumentation

> **Computers were purchased for office section and Library.**

6.3.6 Human Resource Management

> **The College strongly believes in the necessity for human resource management and development**
>
> ***** **Faculty development programmes conducted every year.**
>
> ***Seminars and workshops by educationists and experts are regularly organized.**
>
> ***All efforts are taken to instill in the students and the community the importance of preserving one's cultural heritage in the midst of modernization.**
>
> ***The College deputes faculties to different schools for providing assistance in quality aspects of the Institution by training the teachers and students.**
>
> ***The different clubs of the College are encouraged to take up visits and organize development camps in remote villages during vacations.**

6.3.7 Faculty and Staff recruitment

> **Recruitment is done by the Governing Body of the college which is approved by the Director of Higher Education, Assam.**

6.3.8 Industry Interaction / Collaboration

> **Due to the geographical location of the college, the scope for industry interaction is very limited. However, the College encourages all departments to undertake industry exposure trips within and outside the North Eastern Region whenever and wherever possible. Resources and facilities for the same are provided as and when required. All departments are encouraged to invite experts from various industries to visit the college.**

6.3.9 Admission of Students

> **The process of admitting students to the different departments is aided by the Admission Committee which comprises of the management and some of the teaching as well as non-teaching staff members. This practice of having an Admission committee has streamlined the admission process making it *fast, easier* and *student friendly*. As a result the college is able to attract and admit the most deserving students.**

6.4 Welfare schemes for

Teaching	**Gossaigaon College Co-operative Credit & Savings Society Ltd. (Regd.)**
Non teaching	**Gossaigaon College Co-operative Credit & Savings Society Ltd. (Regd.)**
Students	**Scholarship facility for economically weaker section.**

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done   Yes ✓   No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	**No**		**No**	
Administrative	**No**		**No**	

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

For UG Programmes   Yes ☐   No ✓

For PG Programmes   Yes ☐   No N.A

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

Nil

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

N.A

6.11 Activities and support from the Alumni Association

Alumni meet is conducted every year. The members of alumni association contribute physical and financial support time to time during the celebration of social, literary and cultural function organized by the students and institution. They also participate in observance of memorial day of Nileswar Brahma (Renounce Radio Artist of the Bodos) every year and contribute articles in the Annual College Magazine and Bodo Magazine "Lwrgi" published by Gossaigaon College Bodo Students' Literary Society.

6.12 Activities and support from the Parent – Teacher Association

> **The Parent-Teacher meeting was held and this provided the Management and the Departments with relevant feedbacks and suggestions on how to improve the teaching-learning process.**

6.13 Development programmes for support staff

> -

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

> **The College educates its students on the need to be environmental friendly and how to dispose waste materials properly in garbage bins placed at strategic locations in the Campus. It has also planted tree-sapling in parts of the Campus to help create a greener and more eco-friendly atmosphere. The staff and students are instructed to make judicious use of energy. Rain water is harvested and stored in properly constructed structures in the Hostels.**
> ***All the newly constructed buildings have electrical installations that are designed to conserve energy.**
> ***Almost all the computer monitors in use are either LCD or TFT types to ensure minimum usage of electricity and also to reduce the level of radiation.**

 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.

> **(i) Support to weaker section of students:**
> **Goal:**
> **The college functions with objectives of supporting economically weaker students to uplift them. Keeping in mind the above idea, the institution has introduced science stream in the year 1997 with a view to provide science education to the downtrodden people of the locality at minimum costs.**
> **Context:**
> **The college is situated in a rural set up in the district of Kokrajhar, Assam. Majority of the students studying in this college are not only economically poor but also are from the weaker section of the society and come from remote areas. Special norms have been developed by the authority to cater the needs of the students from weaker section to get admission in the institution for higher education.**

Practice

In the admission process:

1(a)   The first among the best practices in the college, which have contributed to the achievement of the institutional objectives, is the support given to the weaker students coming from rural areas. Starting from the admission procedure, the college community, especially the management gives special consideration to the Adivashis, ST/SC communities and economically poor students. This is a unique act of practice of love shown to the weaker section of the society. Preference and consideration is also given to the students having talents in sports at the time of admission.

(b)   Financial support is provided to the students, staff and other employees of the college at the time distressed on certain occasions.

(c)   Community service: The NCC and the NSS unit of the college organize programmes like AIDS awareness, environmental protection awareness, health awareness, population education awareness etc in and around the college to bring awareness among the masses as part of community service.

(ii) Energy Management Programme:

The daily waste output (both bio-degradable and non-biodegradable) is collected in colour coded waste bins placed at appropriate locations in and around the College Campus. The segregated wastes are then sealed into bags and kept in the waste collection area. The bio-degradable waste is transferred to the vermicomposting units while the non-bio-degradable waste is taken care of by the Gossaigaon Municipal Board Waste Disposal Unit, which collects the waste every alternate day. This practice has imbibed within every individual a sense of responsibility towards a clean and safe working environment.

It can be mentioned here that hazardous wastes are meticulously and properly disposed off in the following manner:

*Toxic wastes: There is a properly constructed Toxic Waste Disposal Pit within the college campus where these are disposed off following the appropriate procedures.

*Pathogens: Sterilization is performed by autoclaving and then the remaining wastes are properly disposed off, in accordance with standard waste disposal norms.

The College has organized extensive and intensive workshops and training programmes for laboratory assistants on "Maintenance and repair of Laboratory Equipment and Electronics" to cater to the maintenance need of departments with laboratory apparatus and to minimize waste production.

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	*Achievements*	*ATR*
Maintaining of good results in the GU examinations	**The college achieved 76% and 58% success rate in BA and BSc respectively.**	**Concerned department continuously monitor the performance of the students throughout the year by using numerous methods like class tests, work assignments, projects, students' seminars, etc.**
Organizing a staff Development	**Faculty development programme entitled "Writing of Research Paper" was organized**	**Dr. Arup Pramanik, Associate Professor of Economics, NBU was the resource person. There was a lively**

Programme	on 2nd Sept. , 2017.	animation and interaction between the participants and the resource person.
Organizing Lectures	Guest lectures, popular talks involving experts, scientists and eminent scholars are regularly conducted by various departments.	Some of the eminent personalities and experts who visited the college during 2017-18: *Prof. K. K. Bagchi, NBU delivered a guest lecture on "Relevance of Research Methodology for Social Sciences".
Enhancement of Infrastructure	A new Administrative Block has been created and commissioned which is financed by the College and the Govt. of Assam. The infrastructure in the library has been improved and internet facility has also been provided among the students.	*The college has upgraded the central as well as departmental library with new text and reference books, Journals and other reading materials. *Old Photocopiers in the library have been replaced with new ones; new colour printers and scanners have been added. * A number of class rooms have been fitted with Digital Interactive boards and new LCD projectors. *Most of the department computers have been replaced with new ones with the help of funds from UGC.
Extension Programmes	The management encourages all departments to organize, conduct and participate in social projects and community out-reach programmes.	Details of some social and extension programmes: *The volunteers and programme officer of the NSS unit of the college conducted a special camp at Sahajuri L. P. School under Gossaigaon sub-division with a week long programme from 4th to 10th February, 2018 on "Educational Awareness" among the down trodden villagers. *On the very occasion, the NSS unit of the college conducted a village road repairing programme at the same village. It also undertook a Literary Survey on the village population on 21/04/2018. *On 5th June, 2018, the NCC unit of the college celebrated *World Environment day* with the college students in college campus.

Organizing Conferences, Seminars and Workshops	A number of such programs and events were organized and conducted during the year.	Some of the conferences, seminars and workshops that took place: *The IQAC of the College, organized a Two Days UGC Sponsored National Workshop on "Research Methodology and Its Application in Research Work" on 21 – 22 August/2017.
Students' Seminar	Several departments have seminars delivered by students that are meant to expose them to developments taking place in different subjects and fields.	Some of the departments that regularly conducts seminars and presentations by students are: *Assamese *Bodo * English *Education *Economics *Political Science *Geography *History *Philosophy

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

> Based on the impact that they've had on the student community as well as the teaching and non-teaching staffs, the college has chosen the following as the best practices for 2017-18:
> *Introduction of Value Education alongside the main curriculum.
> * Gossaigaon College Co-operative Credit & Savings Society Ltd. (Regd.)
> Note: Kindly refer to the Annexure 2 for the details.

Provide the details in annexure : See Annexure-III

7.4 Contribution to environmental awareness / protection

> *Final year students of the college have to attend classes on environmental studies which sensitises them on the importance of preserving a green and healthy environment.
> *Implementation of proper and safe waste disposal to ensure a clean and healthy environment.
> *Every year environment related programmes are organized from time to time some of which Celebration of World Environment Day through poster are making competition and planting of tree saplings within and outside the college premises.
> *Cleaning drives by the students in and around the college campus.

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

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

> **Being located in rural area, the college has been facing the following constraints:**
> ***The number of classrooms in proportion to the student strength is inadequate;**
> ***The College cannot adequately provide modern tools and techniques owing to financial constraints.**
> ***A good percentage of students enrolled in the College come from a poor academic and financial background resulting in poor performance and drop-outs.**
> ***Frequent "bandh cultures" arising out of socio-political unrest throughout the BTC area have an impact on the academic atmosphere of the College. To this effect often classes are affected.**

(SWOT analysis see annexure II)

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

> **1. The College will continue to strive to improve and maintain good results in the GU examinations.**
> **2. Continue to enhance the infrastructural facilities of the college such as Computers, library resources and ICT enabled class rooms. The college will also procure a bio-metric machine for the teaching & non-teaching staff. The common staff room, lobby and office space will receive a face-lift. A plan of starting a separate departmental room for each department is also on the anvil.**
> **3. Guest lectures, popular talks and students' seminars will be organized and conducted by the departments.**
> **4. The college also has a Career Counselling Cell which organizes programmes meant for career development from time to time.**
> **5. Extension and Inclusion programmes towards community building would be one of the main focal areas of the institution in which all departments and Students' clubs would be encouraged to organize and actively participate.**
> **6. The college will continue to monitor the progress of all the activities and projects funded by external agencies.**
> **7. The college will complete the initiative that it has taken to conduct a green/environmental Audit of the campus.**
> **8. Additional boost would be given to the development of sports and other extra curricular activities that would bring about all round growth to the students as well as the working staff of the Gossaigaon College.**

Co-ordinator,
Internal Quality Assurance Cell
Gossaigaon College, Gossaigaon

Principal,
Gossaigaon College, Gossaigaon

(Dr. Dinesh Das)
Signature of the Co-ordinator, IQAC

(Dr. Nirjay Kumar Brahma)
Signature of the Chairperson, IQAC