KOKRAJHAR GOVT. COLLEGE

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

ACADEMIC SESSION: 2014-2015

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Kokrajhar Govt. College

1.2 Address Line 1

> W/NO-6, KOKRAJHAR

Address Line 2

> PO & DIST- KOKRAJHAR

City/Town

> KOKRAJHAR

State

> ASSAM (BTAD)

Pin Code

> 783370

Institution e-mail address

> principalkokgc@gmail.com

Contact Nos.

> 03661- 270245

Name of the Head of the Institution:

> DR. BINOY KUMAR BRAHMA

Tel. No. with STD Code:

> 03661- 270245

Mobile:

> 09435483329

Name of the IQAC Co-ordinator: | Mr. GOBINDA BORO

Mobile: | 09435026627

IQAC e-mail address: | coordinatorkokgc@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* | ASCOGN11282

1.4 **NAAC Executive Committee No. & Date:** | NAAC/MSS/Cert_A&A/2004/276 dated 17/05/2004

1.5 Website address: | www.kgc.ac.in

Web-link of the AQAR: | http://kgc.ac.in/AQAR/AQAR(2014-15)

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	71.05	2004	2009
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC : | DD/MM/YYYY | 19 / 08 / 2002

1.8 AQAR for the year | 2014 - 15

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR – 2004-05 submitted to NAAC on 02/09/2005
ii. AQAR – 2005-06 submitted to NAAC on 22/08/2006
iii. AQAR – 2006-07 submitted to NAAC on 20/12/2007
iv. AQAR – 2007-08 submitted to NAAC on 25/08/2008
v. AQAR – 2009-10 submitted to NAAC on 11/11/2014(uploaded)
vi. AQAR – 2010-11 submitted to NAAC on 11/11/2014 (uploaded)
vii. AQAR – 2011-12 submitted to NAAC on 11/11/2014 (uploaded)
viii. AQAR – 2012-13 submitted to NAAC on 11/11/2014 (uploaded)
ix. AQAR – 2013-14 submitted to NAAC on 11/11/2014 (uploaded)

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, GUWAHATI

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*) | GOVERNMENT COLLEGE |

| UGC-COP Programmes | |

2. IQAC Composition and Activities

2.1 No. of Teachers
| 13 |

2.2 No. of Administrative/Technical staff
| 03 |

2.3 No. of students
| 02 |

2.4 No. of Management representatives
| 01 |

2.5 No. of Alumni
| 02 |

2. 6 No. of any other stakeholder and

   community representatives
| 02 |

2.7 No. of Employers/ Industrialists
| 00 |

2.8 No. of other External Experts
| 00 |

2.9 Total No. of members
| 23 |

2.10 No. of IQAC meetings held   : 14

2.11 No. of meetings with various stakeholders: No. | 10 | Faculty | 04 |

   Non-Teaching Staff / Students | 02 | Alumni | 02 | Others | 02 |

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. | 10 | International | 00 | National | 00 | State | 04 |

   Institution Level | 06 |

(ii) Themes

1. The IQAC in association with the Kokrajhar Govt. College Bodo Students Literary Society and the Bodo Department, on the occasion of 33rd Ishwan Mushahary Memorial Day organized a seminar on the topics-
   a) *"The Role of Government Agencies in the Development of Bodo Language"* and
   b) *"Influence of Western Philosophy and Thoughts on the Works of Major Contemporary Bodo Poets"*
   with Dr. Dinanath Basumatary, Director, College and University Development Council, Bodoland University, Kokrajhar, and Bijoy Baglary, a renowned Bodo litterateur from Sonitpur, as the resource persons respectively on 29.10.2014 & 30.10.2014

2. IQAC in association with Departments of Computer Science & Education organized a State Level Seminar on 14.11.2014 on the topic *"Total Quality Management in Higher Education with Special Reference to BTAD"* wherein Prof. Jagat Swargiary, HoD, Education, Gauhati University, acted as the resource person.

3. The IQAC, in association with Language Departments of the college, on the occasion of the Bodo Literary Day, organized a state-level seminar on 16th November 2014, on *"Ethno linguistic Movements in India with special reference to Assam"*. Dr. Kishore Kumar Rarhi, Professor of Linguistics from AVN Seal College, Cooch-behar (West Bengal), Dr. Bhupen Narzary, Head of the Department of Bodo, Gauhati University and Dr. Subungsha Mwshahary were the Resource Persons.

4. The IQAC in association with the Bodo Department organized departmental seminar of Bodo Department on 05.09.2014 on the topic *"Characteristic Features of the Short-Stories of Neel Kamal Brahma"*. Dr. Adaram Basumatary, Associate Professor, Janata College, was the Resource Person in the seminar.

5. The IQAC in collaboration with Botany Department organized a popular talk on *"Biotechnology, Molecular Biology, Genetic Engineering and Bioinformatics"* on 14.10.2014. Dr. Diganta Narzary from Gauhati University was the resource person.

6. The IQAC in association with the Mathematics, Statistics, Computers Science and Physics Departments, on the occasion of celebration of INTERNATIONAL YEAR OF CRYSTALLOGRAPHY 2014, organised a seminar on *"Symmetry and Crystallography"* on 11.11.2014, wherein Mrs. Sharmistha Brahma Kaur from the Department of Biotechnology, Bodoland University participated as resource person.

7. The IQAC, in association with Language Departments and Women Cell of the College organized a popular talk on "Women Empowerment" with Smt. Sukha Baruah, President, Sadau Asom Lekhika Samaroh Samiti, as resource person on 24.11.2014.

8. IQAC organised a popular talk with Dr. Jyotiraj Pathak & Dr. Subungcha Mwshahary as resource persons on the topic "Infiltration and its impact on socio economic conditions of Assam" on 13/12/2014.

9. The IQAC in association with the Chemistry Department organized a seminar on 29.04.2015 with the students presenting their papers and Mr. Abdul Aziz Mandal, Associate Professor, Department of Chemistry, B.N. College, Dhubri, as the Resource Person.

2.14 Significant Activities and contributions made by IQAC

i) Maintenance of teaching execution record

ii) Analysis of Yearly results of the College

iii) Formation of Anti Ragging Committee

iv) Formation of committee against sexual harassment

v) Yearly cleanliness drive performed by involving students

vi) Observance of International Women's Day on 8th March

2.15 Plan of Action by IQAC during last academic year and its 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
(i) To take initiative to minimize dropout rate.	(i)The dropout rate has decreased marginally.
(ii) To emphasize extension services like public awareness	(ii) Several Awareness Programmes were organised throughout the academic year.
(iii) Inter-networking of Departments and IQAC	(iii) All departments have been intra connected.
(iv) To set up a language laboratory for literature departments.	(iv) A proposal has been sent to RUSA.
(v) To initiate construction of infrastructure for development of games and sports.	(v) Initiative has been taken to acquire existing KDSA infrastructure by shifting it to a new location.
(vi) Intra-networking of Official sections	(vi) Work has been completed
(vii) To establish College Publication Cell.	(vii) College Publication Cell has been established.
(viii) To organize seminar on quality education	(viii) A state level seminar was organized on the topic "Total Quality Management in Higher Education with Special Reference to BTAD".

The Academic Calendar of the year has been attached as Annexure-I (2.15).

2.16 Whether the AQAR was placed in statutory body   Yes [√] No [ ]

Management [ ]   Syndicate [ ]   Any other body [√]

Provide the details of the action taken

Being a Govt. College, there is an Advisory Committee of the College and the AQAR was placed before it and obtained approval.

Part – B

Criterion – I

1. Curricular Aspects

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	00	00	00	00
PG	00	00	00	00
UG	02 (B.A. and B.Sc.)	00	0	00
PG Diploma	00	00	00	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	02	00	01	01
Others	02 (HS Arts and HS Science)	00	00	00
Total	06	00	01	01
Interdisciplinary	00	00	00	00
Innovative	00	00	00	00

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

Core and Elective option

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	B.A. and B.Sc.
Trimester	Nil
Annual	HS Arts & HS Science

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

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

   * An analysis of the feedback has been attached in Annexure-II (1.3)

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

> There is no such scope for the College as the affiliating university is the authority for such measures. There was no such change from the university during the year.

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

> 1. A research laboratory has been established in the Department of Chemistry
>
> 2. Sociology subject has been introduced in HS course.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total sanctioned strength	Existing faculty	Asst. Professors	Associate Professors	Professors	Others	Vacant
75	63	46	17	Nil	Nil	12

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
0	12	0	0	0	0	0	0	0	12

2.4 No. of Guest and Visiting faculty and Temporary faculty

00   00   18

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	20	40	30
Presented papers	12	25	08
Resource Persons	00	01	03

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

> 1. Use of LCD projector & Public Address system with hand free remote microphones in theory classes of big size classes of general courses

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

170

2.8 Examination/ Evaluation Reforms initiated by the Institution

> a) Engagement of flying squad to assist invigilators during examination.
>
> b) Provision for showing evaluated answer scripts of college examinations to students for their satisfaction.

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

Board of Study 01   Faculty 00   Curriculum Development workshop 02

2.10 Average percentage of attendance of students   75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction/ Star (%)	I (%)	II (%)	III (%)	Pass (%)
BA (Major)	165	--	45.46	43.64	10.90	100.00
BA (General)	125	--	0.00	0.00	100.00	53.60
BSc (Major)	35	--	67.75	32.25	0.00	88.57
BSc (General)	02	--	0.00	0.00	0.00	0.00
HS (Arts)	223	1.17	7.01	36.84	54.98	76.68
HS (Science)	88	0.00	14.29	62.50	23.21	63.63

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

a) The IQAC, through the Head of the Institution reviews and analyses the Board/University results and, in consultation with the HoD's, necessary corrective measures for improvement are adopted accordingly.

b) The IQAC makes sure that the remedial classes, tutorials etc. are held by the respective departments as per the "Post-result review and analysis meeting" resolutions.

c) The IQAC reviews and analyses the feedback from the students and the guardians and places the outcome before the Principal for the discussion and necessary action, through the Academic Council.

d) The IQAC makes sure that every department fulfils the academic and extra-curricular demands like departmental seminar, quiz, debate, group discussion, sessional test, class test etc.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	02
HRD programmes	00
Orientation programmes	05
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	04
Others	09

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	30	04	02	04
Technical Staff	05	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

a) The IQAC, through the head of the institution, urges the concerned funding authorities in order to keep the laboratories and libraries up-to-date.

b) It also urges the authorities to provide easy access to Internet and Journals so as to keep the faculty members in touch with the latest happenings in different fields.

c) The IQAC regularly passes information to the faculty members regarding research proposal invitations from agencies like UGC, DST, DBT, CSIR, ICHR etc.

d) It assists the faculty members in applying for major and minor research projects and participation in different national and international seminars, workshops, conferences etc with relevant information.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	04	11	01	0
Outlay in Rs. Lakhs	5.42	27.66	1.6	00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	07	03	01
Non-Peer Review Journals	01	14	13
e-Journals	06	02	00
Conference proceedings	02	02	00

3.5 Details on Impact factor of publications:

Range 0.33-3.94   Average 1.83   h-index --   Nos. in SCOPUS 00

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations
   a) Sanctioned during the session 2014-15

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	0	0	0
Minor Projects	02	U.G.C	1.60	1.10
Interdisciplinary Projects	--	--	00	00
Industry sponsored	--	--	00	00
Projects sponsored by the University/ College	--	--	00	00
Students research projects *(other than compulsory by the University)*	--	--	00	00
Any other(Specify)	--	--	00	00
Total (Rs. In Lakhs)	--	--	1.60	1.10

   b) Continued research projects

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	0	0	0
Minor Projects	2014-2016	U.G.C	27.66	21.81
Total (Rs. In Lakhs)	--	--	27.66	21.81

3.7 No. of books published   i) With ISBN No.   01

                                ii) Chapters in Edited Books   09

                                ii) Without ISBN No.   00

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 | No fund was generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	00	00	00	00	00
Sponsoring agencies	--	--	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons | 33

3.13 No. of collaborations   International | None   National | None   Any other | None

3.14 No. of linkages created during this year | None

3.15 Total budget for research for current year in lakhs : | 29.26

From funding agency | 29.26   From Management of University/College | 00

Total | 29.26

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

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
00	00	00	00	00	00	00

3.18 No. of faculty from the Institution
who are Ph. D. Guides | 04

and students registered under them | 06

3.19 No. of Ph.D. awarded by faculty from the Institution | 00

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

JRF `00`   SRF `00`   Project Fellows `00`   Any other `00`

3.21 No. of students Participated in NSS events:

University level `00`   State level `00`

National level `00`   International level `00`

3.22 No. of students participated in NCC events

University level `00`   State level `08`

National level `04`   International level `00`

3.23 No. of Awards won in NSS:

University level `00`   State level `00`

National level `00`   International level `00`

3.24 No. of Awards won in NCC:

University level `00`   State level `01`

National level `02`   International level `00`

3.25 No. of Extension activities organized

University forum `00`   College forum `10`

NCC `02`   NSS `01`   Any other `04`

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

The Students' Union of the college in collaboration with the Kokrajhar Govt. College Bodo Students Literary Society and NSS unit of the College launched *Swachha Bharat Abhiyan* (Clean India Programme) on 21.10.2014. A large number of students of the college participated in the programme. This cleanliness drive was organized within the college campus as a starter. The college has its plan to organise such programme on larger scale outside the campus in near future.

The 33rd Ishwan Mwshahary Memorial Day was observed at Kokrajhar Govt. College with a three-day long colourful programme on 28th – 30th October 2014. The programme was jointly organized by the Department of Bodo and Kokrajhar Govt. College Bodo Students' Literary Society. The programme was enlivened by organising various literary, academic and cultural competitions like Literary writing competition poem recitation, debate, quiz, drama, extempore speech, folk song and folk dance, group discussion etc.

The Kokrajhar Govt. College Students' Union in association with Central Institute of Technology Kokrajhar, and "SPIC-MACAY", organized a workshop on 08.11.2014 at the College premises, to provide classical dance training for the students of the college.

A free health check-up programme was organized on 14.11.2014 in the college premises for students, teachers and employees of the college. On the request of the college RNB Civil Hospital, Kokrajhar deputed doctors, pharmacist and two assistants to perform the programme.

World Society of Mathematical Sciences (WSMS), an organisation led by the Department of Mathematics, Kokrajhar Govt. College, celebrated international year of crystallography by organising different competitions. A quiz competition on Science and technology was organised by it on 23rd November 2014 involving participants from different institutions of Kokrajhar. On 11.11.2014 the society organised a talk on *"India's Mars Mission"* for Science students of the college to create awareness about India's Space research programme.

The extension education services cell of the College observed the World AIDS Day in the college on 01.12.2014. In connection with the programme, a meeting session with students and teachers was organized in the Old Science Gallery.

The Kokrajhar Govt. College Teachers Association, Students Union and Women cell distributed relief materials, as a gesture of humanitarian service, on 06.01.2015, among the inmates of five (5) relief camps of Saralpara & Ultapani which were instituted by the government for the displaced people in the ethnic clash that took place in the last week of December 2014.

The college organized a competition programme and a seminar on *"Biodiversity and Climate Change"* on 21.01.2015 under a DST sponsored and ASTEC conducted Project, inviting students from different schools of the district. Around 260 Participants from 13 institutions took part in the sensitization programme. Spot essay writing, extempore speech, poster making competition etc. were conducted.

The Women Cell, Kokrajhar Govt. College, celebrated the International Women's Day by arranging an awareness programme on education and health and hygiene at Rainadabri village in Kokrajhar District on 08.03.2015 in which a free medical check up was organized as a part of the programme. Dr. Manisha Boro Phukan (Gynaecologist) and Dr. Rajib Basumatary (Dentist) rendered their valuable service to the poor village people on that day. Three cartons of medicines, provided by Deputy Director, NRHM, Kokrajhar, were distributed among the villagers.

The Department of History, in collaboration with the IQAC of the college, organized awareness programme on historically important places in Kokrajhar area on 30.03.2015. The programme was arranged at *Onthaigwlao, Elachijhar*, about 3 Kilometers from Kokrajhar town. The place itself has some historical background which has not been studied yet.

The extension education services cell of the College, in collaboration with the IQAC and the Department of Chemistry, organized an awareness programme at Harinaguri High School (Baokhungri) on the topic *"Pure and Safe Drinking Water for Good Health"* on 08.05.2015 for the benefit of the people of Harinaguri area as the area has water related problem.

A one week awareness programme on the importance of Yoga was organized by the 7th Assam Bn NCC, Dhubri, at Kokrajhar Govt. College under the leadership of ANO Dr. Bimal Kanti Basumatary from 22nd to 28th April 2015 on the college premises.

The IQAC of the college organized a skill development programme in the college on 10.05.2015. The training was organized to update the knowledge and skill of non-teaching staff of the college. Apart from Kokrajhar College, participants of other colleges also joined the programme

The Department of Bodo, in collaboration with Bodo Department Teachers' Association, Kokrajhar Govt. College, Kokrajhar, celebrated the 73rd Birthday of the living literary legend Shri Brajendra Kumar Brahma, ex-president, Bodo Sahitya Sabha, on 01.06.2015.

The College under the initiative of NCC observed International Yoga Day on 21.06.2015 wherein about 100 students participated.

The IQAC arranged for the Adoption of Schools by Kokrajhar Govt. College. In this regard, two remotely situated LP Schools (No. 237 Boro Nalbari LP School and Dhopguri Rabhapara LP School) were formally adopted by Kokrajhar Govt. College on 29.06.2015 in consultation with the School Authorities and the concerned department.

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	5.42 acre	--	--	5.42 acre
Hostel area	2.18 acre	--	--	2.18 acre
Playground	2.28 acre	--	--	2.28 acre
Class rooms	33	00	--	33
Laboratories	22	00	--	22
Seminar Halls	00	00	--	00
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	02	--	--	02
Value of the equipment purchased during the year (Rs. in Lakhs)	--	4.66	College	4.66
Others (Photostat Machine)	02	01	College	52000.00

4.2 Computerization of administration and library

85% work of computerisation of administration and library has been completed, rest work is being continued.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15884	1395495/-	223	92911/-	16107	1488406/-
Reference Books	14163	1721645/-	15	9,575/-	14178	1731220/-
e-Books	00	--	--	--	--	--
Journals	05	8,765/-	12	30,000	17	38,765/-
e-Journals	00	--	N-list	--	N-list	--
Digital Database	00	--	00	--	00	--
CD & Video	10	2,050/-	16	3,350/-	26	5,400/-
Others (specify)	00	--	00	--	00	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	56	16	02	02	00	10	22	04
Added	05	00	00	00	00	00	02	03
Total	61	16	02	02	00	10	24	07

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

No such programme was organized during the year.

4.6 Amount spent on maintenance in lakhs :

i) ICT   0.26

ii) Campus Infrastructure and facilities   4.14

iii) Equipments   0.23

iv) Others   33.3

                           Total :   37.93

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Signboards are used to direct or redirect fresh students towards the HELP DESK during admission time, another students support mechanism followed in the college.
- The IQAC informs about the existing support system in the college using the stage at the time of Fresher's Social Day.
- The usual method of notifying on the notice board is also followed.
- The prospectus for admission into the college also makes the students aware of the students support system practised in the college.

5.2 Efforts made by the institution for tracking the progression

- The monthly record of the teaching execution reveals the progress of the syllabus as per the teaching plan.
- The college conducts in-semester sessional examinations and class test for continuous evaluation.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (H.S. Class)
1471	00	00	728

(b) No. of students outside the state | 00 |

(c) No. of international students | 00 |

Men		Women	
No	%	No	%
1213	55.16	986	44.84

I. UG Class

		Last Year						This Year			
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
121	19	992	284	00	1416	123	41	1039	266	02	1471

II. HS Class (10+2)

		Last Year						This Year			
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
49	21	454	223	00	747	91	41	452	144	00	728

Demand ratio: UG   3:2   HS   3:2

Dropout %   :   UG   2.97   HS   2.75

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

No such programme could be arranged during the current session.

No. of students beneficiaries   00

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

IQAC, in collaboration with some of the coaching centres arranged mock tests for engineering/medical entrance examinations, mainly for 10+2 students.

No. of students benefitted   00

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
00	00	00	00

5.8 Details of gender sensitization programmes

A popular talk on *"Women Empowerment"* was organised on 24.11.2014.

5.9 Students Activities

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

State/ University level [30]   National level [02]   International level [00]

No. of students participated in cultural events

State/ University level [00]   National level [00]   International level [00]

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

Sports : State/ University level [30]   National level [02]   International level [00]

Cultural: State/ University level [00]   National level [00]   International level [00]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	00
Financial support from government (SC scholarship)	113	5,79050.00
Financial support from other sources (Sitaram Jindal Foundation)	01	3600.00
Post Matric Scholarship	01	11,300.00
Ishan Uday Scholarship	04	Data not available as the amount is directly disbursed to bank A/C of students
Number of students who received International/ National recognitions	00	00

5.11   Student organised / initiatives

Fairs   : State/ University level `00`   National level `00`   International level `00`

Exhibition: State/ University level `00`   National level `00`   International level `00`

5.12   No. of social initiatives undertaken by the students   `02`

5.13 Major grievances of students (if any) redressed: *No major grievance was registered*

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> *Vision of the college:*
> To transform the college into a centre of excellence by way of quality education for the promotion and development of a progressive civil society.
>
> *Mission of the college:*
> To promote scientific, rational and secular outlook among the people and to help people overcome economic backwardness, superstition and evil social practices.
>
> The motto of the college is *Discipline and Excellence*.

6.2 Does the Institution has a Management Information System

> The college does not have open Management Information System. The student related information such as monthly class attendance, marks obtained in the unit test/sessional examinations etc. are displayed on the college notice board.

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

6.3.1 Curriculum Development

The College is affiliated to Gauhati University and follows the curriculum prepared/developed by the University. However, faculty members, especially from the department of Bodo, contribute their bits to the curriculum and syllabi development of the university as and when required by the affiliating as well as neighbouring universities.

6.3.2 Teaching and Learning

The college prepares an academic calendar at the beginning of each academic session along with teaching plans prepared by the individual departments. The teaching plan is executed with the closest affinity to the academic calendar and is recorded in the teaching execution register departmentally and individually. Utmost efforts are made to make the teaching process more learner-centric. The progress of students is continuously tested and evaluated through Class Tests, Sessional Examinations, Viva, Projects, study tour, field study, seminar, group discussion, class assignment etc. to garner extra points in internal assessment. Weak students are always encouraged to join remedial classes / tutorials. Feedback forms are generated so as to continually evaluate the performance of the teachers.

6.3.3 Examination and Evaluation

The examinations for written external papers and internal and practical parts are conducted as per the guidelines set by the affiliating university. The college enjoys fame for conduction of free and fair examinations. More often than not, the college is selected as an evaluation zone and hence, most of the teachers are engaged as zonal officers, head examiners, examiners and scrutinizers. Further, teachers of the institution participate in such activities in other evaluation zones. The process followed in evaluation is the same as desired by the university.

6.3.4 Research and Development

The faculty members carry on their MRPs utilising departmental laboratories as and when required. However, Dr. B.K.Brahma, Principal, Dr. Arun Kumar and Dr. S.J Wary from the Department of English and Dr. Shibu Basak from the Department of Mathematics have been selected as Research Supervisor for Ph.D scholars in Bodoland University, Kokrajhar. RUSA has been approached for setting up a joint Language Laboratory for literature departments. A research laboratory has been set up in the Chemistry Department of the college during the current session.

.3.5 Library, ICT and physical infrastructure / instrumentation

Library: N-LIST facility has been made accessible to students in the library. Photostat facility in the library has been made available at a nominal price for students

ICT: Room No. AB1 has been renovated as a smart class room. LAN was set up in all the college computers.

Physical infrastructure:

a) A new gate has been constructed at the Girls Hostel.

b) Cattle bridges were constructed at both the college gates. Ramps for physically handicapped students were constructed.

c) The College Canteen was renovated adding more facilities.

6.3.6 Human Resource Management

The college is run by the joint efforts of the IQAC and the office of the Principal. The human resource is managed amicably through substitute or extra duty in case some of teaching or non-teaching staff has to be temporarily out of the college for official, administrative or academic purposes. The college has a performance evaluation system through feedback from the students and the parents. For the development of the human resource, the college encourages its faculty members to pursue academic, intellectual and research related works apart from providing computer training to teaching and non-teaching staff from time to time.

6.3.7 Faculty and Staff recruitment

A) For the recruitment of teaching faculty selection is made by Assam Public Service Commission and appointment is made by the Department of Higher Education, Govt. of Assam.

B) For appointment of Grade-III and Grade-IV staff candidates are called for interview through employment exchange, with due permission from the Department of Higher Education, Govt. of Assam. Selected candidates are appointed by the Principal and are approved by the concerned higher authority.

6.3.8 Industry Interaction / Collaboration

No such interaction / collaboration were possible during the current academic session.

6.3.9 Admission of Students

> The admission to the first semesters of BA/BSc and Higher Secondary (10+2) classes is entrusted to the Admission Committee constituted by the Principal for the purpose. Though merit is the sole basis for admission, reservation of seats as per government rules is also followed.

6.4 Welfare schemes for

Teaching	Kokrajhar College Sanchay Aru Rindan Smabay Samity Ltd.
Non teaching	Kokrajhar College Sanchay Aru Rindan Smabay Samity Ltd.
Students	Students' Distress Fund

6.5 Total corpus fund generated

> No provision for such fund exists as the institution is a government college.

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

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

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

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.

> *Issuance of acknowledgement card to the newly admitted students*:
>
> The newly admitted students are generally unaware of the system prevailing in the college. Every year during the time of admissions to degree 1st Semester and Higher Secondary 1st Year classes, it was observed that several students misinterpreted the subject combinations allotted to them at the admission desk and as a result, they were confused about the subjects which they had taken. These students at the beginning of academic session thus remained unsure of their subjects and they had to waste their time in order to find out their subject combinations from college office. Considering all these aspects it was decided to issue an acknowledgement card on the spot in the admission hall to all the newly admitted students of the college. The acknowledgement card provided to the students contains class roll number as well as subject combinations of the students. Consequently, all the newly admitted students are now fully aware about their subject combinations and it has led to smooth functioning of classes from the beginning of academic session.

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	Action Taken Report ATR
(i) To take initiative to minimize dropout rate.	(i) Faculties have been instructed to identify vulnerable students and provide them motivation, counselling and special care.
(ii) To emphasize extension services like public awareness	(ii) Awareness Programmes were organised throughout the academic year. • *Swachha Bharat Abhiyan* (Clean India Programme) was conducted on 21.10.2014. • A free health check-up programme was organized on 14.11.2014 • *World AIDS Day* was observed in the college on 01.12.2014. • Sensitization programme on *Biodiversity and Climate Change* was organised on 21.01.2015 • The Kokrajhar Govt. College Teachers Association, Students Union and Women cell distributed relief materials, as a gesture of humanitarian service, on 06.01.2015 • The Women Cell, Kokrajhar Govt. College, celebrated the International Women's Day by arranging an awareness programme on education and health and hygiene at Rainadabri village in Kokrajhar District on 08.03.2015 • The Department of History, in collaboration with the IQAC of the college, organized awareness programme on historically important places in Kokrajhar area on 30.03.2015. • An awareness programme at Harinaguri High School (Baokhungri) on the topic *"Pure and Safe Drinking Water for Good Health"* on 08.05.2015 • A one week awareness programme on the importance of Yoga was oragnized by the 7 Assam Bn NCC, Dhubri, at Kokrajhar Govt. College from 22nd to 28th April 2015 • The IQAC arranged for the Adoption of Schools by Kokrajhar Govt. College. In this regard on 29.06.2015 two remotely situated LP Schools (No. 237 Boro Nalbari LP School and Dhopguri Rabhapara LP School) were formally adopted.
(iii) Inter-networking of Departments and IQAC	(iii) All departments have been intra-connected.
(iv) To set up a language laboratory for literature departments.	(iv) A proposal has been sent to RUSA.
(v) To initiate construction of infrastructure for development of games and sports.	(v) Initiative has been taken to acquire existing KDSA infrastructure by shifting it to a new location.

(vi) Intra-networking of Official sections	(vi) Work has been completed
(vii) To establish College Publication Cell.	(vii) College Publication Cell has been established.
(viii) To organize seminar on quality education	(viii) A state level seminar was organized on the topic "Total Quality Management in Higher Education with Special Reference to BTAD".

7.3 Two Best Practices of the institution

(a) Computerised Data Enquiry system for students
(b) Training of Assamese language for faculties who do not have sound knowledge of Assamese.

Details have been provided in Annexure-III (7.3)

7.4 Contribution to environmental awareness / protection

Sensitization programme on Biodiversity and Climate Change

The college organized a competition programme and a seminar on *"Biodiversity and Climate Change"* on 21.01.2015 under a DST sponsored and ASTEC conducted Project, inviting students from different schools of the district. Around 260 Participants from 13 institutions took part in the sensitization programme. Spot essay writing, extempore speech competition, poster making etc. were conducted.

As a part of the same project a tree plantation programme was conducted on 31.05.2015 in which 40 locally available saplings were planted in two separate programmes at two hostels of the college - one at the Girls' Hostel and other at the Boys' Hostel New Campus.

7.5 Whether environmental audit was conducted?   Yes √   No ☐

7.6 Other relevant information the institution

Strength:
   a) Able to draw confidence from the stakeholders and the higher authority.
   b) Qualified and experienced permanent faculties.
   c) Oldest Premier institution with rich past and good/glorious reputation.
   d) An institution advocating multi-cultural and scientific temperament.
   e) Located in an advantageous location for all modes of communications.

Weakness:

   a) Inadequate number of faculty members.
   b) In spite of being the only premier institution in the BTC area there is a lack sufficient infrastructure
   c) Rate of drop out to be addressed in right earnest.
   d) Inability to provide multiple subject options and limitations of physical infrastructure.
   e) Inadequate number of skilled administrative staff and technical assistants.
   f) Inadequate indoor and outdoor sports facilities.
   g) Sanitation and drainage system needs immediate attention.
   h) Being the oldest institution of BTC area only 30% of the original master plan has been   completed till date.
   i) New infrastructural expansion is hampered due to limitation in available land area.
   j) The process of quality teaching needs strengthening.

Opportunities

    a) Good scope for encouraging sports programme and training due to its high potentiality in this field.

    b) Vocational and entrepreneurship training programme and course may be introduced.

    c) Wider scope for more career counselling and development programmes can be introduced.

    d) P. G. Courses in certain new subjects may be introduced.

Threats:

    a) The institution could not achieve the quality of global standard in education.

    b) Promising students leave the institution after +2 stage for further studies outside the state.

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

1. The College will try its level best to improve the results in the university examinations.
2. The college will enhance the ICT infrastructural facilities of the college; ICT class rooms will be increased, more CCTV cameras will be installed.
3. Library facilities will be enhanced by providing more internet facility and e-resources. A student friendly library service system will be looked for.
4. The work of faculty, office staff and student improvement oriented popular talks, guest lectures, seminars and workshops will be continued.
5. Career and Consultancy cell will be strengthened and more organizations will be contacted for campus job placement; efforts will be made to extend the service to the students belonging to other institutions within the district.
6. More emphasis will be given on Career Counselling Programmes, regular counselling will be provided to Class-XII students.
7. The college will make endeavour to involve more faculty members in research work through projects of different funding agencies.
8. In order to improve the socio-demographic conditions of the backward hailing district, the Extension and Inclusion programmes towards community building would be made one of the priority areas of the institution.
9. Initiative would be taken to conduct a proper green audit of the institution.
10. Initiative will be taken to upgrade the skills of the non-teaching staff.
11. Programmes will be organized in connection with skill development of students for entrepreneurship.
12. Initiative will be taken for introducing PG courses in the college.

(Gobinda Boro)
Coordinator, IQAC

(*Dr. Binoy Kr. Brahma*)
Chairperson, IQAC

ACADEMIC CALENDAR 2014-15
KOKRAJHAR GOVT. COLLEGE,KOKRAJHAR

Month - Year	Date	Particulars
JUNE 2014 SUN MON TUE WED THU FRI SAT 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	**CLASS DAYS** 2-7,9-14,16-21,23-28,30 = 25 days **WORKING DAYS** 2-7,9-14,16-21,23-28,30 = 25 days **SUNDAYS** 1,8,15,22,29	*****ADMISSION***** HS I (Science)- 13th June,2014 HS I (Arts)- 11th & 12th June,2014 TDC I (Science)- 10th June,2014 TDC I (Arts)- 18th & 19th June,2014 Commencement of HS I & TDC I(sc) Classes from 16th June, 2014 Commencement of TDC I(Arts) Classes from 23rd June, 2014
JULY 2014 SUN MON TUE WED THU FRI SAT 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	**CLASS DAYS** 0 **WORKING DAYS** 1- 5,7 - 12,14 - 19,21-26,28, 31= 25 days **HOLIDAYS** 29-30 **SUNDAYS** 6,13,20,27	**Summer Vacation** **(1st July - 31st July)** Id-Ul-Fitre
AUGUST 2014 SUN MON TUE WED THU FRI SAT 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	**CLASS DAYS** 1,2,4-9,11-14,16,19-23,25,26,28-30 = 23 days **WORKING DAYS** 1,2,4-9,11-14,16,19-23,25,26,28- **College Event** 16 19 **Holidays** 15 18 27 **SUNDAYS** 3,10,17,24,31	**Regular classes of HS & TDC to continue from 1st August, 2014** **1st unit Test of HS II in the last week of August,2014** **College Foundation Day** **Freshmen Social Day & Publication of College Magazine** Independence Day Janmastomi Tithi of Srimanta SankarDev
SEPTEMBER 2014 SUN MON TUE WED THU FRI SAT 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	**CLASS DAYS** 1-6,8-12,15-20,22-27,29,30 = 25 days **WORKING DAYS** 1-6,8-12,15-20,22-27,29,30 = 25 days **College Event** 27 **Holidays** 13 **SUNDAYS** 7,14,21,28	**Sessional I Exam of odd Semesters be completed by 1st week of September, 2014** **KGCSU Election** Tithi of Sri Madhav Dev
OCTOBER 2014 SUN MON TUE WED THU FRI SAT 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	**CLASS DAYS** 8-11,13-18,20-22,25,27-31=19 days **WORKING DAYS** **College Event** 16-18 **Holidays** 1-7 23-24 Half Holiday (From 1 pm) **SUNDAYS** 5,12,19,26	**1st Unit Test of HS I, 2nd Unit Test of HS II and Sessional II Exam. Of odd Semesters be completed by 2nd half of October, 2014** **Educational Field Trip** Ishan Mushahary Memorial Day ,Bodo LiteraryDay Durga Puja,Birth Day of Mahatma Gandhi, Janmastav of Srimanta Sankar Dev, Id-Ud-Zaha & Lakhmi Puja Kalipuja & Dewali Kati Bihu

ACADEMIC CALENDAR 2014-15
KOKRAJHAR GOVT. COLLEGE,KOKRAJHAR

Month - Year	Date	Particulars
NOVEMBER 2014 SUN MON TUE WED THU FRI SAT 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	CLASS DAYS 1,3-5,7,8,10-15,17-22, 24-29 = 24 days WORKING DAYS 1,3-5,7,8,10-15,17-22, 24-29 = 24 days **Holidays** **6** Half Holiday (From 1 pm) 4 **SUNDAYS** **2,9,16,23,30**	Form Fillup of HS Final Exam.2014 (Notification will be issued accordingly) **Guru Nanak's Birthday** Muharam
DECEMBER 2014 SUN MON TUE WED THU FRI SAT 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	CLASS DAYS 1-6,8-13,15-20,22-24,26,27,29-31=26 days WORKING DAYS 1-6,8-13,15-20,22-24,26,27,29-31=26 days **Holiday** **25** **SUNDAYS** **7,14,21,28**	End Semester Exam for odd Semester be completed by 15th December, 2014 (Exact Dates shall be notified by GU) **Christmas Day**
JANUARY 2015 SUN MON TUE WED THU FRI SAT 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	**CLASS DAYS** 16,17,19-24,27-31 = 13 days **WORKING DAYS** 1-3,5-10,12,13,16,17,19-24,27-31 = 24 days **Holidays** **14-15** **25** **26** **SUNDAYS** **4,11,18,25**	Winter Vacation (1st Jan to 12th Jan,2015)(To be confirmed by University) Commencement of even Semester classes from 16th Jan,2015 2nd Unit Test of HS I in 1st fortnight Annual College week be held in the last part of January. **Magh Bihu** **Swaraswati Puja** **Republic Day**
FEBRUARY 2015 SUN MON TUE WED THU FRI SAT 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	CLASS DAYS 2-7,9-14,16,18-21,23-28= 23 days WORKING DAYS 2-7,9-14,16,18-21,23-28= 23 days **Holidays** **17** **SUNDAYS** **1,8,15,22**	H.S - Final yr. Exam. will Commence from 2nd week of February (Exact dates shall be notified by AHSEC) Sessional I Exam. (for even Semesters) be completed by 3rd week of Februuary **Sivatratri**

ACADEMIC CALENDAR 2014-15
KOKRAJHAR GOVT. COLLEGE,KOKRAJHAR

Month - Year	Date	Particulars
MARCH 2015 SUN MON TUE WED THU FRI SAT 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	CLASS DAYS 2-4,6,7,9-14,16-21,23, 28,30, 31= 25 days WORKING DAYS 2-4,6,7,9-14,16-21,23, 28,30, 31= 25 days College Event 31 Holidays 5 SUNDAYS 1,8,15,22,29	H.S.I Final Exam shall be completed within March. Students Day (Birth Anniversary of Bodofa U.N. Brahma) Dol- Yatra
APRIL 2015 SUN MON TUE WED THU FRI SAT 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	CLASS DAYS 1-4, 6-11,13,17,18,20-25,27- 30 = 22 days WORKING DAYS 1-4, 6-11,13,17,18,20-25,27- 30 = 22 days Holidays 14-16 SUNDAYS 5,12,19,26	Sessional II Exam. (for even Semesters) be completed by 1st half of April Declaration of HS I result. Admission and commencement of classes of H.S II yr.
		Bahag Bihu
MAY 2015 SUN MON TUE WED THU FRI SAT 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	CLASS DAYS 2,5-9,11-16,18-23,25-30 = 24 days WORKING DAYS 2,5-9,11-16,18-23,25-30 = 24 days Holidays 1 4 SUNDAYS 3,10,17,24,31	May Day Budha Purnima

I. Analysis on feedback from guardians 2014-15

A guardian's meeting was arranged on 25.10.2014 at the college for the session 2014-15, where about 60 guardians attended the meeting. In the meeting feedback were taken on the spot and their valuable suggestions for the development of the college were also noted.

As per the feedback report received from the guardians/parents they were satisfied with the quality of education imparted by the college. The guardians reflected their ideas on future upgradation and all round development of the college. Most of the guardians rated the college to be satisfactory. Further, guardians have also rated all the administration affairs, teachers, and office staff, as satisfactory.

Following are the worth mentioning suggestions put forwarded by the guardians-

a. Opening of Post Graduate courses in some departments in the college.
b. Auditorium facility in the college.
c. The college should increase the existing intake capacities of various departments.

****

II. Analysis on feedback from students 2014-15

During the academic year 2014-15, feedback forms were provided to 75% of the UG major course students, among which 83% submitted their responses (265out of 305), for evaluation of various academic attributes of teachers of Kokrajhar Govt. College . The formats containing 10 numbers of questions duly filled in by students were thoroughly studied by a retired faculty expert and the following report has been prepared accordingly.

1) Assamese Department: After assessing the Feedback reports of this Department, it can be mentioned that students are satisfied with the teaching staff of the Department for their proper guidance and help. Students of this Department are able to show their proficiency in the final year examination and they also expressed their satisfaction about healthy relationship between students and teachers. Accessibility of the teachers in and out of the class was found to be very high. The communication skills as well as interest generating skill of the teachers are found to be satisfactory.

2) Bodo Department: The Feedback reports collected from the students of the Department of Bodo found to be highly satisfactory. Bodo language is the main communication language of the BTAD region; therefore the number of students is in increasing trend. Despite of heavy rush of the students in this Department the teachers are sincere, competent and committed. As a result of which good relationship between teachers and students exists and it has led to good academic atmosphere.

3) Department of English: The Department of English, in terms of enrolment of students, is the largest Department of the college, having six permanent faculty members and one contractual teacher. As per the usual practice, feedbacks were collected from the 6th semester (3rd year) against each of the teachers. The analysis of the feedback forms reveals that the teachers of the Department are punctual, motivating, creative, communicative and co-operative. All of the students rated the teachers' performance and their ability to draw upon cross-textual references and design quizzes/questions as above average.

4) Department of Political Science: As per feedback report received from the students of various semesters the Department was found to be satisfactory about teacher's sincerity, commitment, knowledge, accessibility, ability to integrate the course material, project etc. Overall rating of teachers is highly satisfactory.

5) Department of Economics: Economics has been introduced in both Arts and Science faculties. After assessing the feedback reports of the Department, it can be mentioned that students are satisfied for their proper help and guidance in various academic activities like conducting seminars, project work etc. Above all the communicating as well as interest generating skill of the teachers is found to be satisfactory.

6) Department of Education: Having a large number of enrolment in the Department of Education , a good number of feedback were received from the students of the Department. From the students feedback received it can be easily assessed that the teachers of the Department are active and punctual in academic activities of the Department. Knowledge base and communication skill of all the teachers are found to be high and satisfactory.

7) Department of Geography: After assessing the feedback reports of this Department, it can be mentioned that students are highly satisfied with their teachers. Their communicating skill, while imparting quality education and providing support in various academic activities are excellent. Healthy teacher-student relationship is maintained in the Department. Teachers are easily accessible inside and outside of the class rooms.

8) Department of Philosophy: The faculty members of the Department of Philosophy are found to be satisfactory as the students rated the teachers to be knowledgeable, sincere, and good in communication skill. Healthy teacher-student relationship exists in the Department.

9) Department of Statistics: It has been assessed from the student's feedback that the teachers are found to be highly effective in communication skill and generating interest, project work etc. Students are satisfied about the contribution made by the teachers in the Department. However the students feel the existing laboratory facility to be inadequate.

10. **) Department of History** :The students feedback from the Department of history s found to be satisfactory and the students are quite happy with the teachers for the cordial relationship. Communication skill and sincerity of teachers are found to be satisfactory. Students have highly rated the teachers' ability to integrate the course materials and easy accessibility in and out of the class.

11) Department of Mathematics: As per feedback report it is found that teachers of this Department are able to provide quality education; Communication skill as well as ability to design examinations, assignments; projects etc were found to be satisfactory. Teachers are able to generate interest among the students about the value and importance of the subject. However, students feel inadequacy of the existing laboratory facilities.

12) Department of Computer Science: As per feedback report it was reflected that the teacher-student relationship is good and congenial. There are only two teachers in the Department and are found to be competent enough in all respect of teaching and learning. According to the rating teachers are sincere, committed to all the academic activities. Further, it was reflected that knowledge and interest generating capacity are quite satisfactory.

13) Department of Hindi: This is a newly established Department with a few number of students. As per reflection from the students feedback teachers are found to be highly generous and students are highly satisfied with the attribute possessed by teachers of the Department in various fields. A congenial teacher-student relationship is maintained.

14) Department of Bengali: The feedback responses of the students are high and satisfactory. Students rated teachers to be effective and competent in teaching learning as well as in other activities. Further it is reflected that there is a congenial atmosphere in the Department in between teachers and students.

15) Department of Physics: As per feedback overall rating of teachers are found to be efficient, knowledgeable, sincere and committed. They maintain a good healthy relationship with the students in and out of the class.

16) Department of Chemistry: From the students' feedback of the Department, it is found that students are highly satisfied with the teachers, in their guidance and help in various allotted works of the Department. Students are happy regarding teacher-students relationship. Sincerity and commitment, communication skill etc. of the teachers is found to be satisfactory. Teachers are very helpful in preparing projects /assignments/seminars etc.

17) Department of Zoology: As per the feedback report received from the Department of Zoology, teachers are rated as active, punctual, sincere and committed. Teachers are honestly dedicative to all academic activities. Communication skill and teacher-student relationship is found to be satisfactory.

18) Department of Botany: As per the feedback report received from the Department of Botany, the teachers are found to be satisfactory in all respects of departmental works. Students of this Department are satisfied about the performance, sincerity and overall attribution of the teachers towards the attainment of academic excellence. Both students and teachers of the Department maintain a healthy atmosphere in their relationship .The overall rating of the students in this Department towards the teachers is highly satisfactory.

Conclusion: The academic atmosphere of the college is congenial to both students and teachers. It can be mentioned that students are satisfied with modern facilities of equipments that has been set up especially in the science laboratories for their experimental works. Further, students are highly satisfied with power point presentation /lectures that have been continuing in the some of the Departments. Since students from many ethnic groups of are admitted in Kokrajhar Govt. College a Language Laboratory is highly essential for the study of the characteristics of different languages available in the college.

****

1. Title of the practice : **Computerised Data Enquiry system for students**
2. **Goal:**
   a) To assist the Students regarding any query about their subject combination, Class Roll Number, University Roll Number, Examination related data etc.
   b) To maintain database of any student till he/she completes the entire course of study.
   c) To prepare error free attendance registers.
3. **The Context:**
   With the introduction of semester system in undergraduate course by Gauhati University during the session 2011-12 it was found that a large volume of data had to be preserved manually for each student and at the end of each semester data renewal was necessary. Moreover it was a little difficult and time consuming to provide reply regarding queries like subject combination, Class Roll Number, University Roll Number, Examination related data etc. from manual records. Again, hand written students' attendance registers very often had erroneous names and inappropriate subjects. Considering all these aspects in 2014-15 it was decided to create a Computerised Data Enquiry system for students.
   .
4. **The Practice :**
   Every year, the admission committee, after being formed, nominates one or two members from the committee (who are faculties of the college) to supervise the data entry during the admission process. Once the admission forms are verified at the help desk, the data corresponding to different fields of admission form like candidates name, address, parents name entered in office computer. On the day of admission the data regarding subject combinations, class roll number etc are entered on the spot in the admission hall completing the entire database of the student. This data can be further used for any query about their subject combination, Class Roll Number, University Roll Number, Examination related data and preparation of student's attendance registers.
5. **Evidence of Success :**
   The system has been able to assist the students regarding any query about their subject combination, Class Roll Number University Roll Number, Examination related data etc. The college can easily maintain database of any student till he/she completes the entire course of study due to this system. Moreover error free student attendance registers have been prepared from this data.
6. **Problems Encountered and Resources Required**
   a) Lack of skilled office staff to maintain the system
   b) Admission data management software developed by the Computer Science department of the College is needed to be upgraded, else effective software from the professional developers need to be purchased. During the current year data are managed in Microsoft excel sheets.
7. **Notes:** In future the College will need more computers and trained personnel for smooth running of the Computerised Data Enquiry system for students.

******

1. Title of the Practice**: Training of Assamese language for faculties who do not have sound knowledge of Assamese.**

2. Goal:

To teach state language Assamese to the faculties, in order to help them in effective comprehension of terminologies in their respective subject. The knowledge of Assamese will also facilitate the evaluation of answer scripts written in Assamese.

3. The Context:

Although English is the medium of instruction of the college, faculty members are required to evaluate answer scripts from different institutions written in Assamese. Knowledge of the language also become helpful for the teachers in explaining certain terms easily understood by the students when translated into Bodo and Assamese. As the college had already run Certificate Course in Bodo, this course on Assamese was felt to be urgent by many faculty members who do not have a sound background in Assamese language.

4. The Practice:

A free training has been conducted for one month taking six days a week classes. The programme was designed by the Assamese Department of the College. The classes are stared with alphabet, vocabulary, knowledge of grammar and spoken Assamese language. At the end of the programme, the evaluation of learners is done in writing and viva-voce.

5. Evidence of Success:

a) Seventy percent of the trainees have expressed confidence in using the Assamese language for effective communication and evaluation of answer scripts.
b) It is observed during the last part of the classes that trainees could be able to express their queries in this language.
c) Some trainees who have been working in the other language departments of the college like Bodo and English are highly benefitted, as they have expressed that they became capable of working in language related research including Assamese language.

6. Problems encountered and resources required:

i. The number of resource persons are limited.
ii. Insufficient study materials.
iii. Financial constraints
iv. Problems in management of time during class hours.

7. Notes:

To continue this type of effective programme in the coming years co-operations from the college administration, local government, and most importantly, the response from the other language speaking people is required.

****