ANNUAL QUALITY ASSURANCE REPORT (AQAR) **2016-17**

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC),
Bangalore, India

Submitted by
Internal Quality Assurance Cell (IQAC)
G. L. Choudhury College, Barpeta Road
Assam-781315

Office of the Principal, G. L. Choudhury College

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Estd. 1990

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Memo No. GLC/ UGC-5/ NAAC- 189/2018/8508   Date : 26/12/2018

From,   **Shri Jagannath Barman**, M.A.
        Principal i/c, G. L. Choudhury College
        Barpeta Road

To
The Director,
National Assessment and Accreditation Council (NAAC)
P.O. Box No: 1075, Nagarbhavi,
Bangaluru-560072, Karnataka

Sub: Submission of Annual Quality Assurance Report (AQAR) for the session 2016-17
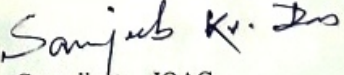
Respected Sir/Madam,

    As per instruction of NAAC I have the honour to submit here with the Annual Quality of Assurance Report (AQAR) of G L Choudhury College, Barpeta Road prepared by the Internal Quality Assurance Cell (IQAC) for the period 2016-17 for your kind perusal. The report has been prepared to reflect the goal of the IQAC.

    This is for your kind information and necessary action.
      With Regards,

                                Yours Faithfully

                                  Principal
                              G.L. Choudhury College
Chairperson, IQAC Barpeta Road
G.L.Choudhury College, Barpeta Road

Co-ordinator, IQAC
G.L.Choudhury College, Barpeta Road
                            Co-ordinator
                            IQAC
                      G.L. Choudhury College
                      Barpeta Road

Preface

It gives me immense pleasure to submit the Annual Quality Assurance Report (AQAR) for the session 2016-17 of Ganesh Lal Choudhury College to the National Assessment & Accreditation Council (NAAC), Bangalore. Ganesh Lal Choudhury College is situated in the northern part of the Barpeta District in the state of Assam. Barpeta Road town is the gateway of world famous Manas National Sanctuary which is located only 20 km. away from the town. It is one of the most important business places of Assam. The town is at a distance of 21 km. from the district headquarter of Barpeta district.

Ganesh Lal Choudhury College was established at the heart of the BarpetaRoad town as a co-educational institution in 1990. The foundation stone of the college building was laid on 16th March, 1990, by Sri Ashok Saikia, the then Education Commissioner, Govt. of Assam. The college took its birth with the generous donation of Rs. 10,00,000/- (Rupees Ten Lakh Only) by a prominent citizen of Barpeta Road, Aranyak, Late Mohan Lal Choudhury, in the name of his elder brother Late Ganesh Lal Choudhury. As such, the institution bears the name Ganesh Lal Choudhury College. The area has an age old reputation for its cultural and socio-economic reasons. Its business and farmer populace had faced great problem in acquiring higher education till then, as there was no institution for higher education in Barpeta Road and Gobardhana Block. Youths aspiring for higher education had to go out of the area, most of who belonged to agro-based farmers and were economically handicapped. So, a group of enterprising educationists and social workers of Barpeta Road came forward and founded Ganesh Lal Choudhury College. Apart from the donation mentioned, the college has been carrying on its various developmental works through public donations, aids from local M.P.'s and M.L.A.'s LAD Fund etc. The college introduced H.S. and B.A. classes (Arts stream) simultaneously in 1990. G.L. Choudhury College was accorded affiliation by the University of Gauhati in 1997. The medium of instruction is Assamese and English. Ganesh Lal Choudhury College is now under 2(f) and 12(B) recognition of UGC act, 1956. The college was provincialized on 01-01-2013. The University Grants Commission has sanctioned Rs.70,00,000/- (Rupees Seventy Lakhs only) and Rs. 60,00,000/-(Rupees Sixty Lakhs only) for the construction of Indoor Stadium and Womens' Hostel respectively under the XIth plan period and both these schemes have been completed. Later, (2) two more UGC grants of RS.10lakhs each for college library and sports equipments were sanctioned and the same grants have been utilised as per the UGC guidelines. The mission of the college is to remove the educational backwardness of the area, provide accessibility of higher education, give a standing to social needs and relevant assistance to the people of Barpeta Road and its adjoining areas. The college possesses 15 bighas of land. It has a beautiful play ground in front of the college. Infrastructure wise, it has sufficient number of classrooms to accommodate students of both H.S. and Degree level. The college library possesses 10500 textbooks and reference books and a number of journals and magazines. Recently, the library has installed SOUL 2.0 software for easy access to its resources. The college office is also well equipped with modern facilities. Maintaining the momentum of quality consciousness is crucial in colleges. Internal Quality Assurance Cell, in fact, is conceived as a mechanism to build and ensure a quality culture at the institutional level. In accordance with the guidelines of UGC, IQAC of our college was constituted on 04/04/2014 to oversee the quality of academic as well as extracurricular and administrative aspects. The Annual Quality Assurance Report has been prepared according to the gu ide l ine s laid down by NAAC with sincerity, honesty and dedication.

This AQAR (for the session 2016-17)is the outcome of collective and continuous efforts of the IQAC, faculty members, stakeholders and the college community as a whole .

In presenting the Annual Quality Assurance Report of the institution, utmost care has been taken to highlight the quality initiatives taken by the institution in pursuit of our mission and vision statements.

Date: 27-12-2018

(Jagannath Barman)
Principal i/c and Chairperson,
IQAC, G.L. Choudhury College,
Barpeta Road

part – A

AQAR for the year *(for example 2013-14)* | 2016-2017 |

1. Details of the Institution

1.1 Name of the Institution | G.L.Choudhury College |

1.2 Address Line 1 | Barpeta Road |

Address Line 2 | P.O. Barpeta Road |

City/Town | Barpeta Road |

State | Assam |

Pin Code | 781315 |

Institution e-mail address | Princi84@bsnl.in
Iqac.glcc@gmail.com |

Contact Nos. | 03666-260584 |

Name of the Head of the Institution: | Mr. Jagannath Barman |

Tel. No. with STD Code: | 03666-260584 |

Mobile: | 09854713103 |

Name of the IQAC Co-ordinator:

Sanjeeb Kumar Das

Mobile:

+917002421853

IQAC e-mail address:

iqac.glcc@gmail.com

1.3 **NAAC Track ID**

OR

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC(SC)/28/A&A/68.1 dated 30-10-2017

1.5 Website address:

www.glcc.ac.in

Web-link of the AQAR:

http://glcc.ac.in/wp-content/uploads/2018/12/AQAR-G-L-Choudhury-College-for-the-Session-2016-17.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.26	2017	29-10-2022
2	2nd Cycle	-	-	-	-
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

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

04/04/2014

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

    i. AQAR _____Nil_____ _____ _ (DD/MM/YYYY)
    ii. AQAR_____ Nil _____ _____ (DD/MM/YYYY)

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)   . NIL

1.11 Name of the Affiliating University *(for the Colleges)*   Gauhati University, Guwahati

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

                                NIL

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*) | Study centre for KKSOU & IDOL GU,

UGC-COP Programmes ☐

2. IQAC Composition and Activities

2.1 No. of Teachers	06
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	00
2.4 No. of Management representatives	01
2.5 No. of Alumni	00
2. 6 No. of any other stakeholder and community representatives	00
2.7 No. of Employers/ Industrialists	00
2.8 No. of other External Experts	02
2.9 Total No. of members	10
2.10 No. of IQAC meetings held	06

2.11 No. of meetings with various stakeholders: No. | 10 | Faculty | 03 |

Non-Teaching Staff Students | 01 | Alumni | 04 | Others | 02 |

2.12 Has IQAC received any funding from UGC during the year?   Yes | √ | No | |

If yes, mention the amount | 3lacs |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 00 | International | 00 | National | 00 | State | 01 | Institution Level | 00 |

(ii) Themes | Theatre and Literature |

2.14 Significant Activities and contributions made by IQAC

After the formation of IQAC, efforts are being made to enhance the overall academic atmosphere of the college in accordance with UGC guidelines. Different Cells have been constituted under IQAC to monitor quality enhancement of its stakeholders. Special care is being taken on enhancing teaching learning and evaluation process.

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. The process of computerisation of the Central Library of the institution be accelerated at the earliest.	1. SOUL 2.0 software installed and digitisation of the library is on. There is a separate budget earmarked every year to procure Books & Journals for the library.
2. Infrastructure facilities be expanded so that some of the many needs of this newly	2. A few rooms have been completed in the 3rd floor of the main building to accommodate the major classes.

provincialised college be fulfilled.	
.3.Electronic teaching and learning aid be provided to both faculty and students to cope with the modern day learning method.	3. Internet facility has been provided to the library. One Xerox machine in the library is providing reprographic service to both the teachers and the learners.
4. Admissions and Examinations be computerised.	4. Computerisation of the admission process has already been initiated.
5. Efforts be made to prepare proposals to avail UGC grants.	5. A number of proposals have already been prepared and submitted to UGC (NERO) during the year.
6. Fire extinguishers be bought and installed in the campus.	6. Bought and installed at vulnerable places in the campus.
7. Awareness programmes like Disaster management, Environment, Skill Oriented programmes, etc. be arranged for the benefit of the students.	7. Awareness programmes on Disaster Management & Environment have been arranged within the year. Skill Oriented Programmes in accordance with UGC guidelines will be introduced as soon as deals are finalised with the Training Partners.
8. Remedial classes if possible be arranged to check dropouts as well for slow learners.	8. Due to insufficient infrastructure, remedial classes have not been arranged. But, counselling to check dropout is done inside the classes whenever possible.

* 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 Management and IQAC have decided to improve the overall academic atmosphere of the institution to a new height in future.

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	00	00	00	00
PG	00	00	00	00
UG (Arts)	**02**	00	00	**01**
PG Diploma	**01**	00	00	00
Advanced Diploma	00	00	00	00
Diploma	**01**	00	00	00
Certificate	00	00	00	00
Others	00	00	00	00
Total	**04**	00	00	**01**
Interdisciplinary	**02**	00	00	00
Innovative	00	00	00	00

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

Pattern	Number of programmes
Semester	01
Trimester	00
Annual	00

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.

| No, colleges are not empowered to revision/update of regulation or syllabi prescribed by Gauhati University. |

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

| No new Department/centre has been introduced during the year. |

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
	27	00	00	05(contractual)

2.2 No. of permanent faculty with Ph.D.   05

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	00	00	00	00	00	00	00	00	00

2.4 No. of Guest and Visiting faculty and Temporary faculty   03   00   00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	07	163	11
Presented papers	06	68	03
Resource Persons	00	00	00

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

| 1. Counselling is offered to slow learners.
2. Central library is being digitalized so that stakeholders can have easy access to it. |

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

256 days

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

Double Valuation

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

| NIL | NIL | NIL |

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 %	I %	II %	III %	Pass %
Bachelor of Arts	216	00	14.81	48.61	23.61	87.03

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

IQAC in its early stage is trying to embrace those positives which will help the institute in all fronts. Academic activities of the faculty members are monitored and discussed at regular intervals   to improve the Teaching & Learning processes. Central library is in the process of digitisation and internet connectivity is in the offer for quality improvement.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	06
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	20
Faculty exchange programme	02
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

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	01	00	00	00
Technical Staff	00	00	00	00

Criterion – III

3. Research, Consultancy and Extension

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

> The IQAC is trying its best to sensitise and promote research climate in the institution by urging the faculty members to attend orientation programmes, refreshers courses, workshops and seminars. Faculty members are also encouraged to pursue M.Phil / Ph.D research and undertake Research Project of their areas of interest.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

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

3.4   Details on research publications

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

3.5 Details on Impact factor of publications:

Range [X]   Average [X]   h-index [X]   Nos. in SCOPUS [X]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects *(other than compulsory by the University)*	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

3.7 No. of books published   i) With ISBN No.   `04`   Chapters in Edited Books   `X`

ii) Without ISBN No.   `06`

3.8 No. of University Departments receiving funds from

UGC-SAP `X`   CAS `X`   DST-FIST `X`

DPE `X`   DBT Scheme/funds `X`

3.9 For colleges   Autonomy `X`   CPE `X`   DBT Star Scheme `X`

INSPIRE `X`   CE `X`   Any Other (specify) `X`

3.10 Revenue generated through consultancy   `Nil`

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

3.12 No. of faculty served as experts, chairpersons or resource persons   `05`

3.13 No. of collaborations   International `Nil`   National `Nil`   Any other `00`

3.14 No. of linkages created during this year   `Nil`

3.15 Total budget for research for current year in lakhs :

From Funding agency [Nil]   From Management of University/College [00]

Total [00]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
01	00	00	00	01	00	00

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

[X]

[X]

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

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 [X]   State level [X]

National level [X]   International level [X]

3.22 No. of students participated in NCC events:

University level [X]   State level [90]

National level [05]   International level [X]

3.23 No. of Awards won in NSS:

University level [X] State level [X]

National level [X] International level [X]

3.24 No. of Awards won in NCC:

University level [X] State level [X]

National level [X] International level [X]

3.25 No. of Extension activities organized

University forum [00] College forum [01]

NCC [03] NSS [02] Any other [01]

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

Awareness programmes on Social Responsibility and Disaster Management are some activities undertaken by the college during the year.

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	6 Acres	00	00	00
Class rooms	12	10	Self funding	
Laboratories				
Seminar Halls				
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

> Efforts are being made by the college to computerise the administration and library, in fact, the process has already started.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value in Rs	No.	Value in Rs	No.	Value in Rs
Text Books	9141	999643	330	78989	9471	1078632
Reference Books	1221	484671	100	65000	1321	549671
e-Books	300000+ NLIST	5700	00	00	300000+ NLIST	5700
Journals	17	27000	00	00	17	27000
e-Journals	6000+ NLIST	NA	00	00	6000+ NLIST	00
Digital Database	01	33708	00	00	01	33708
CD & Video	07	00	00	00	07	00
Others	Popular Magazine	10	2400	00	00	10	2400
	News Paper	05	11570	00	00	05	11570

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	02	00	02	00	00	01	00	00
Added	07	00	07	00	00	03	00	00
Total	09	00	09	00	00	04	00	00

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

> LAN has been introduced in the library. Moreover, office, staff room and the IQAC has Wi-Fi connection.

4.6 Amount spent on maintenance in lakhs :

   i) ICT

   | Rs. 293660.00 |

   ii) Campus Infrastructure and facilities

   | |

   iii) Equipments

   | Rs. 875955.00 |

   iv) Others

   | RS. 223730.00 |

   Total : | **Rs. 1393345.00** |

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Several cells have formed under IQAC to oversee the overall progress of the college. Pure drinking water, toilets, canteen services, counselling to slow learners, career counselling, grievances & their redressals are some of the support services offered to the students. Awareness programmes are arranged according to the needs.

5.2 Efforts made by the institution for tracking the progression

The institution has started monitoring the activities of the cells and units formed under IQAC. Meetings with concerned stakeholders like students, parents and alumni are held at regular intervals for tracking the progression. Feedbacks from the students   also help in the process.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
975	00	00	00

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

(c) No. of international students | 00 |

Men	No	%	Women	No	%
	427	43.79		548	56.20

Last Year (B.A 1st Yr 2015-16)						This Year (B.A 2nd Yr 2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
193	50	37	65	04	349	152	44	30	49	03	278

Demand ratio =1:1.25   Dropout % =20.35

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

No specific coaching has been provided to students paring competitive examination. However, students are offered minutes of the competitive examinations conducted by different agencies and departments. Career and Counselling Cell is making some arrangements in this regard to help support the students.

No. of students beneficiaries   No record has been maintained.

5.5 No. of students qualified in these examinations

NET 00   SET/SLET 00   GATE 00   CAT 00

IAS/IPS etc 00   State PSC 00   UPSC 00   Others 15

5.6 Details of student counselling and career guidance

Career and guidance cell is making every effort to support the students with regard to their carriers. Counselling is provided regular basis.

No. of students benefitted   50

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

Women Empowerment Cell has already organised a few programmes on gender sensitization. Awareness on gender equity and violence against women are the two main agenda of the cell.

5.9 Students Activities

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

State/ University level | 00 | National level | 00 | International level | 00 |

No. of students participated in cultural events

State/ University level | 07 | 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 | 00 | National level | 00 | International level | 00 |

Cultural: State/ University level | 02 | National level | 00 | International level | 00 |

5.10 Scholarships and Financial Support

	Number of students	Amount (in Rs)
Financial support from institution	00	00
Financial support from government	32	179480.00
Financial support from other sources	00	00
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:
 The Grievance and Redressal Cell of the institution has been constituted under IQAC. One of the major grievances of not having pure drinking water facility has been redressed by providing the facility in various places of the college.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<div style="border:1px solid">

Vision

G.L Choudhury College, Barpeta Road (Assam) is evolving with the intention of creating a environment where one can learn to enquire, to observe oneself and relate to the earth. It is imperative therefore, that the parents and students understand appreciate the intension of the college and actively participate in this movement.

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Mission

G.L Choudhury College, Barpeta Road (Assam) is trying to create an environment where student can acquire
- ❖ a sense of integrity, dignity and confidence to face challenges of life .
- ❖ the capacity to make choices of future activities in consonance with one's deepest prediction.
- ❖ the intelligence to remain a sensitive human being with openness.

</div>

6.2 Does the Institution has a management Information System

<div style="border:1px solid">

Yes, the institute has a management information centre. Documents and information from various agencies like DHE, UGC, NAAC,GU, state govt. , etc are preserved by the administrative block and shared when required with its stake holders.

</div>

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

6.3.1 Curriculum Development

<div style="border:1px solid">

The institution has very little role in the curriculum development since it is affiliated to Gauhati University.

</div>

6.3.2   Teaching and Learning

> The faculty members are trying their best to cope with the present day teaching learning processes. Central library is already in the process of digitization. Net connectivity has been installed recently.

6.3.3   Examination and Evaluation

> Every year colleges are required to conduct sessional and other such examinations as per the guidelines of the university. Final examinations are conducted by the university in collaboration with their affiliated colleges. Evaluation works are done in different zones earmarked by the university and final results are declared by the university.

6.3.4   Research and Development

> Majority of the teachers are engaged in research work in their respective fields. Five teachers have already attained Ph.D. degree. Another few are registered under different universities. One Minor Research project has already been sanctioned.

6.3.5   Library, ICT and physical infrastructure / instrumentation

> Central library of the college has bought text books & reference books worth Rs. **1393345.00**/- in the year 2016-17. Rs 875955.00 lacs have been spent on infrastructure /instrumentation. Regarding ICT, the college has not made any headway.

6.3.6   Human Resource Management

> IQAC along with Academic Committee is making some arrangements to manage the human resources so that college can attain excellence in all fronts. Feedback system, maintaining attendance register for students & staff members, maintenance of APA report are some of the steps followed by the college authority to manage human resources of the college.

6.3.7   Faculty and Staff recruitment

> Faculty and Staff recruitment is done on the basis of government guidelines. Only two grade iv employees were appointed by the college authority on contractual basis in the year 2014-2015.

6.3.8   Industry Interaction / Collaboration

> Till date the college has not made any collaboration or interaction with any party. But, there is every possibility of the college to have Industry Interaction / Collaboration in near future.

6.3.9   Admission of Students

> The principal of the college constitute an admission committee to monitor the whole admission process and recruit students as per university guidelines. Merit is the only basis on which students are enrolled in the UG level. Seats are reserved as per the government guidelines. List of selected students are hanged in the notice board and complete transparency is maintained in the whole process.

6.4 Welfare schemes for

Teaching	Mutual benefit fund
Non teaching	Mutual benefit fund
Students	Accident Benefit Fund, scholarship, financial assistance in the form of cash & kind.

6.5 Total corpus fund generated

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	GU	Yes	Principal
Administrative	No	DHE	Yes	G. B.

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

Not Applicable

For UG Programmes   Yes [ ]   No [ ]

For PG Programmes   Yes [ ]   No [ ]

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

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

Alumni Association is active in overall missions and commissions of the institution.

6.12 Activities and support from the Parent – Teacher Association

Parents and guardian Cell is active in channelizing the students to remain in the right track and teachers association is active in extending overall co-operation in the upliftment of the institution.

6.13 Development programmes for support staff

Steps are being taken by the college authority to provide computer education for support staff.

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

Adequate plantation, cleanliness, ban on use of plastic bags are some of the initiatives taken by the institution.

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> 1: Constitution of IQAC & its Cells
>
> 1: Feedback from stakeholders
>
> 2: Introduction of Reprography
>
> 3: Digitisation of central library
>
> 4: Net connectivity

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

> 1. IQAC and its Cells are more active to fulfil loopholes and suggestions made during the visit of NAAC peer team to the institution.
>
> 2. Faculty members are more prepared than ever.
>
> 3. A good number of computers with internet facilities and fax machine have been installed in the college.
>
> 4. A large number of books and journal purchased and subscribed in the central library.

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

> 1. Transparent Admission Policy
> 2. Transparent examination system

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

7.4 Contribution to environmental awareness / protection

> - Some plantations have been made in the college to make the campus eco-friendly.
> - Awareness programmes on environment and protection of flora & fauna are conducted in the college adopting different methods.
> - Yearly field studies are made by B.A. 2nd year students to prepare a field report on Environmental Studies.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [✓]

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

SWOC Analysis of the College
Strengths:
i) Running of ARTS stream with full intact capacity enabling to offer wider academic flexibility to meet demand of the stakeholder.
ii) Availability of departmental libraries with large collection of books.
iii) A healthy legacy of good academic standard and academic discipline.
iv) Being adjacent to the national highway the college enjoys good connectivity with the nearby areas.
v) Presence of basic infrastructure and sufficient land area for any further up gradation and expansion.
vi) Availability of NCC units.
vii) Experience of nearly 25years of undergraduate education in ARTS.
  • viii) A large pool of Alumni well placed in jobs &business .
  ix) Healthy and disciplined examination and evaluation system in the college.
Weaknesses:
i)Shortage of teachers in certain departments in proportion to the number of students.

Iii) Simultaneous running of the 10+2 stage of education as per the direction of the state government.
iii) Non availability of own transport facility.
iv) Limited seats in the Women's Hostel.
v) Non-availability of own sources of revenue generation.
vi) Lack of residential facilities for the teaching and non-teaching staff.
vii) Absence of Post Graduate course in Arts.
viii) Disadvantaged social and economic background of the students.

Opportunities:
i) Scope for initiating income generated activities in the campus due to the sufficiently large area of the campus
ii) Scope for opening PG Classes in all departments due to high enrolment and demand from the students.
iii) Scope for rural and urban entrepreneurship development depending on local resources.
iv) The good public perception and image of the college which can contribute to the growing interactions between the institution and the industry/corporate sector/ business firms/ social organization.
v) Celebrated SILVER JUBILEE (opening ceremony) held in January 2015 involving the Alumni and other stakeholders for the further development and improvement of the college.

Challenges:
i) Difficulty in maintaining international standard of the curriculum.
ii) Growing tendency of the brilliant students to go to large cities for higher studies.
iii) Growing tendency of the affluent section of the society to prefer the private educational institutions.

8. Plans of institution for next year

1. Office room including Principals chamber is to be renovated and expanded so that it becomes more spacious and comfortable.

2. A Confidential and Strong Room for examination purposes is to be provided to the Examination Board for the smooth conduct of all the examinations.

3. Initiatives are to be taken for office automation.

4. To initiate research related activities of the stake holders so that faculty members as well as students are benefited.

Name: Sanjeeb Kuamar Das

Sanjeeb Kr. Das

Signature of the Coordinator, IQAC

Name: Jagannath Barman

Jagannath Barman.

Signature of the Chairperson, IQAC

***

12. Academic Calendar
(A) Annual Course - H.S. Classes
Session : 2016-2017

Months/ Year & Date	Class Days / Working Days/ Examination Days / Holidays	Academic & Other Activities
April - 2016		
1 to 2	Working Days	
3	Sunday	
4 to 9	Working Days	
10	Sunday	
11 to 12	Working Days/Class Days/Evaluation Work	
13 to 15	Bohag Bihu **(HOLIDAYS)**	
16	Working Day/Class Day/Evaluation Work	
17	Sunday	
18 to 23	Working Days/Class Days/Evaluation Work	
24	Sunday	
25 to 30	Working Days/Class Days/Evaluation Work	
May-2016		
1	May Day (HOLIDAY) (SUNDAY)	
2 to 6	Working Days / Class Days	
7	Tithi of Damodardev (HOLIDAY)	
8	Sunday	Workshop /Seminar etc. may be organised by the college in the 2nd half of May suitably
9 to 14	Working Days / Class Days	
15	Sunday	
16 to 20	Working Days / Class Days	
21	Buddha Purnima (HOLIDAY)	
22	Janmotsava of Sri Sri Madhavdev (HOLIDAY) (SUNDAY)	
23 to 28	Working Days / Class Days	
29	Sunday	
30 to 31	Working Days / Class Days	
June-16		
1 to 4	Working Days / Class Days	
5	Sunday	
6 to 11	Working Days / Class Days	
12	Sunday	
13 to 18	Working Days / Class Days	
19	Sunday	
20 to 25	Working Days / Class Days	
26	Sunday	
27 to 30	Working Days / Class Days	
Jul-16		
1 to 2	Working Days	
3	Sunday	
4 to 5	Working Days	
6 to 7	Id-Ul-Fitre (HOLIDAYS)	1st July to 31st July Summer Vacation
8 to 9	Working Days	
10	Sunday	
11 to 16	Working Days	

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Months/ Year & Date	Class Days / Working Days/ Examination Days / Holidays	Academic & Other Activities
17	Sunday	
18 to 23	Working Days	
24	Sunday	1st July to 31st July Summer Vacation
25 to 30	Working Days	
31	Sunday	
Aug-16		
1 to 6	Working Day / Class Day	
7	Sunday	
8 to 13	Working Days / Class Days	
14	Sunday	
15	Independence Day	
16 to 20	Working Days / Class Days	
21	Sunday	
22	Tithi of Sri Sri Madhav Dev (HOLIDAY)	
23 to 24	Working Day / Class Day	
25	Janmastomi (HOLIDAY)	
26 to 27	Working Days/ Class Days	
28	Sunday	
29 to 31	Working Days / Class Days	
Sep-16		
1 to 2	Working Days / Class Days	
3	Tithi of Srimanta Sankardev (HOLIDAY)	
4	Sunday	1. Students' Union Election of the college be held within 15th Sept/2016
5 to 10	Working Days / Class Days	2. 1st Unit Test may be held in the 2nd half of Sept.2016
11	Sunday	
12	Id-Ud-Zuha (Holiday)	
13 to 17	Working Days / Class Days	
18	Sunday	
19 to 24	Working Days / Class Days	
25	Sunday	
26 to 30	Working Days / Class Days	

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Months/ Year & Date	Class Days / Working Days/ Examination Days / Holidays	
Oct-16		
1	Working Day / Class Day	
2	Birthday of Mahatma Gandhi (Sunday)	
3 to 6	Working Days / Class Days	
7 to 15	Durga Puja, Vijaya Dashami and Janmotsava of Srimanta Sankardev (HOLIDAYS)	Educational Field Trip be arranged in the 1st week.
16	Sunday	
17	Kati Bihu (HOLIDAY)	
18 to 22	Working Days / Class Days	
23	Sunday	
24 to 28	Working Days / Class Days	
29 - 30	Kali Puja & Dewali (HOLIDAYS)	
31	Working Day / Class Day	
Nov-16		
1 to 5	Working Days / Class Days	
6	Sunday	
7 to 12	Working Days / Class Days	
13	Sunday	
14	Guru Nanak's Birthday (HOLIDAY)	
15 to 19	Working Days / Class Days	Test examination for H.S. II year. 2nd Unit Test for H.S. 1st Year will be held in the 1st week of Nov.
20	Sunday	
21 to 26	Working Days / Class Days	
27	Sunday	
28 to 30	Working Days / Class Days	
Dec-16		
1	Working Day / Class Day	
2	Assam Divas (Sukapha Divas)	
3	Working Day / Class Day	
4	Sunday	
5 to 10	Working Days / Class Days	
11	Sunday	
12 to 17	Working Days / Class Days	
18	Sunday	
19 to 24	Working Days / Class Days	
25	Christmas Day (**HOLIDAY**)	
26 to 31	Working Days / Class Days	

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Months/ Year & Date	Class Days / Working Days/ Examination Days / Holidays	Academic & Other Activities
Jan-17		
1	Sunday	
2 to 7	Working Days / Class Days	
8	Sunday	
9 to 12	Working Days / Class Days	
13 to 15	Magh Bihu **(HOLIDAYS)**	
16 to 21	Working Days / Class Days	
22	Sunday	
23 to 25	Working Days / Class Days	
26	Republic Day **(HOLIDAY)**	
27 to 28	Working Days / Class Days	
29	Sunday	
30 to 31	Working Days / Class Days	
Feb-17		
1	Saraswati Puja (HOLIDAY)	
2 to 4	Working Days / Class Days	
5	Sunday	H.S. Final Examination 2017. Examination will be held by AHSEC in February, 2017
6 to 11	Working Days / Class Days	
12	Sunday	
13 to 18	Working Days / Class Days	
19	Sunday	
20 to 23	Working Days / Class Days	
24	Shiva Ratri (HOLIDAY)	
25	Working Day / Class Day	
26	Sunday	
27 to 28	Working Days / Class Days	
Mar-17		
1 to 4	Working Days / Class Days	
5	Sunday	
6 to 11	Working Days / Class Days	
12 to 13	Dol Yatra (Holidays)	Annual Examination of H.S. 1st Year will be held by Mid-March
14 to 18	Working Days / Class Days	
19	Sunday	
20 to 25	Working Days/ Class Days	
26	Sunday	
27 to 31	Working Days / Class Days	

12. Academic Calendar
(B) Semester Course - B.A. Classes
Session : July 2016 to June 2017

Months/ Year & Date	Class Days / Working Days/ Examination Days / Holidays	Academic & Other Activities
Jul-16		
1 to 2	Working Days 2	
3	Sunday	
4 to 5	Working Days 2	
6 to 7	Id-Ul-Fitre (Holidays)	Summer Vacation
8 to 9	Working Days 2	
10	Sunday	
11 to 16	Working days 6	
17	Sunday	
18 to 23	Working Days / Class Days 6	
24	Sunday	
25 to 30	Working Days 6	
31	Sunday (24)	
Aug-16		
1 to 6	Working Days / Class Days 6	
7	Sunday	
8 to 13	Working Days / Class Days 6	Commencement of Odd semester Classes from 1st August.
14	Sunday	
15	Indepedence Day (HOLIDAY)	
16 to 20	Working Days / Class Days 5	
21	Sunday	
22	Tithiof Sri Sri Madhav Dev (HOLIDAY)	
23 to 24	Working Days / Class Days 2	
25	Janmastami (HOLIDAY)	
26 to 27	Working Days / Class Days 2	
28	Sunday	
29 to 31	Working Days / Class Days 3 (24)	
Sep-16		
1 to 2	Working Days / Class Days 2	
3	Tithi of Sri Sri Sankardev (HOLIDAY)	
4	Sunday	Students' Union Election of the College be held within 2 months of Completion of admission
5 to 10	Working Days / Class Days 6	
11	Sunday	
12	Id-Ud-Zuha (Holiday)	
13 to 17	Working Days / Class Days 5	
18	Sunday	
19 to 24	Working Days / Class Days 6	
25	Sunday (24)	
26 to 30	Working Days / Class Days 5	

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Months/ Year & Date	Class Days / Working Days/ Examination Days / Holidays	Academic & Other Activities
April ..15		
1 to 4	Working Days / Class Days	
5	Sunday	
6 to 11	Working Days / Class Days	
12	Sunday	
13	Working Day / Class Day	
14 to 16	Bahag Bihu (HOLIDAYS)	
17 to 18	Working Days / Class Days	
19	Sunday	
20 to 25	Working Days / Class Days	
26	Sunday	
27 to 30	Working Days / Class Days	
May . 15		
1 to 2	Working Days / Class Days	
3	Sunday	
4 to 9	Working Days / Class Days	
10	Sunday	
11 to 16	Working Days / Class Days	
17	Sunday	
18 to 23	Working Days / Class Days	
24	Sunday	
25 to 31	Working Days / Class Days	
June. 15		
1 to 6	Working Days / Class Days	
7	Sunday	
8 to 13	Working Days / Class Days	
14	Sunday	
15 to 20	Working Days / Class Days	
21	Sunday	
22 to 27	Working Days / Class Days	
28	Sunday	
29 to 30	Working Days / Class Days	

N.B. The holidays and other activities mentioned in above are liable to change subject to the direction of G.U. and Govt. of Assam

SALIENT FEATURES

1. Summer Vacation : 1st July/2014 to 31st July/2014. Winter Vacation : 1st January/2015 to 12th January/2015
2. Admission to 1st September TDC classes be completed by 31st July/2014.
3. The classes of Odd Semester be commenced from from 1st August/2014.
4. Educational field trip be arranged in the first week of October/2014

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12. Academic Calendar
(B) Semester Course - B.A. Classes
Session : July 2016 to June 2017

Months/ Year & Date	Class Days / Working Days/ Examination Days / Holidays	Academic & Other Activities
Jul-16		
1 to 2	Working Days 2	
3	Sunday	
4 to 5	Working Days 2	
6 to 7	Id-Ul-Fitre (Holidays)	Summer Vacation
8 to 9	Working Days 2	
10	Sunday	
11 to 16	Working days 6	
17	Sunday	
18 to 23	Working Days / Class Days 6	
24	Sunday	
25 to 30	Working Days 6	
31	Sunday (24)	
Aug-16		
1 to 6	Working Days / Class Days 6	
7	Sunday	
8 to 13	Working Days / Class Days 6	Commencement of Odd semester
14	Sunday	Classes from 1st August.
15	Independence Day (HOLIDAY)	
16 to 20	Working Days / Class Days 5	
21	Sunday	
22	Tithiof Sri Sri Madhav Dev (HOLIDAY)	
23 to 24	Working Days / Class Days 2	
25	Janmastami (HOLIDAY)	
26 to 27	Working Days / Class Days 2	
28	Sunday	
29 to 31	Working Days / Class Days 3 (24)	
Sep-16		
1 to 2	Working Days / Class Days 2	
3	Tithi of Sri Sri Sankardev (HOLIDAY)	
4	Sunday	Students' Union Election of the
5 to 10	Working Days / Class Days 6	College be held within 2 months of
11	Sunday	Completion of admission
12	Id-Ud-Zuha (Holiday)	
13 to 17	Working Days / Class Days 5	
18	Sunday	
19 to 24	Working Days / Class Days 6	
25	Sunday (24)	
26 to 30	Working Days / Class Days 5	

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Months/ Year & Date	Class Days / Working Days/ Examination Days / Holidays	Academic & Other Activities
Oct-16		
1	Working Day / Class Day 1	
2	Gandhi Jayanti	
3 to 6	Working Days / Class Days 4	
7 to 15	Durga Puja, Lakshmi Puja (HOLIDAYS)	
16	Sunday	Educational Field Trip be arranged in
17	Kati Bihu	the first half of October
18 to 22	Working Days / Class Days 5	
23	Sunday	
24 to 28	Working Days / Class Days 5	
29 to 30	Kali Puja and Dewali (HOLIDAYS)	
31	Working Day / Class Day 1 ⟨16⟩	
Nov-16		
1 to 5	Working Days / Class Days 5	
6	Sunday	
7 to 12	Working Days / Class Days 6	
13	Sunday	
14	Guru Nanak's Birthday (HOLIDAY)	
15 to 19	Working Days / Class Days 5	
20	Sunday	
21 to 26	Working Days / Class Days 6	
27	Sunday	
28 to 30	Working Days / Class Days 3 ⟨25⟩	
Dec-16		
1	Working Day / Class Day 1	
2	Assam Divas (Sukapha Divas) HOLIDAY	
3	Working Day / Class Day 1	
4	Sunday	
5 to 10	Working Days / Class Days 6	Odd Semester Exam be completed
11	Sunday	by 31st December
12 to 17	Working Days / Class Days 6	
18	Sunday	
19 to 24	Working Days / Class Days 6	
25	Christmas Day (HOLIDAY)	
26 to 31	Working Days / Class Days 6 ⟨26⟩	

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Months/ Year & Date	Class Days / Working Days/ Examination Days / Holidays	Academic & Other Activities
Jan-17		
1	Sunday	
2 to 7	Working Days / Class Days 6	
8	Sunday	
9 to 12	Working Days / Class Days 4	
13 to 15	Magh Bihu (HOLIDAYS)	
16 to 21	Working Days / Class Days 6	
22	Sunday	
23 to 25	Working Days / Class Days 3	
26	Republic Day, University Foundation Day (HOLIDAY)	
27 to 28	Working Days / Class Days 2	
29	Sunday	
30 to 31	Working Days / Class Days 2 (23)	
Feb-17		
1	Swaraswati Puja (HOLIDAY)	
2 to 4	Working Days / Class Days 3	
5	Sunday	
6 to 11	Working Days / Class Days 6	
12	Sunday	
13 to 18	Working Days / Class Days 6	
19	Sunday	
20 to 23	Working Days / Class Days 4	
24	Shivaratri (HOLIDAY)	
25	Working Day / Class Day 1	
26	Sunday (22)	
27 to 28	Working Days / Class Days 2	
Mar-17		
1 to 4	Working Days / Class Days 4	
5	Sunday	
6 to 11	Working Days/ Class Days 6	
12 to 13	Dol Yatra (HOLIDAYS)	
14 to 18	Working Days / Class Days 5	
19	Sunday	
20 to 25	Working Days / Class Days 6	
26	Sunday	
27 to 31	Working Days / Class Days 5 (26)	

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Months/ Year & Date	Class Days / Working Days/ Examination Days / Holidays		Academic & Other Activities
April-17			
1	Working Day / Class Day	1	
2	Sunday		
3 to 8	Working Days / Class Days	6	
9	Sunday		
10 to 13	Working Days / Class Days	4	
14 to 16	Good Friday & Bohag Bihu (HOLIDAYS)		
17 to 22	Working Days / Class Days	6	
23	Sunday		
24 to 29	Working Days / Class Days	6	
30	Sunday	23	
May-17			
1	May Day (Sunday)		
2 to 6	Working Days / Class Days	5	
7	Sunday		
8 to 9	Working Days / Class Days	2	
10	Buddha Purnima (HOLIDAY)		
11 to 13	Working Days / Class Days	3	
14	Sunday		
15 to 20	Working Days / Class Days	6	
21	Sunday		
22 to 27	Working Days / Class Days	6	
28	Sunday.	25	
29 to 31	Working Days / Class Days	3	
June-17			
1 to 3	Working Days / Class Days	3	
4	Sunday		
5 to 10	Working Days / Class Days	6	
11	Sunday		
12 to 17	Working Days / Class Days	6	
18	Sunday		
19 to 24	Working Days / Class Days	6	
25	Sunday		
26 to 30	Working Days / Class Days	5	26

N.B. The holidays and other activities mentioned in above are liable to change subject to the direction of G.U. and Govt. of Assam

IMPORTANT GUIDELINES

1. Summer Vacation : 1st July/2016 to 31st July/2016.

2. Admission to 1st Semester TDC classes be completed by 31st July/2016.

3. The classes of Odd Semester be commenced from from 1st August/2016.

4. [ ] icational field trip be arranged in the first week of October/2016.

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Annexure ii

Analysis of students' feedback

Responding questions as regards to their teachers, 70% of the participants were happy with their teachers as per as teaching is concerned.

As far as course content, majority of the students are happy with their present syllabus. Only a few students feel that course content is challenging.

As regards infrastructure of the college, 70% of the participants are content with the present infrastructure. Some basic facilities need to be improved according to a few participants.

Co-curricular activities need to be intensified as expressed by majority of the students

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 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 stuff members and this committee is bestowed with the responsibility of completing the entire admission process. The Admission Committee declares the list of selected candidates in order of merit, showing the marks they secure in 10+2 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 10+2 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.

7. Notes (Optional)
 The college has never compromised in respect of merit, and therefore, the college has never deviated from its stated policy as regards admission process. In the preceding years, the number of seats in the B.A. class has been increased from 300 to 350 due to demand in seats. The demand still persists, and despite that, the college is determined to follow its set Admission Procedures.

8. Contact Details
Name of the Principal: Mr. Jagannath Barman
Name of the Institution: G L Choudhury College.
City: Barpeta Road
Pin Code: 781315
Accredited Status:
Work Phone : 03666260584
Website: www.glcc.ac.in   E-mail – princi84@bsnl.in
Mobile: 9854713103

BEST PRACTICE-2:

1. Title of the Practice:
2. 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 7

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 staffs including the administrative head have to engage in some examinations 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.

7.   Contact Details:

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