

**ANNUAL QUALITY ASSURANCE REPORT
(2013 - 2014)**

**SUBMITTED
TO
NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL (NAAC)
BANGALORE - 560072**

**On
31-12-2014**



Submitted by –

**INTERNAL QUALITY ASSURANCE CELL
BAJALI COLLEGE, PATHSALA
P.O. – BAJALI COLLEGE,
DIST – BARPETA, ASSAM, PIN – 781325
TRACK ID - ASCOGN10474
Email: bajalicollege@yahoo.co.in**

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution	BAJALI COLLEGE
1.2 Address Line 1	P.O. BAJALI COLLEGE
Address Line 2	PATHSALA
City/Town	PATHSALA
State	ASSAM
Pin Code	781325
Institution e-mail address	bajalicollege@yahoo.co.in
Contact Nos.	09435083589 09435113830
Name of the Head of the Institution:	DR DEBENDRA NATH SARMA
Tel. No. with STD Code:	03666266423
Mobile:	9435083589

Name of the IQAC Co-ordinator:

DAMODAR KALITA

Mobile:

9435123691

1.3 NAAC Track ID (For ex. MHC0GN 18879)

ASCOGN10474

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

NAAC/A&A/outcome/2003/20664
dt03.12.2003

1.5 Website address:

www.bajalicollege.org

Web-link of the AQAR:

www.bajalicollege.org/AQAR2013-14.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	80.7	2004	5Years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

18.03.2007

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

2013-14

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

- i. AQAR 2010-11 : 12-12-2014 (DD/MM/YYYY)
- ii. AQAR 2011-12 : 19-12-2014 (DD/MM/YYYY)
- iii. AQAR 2012-13 : 24-12-2014 (DD/MM/YYYY)

iv. AQAR _____ (DD/MM/YYYY)

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

University with Potential for Excellence	----	UGC-CPE	----
DST Star Scheme	----	UGC-CE	----
UGC-Special Assistance Programme	----	DST-FIST	----
UGC-Innovative PG programmes	----	Any other (<i>Specify</i>)	DBT
UGC-COP Programmes	----		

2. IQAC Composition and Activities

2.1 No. of Teachers	20		
2.2 No. of Administrative/Technical staff	03		
2.3 No. of students	0		
2.4 No. of Management representatives	02		
2.5 No. of Alumni	02		
2.6 No. of any other stakeholder and community representatives	02		
2.7 No. of Employers/ Industrialists	NIL		
2.8 No. of other External Experts	01		
2.9 Total No. of members	27		
2.10 No. of IQAC meetings held	02		
2.11 No. of meetings with various stakeholders:	No.	05	Faculty 03
	Non-Teaching Staff	01	Alumni NIL
	Students		Others 01
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>

If yes, mention the amount

3.00Lakhs

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

1. Life and works of Swami Vivekananda.
2. Workshop on "ISON" (Comet of the century)
3. Excellence in Higher Education

2.14 Significant Activities and contributions made by IQAC

Preparation of college prospectus, academic calendar, class routine, college examination programmes. Preparation of admission schedule and conducting examinations.

Recording the evidences of performance of faculties relating to API score.

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
1. Providing quality interactive learning materials such as e books, learning aid(software),interactive digital board,audio visual teaching learning aids.	1.Students and teachers are using these interactive learning materials in the class rooms and laboratories.
2.organising career guidance programme and providing placement assistance for final yearUG and PG students	2.Final year students of Arts,Science and Commerce(UG &PG)participated in the programmes and have been benefitted.
3.Organising seminar,workshop,and training programme	3. UGC sponsored National seminar, workshops were held.
4. Arranging educational trips, excursions, etc.	4. Educational trips, excursions were organised for UG and PG departments.
5. Organising teachers` workshop on academic matters,besides those mentioned in item no.2.14.	5. Participation in a deliberation at Gauhati University academic council on TDC Semester examination grading system review,organised five day work shop for Science teachers of Barpeta district.

* Attach the Academic Calendar of the year as Annexure (ANNEXURE-I)

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Approved with minor correction.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	13		13	
UG	03		01	
PG Diploma	03		03	
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	19			
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	19
Trimester	
Annual	

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

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

*Please provide an analysis of the feedback in the Annexure (ANNEXURE-II)

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

Does not arise

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
68	33	35	0	

2.2 No. of permanent faculty with Ph.D.

22

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
02	08	-	-	-	-			02	08

2.4 No. of Guest and Visiting faculty and Temporary faculty

03

01

19

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		01	03
Presented papers		01	03
Resource Persons			

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

IQAC Objective-

Bajali college has been using innovative teaching learning methods not only to improve education but also to empower people,strengthen governance and galvanise the effort to achieve the human development goal for the country.

1. Case study method
2. Project based learning.
3. Skill based learning.
4. Form teams and not groups.
5. Use creativity tools.

2.7 Total No. of actual teaching days

during this academic year

198

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

10

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

85

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	324	-	34	63	3	79
BSC	78	---	64	36		90
B.COM	89	---	18	80	2	62
PG (ASSAMESE)	29	----	24	76	-	100
PG (GEOGRAPHY)	20	---	45	55	-	100
PG (ZOOLOGY)	18	---	86	14	-	78

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

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

For faculty:

Encourage and help faculty to use modern techniques of teaching using ICT based method.

Prepare an academic calendar to convey the examination schedule, teaching days, celebrations, holidays, vacations etc to the faculty, students and parents.

Carrying out evaluation of the faculties from respective students by taking regular feed back.

For the students-

The progress of the students are monitored through unit tests, home assignment seminars, etc.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	01
HRD programmes	03
Orientation programmes	02
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	01
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18	02	04	24
Technical Staff	10	07	-	03

Criterion – III

3. Research, Consultancy and Extension

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

To inculcate the climate of research, college has constituted a research committee. The main objective of this committee is to encourage and help the faculty and the students to undertake the research projects. As a result,

Two major projects and one minor research projects are on the verge of completion.

One Research Journal has been published.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-----	02	-----	
Outlay in Rs. Lakhs	-----	18.2	-----	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01		
Outlay in Rs. Lakhs		1.5		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-----	-----	-----
Non-Peer Review Journals	-----	-----	-----
e-Journals	-----	-----	-----
Conference proceedings	-----	-----	-----
Seminar proceedings		03	

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	3 years	UGC	18.2lakhs (2projects)	11.3lakh
Minor Projects	1 year 6 months	UGC	1.5 lakhs	1.1lakh
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	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
 and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="14"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="05"/>
NCC	<input type="text" value="√"/>	NSS	<input type="text" value="√"/>
		Any other	<input type="text" value="Assam Sc. Soc."/>

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

- Our college has been persistently undertaking various social awareness programmes and activities through Extension Education Cell, N.S.S, Bajali Branch of Assam Science Society and N.C.C etc.
- 1.Celebration of Foundation day of Assam Science Society and Awareness campaign on Witch craft Prevention.
- 2. Celebration of National Science day and popular talk on CV Raman`s contribution to Science vis a vis Scientific temperament.
- 3. Awareness and observation programme on ISON,comet of the century.

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	17.2 Acres	-	-	17.2 Acres
Class rooms	47	07	UGC &College fund	54
Laboratories	30	01	DBT	15.1lakhs
Seminar Halls	02	02	UGC &College fund	04
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others				

4.2 Computerization of administration and library

Yes

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20080	97.94lac	174	87000	20254	185lakhs
Reference Books	13387	70lakh	320	1.60	13707	71.6lakh
e-Books	-	-	-	-	-	-
Journals	560	32030	10	4800	570	36830
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	41	15	10			7	20	-
Added	09	-	04			-	-	-
Total	50	15	14			7	20	-

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

The computer with internet access is made available to almost all the teachers in their departments and even to non-teaching staff in the office.

A special training programme on Computer Application and use of Internet had been organised for non-teaching staff of the college.

Most of the teachers give power point presentation in smart class rooms.

The college has three seminar halls well equipped with interactive board,LCD projector and all accessories required for various kinds of presentations.

Computers and internet facilities are used in almost all official work

4.6 Amount spent on maintenance in lakhs :

i) ICT	1 lakh
ii) Campus Infrastructure and facilities	50.79
iii) Equipments	5,79,614/-
iv) Others	--
Total :	6.32lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The efforts taken by the IQAC for enhancing the student support services are as follows.

Through prospectus and academic calendar.

Assignment to Professor in charges to monitor the student support services effectively.

Arrangement of orientation lecture to make students aware about support services.

Providing guidance to needy students.

5.2 Efforts made by the institution for tracking the progression

The attempts made by the institution for tracking the progression as are.

- The Principal /Vice –Principal meet the students of different classes on some convenient dates and time during the academic session to make first hand assessment and analysis of the academic progress and problems related to teaching and learning.
- Students of Degree Semester course I, II, III, IV, V and VI semester major classes will have to participate at the seminars held departmentally once in a month.
- Students academic progress of study will be continuously evaluated through unit tests, sessional examinations, Home assignments, projects assignments, participation in Group Discussion etc.
- Participation of the students in various levels of competition.
- Monitoring the performance of the students in their university examinations.

5.3 (a) Total Number of students

UG	PG*	Ph. D.	Others*
2023	654	-	30

**Includes students of IDOL under Gauhati University.*

(b) No. of students outside the state

30

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1341	50		1366	50

No	%
1366	50

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1536	304	272	465	--	2577	1615	268	256	568	-	2707

Demand ratio

Programme	
UG	1.2:1
PG	3:1

Dropout %

Programme	%
UG	3.62
PG	NIL

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

Nil

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

NET	02	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

The career counselling cell, ICCGC, NET, SLET cell arrange special awareness programme, counselling sessions, interactive meet for the benefit of students.

No. of students benefitted

300

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
	-	-	-

5.8 Details of gender sensitization programmes

- Performance of Street Play “DUTA AKHAR SHIK” (Learn two Alphabets) to create awareness for literacy by students of Economics Department at a few places of Pathsala town.
- Self defence training for 60 Assam Girls’ Bn., Bajali College wing.
- The College has a functional Women Cell which looks after aspects of gender sensitisation programmes. In This session it has organised an awareness programme on “Domestic Acts and Women Rights” at Barbang, Janpar, on the occasion of celebration of International Women’s Day.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	47	28720/-
Financial support from government	583	3770081/-
Financial support from other sources	04	5000/-
Number of students who received International/ National recognitions	---	---

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

Plan for action to achieve the pre-determined objectives of developing the college as an Institution of Excellence and upgrading it to the status of a full fledged Post-Graduate college.

Mission:

Initial mission of the college was to spread the ray of higher education in preservation and creation of knowledge and to inculcate scientific temperament among the rural populace besides providing accessibility of higher education to women of the area. But in course of time, it became one of the leading co-educational institution imparting education right from HS to PG level. Now it aspires to take the front line in the over-all development of higher education in the form of teaching, training, consultancy, research, and extension services to the stakeholders. To meet the challenges of Globalisation of Education of Education, the college strives to re-orient and reshape its programmes and to make the present system more relevant and career oriented focusing on quality and excellence. Our endeavour is to create competent and responsible citizens by optimum utilisation of the existing resources, up-gradation of the professional skills and mobilisation of additional resources with special emphasis on quality and quantitative expansion.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

Arrangement of Workshops of various subjects for discussing revised syllabi.

Discussion on curriculum development.

6.3.2 Teaching and Learning

Preparation of Teaching plan and execution of the plan.

Preparation of academic calendar.

Adoption of modern teaching learning method in class rooms.

Conducting unit tests,group discussion and home assignments etc.

Arrangement of educational excursion,camps etc.

Motivating students for research activities through projects.

Providing study materials particularly on subjects where text books are scare.

6.3.3 Examination and Evaluation

The examination schedule semester classes proposed by academic council published in the college prospectus. The examination schedule includes the required information.

6.3.4 Research and Development

Constitution of Research committee for inculcating research atmosphere.

Motivating teachers to take research projects.

Guiding teachers for improving API through participation in conferences and through publishing of articles ,books and research work.

Publication of one Research Journal.

Providing study leave to teachers to undertake research work.

Teachers are encouraged to undertake research Projects both Major and Minor projects. At present two major projects and minor projects are going on.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Most of the functioning of central library is done with the help of SOUL software. Library automation process has been started. An internet browsing centre in the library is being established.

6.3.6 Human Resource Management

A Student being as a prime HR,the college strives to develop this resource through variety of activities like,N.S.S.,N.C.C., social and cultural activities. Besides regular teaching the college provides a number of other support services which contribute significantly in the development of Human Resource.

6.3.7 Faculty and Staff recruitment

The recruitment of the faculty and non teaching staff is done on the basis of type of post created,strictly by following the rules and regulations laid down by the government,university and UGC

The temporary teaching and non-teaching staff for non-grant or skill development or other courses are recruited by following all rules and regulations too.

6.3.8 Industry Interaction / Collaboration

Informal collaboration with industries has been established.

6.3.9 Admission of Students

The admission committee conducts a mandatory meeting with the parents before the commencement of admission. The Head of the institution highlights the overall development of the college. The purpose of the parent meeting is to inform the parents and their wards about ethics, rules and regulations of the college and affiliating university. In addition counselling is done for proper subject and career selection. Admission to the college is strictly on merit basis subject to the verification of testimonials in original. Reservation of seats for candidates is as per government guidelines and few seats are for candidates having outstanding proficiency in the field of sports and other co-curricular activities.

6.4 Welfare schemes for

Teaching	a. Advance payment against the salary. b. Assistance to avail bank loan. c. Loan through BCEMAF d. Canteen facilities.
Non teaching	a. Advance payment against the salary. b. Assistance to avail bank loan. c. Loan through BCEMAF d. Canteen facilities.
Students	Admission fees in instalment, Concessional admission for poor but meritorious students, free admission to TDC 1 st year class for rank holders at plus II stage. Sponsorship for higher studies to students securing outstanding rank at TDC final examinations, Student Aid Fund.

6.5 Total corpus fund generated 164 lakh

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	---	yes	IQAC
Administrative	No	----	yes	Principal

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Does not arise

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

Does not arise

6.11 Activities and support from the Alumni Association

The past students of the college are working in diverse fields and having key positions in the society are members of alumni association. The alumni of our college are working in various Government and non government organizations and are well placed.

The alumni association has been providing adequate support and assistance for the development and improvement of academic atmosphere of the college. The successful alumni are invited by various department and they interact with present students and motivate them.

The alumni association is providing financial incentives to students and departments.

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

The support staff plays an important role in the development of the institution. Taking into consideration their health and recreation following activities have been introduced.

Time bound allotted duties.

Advance payment in emergency.

Participation in the training programmes.

Annual Meeting of staff.

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

Institution is located in Grassland of plain area having fertile landscape and crowded with variety of trees and vegetation. The frontal part of the college surrounded by a big pisciculture pond enriched with some ornamental plants giving an ecofriendly outlook.

Provision of litter box

Cleanliness drive on various days

Involvement of Students in campus maintenance

Criterion – VII

7. Innovations and Best Practices

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

Introduction of Learner- centered activities like participative learning, interactive sessions, student seminars, case studies, project work, allotment of assignment, problem solving exercise and use of audio- visual teaching aids in the class room to make teaching learning more effective.

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

Preparation and publication of Prospectus and Academic calendar.
Completion of Administrative process.
Collection of teacher wise class allotment and subject wise teaching plan.
Ensuring conduct of College examination in time.
Departmental seminar, homeassignment, class tests are held routinely.
Students participation in Youth Festival and other sports events (tournament) were ensured.
Financial audit for the year was completed.
3 nos UGC sponsored infrastructure development project had been completed.

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

- Development of the Bajali College Campus more eco-friendly (Annexure-III A)
- Development of Sustainable Tourism in lower Assam (Annexure-III B)

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

7.4 Contribution to environmental awareness / protection

The college has adopted the following steps for environmental awareness /protection.

The beautification committee of the college looks after the beautification of the campus.

The college has been monitoring and maintaining one floriculture garden,one departmental botanical garden and one botanical garden with shed house.

The college has been observing awareness programmes like World Environment Day,World Tourism Day, Vanmahotsava,World wildlife week annually.

The college is providing safe drinking water to the students by adequate purification process in its water treatment plant.

Cleanliness in the campus is ensured through NSS,NCC,participation of students with voluntary service

Efforts have been made for minimum emission of Carbon monoxide,carbon di oxide and other harmful gases by replacing fossil fuel by use of LPG

Efforts have been initiated to make science laboratories fireless to ensure an eco friendly campus.

7.5 Whether environmental audit was conducted?

Yes

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

Strength

1. Increase in enrolment.
2. Lowering of dropout rate.
3. Increase in hostel accommodation specially girls.
4. Thrust in ICT based learning.
5. Inclusion of resources in college library.
6. Enhancing research activities.
7. No of publication by the faculty members are encouraging.
8. A sizeable no of our faculties have been rendering services as question paper and examiners of the APSC examination.

Weaknesses

1. Semester system at UG level possesses a number of problems.
Introduction of TDC semester system curricula with continuous evaluation of students performance puts a discouraging participation of students in games, sports or cultural activities
2. Some shortage of Classrooms and lack of permanent faculties in certain departments due to government policies.
3. Vacancies of non-teaching staff are not regularly filled up.
4. Lack of campus recruitment .
5. Lack of Govt. provisions for substitute faculties against lien and maternity leave.

Opportunities

1. Bajali College is heading towards a PG institute.
2. The College possesses the academic and financial resources to publish Peer Reviewed Research journal. The College is poised to take the initiative in this regard.
3. The level of academic excellence which the college has acquired makes it possible our
4. The learning of the age requires greater proficiency in soft-skill among students.

Threats/Constraints

1. Difficulties in maintaining self financing courses due to poor response of students as most our students come from economically weak families.
2. Time consuming process in filling up of vacant faculty /staff position due to cumbersome government procedure.
3. Constraint in placement facilities due to reluctance of employers for campus recruitment.
4. Constraint in building a completely residential campus in absence of appropriate government and initiative.
5. Reluctance of alumni/alumnae towards a helping commitment to their alma mater.

8. Plans of institution for next year

1. Construction of Interior Road within the college premises.
2. Extension of third story of Women`s hostel of the college.
3. Enhancement of green cover of the college campus
4. Completion of digitization of college library, office automation and ICT based teaching facilities.
5. Augmentation of college canteen
6. Introduction of two new subjects viz. one applied –Biotechnology and the other professional – Mass Communication.
7. Renovation of College office.

*Name Mr. Damodar Kalita
Associate Prof. & HOD, Zoology
Bajali College, Pathsala*

*Name Dr. Debendra Nath Sarma
Principal
Bajali College, Pathsala*

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

ANNEXURE - I

.JUNE 2013

DATE	& DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01	SAT		End semester exam (for even semesters) to be completed by 15th June as per G.U. academic calendar and will be followed by 15 days evaluation period.
02	SUN		
03	MON		
04	TUE		
05	WED		
06	THU		
07	FRI		
08	SAT		
09	SUN		
10	MON		
11	TUE		
12	WED		
13	THU		
14	FRI		
15	SAT		
16	SUN		
17	MON		
18	TUE		
19	WED		
20	THU		
21	FRI		
22	SAT		
23	SUN		
24	MON		
25	TUE		
26	WED		
27	THU		
28	FRI		
29	SAT		
30	SUN		

JULY 2013

DATE	& DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01	MON		SUMMER VACATION 01-07- 2013 to 31-07-2013
02	TUE		
03	WED		
04	THU		
05	FRI		
06	SAT		
07	SUN		
08	MON		
09	TUE		
10	WED		
11	THU		
12	FRI		
13	SAT		
14	SUN		
15	MON		
16	TUE		
17	WED		
18	THU		
19	FRI		
20	SAT		
21	SUN		
22	MON		
23	TUE		
24	WED		
25	THU		
26	FRI		
27	SAT		
28	SUN		
29	MON		
30	TUE		
31	WED		

AUGUST 2013

DATE	& DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01	THU		Commencement of odd semester classes from 1st August
02	FRI		
03	SAT		
04	SUN		
05	MON		
06	TUE		
07	WED		
08	THU		
09	FRI	ID.UL. FITRE HOLIDAYS	
10	SAT		
11	SUN		
12	MON		
13	TUE		
14	WED		
15	THU	INDEPENDENCE DAY HOLIDAY	
16	FRI	COLLEGE FOUNDATION DAY	
17	SAT		
18	SUN		
19	MON		
20	TUE		
21	WED		
22	THU		
23	FRI		
24	SAT		
25	SUN	TITHI OF SRI MADHAV DEV HOLIDAY	
26	MON		
27	TUE		
28	WED	JANMASTOMI HOLIDAY	
29	THU		
30	FRI		
31	SAT		

SEPTEMBER 2013

DATE & DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01 SUN		Sessional I exam to be completed by 1st week of September
02 MON		
03 TUE		
04 WED		
05 THU		
06 FRI		
07 SAT	TITHI OF SRIMANTA SANKAR DEV HOLIDAY	
08 SUN		
09 MON		
10 TUE		
11 WED		
12 THU		
13 FRI		
14 SAT		
15 SUN		
16 MON		
17 TUE		
18 WED		
19 THU		
20 FRI		
21 SAT		
22 SUN		
23 MON		
24 TUE		
25 WED		
26 THU		
27 FRI		
28 SAT		
29 SUN		
30 MON		

OCTOBER 2013

DATE	& DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01	TUE		<p>Sessional II exam to be completed by 2nd half of October</p>
02	WED	GANDHI JAYANTI HOLIDAY	
03	THU		
04	FRI		
05	SAT		
06	SUN		
07	MON		
08	TUE		
09	WED	B.C.S.U. ELECTION	
10	THU		
11	FRI	<p>DURGA PUJA, VIJAYA DASHAMI, JANMOTSAV OF SRIMANTA SANKAR DEV, ID-UD-ZUHA, KATI BIHU & LAKSHMI PUJA HOLIDAYS</p>	
12	SAT		
13	SUN		
14	MON		
15	TUE		
16	WED		
17	THU		
18	FRI		
19	SAT		
20	SUN		
21	MON		
22	TUE		
23	WED		
24	THU		
25	FRI		
26	SAT		
27	SUN		
28	MON		
29	TUE		
30	WED		
31	THU		

NOVEMBER 2013

DATE	& DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01	FRI		
02	SAT	KALI PUJA, DIWALI HOLIDAYS	
03	SUN		
04	MON		
05	TUE		
06	WED		
07	THU		
08	FRI		
09	SAT		
10	SUN		
11	MON		
12	TUE		
13	WED		
14	THU	MUHARRAM HOLIDAY	
15	FRI		
16	SAT		
17	SUN	GURU NANAK'S BIRTH DAY HOLIDAY	
18	MON		
19	TUE		
20	WED		
21	THU		
22	FRI		
23	SAT		
24	SUN		
25	MON		
26	TUE		
27	WED		
28	THU		
29	FRI		
30	SAT		

DECEMBER 2013

DATE	& DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01	SUN		End semester exam (odd semester) to be completed by 15 December as per G.U. Academic calendar and will be followed by 15 days evaluation period upto 30th Dec
02	MON		
03	TUE		
04	WED		
05	THU		
06	FRI		
07	SAT		
08	SUN		
09	MON		
10	TUE		
11	WED		
12	THU		
13	FRI		
14	SAT		
15	SUN		
16	MON		
17	TUE		
18	WED		
19	THU		
20	FRI		
21	SAT		
22	SUN		
23	MON		
24	TUE		
25	WED	CHRISTMAS DAY HOLIDAY	
26	THU		
27	FRI		
28	SAT		
29	SUN		
30	MON		
31	TUE		

JANUARY 2014

DATE	& DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities	
01	WED		Winter Vacation 01-01-2014 to 12-01-2014	
02	THU			
03	FRI			
04	SAT			
05	SUN			
06	MON			
07	TUE			
08	WED			
09	THU			
10	FRI			
11	SAT			
12	SUN			
13	MON	Magh Bihu HOLIDAY	Commencement of even semester classes from 18th January	
14	TUE			
15	WED			
16	THU			
17	FRI	SILPI DIVAS HOLIDAY		Annual College Week be held in the last part of January
18	SAT			
19	SUN			
20	MON			
21	TUE			
22	WED			
23	THU			
24	FRI			
25	SAT			
26	SUN			
27	MON			
28	TUE			
29	WED			
30	THU			
31	FRI			

FEBRUARY 2014

DATE & DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01 SAT		<p>Session I (for even semester) to be completed by 3rd week of February</p>
02 SUN		
03 MON		
04 TUE	SWARASWATI PUJA HOLIDAY	
05 WED		
06 THU		
07 FRI		
08 SAT		
09 SUN		
10 MON		
11 TUE		
12 WED		
13 THU		
14 FRI		
15 SAT		
16 SUN		
17 MON		
18 TUE		
19 WED		
20 THU		
21 FRI		
22 SAT		
23 SUN		
24 MON		
25 TUE		
26 WED		
27 THU	SHIVRATRI HOLIDAY	
28 FRI		

MARCH 2014

DATE	& DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01	SAT		
02	SUN		
03	MON		
04	TUE		
05	WED		
06	THU		
07	FRI		
08	SAT		
09	SUN		
10	MON		
11	TUE		
12	WED		
13	THU		
14	FRI		
15	SAT		
16	SUN	DOL YATRA HOLIDAY	
17	MON		
18	TUE		
19	WED		
20	THU		
21	FRI		
22	SAT		
23	SUN		
24	MON		
25	TUE		
26	WED		
27	THU		
28	FRI		
29	SAT		
30	SUN		
31	MON		

APRIL 2014

DATE	& DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01	TUE		Sessional II exam (for even semesters) to be completed by 1st half of April
02	WED		
03	THU		
04	FRI		
05	SAT		
06	SUN		
07	MON		
08	TUE		
09	WED		
10	THU		
11	FRI		
12	SAT		
13	SUN		
14	MON	BOHAG BIHU HOLIDAYS	
15	TUE		
16	WED		
17	THU		
18	FRI		
19	SAT		
20	SUN		
21	MON		
22	TUE		
23	WED		
24	THU		
25	FRI		
26	SAT		
27	SUN		
28	MON		
29	TUE		
30	WED		

MAY 2014

DATE	& DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01	THU		
02	FRI		
03	SAT		
04	SUN		
05	MON		
06	TUE		
07	WED		
08	THU		
09	FRI		
10	SAT		
11	SUN		
12	MON		
13	TUE		
14	WED		
15	THU		
16	FRI		
17	SAT		
18	SUN		
19	MON		
20	TUE		
21	WED		
22	THU		
23	FRI		
24	SAT		
25	SUN		
26	MON		
27	TUE		
28	WED		
29	THU		
30	FRI		
31	SAT		

JUNE 2014

DATE	& DAY	Class Days / Working Days/ Examination Days / Holidays	Academic and other activities
01	SUN		End semester exam (for even semesters) to be completed by 15th June as per G.U. Academic calendar and will be followed by 15 days evaluation period
02	MON		
03	TUE		
04	WED		
05	THU		
06	FRI		
07	SAT		
08	SUN		
09	MON		
10	TUE		
11	WED		
12	THU		
13	FRI		
14	SAT		
15	SUN		
16	MON		
17	TUE		
18	WED		
19	THU		
20	FRI		
21	SAT		
22	SUN		
23	MON		
24	TUE		
25	WED		
26	THU		
27	FRI		
28	SAT		
29	SUN		
30	MON		

Note - In the event of any change in the Holidays mentioned in the Academic Calendar, the University Holiday list be followed

Salient Features

- 1. Summer vacation : 1st July 2013 to 31st July 2013**
- 2. Winter Vacation : 1st January 2014 to 12 January 2014**
- 3. Educational field trip be arranged in the first week of October 2013**
- 4. Publication of College Magazine to be made before the Puja holidays**

ANNEXURE – II

Feedback Analysis

A. On Campus Experience: Following observations have been made from the feedback received from the students.

- a) Library facilities- Good
- b) Academic Atmosphere- Good
- c) College administration- Good

Total feed back form received from the students - 225

B. On qualities of teachers their observations are as follows-

1.Communication skills of teachers –	60% -	Very Good
	40% -	Good.
2.Accessibility of the teacher-	30% -	Very good.
	70% -	Good.
3. Knowledge base of the teacher-	90% -	Very Good
	10% -	Good
4. Ability of the teacher to clearly and--	80% -	Very Good
satisfactorily answer the question put	20% -	Good
by the students.		

ANNEXURE – III (A)

BEST PRACTICE-I

Title : Development of the Bajali College Campus more eco-friendly by implementing the programme undertaken by College Authority in collaboration with Government and Non-Government Organisations to create a pollution free and net zero carbon foot print in the campus.

Goal:

- i) To develop natural and hygienic academic atmosphere in the college.
- ii) To develop the Bajali College campus more pollution free zone and to create a net zero carbon foot print.
- iii) To conserve the indigenous variety of medicinal plants in strategic way.
- iv) To replace the full grown and matured plants already planted by plantation of new species having greater economic and medicinal values.
- v) To plant more ornamental plants with good canopy to enable the college to create a niche for itself as a scion of quality and excellence.

The Context: Bajali College, a pioneer co-education centre in a rural based zone is situated in an alluvial portion of the Northern Brahmaputra plain of the district Barpeta, Assam providing high aquifer zone reflecting enormous grassland. Since the time of inception the campus of the institution has luxurious vegetative cover. The plantation programmes undertaken time to time by the college authority. The campus has been turned into a new floristic composition. The most of the vegetative cover is of deciduous and evergreen pattern making the college campus eco-friendly environment which is far from the ongoing hazardous and disastrous population problem.

The college authority and non-government organization has developed the entire physical or cultivable area of the campus into a vegetative zone by routine plantation of plant species such as mango (*Mangifera indica*), Segun (*Tectona grandis*), Sisoo (*Dalbaria sisso*), Amlakhi (*Emblia myrobalans*), Arjuna (*Terminalia arjun*), Neem (*Azadiracta indica*), Black berry (*Syzygium cumini*), Bakul (*Mimusops elgeni*), Australian acacia (*Accacia monliformis*), Debadaro (*Olyalthia longifolia*), etc.

Very recently, an eco-friendly Botanical garden and a green shade are also being incorporated in the central part of the college campus harbouring some perennial and seasonal plants.

Problems encountered:

The major constraints so far identified in implementing the plantation programme to develop the college campus more eco-friendly are :

- a) Annual flood
- b) Pest management
- c) Natural calamities

As the area is flood prone, many plants are destroyed due to water logging for maximum time, some lofty plants with big canopy are rooted out as a result of annual devastating flood. The problem of pest is also very common in this area due to maximum rainfall and humidity. However, college authority renders maximum help to protect the plants from pest by the judicious use of herbal pesticides minimizing inorganic pesticides which may be detrimental to the other counterpart. Natural calamities may unexpectedly affect the implementation programme sometimes. The college authority goes ahead to combat the situation time to time.

ANNEXURE – III (B)

Best PracticeII: Development of Sustainable Tourism in lower Assam.

1.Title of the Practice: Development of Sustainable tourism in lower Assam.

2.Goal: The objectives of the practice are

- a) To work for awareness generation for development of sustainable tourism and its components like eco tourism, rural tourism etc in lower Assam areas which possess beautiful natural landscape, unmatched biodiversity and diverse cultural practices.
- b) To work for the documentation of tourism resources of the area with the help of print and audio visual tools.
- c) To work for development of professionally qualified skilled man power for providing quality human resources to run tourism activities in lower Assam.
- d) To work in collaboration with community based NGOs and rural communities for development of sustainable tourism in lower Assam.
- e) To encourage and help local youth to engage in tourism entrepreneurship and thus to help the youth in getting self employment.

Context: Tourism is a principal source of income for most of the developing countries. The development of tourism is increasingly considered as a solution to poverty reduction and sustainable development. Tourism generates local employment, directly in the tourism sector and in support and resource management sectors. Tourism stimulates profitable domestic industries, hotels another lodging facility, restaurants and food services, transportation systems, handicrafts and guide services. Tourism generates foreign exchange for the country and injects capital and new money into the local economy. The quality of life of a community can be enhanced by economic diversification through tourism. Now tourism is considered as having tremendous potential as a tool for conservation. However unplanned tourism development can lead to disastrous results. Therefore the need of the hour is that tourism should be planned for controlled development so that it does not generate any serious environmental or socio cultural problems and used as a means of environmental and cultural conservation. This leads to the development of the concept of sustainable tourism now. The World Tourism Organization(UN WTO) defines sustainable tourism in the following manner:

“Sustainable tourism development meets the needs of present tourists and host regions while protecting and enhancing opportunities for the future. It is envisaged as leading to management of all resources in such a way that economic, social and aesthetic needs can be fulfilled while

maintaining cultural integrity, essential ecological processes, biological diversity and life support. Eco tourism and rural tourism are some components of sustainable tourism.

4. The Practice:

Bajali College introduced the subject of The Tourism and Travel Management(TTM) in 2001 as a UGC sponsored vocational subject .The department of TTM has been trying its level best for the development of sustainable tourism in Assam in general and lower Assam in particular. The department has been working for tourism awareness generation by organizing popular talk,extension lectures, seminar, workshops ,exhibition, street plays,bike rallies ,field trips etc at various places having tourism potentials in collaboration with government and non government organizations working in the same area. We have also undertaken steps for documentation of the tourism resources of lower Assam. At the same time besides imparting regular tourism education to our students, the TTM department has also been organizing some capacity building & entrepreneurship development programmes for rural youth with view to creating skilled man power to run tourism enterprises. In its entire process of endeavour to develop sustainable tourism the college and the department have been actively working with tourism service providers, local Non Governmental Organizations and local communities. Our TTM department has adopted an ethnic Garo Village called Nigamghola with an objective of transforming it to a destination of Rural tourism.

Evidence of Success: The success of this practice has already come into light in many areas.

Our tourism students have been able to get employment in both government and private sectors. An increasing interest for tourism and its activities has been witnessed in lower Assam now. A few new destinations like Barpeta, Abhayapuri, Eastern part of Manas National park,Nigamghola village have come into prominence now. A steady rise of tourist flow has been recorded in lower Assam. Local youth especially girls have now been working as tourism professionals. Some youths have already established tourism enterprises in rural areas and local villagers have shown keen interest in tourism activities.

Problem Encountered and Resource required:

Frequent deterioration of law and order situation.

Financial constraints

Lack of adequate government support.

Resource required are

Permanent faculty members to run TTM department.

Financial help to conduct various programmes for tourism development.

Key words: Lower Assam- Lower Assam comprises erstwhile [Kamrup](#) and [Goalpara](#) regions of Assam. The area covers the lower reaches of the [Brahmaputra river](#) occupying entire western [Brahmaputra Valley](#).
