

ANNUAL QUALITY ASSURANCE REPORT (AQAR) 2017-18

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-189/2018/8509

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 2017-18

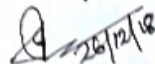
Respected Sir/Madam,

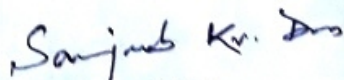
As per instruction of NAAC I have the honour to submit here with the Annual Quality of Assurance Report (AQAR) of G L Choudhury College, Barpeta Road prepared by the Internal Quality Assurance Cell (IQAC) for the period 2017-18 for your kind perusal. The report has been prepared to reflect the goal of the IQAC.

This is for your kind information and necessary action.

With Regards,

Yours Faithfully


Principal
G.L. Choudhury College
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 2017-18 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 Barpeta Road 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 guide lines laid down by NAAC with sincerity, honesty and dedication.

This AQAR (for the session 2017-18) 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: 30-12-18

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

part – A

AQAR for the year (for example 2013-14)

2017-2018

I. 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:

+9854300662

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:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.26	2017	29-10-2022
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th 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 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2016-17 28-12-2018 (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)

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	Study centre for KKSOU & IDOL GU
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="00"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="00"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10 No. of IQAC meetings held	05

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

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

In this session IQAC has initiated different academic programmes like organising statelevel seminars, Departmental seminars/ Lecture Programmes and different social activities and significant days worldwide and nationwide have been observed for eg. Swaswa Bharat Summer Internship 100 hours Experimental Programme, conducted quiz, sports, cultural competition etc on the occasion of both Independence day and Republic day, Plantation Programme on World Environment day, Organised one Day Yoga camp on the occasion of World Yoga Day, Observed Rastriya Ekta Divas on 30th October, Vigilance awareness week, International Human Rights Day observed to draw awareness regarding Human rights. The 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
<p>1. To make the students aware about the usage of the Digital Library with the available infrastructure</p> <p>2. To procure E resources, the newly implemented digital Library should be connected to INFLIBNET and such networks</p> <p>3, The authority resolves to introduce vocational courses on Tourism and Hospitality management and Computer application under Gauhati University.</p> <p>4. To make teaching learning more effective more audio visual aids to be planted and in this regard the authority plans to provide a Smart Classroom.</p> <p>5. All the Departments are to be provided all- in -one computers with Printers to keep the Departmental Records along with Wi-Fi facilities</p> <p>6. All kinds of UGC Guide lines and MHRD to be followed strictly to cope with the changing scenario</p>	<p>1. Students have been oriented by the librarian how to use digital library, e resources etc in the beginning of the session.</p> <p>2. The College Library provided INFLIBNET and it registered all the faculties of the college in to INFLIBNET and it opens its door to the interested students</p> <p>3. Accordingly the authority applied for the same in the Affiliation branch of GU in the beginning of the session</p> <p>4.The construction of the Smart class room is going on and more projectors have been purchased</p> <p>5. Six Nos of All- in- one computer have purchased and allotted to the Departments and the computers have been provided with high speed Wi-Fi facilities. One all in one Printer is also provided for the Printing purpose</p> <p>6. The College authority have been trying to follow all the guidelines strictly. The faculties have been seen to go for Minor</p>

of the Higher education	Research Project. In this regard, the College authority even promises to provide fund to the interested Researcher
7. Different Awareness programmes and Significant National and International days to be celebrated to disseminate its importance and gravity among the students	7. Accordingly, different cells of IQAC and NCC/NSS have conducted different awareness programmes on health, cleanliness and celebrated different National and International Days
8. Mentoring system to be followed by the faculty members strictly to draw out the talents of the students	8. Mentoring system have been followed for both the Major and general course students
9. Computer literacy programme and skill developmental programmes to be entertained in the institution	9. For BA First year free Computer Literacy Programme have been provided regular basis with practical Classes and Skill developmental Programmes/Camp have been conducted on cutting and sewing, Bamboo Craft and art and craft

* 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

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	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, college 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 01 00 00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	00	35
Presented papers	02	00	05
Resource Persons	00	00	02

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 258 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	169	00	13.01	63.90	19.52	96.44

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

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	1
Faculty exchange programme	00
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	06	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	02	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 Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	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 <i>(other than compulsory by the University)</i>	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. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	00	00	00	00	01
Sponsoring agencies	Nil	Nil	Nil	Nil	Self

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC:

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum	00	College forum	01		
NCC	02	NSS	02	Any other	00

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	15	01	Govt.	
Laboratories				
Seminar Halls				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

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	9471	1078632	520	101509	9991	1180141	
Reference Books	1321	549671	117	98491	1438	648162	
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	Departments	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	1638356.00
ii) Campus Infrastructure and facilities	Rs. 508488.00
iii) Equipments	Rs. 202000
iv) Others	Rs. 626511.00
Total :	Rs. 2975355.00

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
923	00	00	00

(b) No. of students outside the state

00

(c) No. of international students

00

Men	No	%	Women	No	%
	380	41.17		543	58.82

Last Year (B.A 1 st Yr 2016-17)						This Year (B.A 2 nd Yr 2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
213	50	33	63	00	359	184	45	30	57	00	316

Demand ratio 1:1.13

Dropout % 11.98

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 08

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 if and when needed.

No. of students benefitted No record has been maintained.

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
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 02 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 National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount (in Rs)
Financial support from institution	00	00
Financial support from government	559	2089407
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 National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

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

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.

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.

6.2 Does the Institution has a management Information System

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.

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

6.3.1 Curriculum Development

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

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.200000/- in the year 2017-18. Rs. 508488.00 have been spent on infrastructure /instrumentation. Regarding ICT, the college has spent Rs. 1638356.00 during the year 2017-18

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 2017-2018.

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

Rs. 2231677.77

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

Every effort is being made to activate the Alumni Association which have been constituted recently.

6.12 Activities and support from the Parent – Teacher Association

Every effort is being made to activate the Alumni Association which have been constituted recently.

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. Innovations and Best Practices

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

- 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. Constitution IQAC and its Cells have activated themselves to uplift the institution to a new height.
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.
- ii) 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. Plan of the Institution for next year

1. Govt. Proposes to introduce science stream in the degree level and accordingly steps will be taken by the authority.
2. More Skill related education will be introduced in collaboration with ASDM.

Name: Sanjeeb Kuamar Das


Signature of the Coordinator, IQAC

Name: Jagannath Barman


Signature of the Chairperson, IQAC

Annexure i

 GANESH LAL CHOUDHURY COLLEGE		<i>Prospectus</i> 2017-18	
ACADEMIC CALENDAR			
(A) ANNUAL COURSE - H.S. CLASSES SESSION : APRIL-2017 TO MARCH-2018			
Months/ Year & Date	Class Days / Working Days/ Examination Days/ Holidays	Academic & Other Activities	Observance Day
April - 2017			
1	Working days	H.S. 1 st Year Examination to be completed by 1 st part of April	Observance of World Health Day on 7 th April
2	Sunday		
3 to 8	Working days		
9	Sunday		
10 to 13	Working days/ Class day/ Evaluation Days		
14	Good Friday		
15 to 16	Bohag Bihu (Holiday)		
17 to 22	Working days/ Class day/ Evaluation Days		
23	Sunday		
24 to 29	Working days/ Class day/ Evaluation Days		
30	Sunday		
May - 2017			
1	May Day (Holiday)	Workshop / Seminar etc. may be organised by the college in the 2nd half of May suitably	
2 to 6	Working days/ Class day		
7	Sunday		
8 to 9	Working days/ Class day		
10	Buddha Purnima (Holiday)		
11 to 13	Working days/ Class day		
14	Sunday		
15 to 20	Working days/ Class day/ Evaluation Days		
21	Sunday		
22 to 27	Working days/ Class day/ Evaluation Days		
28	Sunday		
30 to 31	Working days/ Class day/ Evaluation Days		
June - 2017			
1 to 3	Working days/ Class day/ Evaluation Days		Observance of World Environment Day on 5 th June
4	Sunday		
5 to 10	Working days/ Class day/ Evaluation Days		Observance of Bishnu Rabha Divas on 20 th June
11	Sunday		
12 to 17	Working days/ Class day/ Evaluation Days		
18	Sunday		
19 to 24	Working days/ Class day		Observance of Anti-Drug Day on 26 th June
25	Sunday		
26 to 27	Id-UI-Fitre (Holiday)		
28 to 30	Working days/ Class day		



Months/ Year & Date	Class Days / Working Days/ Examination Days/ Holidays	Academic & Other Activities	Observance Day
July - 2017			
1	Working Days	1 st July to 31 July Summer Vacation	
2	Sunday		
3 to 8	Working Days		
9	Sunday		
10 to 15	Working Days		
16	Sunday		
17 to 22	Working Days		
23	Sunday		
24 to 29	Working Days		
30	Sunday		
31	Working Days		
Aug. - 2017			
1 to 5	Working Days/ Class day		Observance of Independence Day on 15 th August
6	Sunday		
7 to 12	Working Days/ Class day		
13	Sunday		
14	Working Days/ Class day		
15	Independence Day		
16 to 19	Working Days/ Class day		
20	Sunday		
21 to 22	Working Days/ Class day		
23	Tithi of Sri Shrimanta Sankar Dev		
24 to 26	Working Days/ Class day		
27	Sunday		
28 to 31	Working Days/ Class day		
Sep. - 2017			
1 to 2	Working Days/ Class day	1. Students' Union Election of the college be held within 15th Sept/2017 2. 1st Unit Test may be held in the 2nd half of Sept/2017	Observance of Teachers Day on 5 th September Observance of World Literacy Day on 8 th September
3	Sunday		
4 to 9	Working Days/ Class day		
10	Tithi of Madhab Dev (Sunday)		
11 to 12	Working Days/ Class day		
13	Janmastami (Holiday)		
14 to 16	Working Days/ Class day		
17	Sunday		
18 to 23	Working Days/ Class day		
24	Sunday		
25 to 26	Id-Uz-Zuha (Holiday)		
27 to 30	Durga Puja, Janmotsav of Shrimanta Shankar Dev (Holiday)		



Months/ Year & Date	Class Days / Working Days/ Examination Days/ Holidays	Academic & Other Activities	Observance Day
Oct - 2017			
1 to 5	Durga Puja, Janmotsav of Shrimanta Shankar Dev, Gandhi Jayanti (Holiday)		Observance of Gandhi Jayanti on 2 nd October
6 to 7	Working days/Class days		
8	Sunday		
9 to 14	Working days/Class days		Observance of World Disaster Day on 13 th October
15	Sunday		
16 to 17	Working days/Class days	Educational Field Trip be arranged in the 1st week.	
18	Kati Bihu (Holiday)		
19 to 20	Kali Puja and Diwali (Holiday)		
21	Working days/Class days		
22	Sunday		
23 to 28	Working days/Class days		
29	Sunday		
30 to 31	Working days/Class days		
Nov. - 2017			
1 to 3	Working days/Class days		Observance of Sudhakantha Divas on 5 th Nov.
4	Guru Nanak's Birth Day (Holiday)		
5	Sunday		
6 to 11	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 November	
12	Sunday		
13 to 18	Working days/Class days		
19	Sunday		
20 to 23	Working days/Class days		
24	Lachit Divas (Holiday)		
25	Working days/Class days		
26	Sunday		
27 to 30	Working days/Class days		
Dec. - 2017			
1	Working days/Class days		Observance of World AIDS Day on 1 st December
2	Asom Divas (Sukapha Divas) Holiday		
3	Sunday		
4 to 9	Working days/Class days		Observance of Human Rights Day on 10 th December
10	Sunday		
11 to 16	Working days/Class days		
17	Sunday		
18 to 23	Working days/Class days		
24	Sunday		
25	Christmas Day (Holiday)		
26 to 30	Working days/Class days		
31	Sunday		



Months/ Year & Date	Class Days / Working Days/ Examination Days/ Holidays	Academic & Other Activities	Observance Day
Jan - 2018			
1	New Years Day		
2 to 6	Working days/Class days		
7	Sunday		
8 to 12	Working days/Class days		
13 to 15	Magh Bihu		Observance of Silipi Divas on 17th January
16 to 20	Working days/Class days		
21	Sunday		
22	Saraswati Puja		
23 to 25	Working days/Class days		Observance of Republic Day on 26th January
26	Republic Day		
27	Working days/Class days		
28	Sunday		
29 to 31	Working days/Class days		
Feb. - 2018			
1 to 3	Working days/Class days		
4	Sunday		
5 to 10	Working days/Class days		
11	Sunday		
12 to 13	Working days/Class days		
14	Shivaratri (Holiday)		
18	Sunday		
19-24	Working days/Class days	H.S. Final Examination 2018. Examination will be held by AHSEC in February, 2018	
25	Sunday		
26 to 28	Working days/Class days		
March - 2018			
1 to 2	Dol Yatra (Holiday)		
3	Working days/Class days		
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		Observance of World Women Day on March 8th
25	Sunday		
26 to 29	Working days/Class days	Annual Examination of H.S. 1st Year will be held by Mid-March	
30	Good Friday		
31	Working days/Class days		



ACADEMIC CALENDAR

(B) Semester Course - B.A. Classes, Session : July-2017 to June-2018

Months/ Year & Date	Class Days / Working Days/ Examination Days/ Holidays	Academic & Other Activities	Observance Day
June - 2017			
1 to 3	Working days/ Class day/ Evaluation Days	Commencement of odd Semester Classes	Observance of World Environment Day on 5 th June
4	Sunday		
5 to 10	Working days/ Class day/ Evaluation Days		
11	Sunday		
12 to 17	Working days/ Class day/ Evaluation Days		
18	Sunday		
19 to 24	Working days/ Class day/ Evaluation Days		
25	Sunday		
26 to 27	Eid-UI- Fitre		Observance of Anti-Drug Day on 26 th June
28 to 30	Working days/ Class day/ Evaluation Days		
July - 2017			
1	Working Days	Summer Vacation	
2	Sunday		
3 to 8	Working Days		
9	Sunday		
10 to 15	Working Days		
16	Sunday		
17 to 22	Working Days		
23	Sunday		
24 to 29	Working Days		
30	Sunday		
31	Working Days		
Aug. - 2017			
1 to 5	Working Days/ Class day	Commencement of Odd semester Classes from 1st August.	Observance of Independence Day on 15 th August
6	Sunday		
7 to 12	Working Days/ Class day		
13	Sunday		
14	Working Days/ Class day		
15	Independence Day		
16 to 19	Working Days/ Class day		
20	Sunday		
21 to 22	Working Days/ Class day		
23	Tithi of Sri Shrimanta Sankar Dev		
24 to 26	Working Days/ Class day		
27	Sunday		
28 to 31	Working Days/ Class day		



Months/ Year & Date	Class Days / Working Days/ Examination Days/ Holidays	Academic & Other Activities	Observance Day		
Sep. - 2017					
1 to 2	Working Days/ Class day	Sessional Examination on 3rd Week of Sept.	Observance of Teachers Day on 5 th September Observance of World Literacy Day on 8 th September		
3	Sunday				
4 to 9	Working Days/ Class day				
10	Tithi of Madhab Dev (Sunday)				
11 to 12	Working Days/ Class day				
13	Janmastami (Holiday)				
14 to 16	Working Days/ Class day				
17	Sunday				
18 to 23	Working Days/ Class day				
24	Sunday				
25 to 26	Id-Uz-Zuha (Holiday)	Students' Union Election of the College be held within 2 months of Completion			
27 to 30	Durga Puja, Janmotsav of Shrimanta Shankar Dev (Holiday)				
Oct - 2017					
1 to 5	Durga Puja, Janmotsav of Shrimanta Shankar Dev, Gandhi Jayanti (Holiday)			Educational Field Trip be arranged in the first half of October	Observance of Gandhi Jayanti on 2 nd October Observance of World Disaster Day on 13 th October
6 to 7	Working days/Class days				
8	Sunday				
9 to 14	Working days/Class days				
15	Sunday				
16 to 17	Working days/Class days				
18	Kati Bihu (Holiday)				
19 to 20	Kali Puja and Diwali (Holiday)				
21	Working days/Class days				
22	Sunday				
23 to 28	Working days/Class days		Observance of Sudhakantha Divas on 5 th Nov.		
29	Sunday				
30 to 31	Working days/Class days				
Nov. - 2017					
1 to 3	Working days/Class days				
4	Guru Nanak's Birth Day (Holiday)				
5	Sunday				
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	Lachit Divas (Holiday)				
25	Working days/Class days				
26	Sunday				
27 to 30	Working days/Class days				



GANESH LAL CHOUDHURY COLLEGE

Prospectus
2017-18

Months/ Year & Date	Class Days / Working Days/ Examination Days/ Holidays	Academic & Other Activities	Observance Day
Dec. - 2017			
1	Working days/Class days	Odd semester Exam be completed in December	Observance of World AIDS Day on 1 st December
2	Asom Divas (Sukapha Divas) Holiday		
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	Christmas Day (Holiday)		
26 to 30	Working days/Class days	End Semester Vacation	Observance of Human Rights Day on 10 th December
31	Sunday		
Jan - 2018			
1	New Years Day	Commencement of Even Semester Classes after Magh Bihu	Observance of Silipi Divas on 17 th January
2 to 6	Working days/Class days		
7	Sunday		
8 to 12	Working days/Class days		
13 to 15	Magh Bihu		
16 to 20	Working days/Class days		
21	Sunday		
22	Saraswati Puja		
23 to 25	Working days/Class days		
26	Republic Day		
27	Working days/Class days	Observance of Republic Day on 26 th January	
28	Sunday		
29 to 31	Working days/Class days		
Feb. - 2018			
1 to 3	Working days/Class days	College Week on 1 st Week of February	
4	Sunday		
5 to 10	Working days/Class days		
11	Sunday		
12 to 13	Working days/Class days		
14	Shivaratri (Holiday)		
18	Sunday		
19-24	Working days/Class days		
25	Sunday		
26 to 28	Working days/Class days		



Months/ Year & Date	Class Days / Working Days/ Examination Days/ Holidays	Academic & Other Activities	Observance Day
March - 2018			
1 to 2	Dol Yatra (Holiday)	Sessional Examination on 3rd Week of March	Observance of World Women Day on March 8th
3	Working days/Class days		
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	Sunday		
26 to 29	Working days/Class days		
30	Good Friday (Holiday)		
31	Working days/Class days		
April - 2018			
1	Sunday		Observance of World Health Day on 7 th April
2 to 7	Working days/ Class day/ Evaluation Days		
8	Sunday		
9 to 13	Working days/ Class day/ Evaluation Days		
14 to 16	Bohag Bihu (Holiday)		
17 to 21	Working days/ Class day/ Evaluation Days		
22	Sunday		
23 to 28	Working days/ Class day/ Evaluation Days		
29	Sunday		
30	Working days/ Class day/ Evaluation Days		
May - 2018			
1	May Day (Holiday)		
2 to 5	Working days/ Class day/ Evaluation Days		
6	Sunday		
7 to 12	Working days/ Class day/ Evaluation Days		
13	Sunday		
14 to 19	Working days/ Class day/ Evaluation Days		
20	Sunday		
21 to 26	Working days/ Class day/ Evaluation Days		
27	Sunday		
28	Working days/ Class day/ Evaluation Days		
29	Buddha Purnima (Holiday)		
30 to 31	Working days/ Class day/ Evaluation Days		
<p>N.B. The holidays and other activities mentioned above are liable to change subject to the direction of Gauhati University and Govt. of Assam</p>			

Annexure ii

Analysis of students' feedback

Responding questions as regards to their teachers, 65% 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, 60% 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

Annexure iii

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 staff 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 atleast 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:

Name of the Principal: Mr. Jagannath Barman

Name of the Institution: G L Choudhury College.

City: Barpeta Road

Pin Code: 781315

Accredited Status: B

Work Phone : 03666260584

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