The Annual Quality Assurance Report (AQAR) of the IQAC 2009-10

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

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Tangla College

1.2 Address Line 1

> P.O. Chamuapara(Tangla),
> P.S. Tangla, Dist. Udalguri (BTAD),
> State. Assam. Pin. 784521

Address Line 2

> P.O. Chamuapara(Tangla),
> P.S. Tangla, Dist. Udalguri (BTAD),
> State. Assam, Pin. 784521

City/Town

> Tangla

State

> Assam

Pin Code

> 784521

Institution e-mail address

> tanglacollegepd@gmail.com

Contact Nos.

> 9435384057

Name of the Head of the Institution:

> Mr. Satyendra Nath Chakravarty, i/c

Tel. No. with STD Code:

> 03711-255490

Mobile:

> 9435298321

Name of the IQAC Co-ordinator:

> Mr. Hemen Kr. Baruah

Mobile:

IQAC e-mail address:

> tanglacollegeiqac@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

ASCOGN12006

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/A&A/143 dated 4-11-2004

1.5 Website address:

www.tanglacollege.ac.in

Web-link of the AQAR:

http://www.tanglacollege.ac.in/AQAR2009-10.doc

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	--	2004	2009
2	2nd Cycle	--	--	--	--
3	3rd Cycle	--	--	--	--
4	4th Cycle	--	--	--	--

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   12/06/2003

1.8 AQAR for the year *(for example 2011-12)*   2009-10

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

   i.   *AQAR 2003-04 submitted to NAAC on 3-5-2004*
   ii.   *AQAR2004-05 submitted to NAAC on 31-12-2018.*
   iii. *AQAR2005-06 submitted to NAAC on 31-12-2018*
   iv.   *AQAR2006-07 submitted to NAAC on 31-12-2018*
   v.   *AQAR2007-08 submitted to NAAC on 31-12-2018*
   vi.   *AQAR2008-09 submitted to NAAC on 31-12-2018*

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 | -- | otally 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 | Nil |

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	--		

2. IQAC Composition and Activities

2.1 No. of Teachers `07`

2.2 No. of Administrative/Technical staff `02`

2.3 No. of students `01`

2.4 No. of Management representatives `01`

2.5 No. of Alumni `01`

2. 6 No. of any other stakeholder and

community representatives `03`

2.7 No. of Employers/ Industrialists `-`

2.8 No. of other External Experts `02`

2.9 Total No. of members `16`

2.10 No. of IQAC meetings held `02`

2.11 No. of meetings with various stakeholders: No. `02` Faculty `01`

Non-Teaching Staff Students `01` Alumni `--` Others `--`

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. `--` International `--` National `--` State `--` Institution Level `--`

(ii) Themes [   ]

2.14 Significant Activities and contributions made by IQAC

- Formation of Academic Committee.
- Emphasis on the installation of computer in the central library for the use of both the faculty and the student with internet facility.

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. Formation of Academic Committee for academic development of the college. 2. Installation of computer in Central Library with internet facility. 3. Initiatives for extension of class room facility and increase of faculty members in view of increasing pressure of student enrolment. 4. To Ban ragging in the college campus.	1. One new Academic Committee for academic development of the college is formed. 2. Two computers are installed in the Central Library with Internet facility. 3. Construction works of new class rooms are started. 4. The college authority has issued notice banning ragging inside the college campus and made it punishable.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes [   ]   No [--]

Management [--]   Syndicate [--]   Any other body [--]

Provide the details of the action taken

- Formation of Academic Committee.
- Emphasis on development of academic atmosphere by holding regular classes, timely completion of syllabus, conducting tests, etc.
- Emphasis on extra-curricular activities.
- Installation of computer with internet facility in the central library for the use of both the faculty and the student.
- Emphasis on infrastructure development.

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	--	--	--	--
UG	3	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate (Vocational)	--	--	--	--
Others (BCA)	1	---=	--	--
Total	04	--	--	----
Interdisciplinary	--	--	---	--
Innovative	--		--	--

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

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	03

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

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

The college follows the syllabus prepared by the affiliating University i.e., GU

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
42	21	21	Nil	---

2.2 No. of permanent faculty with Ph.D.

05

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
Nil	05	Nil	Nil	Nil	Nil	Nil	Nil	Nil	05

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil	Nil	26

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/Workshop/ Conference/ Symposia/Congress	Nil	03	Nil
Presented papers	Nil	Nil	Nil
Resource Persons	Nil	Nil	Nil

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

The following innovative processes are adopted to improve Teaching and Learning activities:

- One Academic Committee is formed with the Principal, Vice-Principal, IQAC Coordinator and all departmental Heads for improvement of academic environment of the institution. It has emphasised on proper academic planning of the institution for curricular and extra-curricular excellence of the students.
- In the beginning of each session, the authority convene one meeting of the faculty members and make them update of any changes done by the parent University and appeal them to take care of smooth completion of the all teaching-learning process of the session. The Principal also offer special tea party on that day.
- To ensure regular attendance of students few steps are taken like- i. Stress is given on attendance of students, ii. If any student got selected to offer Major course in any subject and remain absent for first ten days, he/she is not allow to offer major course in that subject, iii. Attendance in the pre-test examination is compulsory for all students to appear in final examination.
- The Vice-Principal is entrusted the sole responsible to ensure academic activities according to the Master-Routine and the Academic Calendar prepared by the college.
- Maintaining of departmental Log Book is made mandatory and the Principal put counter signature on it.
- Special departmental tests are organised by departments to cater their progress.

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

142

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

Nil

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

Nil		

2.10 Average percentage of attendance of students

73%

2.11 Course/Programme wisedistribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III % (Pass)	Pass %
BA	256	7th Position & 11th Position in PSC Major	0.78	25	28.9	55
B Com	40	1st Class =1	2.5	25	45	72.5
B Sc	12	Nil	Nil	50	16.67	66.67

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

 The IQAC of the college through the Feedback Cell collects feedbacks of the teachers as well as office and library staffs and try to rectify the shortcomings through the newly formed Academic Committee. From this year, the Academic Committee is entrusted with the duty to prepare master routine, make arranges for admission as well as regular classes. The Academic Committee has emphasised on timely completion of syllabus and holding internal examinations. For the same, it stressed on taking extra classes by faculty members to make up loss classes for different bandhs and other reasons and conducting departmental tests. The Vice-Principal cum Convenor of the Academic Committee is given the sole responsibility to look after regular classes and other related arrangements. The office bearers and members of the Core-Committee of the IQAC keep contact with office bearers of the Students Union for developing healthy teaching-learning atmosphere in the college.

2.13 Initiatives undertaken towards faculty development   :

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

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	09	-	-	06
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

The Research and Publication Cell of the college encourages the faculty members to pursue research works and to attend seminars, conferences, etc and publish research papers. It also encourages the faculty members to pursue Major/Minor project provided by the UGC, ICHR, ICSSR, etc. on the local vital issues/topics. It emphasised on procuring more and more reference books in the Central Library to develop conducive atmosphere for research works in the college.

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		1		
Outlay in Rs. Lakhs			100,000.00	

3.4   Details on research publications

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

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	2009-10 2009-10	UGC ICSSR	100,000.00 272979.00	100,000.00 80,725.00
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   [Nil]

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 [Nil]

3.13 No. of collaborations   International [Nil]   National [Nil]   Any other [Nil]

3.14 No. of linkages created during this year   [Nil]

3.15 Total budget for research for current year in lakhs :

From Funding agency [Rs. 100,000.00]   From Management of University/College [--]

Total [Rs. 100,000.00]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
07 (M. Phil)	--	--	--	√	--	--

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 [Nil]

National level | Nil | International level | Nil

3.22 No. of students participated in NCC events:

University level | Nil | State level | Nil

National level | Nil | International level | Nil

3.23 No. of Awards won in NSS:

University level | Nil | State level | Nil

National level | Nil | International level | Nil

3.24 No. of Awards won in NCC:

University level | Nil | State level | Nil

National level | Nil | International level | Nil

3.25 No. of Extension activities organized

University forum | Nil   College forum | Nil

NCC | Participated in Independence Day & Republic Day celebration parade organised by Udalguri District Administration and won 1st Prize.

NSS | The NSS, College unit has organised twice the college campus cleaning drive in this year.

Any other | Nil

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

- Celebration and participation of the institution of different International, National & State Days like International Women's Day, Worlds Environment Day, Independence Day, Republic Day, etc.

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	13 Acres	Nil	--	13 Acres
Class rooms	20	2	Govt. of Assam under XII FC	22
Laboratories	05	Nil	--	05
Seminar Halls	01	--	--	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	10	--	--	10
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Computer sets are installed in the Central Library for office use.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	29572	16,22,088	812	1,33,168	30,384	1755256
Reference Books	2924	264806	388	55432	3262	320238
e-Books	-	-	-	-	-	-
Journals	04	4760	-	-	04	4760
e-Journals	-	-	-	-	-	-
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	13	nil	nil	nil	01	01	nil	nil
Added	03	nil	nil	nil	nil	nil	nil	nil
Total	13	nil	nil	nil	01	01	nil	nil

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

> One computer cyber is brought to the library to make entry of books. Two computers are also installed in the Central Library with Internet facility for both the students and the faculty members.

4.6 Amount spent on maintenance in lakhs :

i) ICT
0.41

ii) Campus Infrastructure and facilities
1.83

iii) Equipments
0.33

iv) Others
4.43

Total :
7.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> The IQAC, through the Academic Committee monitors the teaching-learning process and stress on the regular holding of classes. It also encourages the students to join in the NCC and NSS wings of the college and to participate in the seminars and workshops organised by different departments as well as cells. In consultation with the office bearers of the Students Union it gives emphasis on participation in the University Youth Festivals, Inter College Football and Volleyball Competitions and others. It takes the initiative of timely holding of Students' Body Election in a smooth way and helps in discharging their duties.

5.2 Efforts made by the institution for tracking the progression

> The authority of the college with the help of the Academic Committee prepare academic plan in accordance to the Academic Calendar and Master Routine and accordingly proceeds for academic progression. For infrastructural progression, with due permission from the Governing Body, the authority with the help of the Infrastructure Committee prepares plans and projects and accordingly submits the same to the Government and the funding agencies i.e. UGC, State Government and the BTC authority. As and when the funds are made available for different projects, college implement the projects. The college authority also spends funds for infrastructural developments from surplus amounts from examination head, contingency head, etc.
>
> In the beginning of each session the Academic Committee hold its meeting under the chairmanship of the Principal of the college and prepare action plan for the whole session in consultation with the members of the committee, especially the heads of all departments, Vice Principal and the Coordinator of the IQAC.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1393	--	--	--

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

	No	%
Men	843	60.52

	No	%
Women	550	39.48

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
216	86	493	259	-	1054	470	151	560	212	-	1393

Demand ratio% : | 612:530 | Dropout % : | 27.30 |

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 | Nil | SET/SLET | Nil | GATE | Nil | CAT | Nil |

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

5.6 Details of student counselling and career guidance

> The Employment and Career Guidance Cell maintains the employment related news in the Central Library and organises counselling programmes for the benefit of the students and personally guides the students as and when requires.

No. of students benefitted | No approximate data available. |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	No appropriate data available

5.8 Details of gender sensitization programmes

> Nil

5.9 Students Activities

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

State/ University level	In the All Assam Extempore Speech & Quiz Competition' 2009 held at Biswanath Chariali College, Sonitpur, the Tangla College team has won 2nd Prize. The team comprised of Mr. Harendra Das & Mr. Davidson Boro.

National level [--]   International level [--]

District level	In the District level Inter-College Debate Competition'09 held at Udalguri College, the Tangla College begged the Best College Award along with 1st Position (English section by Mr. Mrigen Talukdar), 1st Position (Assamese section by Mr. Harendra Das), 2nd Position (English section by Mr. Davidson Boro) and Consolidated Prize (Assamese section by Mr. Suman Nath).

No. of students participated in cultural events

State/ University level	In the University Youth Festival' 09 held at Gauhati University, about 10 students has participated and able to win 2nd Prize in Bardwai-Sikhla Dance (Folk Dance) and 3rd Prize in Traditional tribal Folk Song.

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	One Prize in State level for Speech and Quiz, two medals for cultural section in University level and four prizes in district level in debate competition.

National level [--]   International level [--]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	58	98600.00
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 | -- | National level | -- | International level | -- |

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

5.12   No. of social initiatives undertaken by the students

The Students Union and the NSS wing of the college have engaged in Social service through college campus cleaning drive twice in this year.

5.13 Major grievances of students (if any) redressed: No major grievances reported by anyone.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Tangla College is one of the pioneer higher educational institutions in the region as well as the state. It has envisaged

Vision : " Let the light of knowledge spread over all corners."

Mission:

To set standard of excellence in the creation and preservation of knowledge, innovation in order to help bring about development and scientific out-look among the people of socially and economically backward interior localities of the northern part of undivided Darrang district and present Udalguri district of Assam and to ensure the continuity and advancement of human civilization through collaboration with the Gauhati University and the University Grants Commission.

- To create human resources that would be useful members of the society with strong moral and cultural back ground.

- To provide opportunity for quality higher education to the deprived and marginalized section of the society in this rural area.

- To reduce the economic outflow caused by students going for admissions in institutes outside the area and the state.

6.2 Does the Institution has a management Information System

The Tangla College publishes the College prospectus in the beginning of the new academic session every year. This prospectus printed in book form which works as a handbook that helps the students in getting overall knowledge about the college. In the college prospectus, information provided are:

    i. A brief history of the college
    ii. Mission & Vision of the college
    iii. Students' welfare scheme
    iv. Different facilities available in the college
    v. Rules and regulations of the college for the students
    vi. Programmes/courses offered
    vii. Course structure, subject combination and evaluation pattern
    viii. Fee structure
    ix. About faculty & office staff
    x. Code of conduct, etc.

In addition to the publication of prospectus the college authority adopts some other methods for the management of information system viz.

    a) Notification in Notice Board
    b) Letter issue process
    c) Letter delivery ensured in peon book
    d) The meeting of Governing Body with college faculties and other staff
    e) The other meeting with stakeholders, Student Union Body
    f) Maintenance of old records, etc.

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

6.3.1 Curriculum Development

The College follows the curriculum developed by the affiliating university, i.e. Gauhati University. The affiliated colleges under GU are not authorised to make any omission or commission in U G syllabus. The provision is that few members from few college of concerned department are selected by the University concern departments as member of the Committee of Course and Studies and they have the right to make any omission or commission in the curriculum. From the institute Mr. Bharati Bora, Department of Education, Mr. Hemen Kr. Baruah, Department of Finance and Mr. B. C. Saha, Department of Management are the members of University Course and Studies Committee.

6.3.2 Teaching and Learning

The Academic Committee in the beginning of each session reviews and prepares planes for teaching learning process of that particular session. It stresses on to focus both the meritorious and weak students of the college. Encouragement and special attention is followed so that the deserving students are able to achieve their goal. All departments are encouraged to review their progress and to provide personal guidance as and when requires. Emphasis is given on timely completion of syllabus and holding of internal examinations.

6.3.3 Examination and Evaluation

The college authority maintains or follows strictly all the rules and regulations regarding examination process. The college has a very good reputation in this regards. The college authority conducts pre-examination test centrally for all departments before one month of each final examination. Likewise, all the departments with major course conducts periodical departmental test for major students of their respective departments. A good numbers of faculty members engaged as supervision in different centres of different examinations every year. Most of the senior faculty members are invited as examiner, scrutinizer and head examiner by the University.

6.3.4 Research and Development

The individual teaching members are encouraged to pursue research works and to attend seminars, workshops, conference, etc. and to present and publish research papers. The college don't have facilities for research works but the authority on its own level provides all possible helps to individual members for research works. One faculty member has pursuing Minor Projects with UGC financial help in this session. In this year nine faculty members of the college are awarded with M. Phil Degree by different Universities and a good number of faculty members of the institution have taken admission for Ph. D course.

6.3.5 Library, ICT and physical infrastructure / instrumentation

An initiative for computerisation of the Central Library is made. The Central Library has a good numbers of reference books and journals for research works as well as good numbers of text books for students. Science stream and education departmental laboratories have sufficient instruments and reagents for students practical. A good number of classrooms are also added to facilitate the growing numbers of students.

6.3.6 Human Resource Management

1. The office staffs have been provided with short term training on computer basics.
2. The teaching members are provided with duty leave to attend Orientation Programme, Refresher Course, seminars, workshops, conference, etc.
3. Talented students are taken special care and encouraged for higher studies.
4. The poor and needy students are provided financial helps through concessions for pursuing higher education.
5. The college tries to give admission to all applicants to develop human resources in this backward area.
6. Deserving students are encouraged to participate in extra-curricular activities like-cultural, literary, games and sports, NCC, NSS, etc and college many a time bear expenses for the same.

6.3.7 Faculty and Staff recruitment

- One committee is formed by the Governing Body of the college as per guidelines of the Higher Education, Assam to make selection of the teaching and non-teaching staff for recruitment in the college. No permanent appointment is made in this session.
- Depending on financial position as well as need the authority made temporary/contractual appointments of the faculty and office staff.

6.3.8 Industry Interaction / Collaboration

No industrial interaction or collaboration is made in this session as there is no industry in this area.

6.3.9 Admission of Students

- Under the guidance of the Governing Body one admission committee is formed by the authority with teaching and non-teaching members under the Presidentship of the Principal and formulates some policies for the smooth conduct of the admission process.
- Keeping in view our objective of imparting college education to all, especially the socially and economically backward masses of the area, and also since there are no enough higher educational institutions in the nearby areas, our college does not insist on cut-off percentage of marks at the time of admission and tries to absorb all the candidates who apply for admission irrespective of marks or percentage of marks they secure in the previous class.
- Selection of students for different major courses is done solely by the respective departments through certain prescribed procedures and selection lists are hung with required approval from the authority.

6.4 Welfare schemes for

Teaching	Welfare Fund, GPF, Group Insurance, etc.
Non teaching	Welfare Fun, GPF, Group Insurance, etc.
Students	Poor Aid Fund, Book Bank facility, Concession in admission fee, etc

6.5 Total corpus fund generated

Nil

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	Yes	GU	Yes	Governing Body/Academic Committee
Administrative	Yes	Local Audit, Mangaldai, Govt. of Assam	Yes	Governing Body

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?

The Final Examinations are conducted by the parent University as per Academic Calendar prepare by the University. For the same the University set some guidelines and the college follow the same. Time to time the University formulates some new rules for the examinations under it. The internal examinations are conducted by the college.

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

Nil

6.11 Activities and support from the Alumni Association

Not significant

6.12 Activities and support from the Parent – Teacher Association

No significant activities are done by the association in this year but it is in continuous process to develop personal contact with the parents to make them aware about the importance of education of their child as well as about the available facilities in the college. Parents are invited in the Open Session of the college Week function and the college authority provides them update information of the institution and seeks their cooperation in developing the atmosphere of the institution. One member from the parent body is also selected for the Governing Body.

6.13 Development programmes for support staff

The College Authority easily provides leave and other logistic support to the staffs of the institution for any capacity enhancement programme which can develop their skills. They are periodically sent for different programmes organise by the University. The college itself organises short term training on computer for office staff with the help of computer knowing staff.

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

Tree plantation is initiated by the college authority in collaboration with the NSS wing and Students Union of the college. The college give minimum emphasis on non-destruction of trees if not forced by circumstances.

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.

- One Academic Committee is formed with the Principal, Vice-Principal, IQAC Coordinator and all departmental Heads for improvement of academic environment of the institution. It has emphasised on proper academic planning of the institution for curricular and extra-curricular excellence of the students.
- The college authority has taken the decision not to allow of holding of any outsiders function in the college. At the same time it decided to allow functions of the college to be held only after 12.00 noon except few programmes like- Freshman social, college week and few others, as far as possible. It is also emphasis not to use loud speakers during college hours inside the college campus.
- Internet facility is installed in the central library for both students and the faculty members.
- It is observed that in this session maximum classes are held and all the departments are able to finish their course in time.

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

1. Formation of Academic Committee for academic development of the college.
2. Installation of computer in Central Library with internet facility.
3. Introduction of Major Course in the Physics subject.
4. Initiatives for extension of class room facility and increase of faculty members in view of increasing pressure of student enrolment.

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

- Organising awareness programme by Tangla College Women's Forum.
- Smooth running of teachers and Employees Welfare Fund.

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

7.4 Contribution to environmental awareness / protection

The institution give importance on tree plantation and preservation of the existing trees in the college campus through the NSS wing of the college.
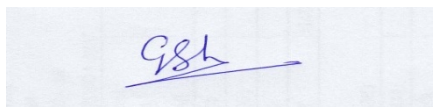
7.5 Whether environmental audit was conducted?   Yes [   ]   No [√]

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

[   ]

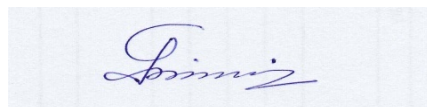## 8. Plans of institution for next year

1. Special measures in selection of candidates for major course.
2. To develop academic progress through the Academic Committee.
3. To introduce Major Course in Physics.
4. Development of Physical as well as Academic Infrastructure of the college.

Name   DR. GITALI SARMAH   *Name* DR. PRASEN DAIMARI

_____   _____
Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____ *** _____

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

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1. The women employees of the college are very active and the other colleagues also support them. The women employees of the college running the Women's Forum for more than decade period. The Women's Forum has undertaken many programmes inside and outside the college campus. The Women's Forum also run one welfare fund for the benefits of its members and spent a part of the same for the benefits of the society by organising different events. The events are like- free medical camp, free eye camp, reiki workshops, women entrepreneurship programme, flood reliefs, celebration of international women's Days, etc. This year the forum is organizing a cancer awareness programme among the students, teachers and local communities.

   It has many good results like:
   i. It not only boost the morality of the members of the forum, it also encourages other women of the locality to follow them.
   ii. The activities of the forum has greatly helped the poor and needy of the locality.

2. For the welfare of the employees, both teaching and non-teaching staff, the employees of the college run some welfare funds among themselves. The teaching groups run two societies namely 'Tangla College Teachers' Welfare Fund' and 'Tangla College Theft and Credit Society'. On the other hand, the office staffs also run the 'Tangla College Employees Welfare Fund', whose membership is also open for teaching staffs. All funds are run with the monthly equal contributions of the members and loans are provided to the members at the time of their financial need. The college authority extends all possible help for maintenance of these funds and allow the societies to collect members share from the salary source.
   Good results are as mention below:
   I. It has developed a bond of unity among the members of the fund.
   II. It helps in increasing dedication of the employees as it save their time from visiting financial institutions for loan and can use the time for college work.
   III. The fund helps its members at the time of financial distress.
   IV. The same also helps the members to make a good savings through these funds for the time of need and prosperity.