



OFFICE OF THE PRINCIPAL

**DHING COLLEGE, P.O- DHING, DIST- NAGAON: ASSAM**

Website: [www.dhingcollege.in](http://www.dhingcollege.in), Email: [dhingcollege@gmail.com](mailto:dhingcollege@gmail.com)

Phone No-03672260500 ( Off), 9435068591, 9435162662 ( M)

To,

The Director,  
National Assessment and Accreditation  
Council (NAAC) Post Box No-  
1075.Opp:NLSIU Nagarbhavi, Bangalore-  
560072 Karnataka(India)

Subject: **Submission of Annual Quality Assurance Report (AQAR)**  
by IQAC of Dhing College, Dhing, Nagaon: Assam

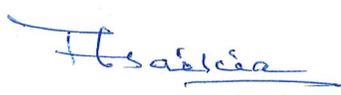
**2010-11**

Sir,

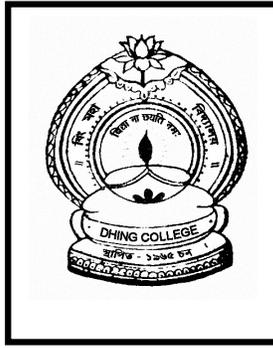
I have the honour to submit herewith the **ANNUAL QUALITY ASSURANCE REPORT (AQAR)** Prepared by IQAC of Dhing College, Dhing, Nagaon (Assam) for the Session **2010 – 2011** for your kind perusal and necessary action. This report has been prepared as per NAAC guidelines to reflect the goals and objectives of the college.

With regards

Yours faithfully

  
(Dr. Manoj Kr. Saikia)  
Coordinator, IQAC

  
(Dr. Sarat Kr. Dutta)  
Principal, Dhing College



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

Session 2010-11

**DHING COLLEGE: P.O-DHING, P.S-DHING, DIST-NAGAON,**

ASSAM, PIN-782123, Email: [dhingcollege@gmail.com](mailto:dhingcollege@gmail.com) website:

[www.dhingcollege.in](http://www.dhingcollege.in)

## Part – A

### I]. Details of the Institution:

1.1 Name of the Institution

DHING COLLEGE

1.2 Address Line 1

P.O - DHING

Address Line 2

P.S- DHING

City/Town

DHING

State

ASSAM

Pin Code

782123

Institution e-mail address

[www.dhingcollege.in](http://www.dhingcollege.in)

Contact Nos.

9435068591 (M) 03672260500(Off)

Name of the Head of the Institution:

Dr. Sarat Kr. Dutta

Tel. No. with STD Code:

03672-260500(Office)

Mobile:

9435068591

Name of the IQAC Co-ordinator:

Dr. Manoj Kr. Saikia

Mobile:

9435162662(M)

IQAC e-mail address:

[iqacdhingcollege@gmail.com](mailto:iqacdhingcollege@gmail.com)

1.3 NAAC Track ID (For ex. MHCOCN 18879)

ASCOGN11961

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)

EC/34/096 dated 04/11/2004

1.5 Website address:

[www.dhingcollege.in](http://www.dhingcollege.in)

Web-link of the AQAR:

<http://www.dhingcollege.in/IQAC/AQAR.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C++	65.00	2004	2011

2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

**14/02/2004 [Reconstituted on  
13/03/2014]**

1.8 AQAR for the year (2010-11)

**Period from 1<sup>st</sup> July/2010 to 30 June/2011**

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))

**Not submitted earlier**

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)

Nil

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

GAUHATI UNIVERSITY, ASSAM

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 (*Specify*)

-

UGC-COP Programmes

✓ Career Oriented Programme

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

2

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and  
community representatives

1

1

2.7 No. of Employers/ Industrialists

NIL

2.8 No. of other External Experts

1

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.	<input type="text"/>	Faculty	<input type="text" value="3"/>
Non-Teaching Staff	<input type="text" value="2"/>	Students	
Alumni	<input type="text" value="-"/>	Others	<input type="text" value="01"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.	<input type="text" value="02"/>	International	<input type="text" value="-"/>	National	<input type="text" value="-"/>	State	<input type="text" value="-"/>	Institution Level	<input type="text" value="02"/>
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(ii) Themes

1. *Workshop on Project Report Preparation.*
2. *Communication skills: The Art Of Writing*

2.14 Significant Activities and contributions made by IQAC

- Prepared Action Plan for the academic session 2010-11
- Convened meeting with stakeholders to improve quality of the college.
- Organized coaching classes for undergraduates under Scheme of remedial coaching .

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 2011 \*

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• <b>Teaching &amp; Research:</b> Planned to undertake research work/activity among teachers of various faculties.</li> </ul>	<ul style="list-style-type: none"> <li>• 3(Three) Minor Research (MRP) &amp; 2 (Two) Major Research Project have been awarded to various faculty members of the college by UGC. An amount of <b>Rupees. 14, 58,200/</b> (Fourteen lakhs fifty eight thousand two hundred rupees) only have been received for conducting research from funding agencies.</li> </ul>

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

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• <b>Development of Laboratory:</b> Plan of action was chalk out to develop science laboratory and procurement of new equipments.</li> <li>• <b>Development of Sports:</b> Infrastructure development for Indoor Sports Training facilities for students.</li> <li>• <b>Organisation of Seminar /Workshop:</b> IQAC urged faculty members to organize seminar and workshop of state and national level.</li> <li>• <b>Financial benefits to poor students:</b> Financial support to poor students/SC/ST in the form of scholarship.</li> <li>• <b>Add of new courses:</b> Planed to introduce new career oriented courses (COP) in Poultry and fruit processing technology .Proposal submitted proposal to UGC for approval .</li> </ul>	<ul style="list-style-type: none"> <li>• Additional grants for procurement of equipments have been received from UGC and new equipments were procured accordingly.</li> <li>• Foundation laying of College Indoor sports complex. An amount of Rs.20 lakhs have been received out of total sanction grant Rs. 40 lakhs by UGC.</li> <li>• 4(Four) National and State level Seminars/workshop were conducted by the various department of the college under the sponsorship by UGC. An amount of Rs.4, 50000/ was received from UGC.</li> <li>• Special importance was given to poor students and financial support was extended to them in the form of Scholarship under Govt. Scheme. An amount of Rs.4, 61925/-was sanctioned and disbursed for the same.</li> <li>• No new COP course was sanctioned this year. Two COP course in <i><b>IT and Fishery</b></i> continued from Previous Year 2009-10)</li> </ul>

2.16 Whether the AQAR was placed in statutory body      Yes  No

Management  Syndicate  Any other body

## 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				
UG	<b>2</b>	<b>0</b>	<b>0</b>	<b>2 (Continued from the previous year 2009-10)</b>
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	<b>1</b>	<b>0</b>	0	0
Others				
<b>Total</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>2</b>
Interdisciplinary	0			
Innovative	0			

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

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

Pattern	Number of programmes
Semester	<b>0</b>
Trimester	<b>0</b>
Annual	<b>2 ( TDC in Arts and Science)</b>

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.

Our College is affiliated to Gauhati University, Guwahati, Assam. The college has to follow G.U. syllabus.

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

**Krishna Kanta Handique State Open University Study Centre was opened.**

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	49	28	21	0	0

2.2 No. of permanent faculty with Ph.D. as on Academic Year 2010-11 03

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
	0	0	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty 0 0 Temporary 02

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	10	9
Presented papers	0	4	6
Resource Persons	0	0	2

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

- For the improvement of result of students' preliminary/test/ Sessional examination was conducted with known and unknown question papers based on syllabus.
- Unit tests were conducted after the completion of units /topics.
- Educational trips / excursions were arranged for students to provide a platform for direct exposure to techniques adopted in the diverse' fields.

2.7 Total No. of actual teaching days

during this academic year 2010-11 193

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

*As the college is affiliated to Gauhati University examinations are conducted as per directives of the university in respective programmes. Photocopy of evaluated answer scripts were given to students on demand.*

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 0 0 01

2.10 Average percentage of attendance of students in 2010-11

76%

2.11 Course/Programme wise distribution of pass percentage in 2010-11

**\*Total enrolment in Science (Iyr+IIyr+IIIyr)= 84, Total enrolment in Arts=425**

Title of the Programme	Total no. of students Enrolled for final year examination	Total no. of students passed	Division				Pass %
			Distinction	I	II	III	
B.A (Pass & Major)	107	67	0	0	48	19	62%
B.Sc (Pass & Major)	12	12	0	3	9	0	100%

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

The IQAC plays an important 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 develop teaching skill. Prepared an academic calendar to convey the examination schedule, teaching days, celebrations, results, holidays, vacations, etc. Carried out evaluation of the faculties from respective students with the help of *questionnaire and students feedback*.
- **For students:**  The progress of students was monitored through regular unit tests, departmental seminars, students feedbacks etc. For the development of students, IQAC has taken efforts to introduce more add on COP courses & Certificate courses for the benefits of students. Student's Internal/External marks are analysed and measures are taken to improve the performance of the students by providing special guidance. Student grievances are redressed by holding meeting with class representatives as well as concerned students.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	3
HRD programmes	0
Orientation programmes	2
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	122
Others	0

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	2+20=22	0	0	0
Technical Staff	1+02=03	0	0	0

**Criterion – III**

**3. Research, Consultancy and Extension**

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

To enhance the climate of research, college has constituted a research cell under the Chairmanship of Dr. S.K. Dutta, Principal of the college. . The main objective of this committee is to encourage and help the faculty and the students to undertake the research projects. As a result during the period of 2010-11 the college has been able to achieve the followings:

- 5(Five) Minor/Major Research Projects (MRP) have been awarded to various faculty members of the college by UGC. An amount of Rs. 14, 58,200 / was received for conducting research from various funding agencies.
- An additional grant of Rs. 600000/ has been received from DBT. Govt. of India for procurement of Chemicals for IBTHub.
- The faculty has been able to publish **22 research papers, 5 books, 17 proceedings** .

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	2	2
Outlay in Rs. Lakhs	-	27,00000/	10,45200/	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	9	3	-
Outlay in Rs. Lakhs	-	872000/	4,13000/	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	15	-
Non-Peer Review Journals	-	7	
e-Journals	-	-	
Conference proceedings	-	17 Proc.	5 books

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	UGC&DBT	16,45200/	13,50000/-
Minor Projects( <b>Total: 9</b> )	2	UGC	4,13,000/-	3,10000/
Interdisciplinary Projects	.	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	
<b>Total</b>			<b>20, 58200//</b>	<b>16,60,000/-</b>

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		2	2	-	-
Sponsoring agencies		UGC	UGC		

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 (2010-11) in lakhs: **Rs. 30,00,000/-**

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  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

Every year a group of NCC cadets participated in the centrally organised Independence day and Republic day celebration at Circle Office Campus of Dhing.

## 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	25 acres Land	-	Govt land	25 acres Land
Class rooms	Hall-3, Class Room-15	Class -5 Conference Hall-1	UGC	Class-20 Hall-3 Conference R-1
Laboratories	7	-	-	7
Seminar Halls	1	-	-	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	1	own	1
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

The Proposal of New Central library, at the heart of the college got approval from the Government. The Assam type old library building is partially equipped with facilities to cater to the needs of UG students, faculties and the staff of the library. The library transactions are partially computerized. All the books in the library are bar coded.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2034	377411	749	345389	2783	722800
Reference Books	2753	662542	1391	518083	4144	1180625
e-Books	-	-	-	-	-	-
Journals	15	11184	2	4320	17	15504
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology upgradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	8	1	1	-	1	3	13	-
Added	2	0	0	-	-	-	-	-
Total	10	1	1	-	1	3	13	-

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

To enhance the computer skills, Office staff was given advance training on computers by local Computers centre.

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

i) ICT	4 Lakhs
ii) Campus Infrastructure and facilities	22 Lakhs
iii) Equipments	6 Lakhs
iv) Others	-
<b>Total :</b>	<b>30 Lakhs</b>

### Criterion – V

## 5. Student Support and Progression

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

- Receiving the feedback from the students on the utility of support services.
- Provide guidance to the needy students.
- Provide guidance for higher education

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

- Continuation of value added courses started in 2009-10 in Information & Computer Technology and Fish & Fishery Products to make the students skill /job oriented.
- Computer education was made available with free of cost on first come basis.
- Previous year Sample question papers are made available on library on free of cost.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
509	-	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men	No	%	Women	No	%
	237	46%		272	54%

Last Year 2009-10						This Year 2009-10					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
342	54	9	87	-	493	445	48	16		-	509

Demand ratio  Dropout %

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

- Carrier based Competitive examinations coaching were provided to students under UGC sponsored Remedial Course.
- Books available in the library for Competitive exam.

No. of students beneficiaries

41

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

**The career guidance & counselling cell of the college organised 2 days entrepreneur training programme for students to seek jobs after graduation.**

No. of students benefitted

-

### 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

The women Cell of the college has organised Health awareness and Plantation camp at college campus on 17/8/2010. A good number of girl's students and local women participated in the said programme.

### 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	-	-
Financial support from government	<b>136</b>	<b>Rs. 1,86246/-</b>
Financial support from other sources	-	-
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:** *Enlightened Students for being responsible democratic citizen and making eligible for accepting the challenges of modern civilization.*

**Mission:** *The mission of the Dhing College is to make the college an ever-growing and ever-illuminating centre of higher education in Humanities, Science and Vocational subjects and radiate the knowledge through length and breadth of the vast locality.*

6.2 Does the Institution has a management Information System : **Yes**

#### **1 Administrative procedure:**

- Quarterly administrative feedback meetings.
- IQAC and Governing Body meetings for feedback and decision making.
- Periodic meetings of various committees and decision making therein.
- Departmental meetings on syllabus completion and correction feedback.

#### **2 Student admissions:**

- Uniform admission procedure on merit basis.
- Student's reservation as per govt. Guidelines.
- Compulsory parent meetings for student's feedbacks.
- Year wise maintaining students' record.
- Monthly attendance record and feedback of defaulter students.
- Record of fees in instalments and its recovery.

#### **3 Evaluation and examination procedures:**

- Existence of full-fledged examination committee and updated maintenance of Concerned records.
- Quarterly meetings of examination committee.
- Exam evaluation and declaration of results

#### **.4 Other**

- Documentation and preservation of old records for decision making.

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

#### 6.3.1 Curriculum Development

- Arranged discussion on Curriculum by faculty members including academic committee.

#### 6.3.2 Teaching and Learning

- Preparing academic calendar.
- Using advanced methods of teaching.
- Conducting unit tests, sessional exam, test exam with known and unknown option etc.
- Exposing students for outdoor learning through educational trips, excursions, camps etc.

#### 6.3.3 Examination and Evaluation

Te examination schedule is organised as directions given by university concerned. The examination committee conducts and monitor the examination procedure. Cumulative evaluation of each student through various types of examinations. · Results of examinations in stipulated time. · Double valuation. · Grievance re -dressal for evaluation.

#### 6.3.4 Research and Development

Teachers and students are encouraged to undertake research topic and project works relevant to local needs and multidisciplinary in nature..

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

Institution has an adequate number of books, computer labs, scientific instruments, Classrooms and playgrounds. · MoU with INFLIBNET is under process. Most of the functions of library are done manually. The future up gradation and computerization of library is under process.

#### 6.3.6 Human Resource Management

A student being as a prime human resource, the college aims to develop this resource through variety of activities like, N.S.S., N.C.C., social and Cultural activities etc. Also staff through refresher courses, faculty programme, workshops, seminar training etc.

6.3.7 Faculty and Staff recruitment.

Faculty and Staff recruitment are made as per UGC and State Government Guideline. Merit & Reservation policies are strictly followed.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

Admission is purely on merit basis and done in transparent procedure. · All admission information is placed on College notice board · Reservations are strictly followed as per state government guideline.

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	Student poor fund exist

6.5 Total corpus fund generated

14, 00000/-

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	Yes	Principal & IQAC
Administrative	No	No	Yes	Principal

6.8 Does the University/ Autonomous College declare 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?

The affiliating university, the Gauhati University, has introduced 3 year degree courses (without semester). Our college has implemented the system proactively. The system includes part I, II&II in a span of three years for evaluation.

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

Our university has introduced option of acquiring autonomous status. Few colleges have opted the status. Our college have not applied for autonomy i.e. *Not applicable*.

6.11 Activities and support from the Alumni Association

The past students of the college working in different fields and occupying key positions in the society are the members of alumni association. Some of the alumni represent Governing Council of the college and some are teaching and non-teaching staff of the college. The front boundary wall construction has been completed a substantial share from alumni in the form of money and expertise.

6.12 Activities and support from the Parent – Teacher Association

The college has introduced the concept of a ‘parent teacher’. A teacher assigned with the parent-ship of a group of about 100 students to maintain a two way rapport with the group in following student related aspects: Attendance of the students · Discipline in the campus, Dress code, Academic results

6.13 Development programmes for support staff

The support staffs play an important role in the development and activities of the college. Keeping in view the support staff was given proper time table of work as well as their remuneration. More over the authority provides proper residential space for them in campus.

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

The College is located in a rural area naturally crowded with variety of trees and vegetation. The college has covered an acre of 25 acre land open land with mini botanical and medicinal plant garden. Besides these two aqua fish ponds are also available in the campus. The Solid waste is disposed off properly. Drainage lines are covered. This makes the institution eco-friendly. Dust bins are properly placed.

## **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.

Proposed to introduced Carer oriented COP courses to enhance the skill of students. Allotting wing-wise responsibilities to the staff for holistic development of the college.

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
<ul style="list-style-type: none"> <li>• Planned to organised research activities among teachers of various faculties(<i>continued from previous year</i> )</li> <li>• To develop science laboratory and procurement of new equipments.</li> <li>• Infrastructure development for Indoor Sports Training facilities for students.</li> <li>• To undertake / organise seminar and workshop of state and national level.</li> <li>• Financial support to poor students/SC/ST in the form of scholarship.</li> <li>• Continuation of skilled based and carer oriented courses (COP).</li> </ul>	<ul style="list-style-type: none"> <li>• 3(Three) Minor Research (MRP) &amp;2 (two) Major Major has been newly awarded to various faculty members of the college by UGC. An amount of Rs. 1458200 / was received for conducting research from funding agencies</li> <li>• Additional grants for procurement of equipments have been received and new equipments were procured.</li> <li>• Foundation ceremony of College Indoor Sports Complex. This fund has been received from UGC.</li> <li>• 4(Four) National and State level Seminars/workshop were conducted by the various department of the college under the sponsorship by UGC. An amount of Rs.4,50000/ was received from UGC.</li> <li>• Special importance was given to poor students and financial support as scholarships was extended to 140 students under Govt. Scheme. An amount of <b>Rs.4, 61925/-</b>was sanctioned and disbursed for the same.</li> <li>• Two COP courses Continued from Previous Year 2009-10).</li> </ul>

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

<ul style="list-style-type: none"> <li>• <b>Pre-exam test (Compulsory):</b> In order to improve the results of students, a preliminary examination (Unit Test/Test Exam) is conducted with the board level standard of question papers. This enhanced a positive impact on students in final examination.</li> <li>• <b>Students Publication (Compulsory) &amp; Participation :</b> The college authority insist a regular publication of <i>college magazine</i> to give scope to students for their creative artistic work.</li> </ul>
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7.4 Contribution to environmental awareness / protection

Every year the College had organised plantation programme around the college campus. College had also organised *NEAP/2011* in association with Assam Science Society & MOEF in order to create environmental awareness among students and local public of entire locality. More over college has organised one plantation programme around the college campus during 2010-11 session.

7.5 Whether environmental audit was conducted? Yes  No

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

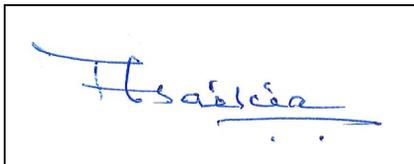
No

8. Plans of institution for next year

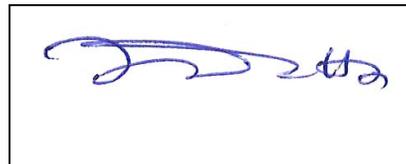
- To increase the number of teachers in participation of faculty improvement programme.
- To promote research activity among teachers and students in the form of MRP and Students Project Work.
- To organise workshop and seminar relevant to present day
- To construct five more class room.
- Construction of Conference room.
- Opening of new COP add on courses.

Name : *Manoj Kr. Saikia*

Name : *Dr. Sarat Kr. Dutta, Principal*



*Signature of the Coordinator, IQAC*



*Signature of the Chairperson, IQAC*

**Annexure I**  
**Academic calendar - 2010-11**

<b>Activity</b>		<b>Date/Month</b>
<b>A ]</b>	<b>Admission</b>	<b>June</b>
<b>B]</b>	<b>Part 1 , II,III Classes</b>	<b>July - November</b>
	<b>Terminal Exam Part I&amp;II&amp;III</b>	<b>November</b>
	<b>Test Exam Part 1 &amp; Part II&amp; III</b>	<b>December</b>
	<b>Final Exam Part 1&amp; Part II&amp;III</b>	<b>Feb-April</b>
	<b>Announcement of result</b>	<b>By May</b>

**NB : Holidays are as per University and Govt . Guidelines.**

## **Annexure II**

### **As per point no. 1.3 of Part B of AQAR about students feedback analysis (2010-11)**

It is mandatory for the part of college to exercise of collecting the feedback from the students of all the programs, on teaching- learning process and curriculum . This valuable feedback helps the teachers to upgrade their techniques of teaching. Secondly, students convey their difficulties about syllabus, the availability of facilities and even the required essential facility to their parent teacher. This facilitates the college to understand the present and the demand of the future The feedback from students is taken periodically. The feedback from the students has been analyzed based on following points and also for shared with IQAC for action taking & future reference.

- Completion of Syllabus by the faculty of respective departments..
- Designing of teaching plan according to the curriculum.
- Adoption of Innovative teaching methods.
- E-learning/ library resources provided to the students by the college.
- Test and evaluation process adopted by the College.

**RECONSTITUTED IQAC**  
**DHING COLLEGE**  
Dated: 13/03/2014

- **Chairperson:** Dr. Sarat Kr. Dutta
- **Administrative officers;** Mrs. Monju Neog  
Sri. B.C. Bora
- **Teacher Representatives:** Prof. B.C. Nayak  
Prof. S. K. Sarma  
  
Dr. N.K. Borthakur  
  
Prof. Gobin Ch. Bharali  
  
Dr. R. Nath  
  
Dr. S.K. Nath  
  
Dr. S. Bhagawati
- **Members from Management :** Sri. Hamen Saikia
- **Nominee from Local; Society/alumni :** Sri. Bimal Ch. Das  
Sri Kumar Duke Deb
- **Members from Stake Holders** :Sri. Parag Hajarika  
Md. Sirajuddin Ahmed
- **Coordinator** : **Dr. M.K. Saikia**

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
COP:		Carer Oriented Courses.

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