



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
1. Name of the Institution	G L CHOUDHURY COLLEGE
Name of the head of the Institution	Jagannath Barman
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03666260584
Mobile no.	9435242528
Registered Email	iqac.glcc@gmail.com
Alternate Email	jaybiswaskunda@gmail.com
Address	PO:: Barpeta Road W/no-6 District: Barpeta Road PIN: 781315
City/Town	Barpeta Road
State/UT	Assam
Pincode	781315

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Semi-urban</b>
Financial Status	<b>state</b>
Name of the IQAC co-ordinator/Director	<b>Kalyan Chandra Talukdar</b>
Phone no/Alternate Phone no.	<b>03666260584</b>
Mobile no.	<b>9435123642</b>
Registered Email	<b>iqac.glcc@gmail.com</b>
Alternate Email	<b>kalyanchtalukdar2012@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="https://glcc.ac.in/wp-content/uploads/2020/03/AOAR-2018-19-of-G-L-Choudhury-College-.pdf">https://glcc.ac.in/wp-content/uploads/2020/03/AOAR-2018-19-of-G-L-Choudhury-College-.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://glcc.ac.in/wp-content/uploads/2021/12/academic-calender-19-20.pdf">https://glcc.ac.in/wp-content/uploads/2021/12/academic-calender-19-20.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.26</b>	<b>2017</b>	<b>30-Oct-2017</b>	<b>29-Oct-2022</b>

<b>6. Date of Establishment of IQAC</b>	<b>04-Apr-2004</b>
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<b>7. Internal Quality Assurance System</b>
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Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Orientation programme on CBCS introduced by GU	12-Aug-2019 1	14
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
G. L. Choudhury College	Science Laboratory Grants	Govt of Assam	2019 365	1000000
<a href="#">View File</a>				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

1. In the very beginning of the session IQAC prepares yearlong schedules of activities to be performed in the whole session. 2. To encourage research activities among the faculty members, a research book with ISBN to be published half yearly through online and formalities have been made. 3. IQAC has kept a regular touch in the ongoing construction of laboratories and other infrastructure for newly introduced UG science steam of the college so that the college can be provided with ideal laboratories. 4. Efforts have been made to develop the college library keeping in view the deposition of both text and reference books for science stream. At the same time, to make the library digital, initiative has been taken for D Space installation and up gradation of Soul 2.0 to Soul 3.0

[View File](#)

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

Plan of Action	Achievements/Outcomes
<p>Plan of Action 1. To put its effort on introducing innovative programmes. 2. To motivate the institution to create an ideal academic atmosphere introducing some new tools of teaching and learning 3. To put heed on the development of college library and target has been made to introduce new digitalised soft system. 4. For curriculum enrichment more Departmental seminars, workshops, Lecture programmes for the students and FDP will be conducted. 5. .Obtaining feedback from the existing students will be done under a formal automated system through online mode. 6. An atmosphere will be entertained to use the ICT tools for effective teaching learning process. 7. To forward its suggestion to the authority for developing ICT infrastructure at different level and it will put force on using ICT in teaching ain optimum level. 8. To put its heads on conducting more skill developmental programmes on different fields. 9. To motivate the faculty members and students to go for the research and even it will put heed on collaborative research. 10. To put its effort to link up with different educational institutions in order to research for quality education in different branches of knowledge. 11. To link with local active NGO for the greater development of the institution.</p>	<p>1. Could not be reached due to pandemic vacation 2. Laboratories of education installed new equipments for practical, well equipped laboratory for science stream has been planned for construction and installation computer lab is modified installing Air Conditioner with new branded PCs. 3. (i) Keeping in view the introduction of CBCS courses in UG and introduction of science stream in the college, more textbooks and reference books has been purchased. (ii) Process has been done for the installation of D Space software to digitalise the college library. (iii) Process is on in installation of SOUL 3.0 the upgraded version of SOUL 2.0. (iv) For the extension of the infrastructure of library ,proposal has been adopted to shift present library to the newly constructed RCC ground floor of South West wing of the college building which will include text book section, digital library section, reference section, librarian's chamber cum server room, reading room etc. 4. During the academic session the institution has signed with ICT academy an institution that endeavours to train the H E teachers and students under Govt. of India in collaboration with state government and industries. Faculty and students of the institution have been providing different online FDP, webinars and other programmes through the ICT academy. College itself could not be able to organise any physical seminars, webinars and workshop etc. except a few webinars. 5. Feedback from the students has been taken through online from the session 201920. 6. In the classrooms projectors have been installed for different teaching learning process. 7. During lockdown period online classes have been conducted through virtual classroom, for communication bulk messaging system is adopted along with that whats app groups for different classes are active. For access to internet college provides free WiFi facility in the</p>

administration block and the library. 8. Programmes on skill development like Bamboo craft, art and craft and tailoring is going on. 9. IQAC is insisting the faculty members to go for minor and major research project of UGC and ICSSR and for collaborative research contacts have been made with other higher educational institutes of Assam 10. For exchange of knowledge programme and faculty development Programmes College is officially signed MOU with ICT Academy, an initiative of GOVT. OF INDIA in collaboration with the state government 11. Process is on to link NGO with the institution.

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	27-Dec-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	some of the extension activity reports have been uploaded in google MIS system from June,21 and have been stored. All kinds of communications have been made with the students through email and different social sites and using college websites. Besides from the 2020 admission and other official processes have been done through online. Besides, bulk messaging system is also adopted for communication.

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

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

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

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

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
N/A	N/A	Nil	0	N/A	N/A

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	N/A	Nil
No file uploaded.		

#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Arts	01/08/2019

#### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	Nil
No file uploaded.		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Arts	144
<a href="#">View File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback has been taken online from the academic year 2019-20. In this regard some questionnaires have been prepared including all the aspects which reflect merits, demerits, feature prospects, loopholes etc of the college. The responses from different stake holders like Present Students, Alumni and Parents and Guardians have been analysed by IQAC at its own dimensions and have been shortlisted both satisfactory and non-satisfactory areas. At the same time IQAC prepares suggestions how to meet the solution over these non-satisfactory areas including both academic and infrastructural aspects. Even on the basis of these feedback IQAC sit with the planning board of the college for further development of the college and common decisions have been placed in governing body for implementation. Besides formal feedback received online, from different stakeholders some complaint boxes have been hung in front of the principal's office and complaints have been tried to wipe out drawing attention of the concerned cell, person or whatever.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	1050	1080	878
<a href="#">View File</a>				

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	878	Nil	22	Nil	Nil

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
22	11	6	5	1	1
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

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

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
878	22	1 : 40

**2.4 – Teacher Profile and Quality**

2.4.1 – Number of full time teachers appointed during the year

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

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	N/A	Nil	N/A
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**2.5 – Evaluation Process and Reforms**

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

Programme Name	Programme Code	Semester/ year	Last date of the last	Date of declaration of
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			semester-end/ year-end examination	results of semester-end/ year- end examination
BA	0126	2020	21/10/2020	22/12/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per the university guideline for conducting different examination, the institution follows it sincerely and as a part of these examinations, internal examinations have been conducted at the midst of the semester the internal examination has been conducted by the Examination Board of the college. It has been suggested to the Examination Board to take an initiative to produce a report card so that the students can get information on their progress. At the same time the departmental faculties are also suggested to consult with the untouched or the unsolved or un-attempted questions so that the students can get idea on the questions put in the internal examinations .Besides, it is suggested to the departments of the institutions to organise group discussions, mock- parliament, subject related quiz etc. as the part of continuous interval evaluation system.

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

An academic calendar has been prepared by the academic council and prospectus committee jointly where in all kinds of dates regarding internal examinations, working days and other schedule have been placed properly and it has been published in the prospectus for circulation. However being an affiliated college. Semester end examinations and final examination schedules are not placed which is made by the university (Gauhati University). About the information regarding the university examination Schedules and other university programmes have been circulated as notice from both in the notice board of the college as well as the college website. However, in this academic year 2019-2020, the scheduled programmes could not be conducted as per academic calendar for the session due to lockdown and pandemic. However the virtual classes, examinations, other programmes have been conducted putting information in the virtual mode i.e. Whats app group and through other social sites.

**2.6 – Student Performance and Learning Outcomes**

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

[https://glcc.ac.in/?page\\_id=958&preview=true](https://glcc.ac.in/?page_id=958&preview=true)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
0126	BA	Arts	175	153	87.42
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**2.7 – Student Satisfaction Survey**

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

N/A

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	N/A	Nil	Nil
No file uploaded.				

#### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	N/A	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

#### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
N/A	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Assamese, Anthropology	2	Nil
<a href="#">View File</a>			

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

Department	Number of Publication
Department of History, Assamese Bodo, Bengali ,Economics ,Assamese ,Anthropology ,Hindi	15
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	NA	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	Nil	Nil	NA
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	10	3	Nil
<a href="#">View File</a>				

**3.4 – Extension Activities**

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
1. All India Nausainik Camp at Vishakapattam 2. Rock Climbing Camp	48 Assam Navel Unit	1	8
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swacha Bharat Abhiyan	48 Assam Navel Unit, GLCC	Safai Abhiyan at the G.L. Choudhury College Campus	5	87

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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange Programme and Students Exchange Programme	2 Nos of teachers and 10 nos of students	Nil	7

[View File](#)

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	0

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Barnagar College, Sorbhog	04/11/2019	Faculty and students Exchange programme, Joint Research Programme, Exchange of academic Materials and joint publication etc	9

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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
665972	665972

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing

[View File](#)

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL2.0	Fully	2.0	2016

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10691	1302641	937	187712	11628	1490353
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	37	1	27	2	1	6	8	50	1
Added	0	0	0	0	0	0	0	0	0
Total	37	1	27	2	1	6	8	50	1

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

50 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	<a href="#">NA</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2865549	499479	2865549	7249982

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

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

<https://glcc.ac.in/procedure-and-policies-for-maintaining-physical-academic-and-support-facilities-for-2019-20/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	NA	Nil	0
b) International	NA	Nil	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
computer literacy programme, mentoring	01/08/2019	878	GL Choudhury College
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	NA	Nil	Nil	Nil	Nil
No file uploaded.					

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

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	Nil	Nil	NA	Nil	Nil
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	Nil	BA	Nil	Nil	Nil
No file uploaded.					

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

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
2	institutional	342
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NA	Nil	Nil	Nil	NA	NA
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students representation are provided in various committees of the institution such as Grievance Redressal cell, RUSA (PMU), Sports and cultural cell etc. Besides, Students council is active in functioning different activities of the institution and actively found to perform College week, Freshmen social, foundation day etc and observation of different important National and

international days

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

875

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

15000

5.4.4 – Meetings/activities organized by Alumni Association :

2

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

1. As the part of decentralization of management of the college, it is significantly found in introducing Science Stream for UG level in the college. The G B of the college organised a public meeting and under its initiative, there has been formed a "Science Stream Preparatory Committee" and this committee has been actively working on arranging the entire required infrastructure for science stream. 2. Another significant step in this regard is that the Principal cum Secretary of G B in the college has formed a Planning Board which happens to decide on each and every plan, new arrangements and future requirement for institution. At the same time there is a Construction Committee for monitoring the ongoing construction of the college and there is a Purchasing Committee for purchasing different necessary objects of the college.

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

Partial

#### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admission Forms shall be issued by the college, which will have to be dully filled-up and submitted within a specified date declared by the college authority in leading News Papers of Assam and in the college notice board. A screening committee constituted by the college authority shall scrutinize the forms and the merit list of candidates shall be notified through the college notice board one day before the date of admission. Selected candidates shall have to enroll themselves in their respective streams and classes on specified dates notified



by the college authority. Admission is on the basis of merit but reservation as per Govt. Rules.

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

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

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NA	NA	NA	Nil
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#### 6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

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

Title of the professional development	Number of teachers who attended	From Date	To date	Duration
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programme				
FD	1	20/06/2020	30/06/2020	2
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
00	0	Nil

## 6.4 – Financial Management and Resource Mobilization

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

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

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
n/a	Nil	Nil
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6.4.3 – Total corpus fund generated

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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Govt of Assam	Yes	CA appointed by the College
Administrative	Yes	Govt of Assam	Yes	CA appointed by the College

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

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

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

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

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

Post Accreditation initiative are mention bellow 1. Two new Academic Building

is under construction one for general and another for Science stream 2. Pieces of Laboratory Equipments and computers are newly added for Anthropology, education, and Computer Application. 3. Skill-based self-financed cultural course added under KALANGON. 4. Pieces of Library books newly added for science stream.

#### 6.5.5 – Internal Quality Assurance System Details

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

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	orientation programme on CBCS introduced by GU	12/08/2019	12/08/2019	12/08/2019	14
<a href="#">View File</a>					

### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

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

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

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
NA

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	Nil	NA	NA	Nil
No file uploaded.							

### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	Nil	NA

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
1	02/04/2020	30/04/2020	22
<a href="#">View File</a>			

### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

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

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

The two institutional best practices are as follows:- Best Practices 1. Title of the Practice: Transparent admission policy i. The 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. ii. 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. iii. The Practice: The prospectus clearly states the admission policy of the college. Students are enrolled purely on merit basis. As per the govt. rule seats are reserved for SC, ST, OBC and physically challenged students. Here also, merit is the only followed rule. Apart from these, principal has the discretion to enrol a few more students on the basis of some outstanding performance shown in the field of sports, music and other such fields. The college authority constitutes an Admission Committee consisting of staff members and this committee is bestowed with the responsibility of completing the entire admission process. The e to this continuous healthy practice. Admission Committee declares the list of selected candidates in order of merit, showing the marks they secure in 102 examinations along with a waiting list. In this way the whole process of admission is made transparent. iv. 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. v.. Problems Encountered and Resources Required : The problems faced by the admission committee in adopting a clear cut admission process in the college are: (a) The college has to face tremendous pressure from different corners to accommodate more students than it can actually accommodate due to its convenient location.

(b) A large number of local students pass out 102 Examinations every year from this locality, and they expect admission to Degree level in this college. Ultimately these students put pressure to the college authority to increase number of seats in the B.A. level. There comes the need for more classrooms and more teachers which is not available in the college.

**BEST PRACTICE-2:**

1. Title of the Practice: Transparent examination system
- i. 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.
- ii. The Context: Sincere 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.
- iii. The Practice: Every year the principal of the college constitute the Examination Board for smooth conduct of internal and external examinations along with recording the performances of students. Final Semester examinations are held according to the programmes declared by Gauhati University (GU) in advance. For each semester examination one supervising officer is appointed by GU to monitor the entire examination process of the said examination. Instructions on question paper collection, answer scripts sending, evaluation zones are followed according to the prescribed norm of the GU authority. Internal Examinations like units tests, test examinations are held according to the programmes mentioned in the academic calendar of college. Head of the Departments are notified by the Examination Board to submit set question papers at least 10 days before the commencement of the examination. For every 25 students one invigilator is allotted. High point of our practice is that someone found to adopt unfair means in the examination is expelled straightway. Evaluation of answer scripts of the internal examinations are done by the concerned subject teachers within a stipulated time. Results are declared by the Examination Board immediately after submission of mark sheets by the teachers. Result sheets along with marks obtained are hanged in the notice boards for the convenient of the students. Students not appearing in their concerned internal examinations are never allowed to appear in their final examinations.
5. Evidence of Success: It has been observed that students' attendances in the examinations have become encouraging. Due to strictness and discipline maintained in the examination process the academic atmosphere the college has remained congenial. Students are compelled to become more learners centric. Progression of students from UG to PG has increased to a great extent. Confidence writ large on the students due to this continuous healthy practice.
- iv. Problems Encountered and Resources Required: Sometimes the whole staff including the administrative head has to engage in some examination related work where no. of students is maximum. Bringing the packets of question papers every day from the police station before commencement of the examination and sending the answer scripts to its assigned address in a sealed packet on the same day is very challenging. Human resources as well as monetary resources are required for smooth conduct of different examinations held in a year.

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

<https://glcc.ac.in/best-practices/>

### 7.3 – Institutional Distinctiveness

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

**Institutional Distinctiveness**  
**Vision** To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.  
**Mission** To arrange for periodic assessment and accreditation of institutions of higher education or

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

Provide the weblink of the institution

<https://glcc.ac.in/institutional-distinctiveness/>

### **8.Future Plans of Actions for Next Academic Year**

Future Plans of Actions for Next Academic Year 2020-21 IQAC of G.L. Choudhury College has been striving for implementing all kinds of possible agenda of present Higher Education system and at the same time it has been putting its effort to materialise the suggestions of 1st cycle visit of NAAC peer team. Consequently the college authority strongly adopted decisions on introducing "Science Stream" in the college and consequently, the infrastructure for science stream is undergoing construction. The entire infrastructure which has been planned to implant in the campus, IQAC has been strictly observing on its quality. 1. In the next academic year IQAC plans to introduce more vocational education in the institute keeping in view the NEP. 2. IQAC Plans to put forward its different proposals to strengthen IT Infrastructure. 3. Students participation in the university and state level academic competition should be ensured. 4. IQAC plans to forward its programmes for the weaker section students so that they can go for state and national level competition. 5. IQAC will organise more seminar / workshop / FDP / Lecture programs and extension activities in the next year.