



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		G L CHOUDHURY COLLEGE
Name of the head of the Institution		Mr Jagannath Barman
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03666260584
Mobile no.		9854713103
Registered Email		iqac.glcc@gmail.com
Alternate Email		bhatta_goutam@yahoo.com
Address		Barpeta Road, W/N-6,
City/Town		Barpeta Road
State/UT		Assam
Pincode		781315
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Md. Ramjan Ali & Kalyan Ch Talukdar
Phone no/Alternate Phone no.	03666260584
Mobile no.	9854692898
Registered Email	rali35061@gmail.com
Alternate Email	goutam59617@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://drive.google.com/open?id=0B9xhFyuajaoNeEtJWDZrTl12dmNsYVh1RVYyVHlGclp3V04w
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://glcc.ac.in/wp-content/uploads/2020/01/accademic-calender-2018-19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.26	2017	30-Oct-2017	29-Oct-2022

6. Date of Establishment of IQAC

04-Apr-2014

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
N/A	30-Jun-2019 0	0

No Files Uploaded !!!

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	N/A	N/A	2019 0	0

No Files Uploaded !!!

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1 IQAC has taken initiative to prepare a yearlong calendar of activities and accordingly IQAC encourage its different cells to perform their schedule activities in due time. 2 IQAC of the institution has taken initiative to conduct/ organized National seminar, state level seminar lecture programs, cultural discourse to accelerate knowledge of the faculty members of the institution as well as the neighboring institutions. 3 IQAC has organized workshop on CBCS and it encourage the faculty to participate and urges all the faculty members and students to go through the new education policy. 4 IQAC encourage the students to cope with the latest educational technologies and to step forward accordingly to build up efficient career. 5 IQAC of the institution encourages the faculty members to work on research activities ie. Writing research papers, books, chapters and innovative works etc.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes				
<p>Plan of Action 1 IQAC of the college authority plan to introduce science stream for UG level and decide to approach the concerned department of the GOVT of Assam. 2 The IQAC plan to involve library committee of the college to purchase course related books and reference books of CBCS. 3 The IQAC plans to conduct remedial classes for ST/ SC/ OBC/minority and weaker students. 4 The IQAC plans to conduct some minor research projects by the interested faculty members of the college with the help of college fund. 5 The IQAC plans to introduce technical and job oriented education in the college.</p>	<p>ACHIVEMENTS OUTCOME 1 Accordingly GOVT. of Assam has selected and permitted the college to open science stream in UG level and consequently with a grand support from the public of greater Barpeta Road. The authority by forming a preparatory committee has started construction of the infra structure of science stream. 2 The college authority has permitted the same and accordingly library committee has purchased different course related books and reference books. 3 Different departments have undertaken some remedial courses for the said classes of the students. 4 The governing body approves the proposal of the IQAC regarding conduction of Minor Research Project and it appeals the faculty member to go for minor research project 5 Accordingly the authority has applied for affiliation for computer and tourism courses under GU and simultaneously under ASDM with the help of Mediworld Educational Society, New Delhi, the college is providing technical and job oriented courses on Retail and Poultry farming. Some short term self financed job oriented courses on Beautician, cutting sewing, Jewellery bag making are also provided under the initiative of Extension Education Cell of IQAC.</p>				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="118 1543 796 1592">Name of Statutory Body</th> <th data-bbox="798 1543 1476 1592">Meeting Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="118 1594 796 1644" style="text-align: center;">Governing Body</td> <td data-bbox="798 1594 1476 1644" style="text-align: center;">07-Mar-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Governing Body	07-Mar-2020
Name of Statutory Body	Meeting Date				
Governing Body	07-Mar-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				

Date of Submission	27-Feb-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Being an affiliated institution G L Choudhury College follows the prescribed curricular of respective university (ie. Gauhati University). Of course the college authority undertakes some steps to implement and develop the prescribed curricular as follows:

- At the beginning of the session the college authority forms a prospectus committee to prepare a prospectus showing academic calendar, working days, internal examinations, curricular activities, other extension related activities and the like
- In the same way at the beginning of every academic session, the academic council organizes an orientation programme for the newly admitted students of U G level to make them aware about the prescribed curriculum and the system of the CBCS semester.
- On the basis of the prescribed syllabus of the university the departmental head allocates all units and papers etc. among the faculty members for the upcoming semesters and accordingly the faculty members prepare "teaching plan" to cover up all the prescribe units and sub units for the same. They undertake chalk and talk method in this regard along with using audio- visual aids and for the maintenance of the progress of dealing with the allotted papers and units of the syllabus, the faculty members keep records in their respective class dairy.
- To show the practical point of view of the prescribed curriculum the authority organizes field tours of the students belonging department of Education, History and Assamese along with the students of B A 2nd year having Environmental Studies.
- The college authority also forms a routine committee in keeping in view the volume of the syllabus, the committee makes an effort to allot maximum classes so that the syllabus can be completed within the scheduled working days before the final examination.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System

BA	ARTS	01/08/2019
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1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	ARTS	67
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>The IQAC of the college prepares well structured questionnaires covering all the aspect related to its stackholders. These questionnaires are supplied to the student's class wise and collect with responses. Such answers of the questionnaires received from the students and then stakeholders are analyzed by IQAQC within its dimensions and prepare suggestions for remedies and introduced o the head of the institution. Besides faculty members and non-teaching staff provides various formal and informal feed back to the head of the institutions regarding different administrative, academic and other matters related to the college. The Parent and Guardian Cell of the college use to take feedback from the parents and after getting information from them, the college authority and faculty members sit together to wipe out the problems of the students as well as the faculty members and also tried to minimize loop holes and shortcoming in pedagogy and other aspects. The college has an Anti-Ragging Committee which receives feedback from students through placing complaint in box and necessary action is taken accordingly. The Grievance Redressal Cell also have a complaint box and accordingly they collect feedback from students as well as different stakeholders and efforts have been made to solve at the cell level and it has been placed to the college authority so that grievances has been permanently solved. The Alumni Cell also attempts to receive different suggestions and complaints through feedback forms which help the institution to know the status of their employment and their contribution to the society, at the same time their suggestion have been considered positively by the college authority and</p>

tried to materialize at the level best of the institution. The IQAC has decide to introduce online feedback system from the upcoming sessions.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ARTS	900	1021	878
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	878	0	22	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
7	5	0	3	1	0
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

As mentoring is necessary to find out the serendipity and overall development of the students categorically both the fast learners and slow learners, it has become an anchor to overcome different academic hindrances they face during their course of studies. Therefore, the IQAC and the college authority have made mentoring a compulsory part of the teaching learning process. In this regard different departments and “Carrier and Guidance Cell” have been offered the responsibility to gear up the system. At the beginning of the session, the individual departments organize an orientation program for the fast semester students to let them know about the mentoring system. Accordingly, students having major subjects have been prescribed their mentors class wise and department wise and for general course students have been prescribed their mentors based on their quantity irrespective of departments in the college. To materialize the system the mentors collect necessary information from the students such as family background, problems (if any), contact numbers etc for making a direct contact with the students. The faculty members (the mentors) hold individual discussion with the students to know their different problems (priority has been given on academic aspect) and they try to solve it at their level best. The individual departments hold discussion with the parents, visit home and some time they communicate with them over telephone. Queries and unsolved questions of the students are tried to solve. Moreover, the needy students are issued books from the departmental libraries. Considering the changing socio-economic and political situations the carrier and guidance cell attempts to develop personality of the students so that they can cope with such situation. The cell provides various information regarding jobs, holds classroom discussion to let know the students on different academic and job opportunities. Accordingly, many student of our college including different passed out NCC cadets are found to get benefit.

Number of students enrolled in the	Number of fulltime teachers	Mentor : Mentee Ratio
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institution		
878	22	1:39

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
0	0	0	0	0

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	0126	2019	21/05/2019	10/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has a continuous inter evaluation system. Accordingly all departments undertake some mechanisms such as holding departmental seminars, lecture programs, group discursion and home assignment etc. The faculty members of various departments try to know from the students about their quarries and use to inspire them to ask unsolvable question from the previous question paper and accordingly these are solved. The college authority arranges internal examinations. Sometimes the respective departments arrange surprise test, surprise extempore and subject related quiz with in class hour.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar of the college published in the college prospectus provides the dates of internal examinations. Moreover the students are well informed in advanced regarding the commencement of internal examinations by issuing a notice in the college notice board. Similarly being an affiliated institution the college conducts final examinations in the end of every semester as per the examination program/ circular issued by the respective university (Gauhati University). The faculty members also either verbally or over telephone used to inform the students about the examination programs weather internal or external.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
0126	BA	ARTS	198	154	78.97
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

NIL

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	NIL	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	N/A	31/12/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	N/A	N/A	31/12/2019	N/A
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
N/A	N/A	N/A	N/A	N/A	31/12/2019
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
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NIL	0
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3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	NIL	0	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	0
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	n/A	N/A	2019	0	N?A	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	N/A	N/A	2019	0	0	N/A
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	60	36	0
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Pre NSC Camp	49 Assam Naval Unit Assam	0	4
YOGA	48 Assam Naval Unit G L C College	22	150
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
N/A	N/A	N/A	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	G L Choudhury College	Awareness Programme	6	40
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
N/A	N/A	NIL	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	N/A	N/A	31/12/2019	31/12/2019	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	31/12/2019	N/A	0
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
416233	416233

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing

Campus Area	Existing
Laboratories	Existing
Class rooms	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL 2.0	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9991	1180141	700	122522	10691	1302663
Reference Books	1438	648162	106	47700	1544	695862
e-Books	300000	5700	0	0	300000	5700
Journals	17	27000	0	0	17	27000
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	N/A	N/A	31/12/2019
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	21	1	21	2	1	5	8	50	1
Added	0	0	0	0	0	0	0	0	0
Total	21	1	21	2	1	5	8	50	1

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
N/A	N/A

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2387958	416233	2387958	6041652

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

All kind of infrastructure are maintained by the college authority within its organization for construction. Usually the authority forms a construction committee and the committee remains active until the work is over. However for the maintenance, some of the faculty members given in charge specially for the beautification of the college. For electric machinery maintenance one official from the principal office is given in charge, electric instruments like computers, CCTV camera and other electronic gadgets are maintained by the senior assistant of the college time to time. Besides, the users of the different gadgets are suggested to inform for any complaint so that the complaints can be met up instantly. Computers and other accessories of the computer lab are maintained by the faculty member of the computer education. Computers and other instruments of the library are maintained by the librarian. Sports instruments, playground etc are maintained by the prof. in-charge of the sport cell. Hostel (Girls') is managed and maintained by its warden. All kind of laboratories especially of anthropology and education are maintained by the faculty members of the respective departments. The authority and beautification committee keep in view to maintain a eco friendly atmosphere in the institution and garden of the engage casual labors.

<https://glcc.ac.in/2020/03/13/procedures-and-policies-2018-19-of-g-l-choudhury-college/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Data Not Maintain as students apply online and the amount is credited at their own bank account	0	0
Financial Support from Other Sources			
a) National	N/A	0	0
b) International	N/A	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NIL	31/12/2019	0	0
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
N/A	0	0		0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	0	N/A	N/A	N/A	N/A
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
2	institution level during	153
No file uploaded.		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for	Number of awards for	Student ID number	Name of the student
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			Sports	Cultural		
2019	NIL	International	0	0	0	0
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students representation are provided in various committees of the institution such as Grievance Redressal cell, RUSA (PMU), Sports and cultural cell etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

97

5.4.3 – Alumni contribution during the year (in Rupees) :

9700

5.4.4 – Meetings/activities organized by Alumni Association :

Two numbers of meetings are held during the session

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization, a democratic process has a very significant role to play in the educational domain. It helps in the promotion of quality development of all section people in academic, social, political etc. It also helps in improving the efficiency of educational system and the quality of educational services. The principle of decentralization has a greater role to play in planning and implementing activities for the overall development of the institution. •The institution forms various academic and non-academic Committees with specific assigned purposes. Regular meetings are convened amongst Committee members, Principal, Faculties and the student representatives through which matters of strategic importance are discussed with equal opportunities to share and express their positive comments and constructive suggestions. •The HODs are given full responsibility to discuss and solve the matters at the departmental level with the respective faculty members in consultation with the Principal.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Being an affiliated institution G L Choudhury College follows the prescribed curricular of respective university (ie. Gauhati University) of

course the college authority undertakes some steps to implement and develop the prescribe curricular as follows: • At the beginning of the session the college committee forms a prospectus committee to prepare a prospectus showing academic calendar, working days, internal examinations, curricular activities, other extension related activities and the like • In the same way at the beginning of every academic session, the academic council organizes an orientation programme for the newly admitted students of U G level to make them aware about the prescribed curriculum and the system of the CBCS semester. • On the basis of the prescribed syllabus of the university the departmental heads allocate units and papers etc. among the faculty members for the upcoming semesters and accordingly the faculty members prepare " teaching plan" to cover up all the prescribed units and sub-units for the same. They undertake chalk and talk method in this regard along with using audio- visual aids and for the maintenance of the progress of dealing with the allotted papers and units of the syllabus, the faculty members keep record in their class dairy.

Teaching and Learning

On the basis of the prescribed syllabus of the university the departmental heads allocate units and papers etc. among the faculty members for the upcoming semesters and accordingly the faculty members prepare " teaching plan" to cover up all the prescribed units and sub-units for the same. They undertake chalk and talk method in this regard along with using audio- visual aids and for the maintenance of the progress of dealing with the allotted papers and units of the syllabus, the faculty members keep record in their class dairy.

Examination and Evaluation

G L Choudhury college follows University examination scheme of 80:20 wherein 80 weightage is given to end semester exam 20 weightage is given to internal test. This scheme of continuous assessment ensures proper learning outcomes. The scheme includes us with various system of evaluation such as assignments, field study and practical etc. These heads of exams and evaluation enables formative

	assessment.
Research and Development	G L choudhury college have a research cell which publishes books and encourages the facultymembers to involve in various research activities.
Admission of Students	Admission Forms shall be issued by the college, which will have to be dully filled-up and submitted within a specified date declared by the college authority in leading News Papers of Assam and in the college notice board. A screening committee constituted by the college authority shall scrutinize the forms and the merit list of candidates shall be notified through the college notice board one day before the date of admission. Selected candidates shall have to enroll themselves in their respective streams and classes on specified dates notified by the college authority. Admission is on the basis of merit but reservation as per Govt. Rules.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Student Admission and Support	Admission Forms shall be issued by the college, which will have to be dully filled-up and submitted within a specified date declared by the college authority in leading News Papers of Assam and in the college notice board. A screening committee constituted by the college authority shall scrutinize the forms and the merit list of candidates shall be notified through the college notice board one day before the date of admission. Selected candidates shall have to enroll themselves in their respective streams and classes on specified dates notified by the college authority. Admission is on the basis of merit but reservation as per Govt. Rules. For Further Quarries Please Write to Us By clicking the link attached bellow:- https://glcc.ac.in/cp/

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

2019	0	NIL	N/A	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	N/A	31/12/2019	31/12/2019	0	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0	31/12/2019	31/12/2019	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	0	0

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institute conducts internal audit every year .This is done by a professional chartered accountant. Later on Govt. audit is done by the C A appointed by the Govt. of Assam

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	N/A
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Govt. of Assam	Yes	College Authority by appointing professional C A
Administrative	Yes	Govt. of Assam	Yes	College Authority by appointing professional C A

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Meeting of the parents and guardians are called for discussing various issues and receiving various suggestion. 2. The issue of poor class attendance of the respective students are discussed. 3. Parents physically help in the development activities of the college

6.5.3 – Development programmes for support staff (at least three)

Various kinds of training and workshop are organized in time to time to develop skills

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Post Accreditation initiative are mention bellow 1. Two new Academic Building is under construction one for general and another for Science stream 2. Pieces of Laboratory Equipments and computers are newly added for Anthropology, education, and Computer Application. 3. Skill-based self-financed cultural course added under KALANGON. 4. Pieces of Library books newly added for science stream.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Lecture programme	10/10/2018	10/10/2018	10/10/2018	40
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

International Womens Day	08/03/2019	08/03/2019	232	117
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
N/A

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	0	0	31/12/2019	0	N/A	0	0
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	01/12/2019	N/A

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NIL	31/12/2019	31/12/2019	0
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The college authority has undertaken sufficient measures for making the campus eco-friendly by planting various trees on various occasions and regular cleaning.
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7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<p>The two institutional best practices are as follows:- Best Practices Practice I: 1. Title of the Practice Transparent admission policy 2. Goal Every year the college receives a lot of applications to seek admission to various programmes that the college runs. It is impossible for the college to entertain each and every candidate seeking admission to the college. Demand for seats are always higher than available seats. So, there comes the need of selection of candidates for various programmes. Till date, the college has been following a very clear and transparent admission policy so that there cannot be any dispute regarding admission process and the candidates are admitted purely on merit basis. 3. The Context The college has to keep in mind the following things in adopting an admission policy: (a) The college is centrally located, where diverse communities and groups of people reside (b) In most cases demand for seats is much higher than available seats. (c) A large number of candidates</p>

represent economically backward classes. (d) There is a constant pressure of the local people since most of the candidates belong to the nearby locality.

(e) To encourage quality education, the college has been following a very clear and transparent admission policy on the basis of merit. 4. The Practice The prospectus clearly states the admission policy of the college. Students are enrolled purely on merit basis. As per the govt. rule seats are reserved for SC, ST, OBC and physically challenged students. Here also, merit is the only followed rule. Apart from these, principal has the discretion to enrol a few more students on the basis of some outstanding performance shown in the field of sports, music and other such fields. The college authority constitutes an Admission Committee consisting of staff members and this committee is bestowed with the responsibility of completing the entire admission process. The e to this continuous healthy practice. Admission Committee declares the list of selected candidates in order of merit, showing the marks they secure in 102 examinations along with a waiting list. In this way the whole process of admission is made transparent. 5. Evidence of Success The clarity and transparency maintained in the Admission Process has brought about some success in respect of achieving the desired goal. The college has succeeded in avoiding all kinds of controversies and disputes in the admission process. Secondly, the admission committee of the college is hardly pressurised by individuals seeking admission to the college. Besides all these, the admission process has been hailed by one and all. 6. Problems Encountered and Resources Required The problems faced by the admission committee in adopting a clear cut admission process in the college are: (a)The college has to face tremendous pressure from different corners to accommodate more students than it can actually accommodate due to its convenient location. (b) A large number of local students pass out 102 Examinations every year from this locality, and they expect admission to Degree level in this college. Ultimately these students put pressure to the college authority to increase number of seats in the B.A. level. There comes the need for more classrooms and more teachers which is not available in the college.

BEST PRACTICE-2:

1. Title of the Practice: Transparent examination system
2. Goal: To assess and enhance the existing examination system and bring out qualitative changes in the overall academic environment of the college. To monitor the overall performance of students and teachers.
3. The Context: Since teaching, learning and evaluation being the integral part of teaching learning process, the examination system needs to be transparent and clean for quality enhancement of students.
4. The Practice: Every year the principal of the college constitute the Examination Board for smooth conduct of internal and external examinations along with recording the performances of students. Final Semester examinations are held according to the programmes declared by Gauhati University (GU) in advance. For each semester examination one supervising officer is appointed by GU to monitor the entire examination process of the said examination. Instructions on question paper collection, answer scripts sending, evaluation zones are followed according to the prescribed norm of the GU authority. Internal Examinations like units tests, test examinations are held according to the programmes mentioned in the academic calendar of college. Head of the Departments are notified by the Examination Board to submit set question papers at least 10 days before the commencement of the examination. For every 25 students one invigilator is allotted. High point of our practice is that someone found to adopt unfair means in the examination is expelled straightway. Evaluation of answer scripts of the internal examinations are done by the concerned subject teachers within a stipulated time. Results are declared by the Examination Board immediately after submission of mark sheets by the teachers. Result sheets along with marks obtained are hanged in the notice boards for the convenient of the students. Students not appearing in their concerned internal examinations are never allowed to appear in their final examinations.
5. Evidence of Success: It has been observed that students' attendances in the examinations have become encouraging. Due to strictness and

discipline maintained in the examination process the academic atmosphere the college has remained congenial. Students are compelled to become more learners centric. Progression of students from UG to PG has increased to a great extent .Confidence writ large on the students due to this continuous healthy practice.

6. Problems Encountered and Resources Required: Sometimes the whole staff including the administrative head has to engage in some examination related work where no. of students is maximum. Bringing the packets of question papers every day from the police station before commencement of the examination and sending the answer scripts to its assigned address in a sealed packet on the same day is very challenging. Human resources as well as monetary resources are required for smooth conduct of different examinations held in a year.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://glcc.ac.in/2020/03/25/best-practices-of-our-college-2020/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Vision To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives. Mission To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions To encourage self-evaluation, accountability, autonomy and innovations in higher education To undertake quality-related research studies, consultancy and training programmes, and To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance. Value Framework: To promote the following core values among the HEIs of the country: Contributing to National Development Fostering Global Competencies among Students Inculcating a Value System among Students Promoting the Use of Technology Quest for Excellence Some of the functions expected of the IQAC are: Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes d) Dissemination of information on various quality parameters of higher education e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles f) Documentation of the various programmes/activities leading to quality improvement g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality i) Development of Quality Culture in the institution j) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC

Provide the weblink of the institution

<https://glcc.ac.in/iqac/>

8.Future Plans of Actions for Next Academic Year

Future Plan of Action 1 IQAC of the college authority plan to introduce science stream for UG level and decide to approach the concerned department of the GOVT

of Assam. 2 The IQAC plan to involve library committee of the college to purses course related books and reference books of CBCS. 3 The IQAC plan to conduct remedial classes for ST/ SC/ OBC/minority and weaker students. 4 The IQAC plans to conduct some minor research projects by the interested faculty members of the college with the help of college fund. 5 The IQAC plans to introduce technical and job oriented education in the college.