

**The Annual Quality Assurance Report (AQAR) 2017-18 of the IQAC
Dera Natung Government College, Itanagar,
Arunachal Pradesh, 791113**

Part – A

AQAR for the year

2017-18

1. Details of the Institution

1.1 Name of the Institution

Dera Natung Government College

1.2 Address Line 1

Vivek Vihar

Address Line 2

P.O.: R.K. Mission

City/Town

Itanagar, Papum pare

State

Arunachal Pradesh

Pin Code

791113

Institution e-mail address

dngcitanagar@gmail.com

Contact Nos.

0360-2212516

Name of the Head of the Institution:

Dr. N. T. Rikam

Tel. No. with STD Code:

0360-2212516

Mobile:

+919436896151

Name of the IQAC Co-ordinator:

DR. PRASANTA NANDA

Mobile:

+919436055830

IQAC e-mail address:

iqacdngc@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

ARCOGN12564

OR

1.4 NAAC Executive Committee No. & Date:

EC/PCRAR/58/004 Dated 10.03.2012

(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)

1.5 Website address:

www.dngc.ac.in

Web-link of the AQAR:

<http://intown-solutions.com/dngc/wp-content/uploads/2017/06/AQAR-2017-18.pdf>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺	75.1	2006	5 Year
2	2 nd Cycle	B	2.52	2012	5 Year
3	3 rd Cycle				
4	4 th Cycle				

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

02.05.2005

1.8. 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-2013-14 submitted to NAAC on 08-12-2014
 - ii. AQAR-2014-15 submitted to NAAC on 28-05-2015
 - iii. AQAR-2015-16 submitted to NAAC on 27-06-2016
 - iv. AQAR-2016-17 submitted to NAAC on 17-05-2017
- 1.9 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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

N A

1.11 Name of the Affiliating University (for the Colleges)

Rajiv Gandhi University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="NO"/>		
University with Potential for Excellence	<input type="text" value="NO"/>	UGC-CPE	<input type="text" value="NO"/>
DST Star Scheme	<input type="text" value="NO"/>	UGC-CE	<input type="text" value="NO"/>
UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text" value="NO"/>
UGC-Innovative PG programmes	<input type="text" value="NO"/>	Any other (<i>Specify</i>)	<input type="text" value="NA"/>
UGC-COP Programmes	<input type="text" value="NO"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="NA"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2. 6. No. of any other stakeholder and community representatives	<input type="text" value="NA"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="NA"/>
2.8 No. of other External Experts	<input type="text" value="NA"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10 No. of IQAC meetings held	03

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Coordinating the alumni to conduct annual lecture series in memory of Lt. Dera Natung.
2. Upgradation of online admission process with office automation.
3. Renovation of College Canteen with new infrastructure.
4. Expansion of herbal garden by introducing new medicinal plants.
5. Installation of ICT facility in 3 more classrooms.
6. Renovation of Internal Complaints Committee room with more infrastructure.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Automation of Admission process	Upgradation of the process with office automation
2. College Canteen	Renovation of College Canteen with new infrastructure.
3. Herbal Garden	Expansion of garden by introducing new medicinal plants.
4. Up-gradation to ICT classroom	Installation of ICT facility in 3 more classrooms.
5. Internal Complaints Committee.	Renovation of Internal Complaints Committee room

* 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 was placed before the committee of HOD'S before finalization.
- ❖ The suggestions by the members were incorporated into the action plan.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

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

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
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.

The curriculum is updated for various programmes periodically

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

NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
72	51	21	NA	NA

2.2 No. of permanent faculty with Ph.D.

26

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
04	25	NA	NA	NA	NA	NA	NA	04	25

2.4 No. of Guest and Visiting faculty and Temporary faculty

06

NIL

NIL

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	12	19
Presented papers	01	09	NIL
Resource Persons	NIL	03	05

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

Use of ICT in teaching and learning process.

Implementation of skill based paper with practicals.

2.7 Total No. of actual teaching days

during this academic year

180

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

Frisking is done as a part of examination reforms

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

20

20

20

2.10 Average percentage of attendance of students

78 %

2.11 Course/ Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	536	NA	NA	NA	NA	68.02
B.Sc	139	NA	NA	NA	NA	47.64
B.Com	109	NA	NA	NA	NA	55.95

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

- ❖ Analysis of student feedback form received from HODs.
- ❖ Assessment of performance of students in the internal examination and necessary measures taken.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	08
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	07
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	NIL
Summer / Winter schools, Workshops, etc.	22
Others	NA

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	28	NA	NIL	15
Technical Staff	12	NA	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

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

- ❖ Research committee is functioning under the chairmanship of UGC Coordinator.
- ❖ MRP are properly scrutinized before submission.
- ❖ Suggestions are provided to eligible candidates for project submission to different funding agencies.
- ❖ Research Laboratory in science department upgraded with the support of State Govt. Funding of Rs. 25(Twenty five) lacs.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	02	NA	NIL
Outlay in Rs. Lakhs	4,90,000	3,22,500	NIL	NIL

3.4 Details on research publications

	International	National	Others
Peer Review Journals	NIL	14	NA
Non-Peer Review Journals	NIL	NIL	NA
e-Journals	NIL	02	NA
Conference proceedings	NIL	NIL	NA

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 (Rs)	Received (Rs)
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	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies	NIL	NIL	NIL	NIL	NIL

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
NIL	-	-	-	-	-	-

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

NIL

NIL

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

NA

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	NA	College forum	01		
NCC	03	NSS	02	Any other	NIL

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

- Cleanliness drive in the college campus by the students and faculty on October 2 (Swacch Bharat Abhiyaan).
- Blood donation camp by NCC volunteers.
- NIC activities by NCC/NSS volunteers.

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	49.3 Acre	-	-	49.3 Acre
Class rooms	53	-	-	53
Laboratories	06	-	-	06
Seminar Halls	02	-	-	02
No. of important equipments purchased (\geq 1.0 lakh) during the current year.	17	9	Govt.	26
Value of the equipment purchased during the year (Rs. in Lakhs)	51	25	Govt	76
Others				

4.2 Computerization of administration and library

- ❖ Additional computers installed for the Arts departments and Academic branch.
- ❖ A new computer centre with 25 computers is set up with the help of NIELIT.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	29534	44,27,839/-	1379	849603	30913	5277442/-
Reference Books	1718	402000/-	NIL	NIL	1718	402000/-
e-Books	NIL	-	NIL	-	-	-
Journals	12	13150/-	NIL	NIL	12	13150
e-Journals	NIL	-	-	-	-	-
Digital Database	NIL	-	-	-	-	-
CD & Video	NIL	-	-	-	-	-
Others (specify)	NIL	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	68	1	10	12	2	19	14	-
Added	02	-	-	-	-	01	01	-
Total	70	1	10	12	2	20	15	-

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

Regular courses for the students are run in computer centre with the help of NIELIT. The students fill up their admission form and submit fees online. The students use the computer centre for their project works, assignments etc. The college is enabled with internet and Wi-Fi facility, which helps the students a lot.

4.6 Amount spent on maintenance in lakhs:

i) ICT	2.0
ii) Campus Infrastructure and facilities	15.34
iii) Equipments	1.5
iv) Others	NIL
Total:	18.84

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Details of the services are mentioned in the prospectus prepared by the IQAC. A counselling session under the guidance of IQAC was conducted before the start of the classes.

5.2 Efforts made by the institution for tracking the progression

Regular meetings of the HOD's are conducted in their respective departments after every internal assessment.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3069	-	-	-

(b) No. of students outside the state

313

(c) No. of international students

NIL

Men

No	%
1626	53

Women

No	%
1443	47

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
251	20	2787	13	00	3071	186	57	2756	70	00	3069

Demand ratio

5:1

Dropout %

3.8

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

Career Counselling Cell, DNGC has been functioning actively by conducting various programs such as free coaching for different competitive examinations. Workshops are organized from time to time to provide information to the students about different career options.

No. of students beneficiaries

30

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Career Counselling Cell imparts Individual counselling and guidance to the students throughout the year –as and when sought for about:

- Various Career Options
- Employment Opportunities
- Further Higher Studies in various areas
- Subjects and Courses with Better Job Prospects.
- Tips for Written Examination & Interviews
- Communication Skills & Personality Development etc.

No. of students benefitted

100

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
NIL	NA	NA	NA

5.8 Details of gender sensitization programmes

- ❖ Women cell of the college is functioning well. They have organized the following programmes.
- ❖ A seminar cum workshop on Self defence and legal awareness was conducted on 5th September 2017.
- ❖ One essay writing competition was held on the topic-Breast cancer awareness on 24th October, 2017.
- ❖ International women’s day was celebrated on 8th March, 2018.

5.9 Students Activities

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

State/ University level

22

National level

2

International level

NIL

No. of students participated in cultural events

State/ University level

16

National level

NIL

International level

NIL

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	NIL	NIL
Financial support from government	2827	3,68,44,800/-
Financial support from other sources	NIL	NIL
Number of students who received International/ National recognitions	NIL	NIL

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: As a grievance redressal cell exist in the college, any grievance of the students addressed to the authority was redressed by the cell. However, there was no major grievance from the students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

1. To Learn and achieve today; Lead and serve tomorrow
2. To encourage students to work for the good of others in the society
3. To impart holistic and quality education within the reach of all
4. To contribute to India and the World through inculcating excellence in the realm of education and research; and to serve as a fruitful resource for industry and society; and remain a source of pride for all Indians.

Mission

1. To nurture human potential to such an extent so that intellectually capable and creatively visionary leaders can emerge in various professions.
2. To develop individuals who are morally upright, intellectually well-informed, socially concerned, emotionally balanced, physically well-developed and culturally accomplished;
3. To develop a scientific temper by countering superstitions, and pernicious customs like child marriage, caste system, female foeticide, dowry, gender bias, regionalism etc;
4. To guide individuals towards social welfare and to nurture creative and resourceful minds, who think big, think fast and think ahead, who care for the nation and the weaker sections of society, and imbibe humanistic and patriotic passions and values.
5. To recognise and nurture the unique qualities of all our students and staff and to strive for the creation and maintenance of an environment that is caring, safe and rewarding
6. To serve the needy and the Nation with humility, respect and honour.
7. To mould intellectually competent, morally upright, socially committed and spiritually inspired persons capable of building a more human social order within the context of the nation's plurality of religions and diversity of cultures.

6.2 Does the Institution has a management Information System

NA

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

6.3.1 Curriculum Development

Our teachers are involved in curriculum development as member of Board of Undergraduate Studies (BUGS) as it is an affiliated college, the responsibility of the curriculum development rest upon the university.

6.3.2 Teaching and Learning

- ❖ All HOD's are provided personal laptops by the institution.
- ❖ ICT facilities have been extended to the arts and commerce streams also. Earlier, only science faculty were having the ICT facility.
- ❖ Introduction of Skill based paper with practical's in education, geography and commerce.
- ❖ Students are asked to do project as a part of their assignment.

6.3.3 Examination and Evaluation

University Examination is conducted as per the academic calendar of University. However, to improve the internal Examination and evaluation, the Academic In-charge regularly monitors and holds meeting with HOD's after every assessment. Students are apprised of their weakness/ deficiency through discussion and open/return of evaluated script. HOD's are asked to arrange special remedial class for failed students.

6.3.4 Research and Development

College is having a research committee represented by one teacher from each stream. The committee, after visit to science laboratory suggested qualitative improvement in Laboratory infrastructure. Thus the government provided an amount of Rs. 25 Lacs (Rupees twenty five lacs only) to science and geography department for the improvement of Research Laboratory. Moreover the college also publishes a Research Journal (*dngcrj*).

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. As per the suggestion given by the peer team, the college has taken action on implementation of RFID tagging in the library from the current session.
2. More classrooms were provided with smart board facility.
3. IT room was provided with Wi-Fi facility.
4. A separate server is placed for the student with Wi-fi facility.
5. Students database software is installed and fully functional.
6. Digitization of the library is done.

6.3.6 Human Resource Management

There is an effective structure in the college management. The administrative management comprises of Principal, Staff Council and HOD. Regular dialogue and consultation is carried out for maximum use of human resources. Issues pertaining to the students and teachers are discussed and amicable solution is reached for a functional academic atmosphere.

6.3.7 Faculty and Staff recruitment

As the college is a government college, the recruitment is directly carried out by APPSC for the Assistant Professor after getting approval from Govt. Group C & D appointment is directly recruited and govt. college plays no role in recruitment process of Faculty and Staff.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

The admission process is conducted online. The students fill up the admission form online and afterwards, their input is categorised to prepare the selection list according to various criteria. During the final admission, the scrutiny of the original documents is done.

6.4 Welfare schemes for

Teaching	Well furnished Accommodation
Non teaching	Well furnished Accommodation
Students	Stipend and Scholarship

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes



No



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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO		YES	IQAC
Administrative	NO		NO	

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Successful running of the newly introduced semester system with emphasis on internal assessment examination.

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

NA

6.11 Activities and support from the Alumni Association

The alumni are in touch with the teachers and administration. They use to interact and help the college in various ways as and when required.

6.12 Activities and support from the Parent – Teacher Association

As such there is no parent teacher association exist till now. However, at times teachers do take feedback and interact with the parents when situation arises.

6.13 Development programmes for support staff

Training to support staff on ICT is given for smooth function of the office.

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

- Plantations done.
- Renovation of gardens.
- Installation of weather station by geography department.
- Signing of MoU with GB Pant National Institute of Himalayan Environment and Sustainable Development for low cost technology on vermicomposting and solid waste management in the campus.

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.

- ❖ Use of LCD projectors in classrooms.
- ❖ Internet connectivity to smart classrooms of science departments.
- ❖ Encouragement to the students for powerpoint presentations in seminar.
- ❖ Organizing seminar on stress management for the students by the career counselling cell.

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

Improvement of IQAC infrastructure, Implementation of online admission process.
Creation of student database. Installation of smart classroom in Arts and Commerce.
Installation of Wi-Fi facility in the Administrative and Academic campus.

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

- ❖ Principal's Merit award (Rs. 5000) for the Overall topper of the college for the encouragement and promotion of healthy academic competition among the students.
- ❖ Student Merit Award which provides free admissions to the students scoring highest marks in previous semester examination.

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

7.4 Contribution to environmental awareness / protection

- ❖ Periodical cleanliness drive is conducted under the guidance of the social service secretary and Swachh Bharat Abhiyaan.
- ❖ Conduct of seminar and quiz competition by the Eco-Club.
- ❖ Observing Earth Day and making students aware its importance.
- ❖ Use of polythene bags is discouraged in the campus.

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTH:

- ❖ Oldest institution of capital catering to the needs and academic aspiration of students of the state.
- ❖ Multidisciplinary academic facility like Arts, Science and Commerce with semester system.
- ❖ Teaching by experienced and trained faculty.
- ❖ Presence of Career Counselling Cell helps in guiding the students.
- ❖ Round the clock availability of water and electricity.
- ❖ Outdoor sports facility like mini stadium.
- ❖ Green environment with sufficient number of trees.
- ❖ Ragging free campus.
- ❖ Remedial coaching imparted for weaker students

WEAKNESS:

- ❖ Poor student teacher ratio.
- ❖ Due to shortage of classroom, separate departmental room is not available.
- ❖ Non-teaching staff are not properly trained in ICT.
- ❖ Absence of separate indoor stadium.
- ❖ Lack of sufficient library staff.

OPPORTUNITY:

- ❖ This institute has potential for eligibility for **centre for potential for excellence**.
- ❖ As located in capital complex, it provides it provides accessibility to students of different districts
- ❖ Availability of vast land area can be exploited for revenue generation.
- ❖ Biotech Hub funded by DBT can be used for the research in the field of medicinal plants with special emphasis on tissue culture.
- ❖ If trained/ coached, this institute can produce sportsperson of national level.

THREAT:

- ❖ Backwardness of the region due to topographical factors.
- ❖ Poor connectivity with mainland.
- ❖ Poor communication skills of the students due to rural background.
- ❖ Adverse weather conditions affect working days.

8. Plans of institution for next year

- ❖ NAAC Assessment for 3rd cycle.
- ❖ Up-gradation of Infrastructure.
- ❖ Opening of Anthropology subject from the next session.
- ❖ Increase of internet speed in the college
- ❖ Deployment of security guard in the main gate of the college campus.



Name: DR. PRASANTA NANDA

Signature of the Coordinator, IQAC



Name : DR. N. T. RIKAM

Signature of the Chairperson, IQAC

Annexure I



ACADEMIC CALENDAR FOR THE SESSION 2017-2018

i	College Re-opens after Summer Vacation (2017)	10 th July 2017 (Monday)
ii	Admission to I st Semester	19 th July - 24 th July 2017 (Without Late Fee)
		25 th July - 28 th July 2017 (With Late Fee)
iii	Admission to III/V Semester	11 th July- 14 th July 2017 (Without Late Fee)
		17 th July-21 st July 2017 (With Late Fee)
iv	Commencement of Classes	25 th July 2017 (Tuesday)
v	Hostel Admission process	4 th August – 12 th August 2017
vi	Students' Union Election	During the 1 st fortnight of September 2017
vii	College Day Celebration	1 st Week of November 2017
viii	Form fill-up for End-Semester Examinations (I/III/V)	17 th November 2017 to 24 th November 2017
ix	End Semester Examinations (I/ III/V)	4 th December 2017 (Monday) to 22 nd December 2017 (Friday)
		<i>3 Sessional Tests</i>
		<i>During August, September and October 2017</i>
x	Winter Recess (2017-18)	26 th December 2017 (Tuesday) to 16 th January 2018 (Tuesday)
xi	College Re-opening	17 th January (Wednesday) 2018
xii	General Educational Excursion /Study tour	During Recess/Vacation 2017-18
xiii	Filling up of Examination forms for Annual System	22 nd January- 29 th January 2018 (Without Late Fee)
		30 th January – 6 th February (With Late Fee)
xiv	Admission to II/IV/VI Semester	17 th January 2018 to 22 nd January 2018 (Without Late Fee)
		23 rd January 2018 to 24 th January 2018 (With Late Fee)
xv	Commencement of classes of even semesters (II/IV/VI)	24 th January 2018
xvi	Form fill-up for End-Semester Examinations (II/IV/VI)	27 th April 2018 to 4 th May 2018
xvii	Examination for Annual System	2 nd April 2018 to 27 th April 2018
xviii	End Semester Examinations (II/IV/VI)	14 th May 2018 (Monday) to 15 th June 2018 (Friday)
		<i>3 Sessional Tests</i>
		<i>During January, February and March 2018</i>
xix	Summer vacation (2018)	18 th June 2018 (Monday) to 20 th July 2018 (Friday)
xx	College Re-opens on	23 rd July 2018 (Monday)

Note: Academic calendar shall be followed strictly except under extraordinary situation

Annexure II

STUDENT FEEDBACK REPORT

IQAC provides feedback form to the HOD's for their respective departments. After analysing the student feedback in their respective department staff council, they submit the reports to the IQAC. Some students have given useful feedback for the institution in general and teachers in particular. Based upon the feedback some departments arranged remedial classes. In arts, the use of ICT has been enhanced. On the basis of the student feedback on non completion of courses in some departments, steps were initiated by concerned department to complete the courses by taking extra classes. Moreover, many tough topics were taken care of after the evaluation of the feedback forms.

Annexure III



Fig. IQAC review meeting by Principal, Vice-Principal, Coordinator and Members.

Annexure IV



Fig. Review Meeting of Principal with Vice-Principal, IQAC, UGC and RUSA Coordinators.

Annexure V



Fig. Director, Higher and Technical Education giving away Principal's Merit Award to college toppers (One of the best practices) during Orientation Programme.

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
