

The Annual Quality Assurance Report (AQAR) of the IQAC 2015-16

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	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:	Dr. Prasen Daimari
Tel. No. with STD Code:	03711-255490
Mobile:	9435384057
Name of the IQAC Co-ordinator:	Dr. Styendra Kr. Sarmah
Mobile:	9706306727

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/AQAR2015-16.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)

2015-16

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 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
- vii. AQAR2009-10 submitted to NAAC on 31-12-2018
- viii. AQAR2010-11 submitted to NAAC on 31-12-2018
- ix. AQAR2011-12 submitted to NAAC on 31-12-2018
- x. AQAR2012-13 submitted to NAAC on 31-12-2018

- xi. AQAR2013-14 submitted to NAAC on 31-12-2018
 xii. AQAR2014-15 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 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>)	---
UGC-COP Programmes	--		

2. IQAC Composition and Activities

2.1 No. of Teachers	08
2.2 No. of Administrative/Technical staff	03
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	02
2.7 No. of Employers/ Industrialists	02
2.8 No. of other External Experts	02
2.9 Total No. of members	23
2.10 No. of IQAC meetings held	25
2.11 No. of meetings with various stakeholders:	No. 25 Faculty 22
Non-Teaching Staff	03
Students	---
Alumni	---
Others	--
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 lacs for five years

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

- Social Awareness Programme - “Witch Craft: Problems and Solutions” on 18-03-2015 by Department of History in collaboration with Darrang-Udalguri Zone, Assam College Teachers’ Association and IQAC, Tangla College.
- Free Cattle Health Check up camp at Chamuapara Village by IQAC.
- Feedback collection for improvement of quality.
- Setting up of Micro Examination Evaluation Zone.
- Introduction of Certified Industrial Accounting (CIA) course.
- Holding Environment Awareness drives.

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 –

The institution follows the Academic Calendar of the affiliating University, i.e. Gauhati University. On the basis of the Calendar, the college plan of action is prepared by IQAC in consultation with the College Authority and Faculty members.

Plan of Action	Achievements
1. Introduction of job oriented course 2. To emphasis on career counselling and guidance. 3. Social Awareness Programme 4. To emphasis on library awareness among the students. 5. Organizing cattle heath check up camp. 6. To organize cleanliness	1. The college Authority has introduced the job guaranteed Certified Industrial Accounting (CIA) course in collaboration with ICA, Guwahati. 2. The Career Counselling Cell has organised programmes and maintain one notice board for career related information. 3. As a part of social awareness programme a Village level Awareness Programme is organised on the topic: ‘Witch-Hunting’: problem and solution, in the village

<p>programme.</p> <p>7. To declare college as tobacco free zone.</p> <p>8. To convert college library in to digital library.</p> <p>9. To continue micro examination zone of Gauhati University.</p>	<p>Ratanpur,5 km away from the college, on 18-03-15.</p> <p>4. Individual faculty members and departments are asked to guide students during their interactions to make students aware on the importance of the use of library and reading room.</p> <p>5. A free Cattle Health Check-up camp is organized at the village Chamuapara by the IQAC.</p> <p>6. The college has taken the initiatives on campus cleanliness drive and tree plantation with the help of NSS, NCC and Students Union on the International Environment Day.</p> <p>7. The college authority has issued notice by declaring college campus as tobacco free zone.</p> <p>8. The Collage has continued the micro examination zone of Guahati University.</p>
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** 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

The AQAR has been place and approved in the College Governing Body which is the Govt. Approved Management Body of the college.

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	3	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate Course	1	--	--	1
Others (BCA)	1	--	1	--
Total	05	--	01	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

Pattern	Number of programmes
Semester	06
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

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

Nil

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

Institute of Computer Accountants (ICA) Study Centre with job guaranteed certificate course of Certified Industrial Accounting (CIA) is established through signing a MoU between ICA, Panbazar, Guwahati and the Tangla College, Tangla.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
49	25	24	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

15

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
09	03	--	--	--	--	--	--	09	03

2.4 No. of Guest and Visiting faculty and Temporary faculty

--	--	22
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/Workshop/Conference/ Symposia/Congress	36	65	01
Presented papers	19	29	Nil
Resource Persons	Nil	Nil	04

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

i.	Introduction of Certified Industrial Accounting (CIA) course
ii.	Introduction of faculty exchange programmes with the neighbouring colleges.

2.7 Total No. of actual teaching days during this academic year 172

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	Nil	01
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2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise distribution of pass percentage :

(Old course)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	38	--	--	11	16	26
B. Com	01	--	--	--	100	100
B. Sc	--	--	--	--	--	--

(New course)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III % (pass)	Pass %
B.A	405	--	4	5	5	41
B. Com	40	--	--	28	--	28
B. Sc	73	--	1.37	68.49	6.84	76.71

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

The IQAC engage itself in a lot of activities to contribute, monitor and evaluate the Teaching & Learning process of the institution for improvement of the quality.

- i. The Master Routine of daily classes, prepared by the Routine Committee and accepted by the college authority, is collected from the Vice Principal who is the Co-ordinator of the Academic Committee.
- ii. Based on the Master Routine, separate Departmental Class Routines are also prepared at the department level.
- iii. The college IQAC monitors and prepares report on all the teaching and learning processes. The report, then, is placed in the Academic Committee meeting for discussions and rectifications whenever necessary.
- iv. The IQAC also keeps track on students' performance, attendance, course coverage, etc through discussions in the Academic Committee meetings chaired by the Principal.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	07
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
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	08	--	--	01
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. One research committee is there to look after research projects pursuing by the faculty members.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	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				
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--

Projects sponsored by the University/ College	--	--	--	--
Students research projects (<i>other than compulsory by the University</i>)	--	--	--	--
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	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
--	--	--	--	--	--	--

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

Supervisor

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

The NCC unit of the institution has participated in the Independence Day & the Republic Day celebration parade organised by District Administration.

The drive of cleaning, write wash and tree plantation in the college campus is jointly organised by NSS wing and Students Union.

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

- i. Social Awareness Programme - “Witch Craft: Problems and Solutions” on 18-03-2015 by Department of History in collaboration with Darrang-Udalguri Zone, Assam College Teachers’ Association and IQAC, Tangla College.
- ii. Free Cattle Health Check up camp at Chamuapara Village by IQAC.

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	27	--	--	27
Laboratories	06			06
Seminar Halls	01			01
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

Computerization process is introduced in the administrative block and the Central library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	41355	3751451	1431	264735	42786	4016186
Reference Books	6642	938485	561	103785	7203	1042270
e-Books						
Journals	6	6480			6	6480
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	15	02	02	01	01	06	--	--
Added	00	nil	nil	nil	nil	nil	nil	--
Total	15	02	02	01	01	06	--	--

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

--

4.6 Amount spent on maintenance in lakhs :

i) ICT	Nil
ii) Campus Infrastructure and facilities	13.10
iii) Equipments	26.40
iv) Others	9.09
Total :	48.59

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- i. The IQAC conducts a Subject Combination cum Career counselling prior to filling up of the Admission Forms and make the new candidates aware of the new curriculum for the fresh students.
- ii. Apart from publishing in the Prospectus, all procedures regarding new admissions are notified through circulations in the form of leaf lets through distributors of local News papers.
- iii. It also notifies on the free studentship facility awarded by the college authority to the students with good merit as mentioned in the Prospectus. The college also gives fee concessions to poor and needy students so that the can acquire higher education.
- iv. It makes students aware of the different support systems within and outside the college, like Ishan Uday Scholarship, State level ST, SC, OBC , merit and Minority Scholarships,

5.2 Efforts made by the institution for tracking the progression

1. In the beginning of each session the Academic Committee holds its meeting under the chairmanship of the Vice-Principal of the college and prepares action plan for the whole session in consultation with the members of the committee, especially the heads of all departments including the Coordinator of the IQAC.
2. 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.
3. Students who perform good results in the final examinations are felicitated by the college family.
4. The Governing Body takes stock of the students' progressions in its agenda for discussions from time to time .

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2956	--	--	--

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1716	58.1		1240	41.9

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
651	269	1803	841	-	3564	544	226	1466	720	-	2956

Demand ratio %: 1382 : 1279

Dropout % : 31.5

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

Nil

No. of students beneficiaries

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 Employment and Career Guidance Cell maintains the employment related news papers in the Central Library and encourages the faculty members to guide personally the students as and when requires.

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 Tangla College Women Cell is formed in this year as a sister organisation of Assam College Teachers' Association's Women Cell, part of Tangla College Teachers' Unit, exclusively look after the issues related to women.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events (Literary Competition)

State/ University level

Two Cabady Teams (boys & girls) of about 30 students have participated in the Inter-College Cabady Competition. Both the team crossed only first round.

Literary Competition

- A Literary Group of about 10 students (from Bodo Community) have participated in the Ishan Mochahary Literary Competition held at Kokrajhar, 15. The team has won good number of prizes.
- The team has also participated in the Lokeswar Brahma Memorial Day held in Bijni, Baksa.

National level

--

International level

--

No. of students participated in cultural events

State/ University level

At the University level, the college cultural team has participated in the Gauhati University Inter-College Youth Festival' 2015 held at Gauhati University and is awarded with Prizes ;

- i. Our cultural team begged the most prestigious prize of "Best Discipline" team.
- ii. The college cultural team has also won 1st Prize in Folk Song Competition,
- iii. The Best Actor in Drama competition,
- iv. 2nd Prize in Orchestra, and
- v. 3rd Prize in Drama competition.

The same team had participated in the Gauhati University Inter-College Zonal Youth Festival, 2015 held at Tezpur College and selected for participation in the centrally organised Gauhati University Inter-College Youth Festival after wining as many as four First Prizes and two 2nd Prizes..

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

Cultural Competition

A Literary Group of about 12 students (from Bodo Comunity) have participated in the Ishan Mochahary Literary Competition held at Kokrajhar, 15. The team has won "Best Team" award along with a good number of prizes.

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	31	99820.00
Financial support from government	1863	Payment made directly to the individual Bank A/c of the Students
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

* A good numbers of students have received merit scholarship under the UGC Ishan Uday Scheme, But no record is available as the eligible students apply online individually. Some other organisations like LICl, Tea Garden Authorities, etc. have also provided scholarships to the students of the institute in individual level. All applications are forwarded by the Principal of the college.

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: *Nil*.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

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.

1. To create human resources that would be useful members of the society with strong moral and cultural back ground.
2. To provide opportunity for quality higher education to the deprived and marginalized section of the society in this rural area.
3. 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.

6.3.2 Teaching and Learning

1. The Academic Committee in the beginning of each session reviews and prepares plans for teaching learning process of that particular session.
2. In the beginning of session, the Academic Committee take the initiative to purchase books in the Central Library for all departments. For the same, it informs all departments to submit list of required books in accordance to the surplus number of students, change in syllabus and of important reference books.
3. Departments are encouraged to review the progress and to provide personal guidance as and when requires.
4. Each department maintains their log book and the authority review the progress through the head of the department.
5. All the faculty members are encouraged to prepare lesson plan of the papers allotted to them in accordance to class routine and academic calendar for timely completion of courses.
6. The college authority publishes the academic calendar for every session to keep the students and teachers informed about academic activities of the year.

6.3.3 Examination and Evaluation

- i. The college authority maintains or follows very strict rules and regulations in respect of Examinations and evaluations.
- ii. College authority appoints sufficient number of Assistant Examinations Officers and Office Staffs to run the Internal Assessment Test Examinations as well as the End Semester Examinations.
- iii. A good number of faculty members work as supervisors in different examination centres conducted by the Gauhati University.
- iv. Our college has been entrusted with setting of an Answer Script Evaluation Zone for all semester of TDC Examinations consecutively for last five years. As such, most of the senior faculty members are engaged as examiner, scrutinizer and head examiner by the University.

6.3.4 Research and Development

1. The individual teaching members are encouraged to pursue research works and to attend seminars, workshops, conference, etc. and to present and publish research papers.
2. 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.
3. A good academic atmosphere has developed in the campus and number of research paper presenter going up and number of Ph. D. and M. Phil degree holder also increasing.
4. In semester system, some department have project works. The faculty members of those departments take special care for the project works to train up the students for future preparation in higher degrees.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. The Central library is well equipped with a good numbers of reference books and journals for research works as well as good numbers of text books for students, well furnished reading rooms for faculty and students separately, one internet browsing centre and one mini conference room.
2. Fifty percent of the administrative works are brought under computerised system.
3. Science stream and education departmental laboratories have sufficient instruments and reagents for student's practical purpose.
4. BCA and ICA computer labs are also well equipped with 10 numbers of computer set and internet connectivity.
5. The authority provides importance on infrastructure developments. As a result, numbers of class rooms are increased, computer labs, mini stadium, etc. are added and new instruments like, projector, sound system, Xerox machines are provided.

6.3.6 Human Resource Management

1. Talented students are taken special care and encouraged for higher studies.
2. The poor and needy students are provided financial helps through concessions for pursuing higher education.
3. The college tries to give admission to all applicants to develop human resources in this backward area.
4. 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.
5. The college now trying to concentrate on job oriented courses by opening new coursed with private- public partnership.

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

1. 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.
2. 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 admit all the candidates who apply for admission.
3. 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

71,613.00

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/ Academic Committee

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?

1. The affiliating University has introduced a system of Micro-Evaluation Zones at different colleges on rotation basis. Our college has been entrusted to run a Evaluation Zone with few neighbouring colleges under our college as Micro-Zones.

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

Parents are being tried to be aware about the importance of education of their child as well as about the available facilities in the college. Tangla College Teacher Association (TCTU) is pro-active in this respect.

6.13 Development programmes for support staff

The College Authority always extends helping hand to the college staff for any programme which can develop their skills. For the same the Authority provides necessary duty leave for the concern staff.

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

- i. On the World Environment Day, every year, our college undertake tree plantation project with the help of the teachers, office staff, NSS, NCC wings and the Students Union of the college.
- ii. The College authority totally discourages the cutting of trees unless it is of utmost necessity.
- iii. The college also observes World Environment Day to develop awareness among the people.

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.

The college campus is declared as Tobacco Free Zone. It helps in maintain cleanliness in the campus. At the same time it helps in preserving the environment of the college and inculcating one good habit among the students.

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

1. Environmental awareness among the students.
2. Health awareness among the students.
3. Social awareness Programme.
4. Infrastructure development
5. Initiative for developing interest on creative writings
6. Initiative for inter-departmental activities
7. Introduction of job oriented course

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

- Organized Health Camp in Neighbouring village for the benefit of the local people.
- Arrange a lecture programme on the Role of Life skills in Building the Life of Students.

****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

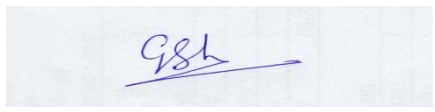
No

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

8. Plans of institution for next year

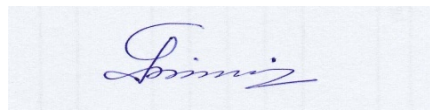
1. Introduction of job oriented course
2. To emphasis on career counselling and guidance.
3. To emphasis on library awareness among the students.
4. Environmental awareness among the students.
5. Arrangement of Academic Exchange Programme and departmental special classes.
6. To emphasis on career counselling and guidance.
7. To emphasis on Computer literacy.
8. To provide hostel facility for girl students.
9. To conduct Health awareness programme.
10. To empower girl students.
11. To take initiative for inter-departmental activities
12. To take initiative for developing integration
13. To take initiatives for Skill enhancement programme.
14. To take special initiative for the development of ST/SC students
15. To emphasis on the use of library by the students.
16. To take initiatives for improvement of academic activities.
17. To improve sanitary system.
18. To provide safe and hygienic common room to girls students.

Name DR. GITALI SARMAH



Signature of the Coordinator, IQAC

Name DR. PRASEN DAIMARI



Signature of the Chairperson, IQAC

ANNEXURE I

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

Annexure II

TANGLA COLLEGE, TANGLA
UDALGURI : BTAD : ASSAM
PIN – 784521



ACADEMIC CALENDAR FOR THE SESSION 2015-16

Class/Working Days/Exams/Holidays and Academic & Other Activities	Dates
JULY 2015	
Working Days	1 – 4, 6 – 11, 13 – 17, 20 – 25, 27 – 31.
Sundays	5, 12, 19, 26.
Id-Ul-Fitre – Holidays	18 & 19
SUMMER VACATIONS	1 – 31
AUGUST 2015	
Working Days & Classes	1 – 6, 8 – 13, 16 – 20, 23 – 24, 26 – 27, 29 – 31
Freshmen Social Day	30
Sundays	2, 9, 16, 23, 30
Independence Day – Holiday.	15
Janmastomi – Holiday	25
SEPTEMBER 2015	
Working Days/Classes	1, 3 – 4, 7 – 12, 16 – 19, 21 – 24, 26, 28 – 30.
1st Sessional Exams for Odd Semesters	7 – 12
Sundays	6, 13, 20, 27
Tithi of Sri Sri Madhav Dev – Holiday	2
Janmastami - Holiday	5
Tithi of Srimanta Sankar Dev – Holiday	15
Id-Uz-Zuha - Holiday	25
TCSU Election Notification 2015-16	16
Election to the TCSU, 2015-16	30
OCTOBER 2015	
Working & Class Days	1, 3, 5 – 10, 12 – 17, 28 - 31.
Examination Centre Committee Meeting	3
Examination Committee Meeting	28
2nd Sessional Exams for Odd Semesters	5 – 10.
Sundays	4, 11, 18, 25.

Birth Day of Mahatma Gandhi – Holiday	2
Kati Bihu, Durga Puja/Lakshmi Puja, Maharam, Kati Bihu - Holidays	18 – 27.
NOVEMBER 2015	
Working & Class/Exams Days	1 – 5, 6 – 12, 15 – 19, 21 – 26, 28 – 30
Sundays	1, 8, 15, 22, 29..
Kali Puja & Dewali	10 & 11
Guru Nanak Birth Day – Holiday	25
End Semester Examinations for First, Third and Fifth Semesters will begin tentatively from the Third Week of November 2015 and be completed by 30 th December 2015.	
DECEMBER 2015	
End Semester Examinations for First and Third Semesters will continue till 30 th December 2015.	
Working Days	1, 3, 5 – 10, 12 – 17, 19 – 24, 26 – 31.
Sundays	6, 13, 20, 27
Christmas Day – Holiday	25
JANUARY 2016	
Working Days	1 – 2, 4 – 9, 11 - 13, 18 – 23, 27 – 30.
Sundays	3, 10, 17, 24, 31
Magh Bihu – Holidays	14, 15, 16
Republic Day - Holiday	26
FEBRUARY 2016	
Working Days & Classes	1– 6, 8 – 12, 15 – 20, 22 – 27,29.
Sundays	7, 14, 21, 28
Saraswati Puja – Holiday.	13
MARCH 2016	
Working Days/Classes	1 – 5, 8 – 12, 14 – 19, 21 – 22, 26, 28 – 31
1st Sessional Exams for Odd Semesters	14 – 19
Sundays	6, 13, 20, 27
Sivaratri – Holiday	7
Dol Jatra - Holiday	23 - 24
Good Friday - Holiday	25
APRIL 2016	
Working & Class Days	1 – 2, 4 – 9, 11 – 12, 16, 18 – 23, 25 – 30.
Sundays	3, 10, 17, 24
Bohag Bihu - Holidays	13, 14 & 15
MAY 2016	
Working & Class/Exams Days	2 – 7, 9 – 14, 16 – 20, 23 – 28, 30 – 31.
2nd Sessional Exams for Odd Semesters	9 - 14
Sundays	1, 8, 15, 22, 29.
May Day – Holiday	1
Buddha Purnima - Holiday	21
End Semester Examinations for 2 nd , 4 th and 6 th Semesters will begin tentatively from the Fourth week	

of May 2016 and be completed by 30 th June 2016.	
JUNE 2016	
Working Days	1, 3, 5 – 10, 12 – 17, 19 – 24, 26 – 31.
End Semester Examinations for 2 nd , 4 th and 6 th Semesters will continue till 30 th June, 2016.	
Sundays	5, 12, 19, 26

Principal
Tangla College, Tangla

ANNEXURE III

Best Practice:-

- i. The college family is very much active in works of social responsibility. Faculty members of different departments of the college collectively as well as in individual level remain engage in works of social responsibilities. Some departments organises awareness programme through public meetings, free camps, street drama, etc. on issues like- Witch Hunting, traffic rules, entrepreneurship development, health programme, etc.
- ii. To celebrate its 13th Foundation Day, the Tangla College Women's Forum has organized a health camp at Hahinigaon LP School for the villagers in collaboration with the Directorate of health service, Udalguri B.T.A.D. Dr. Harakanta Das, senior doctor Medi Health Care inaugurated the camp. The camp was conducted by Dr. Harakanta Das Tangla, Dr. Nirmal Boro i/c Tangla Urban Hospital, Dr. Haricharan Brahma, Udalguri and Dr. Hrishikesh Lahkar (Dentist) Udalguri, and Dr. Trishan Paul, Tangla. More than 200 patients were benefitted from the services of the doctors, Medicines provided by Udalguri Health services, Tangla urban Hospitals and Tangla College authority were distributed among the patients at free of cost. Blood test is done by the Technicians of Medi Health Care, Tangla the teachers and non-teaching staff also participated in the programme.
- iii. The Tangla College Women's Forum organized the Fourth Memorial Lectures of Dr. Hemen Kumar Barua today 21- 09-16 Wednesday at the conference hall of the college on the topic 'The Role of Life Skills in Building the Life of Students.' The lecture has been delivered by Mr. Palash Kr. Kalita, Founder of Life Skills Training, Guwahati Assam. First of all he explains the meaning of Life Skills to the students. Life Skills brings peace (mental peace), joy and success. For some success means money but for others working for a goal brings joy. The definition of success differs from person to person. To gain success, peace and happiness through a medium is called Life Skills. One who succeeds in life makes use of Life Skills but those who are losers do not make use of Life Skills. He also explained about Academic Skills and five main aims of building of life like- Self awareness, Managing emotions, motivating self, Empathy and Social skills. He gives importance on yoga, meditation and physical exercise in clearing the mindset of the people. All the teachers' and students' participated in the programme and interacted with the resource person.

Good Results are :

1. The poor and illiterate villagers of the locality are benefited.
2. The students able to learn the importance of life skills along with yoga and meditation.