ANNUAL QUALITY ASSURANCE REPORT

(2017-18)

SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)

BANGALORE -560072

ON

29-12-2018

SUBMITTED BY

INTERNAL QUALITY ASSURANCE CELL

PRAGJYOTISH COLLEGE

PO: BHARALUMUKH, GUWAHATI

DIST: KAMRUP (M) ASSAM, PIN: 781009

Email: iqac15pragcollege@gmail.com

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Period: 01.07.2017 – 30.06.2018

Part – A

Data of the Institution

1. Name of the Institution: **PRAGJYOTISH COLLEGE**

- Name of the Head of the institution :   :   **Dr. Paramananda Rajbongshi (01.07.2017 – 28.06.2018)**
  Dr. Manoj Kumar Mahanta (29.06.2018 – 30.06.2018)

- Designation: **Principal i/c**
  Principal

- Does the institution function from own campus: **Yes**

- Phone no./Alternate phone no**.:**   **0361-2544531**

- Mobile no.:   **98649-80654; 94353-11498**

- Registered e-mail: **pragcollege@yahoo.co.in**

- Alternate e-mail **:**   **iqac15pragcollege@gmail.com**

- Address   :   **J. P. Agarwala Road, Santipur Bharalumukh**

- City/Town   :   **Guwahati**

- State/UT   :   **Assam**

- Pin Code   :   **781 009**

2. Institutional status:
- Affiliated / Constituent: **Affiliated**

- Type of Institution: Co-education/Men/Women: **Co-education**

- Location : Rural/Semi-urban/Urban: **Urban**

- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify):   **UGC 2 (f) and 12 (B)**

- Name of the Affiliating University: **Gauhati University**

- Name of the IQAC Co-ordinator :   **Dr. Manjit Kumar Mazumdar**

- Phone no. :   **0361-2544531**
  Alternate phone no.:

- Mobile: **97064-33118**

- IQAC e-mail address: **iqac15pragcollege@gmail.com**

- Alternate Email address: **pragcollege@yahoo.co.in**

3. Website address: **www.pragjyotishcollege.org.in**
Web-link of the AQAR: (Previous Academic Year):
http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/EC_54_RAR_040_dated_8-1-2011-Pragjyotish_College,Guwahati-Assam.doc_(1)_158.pdf

4. Whether Academic Calendar prepared during the year? **Yes**
 If yes, whether it is uploaded in the Institutional website: **Yes**
Weblink: **http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/AC_2017-18_-_I_84.pdf**
http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/AC_2017-18_-_II_85.pdf

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	**B**	**73**	**2004**	**from: 08.01.2004 to: 07.01.2009**
2nd	**B**	**2.61**	**2010**	**from: 08.01.2011 to: 07.01.2016**

6. Date of Establishment of IQAC (DD/MM/YYYY):   **06.04.2002**

7**.** Internal Quality Assurance System:

7.1 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
Prag Mahotsav	**30.08.2017 – 05.09.2017 (7 days)**	**Students, Staff and Alumni**
"Guest of the Month" Programme Guest: Ramen Baruah, noted music composer and singer	**04.09.2018 (1 day)**	
Nomination of teachers for IAM Teachers Day Awards	**08.09.2017 (1 day)**	**1 (Dr. Runima Baishya)**
"Self-Defense Training Camp for Girl Students", in collaboration with Women's Self-Defense Training Institute and Sakhi-One stop Counselling Centre for Women	**15.09.2017 (1 day)**	**83**
"Guest of the Month" Programme Guest: Sudakshina Sarma, legendary singer of Assam and sister of music maestro Late Dr	**31.10.2017 (1 day)**	

Bhupen Hazarika		
Interaction Programme in collaboration with Hindi Department **Guest: Dr. Nand Kishore Singh, former Principal of Pragjyotish College**	**07.11.2017** **(1 day)**	
Celebration of Communal Harmony Week and Flag Day, in collaboration with NSS Unit, Pragjyotish College	**19.11.2017 –** **25.11.2017** **(7 days)**	**NSS wing**
" Sensitization Programme on the Right to Information Act, 2005", in collaboration with Pragjyotish College Women Study Centre **Speaker: Himangshu Sekhar Das, Chief Information Commissioner, Assam**	**22.11.2017** **(1 day)**	**83**
"Guest of the Month" Programme **Guest: Prof. (retd.) Pranav Jyoti Deka, retired Professor of Gauhati University, eminent critic and writer**	**27.02.2018** **(1 day)**	**95**
Oration on "Border Security, National Security and Role of Civilians", in collaboration with Seemanta Chetana Mancha Purvottar & Department of Political Science **Speaker: Prof. Kuldeep Chand Agnihotri, hon'ble V.C., Himachal University**	**21.03.2018** **(1 day)**	**63**

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
Institution	**Laboratory Equipment**	**GOVERNMENT OF ASSAM**	**2018**	**1,50,000**
Institution	**General Excursion**	**GOVERNMENT OF ASSAM**	**2018**	**1,00,000**
Institution	**Free Studentship**	**GOVERNMENT OF ASSAM**	**2018**	**25,27,208**
Institution	**Infrastructure Development**	**RUSA**	**2018**	**86,01,011**

9. Whether composition of IQAC as per latest NAAC guidelines: **Yes**
*upload latest notification of formation of IQAC:
http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/IQAC_Committee-2017-18_96.pdf

10. No. of IQAC meetings held during the year: **10 (ten) [09.08.2017; 17.08.2017; 17.11.2017; 08.12.2017; 27.01.2018; 06.03.2018; 25.04.2018 (2 nos.); 08.05.2018; 09.05.2018]**
The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website: **Yes**
(Please upload, minutes of meetings and action taken report)
http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-09-08-2017_113.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-17-11-2017_114.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-08-12-2017_111.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-27-01-2018_115.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-06-03-2018_116.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting(1)-25-04-2018_117.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting(2)-25-04-2018_118.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-08-05-2018_119.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-09-05-2018_120.pdf

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**
If yes, mention the amount: **N/A**

12. Significant contributions made by IQAC during the current year (maximum five bullets)
* **Installation of Student Database Management System**
* **Designing and enforcement of new format of Employee Leave Application**
* **Designing, printing and supply of modified IQAC Registers to teaching and non-teaching staff and academic departments**
* **Streamlining and reconstitution of all in-house committees of the college**
* **Revival of alumni activities with involving all in-house alumni members; alumni meet organized during "Prag Mahotsav" (organized for the first time)**

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

Plan of Action	Achievements/Outcomes
Reconstitution of in-house committees	**Committees reconstituted with proper GB approval; Process completed**
Departmental Assessment Formats to be designed and circulated amongst different departments for obtaining a clear picture on the state of functioning	**DAF designed and circulated amongst all academic departments; Process completed**
Designing, printing and supply of modified IQAC Registers; Regular updating of IQAC registers	**Registers supplied to all stakeholders; Updating being done on a regular basis**
Academic departments be advised to form individual departmental Alumni Units and organize alumni-related	**Departments in the process of collection of alumni data**

activities	
Introduction of a new Employee Leave Application format for the employees	Format designed and uploaded in the college website for enabling employees to download the format as per necessity
Organization of an Annual Prize Day for felicitating the first class holders in the term-end examinations; Felicitation of the topper of every academic department in each of the semester exam	Lists collected by the IQAC Office; Execution pending
Creation of a post of Estate Officer	GB resolution taken for appointment; appointment pending
Meetings with different stakeholders	**Meetings with non-staff residing within the college campus, HODs, former IQAC coordinators, conveners (AQAR Preparation sub-committees)**
Formulation of modalities for uploading information in the college website	**Modalities formulated**
Initiate action in the matter of removal of encroachment from the additional plot of college land at Santipur, by taking help of District Administration	**Matter discussed in GB meeting**
Develop modalities for a Student Mentoring System in every academic department	**Task allocated to Academic Committee**
Develop modalities for offering incentives/ rewards for best performing teachers on an annual basis	**Implementation pending**
Distribute the Code of Professional Ethics to all teachers, as prescribed by the UGC	**Process completed; copies distributed to all academic heads**
Entrust NSS with the responsibility of village adoption	**Village Adoption Committee constituted and I village adopted**
Designing and implementation of a new uniform format of Identity Card for all employees of the college	**Implementation pending**
Develop modalities for optimum utilization of all the existing Smart Class Rooms of the college on a sharing formula between all academic departments	**Task allocated to Academic Committee**
Adopt rain-water harvesting facilities in all the new undergoing construction RCC blocks of the college	**Implementation pending**
Conduct A & A and Green audits in collaboration with appropriate authorities	**Implementation pending**
Introduce a Student Database Management System (SDMS) for the	**Software procured and data feeding through the BCA department undergoing**

college	
Design and provide adequate signage within the college campus as and where necessary	**Process undergoing through the Campus Beautification Committee**
Design an Emergency Response Plan for the college and conduct emergency mock drills, in collaboration with appropriate authorities	**Task allocated to the Disaster Management Cell**
Organize an Ethnic Cultural Festival within the college campus on an annual basis, with active involvement of students hailing from different parts of the country, especially North-east India	**Prag Mahotsav organized**
Undertake steps for reviving/reactivating alumni-related activities, by involving the presently serving teaching and non-teaching staff of the college	**Alumni body reconstituted and alumni meet organized**
Provide a departmental Visitors' Book to every department	**Implementation pending**

14. Whether the AQAR was placed before statutory body? **Yes**
  Name of the Statutory body: **Governing Body**   Date of meeting(s): **11.12.2018**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning? **No**   Date: **N/A**

16. Whether institutional data submitted to AISHE: **Yes**
  Year: **2017-18**   Date of Submission: **17.03.2018**

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)
The Institution has been using the College Automation (2009 Professional), Version 9.0 Professional Edition from the academic session 2008-09, developed by S. S. Technologies. Information related to various student-related parameters viz. shift-wise students list, caste-wise students list, gender-wise students list, major subject-wise students list, subject combination-wise student lists, registration number-wise students list, religion-wise students list, hostel-boarders list, institution last attended, etc can be obtained through use of this information system. For keeping details pertaining to financial transactions, the Tally Accounting Software has been in use since 2009.

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

The subjective aspects as outlined in the syllabi of the various subjects taught in the institution are delivered through a planned mechanism with the aid of various tools and processes. A class routine is prepared before the beginning of every academic session by a Routine Committee constituted by the Principal, which is not only responsible for allocation of various classrooms as per necessity of various subjects in the routine but also is responsible for removing any anomalies that might arise after the start of the classes, mostly pertaining to room capacity. Every department maintains a Daily Class Monitoring Diary (devised by IQAC), which is an authentic record of all the classes taken by the faculty members. Moreover, each of the faculty members maintains a Lesson Plan (devised by IQAC), which is used for delivery of the topics allotted against each of them in the various semesters. Practical classes are held as per allotted schedule in the class routine, but for final year students, practical classes of the major course subjects are held in the department outside the fixed schedules, if necessity arises, since these batches of students do not have to attend general course classes in other departments and hence remain for the whole day in their major course department. Departmental Advisory Committee meetings are convened by the Heads of Departments at regular intervals for taking making assessments of syllabus completion status by the individual faculty members, as well as for planning for other academic activities like holding of student seminars, field works, class tests, allotment of assignments, etc. In subjects where field works/ institutional visits are mandatory and part of the syllabus, the heads of departments either allocates the field-in-charges for any upcoming field work or it comes as a voluntary agreement on the part of the teachers. The field-in-charges makes arrangement for planning the journey schedule and takes care of all logistic requirements that might arise in connection with the field works viz. planning of the schedule, purchase of tickets, arrangement of stays, arrangement for local transportation, tie-ups with other institutional heads (in case of institutional visits), and finally assisting the students in the preparation of the field reports. The field reports are normally returned to the students as there is shortage of storage space in the departments, but one or two exceptional reports are retained back in the respective departments. In departments like Geology, the home assignments submitted by the students are stocked in the department, which forms a good source of reference material to the students. Students are also made to deliver seminars on topics allotted in their respective syllabi in some departments, mainly through power-point mode, and where active interaction between peers and teachers takes place. The internal assessment marks of the students are allotted differently by different departments on the basis of different parameters like class attendance, student seminars, home assignments, etc.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	Focus on employability/ entrepreneurship	Skill development
	Diploma Course in Performing Arts (Sattriya Dance & Hindustani Vocal)	**09.01.2018 (duration 1 year)**	**Performing Arts is a new subject in academic field in Assam and the North eastern region. Hence academic training in the field of educational institutions like colleges and universities is essential. The course is expected to generate skilled human resources in institutions. Further, the entrepreneurship in such**	**Performing Arts particularly Music, Dance and Drama has enough opportunity for skill development training as it is treated as professional training also. Thus, performing Arts is not only a training for academic advancement, but also skill development for**

				livelihood.
	Diploma Course in Fine Arts	09.01.2018 (duration 1 year)	The course is designed to fulfil the eligibility conditions for Fine Arts Artists, Sketching Artists, Paint Artists and Graphic Designers	The course is expected to augment various skills like free hand drawing, stick drawing, block drawing, different drawing techniques, indoor and outdoor sketching techniques, etc through both theory and practical classes
Certificate Course in Non-Formal Sanskrit Education		01.08.2017 (duration 1 year)		The aim of the course is to initiate Sanskrit learning, to introduce the science and literature in Sanskrit language and to get a working knowledge in the illustrious subject domain of Sanskrit, the scientific language of the world
	Diploma Course in Non-Formal Sanskrit Education	01.08.2017 (duration 2 years)		The aim of the course is to initiate Sanskrit learning, to introduce the science and literature in Sanskrit language and to get a working knowledge in the illustrious subject domain of Sanskrit, the scientific language of the world

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
NIL	**NIL**	**NIL**	**NIL**

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	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
MA (Assamese)	**NIL**	**NIL**	**NIL**	**NIL**	**NIL**
Already adopted (mention the year)				**NIL**	**2016**

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

	Certificate	Diploma Courses
No of Students	• **16 (Certificate Course in Non-Formal Sanskrit Education**	• **3 (Diploma Course in Performing Arts)** • **28 (Diploma Course in Fine Arts)** • **19 (HS in Performing Arts)** • **16 (Diploma Course in Non-Formal**

			Sanskrit Education

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
NIL	**NIL**	**NIL**

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
1. **Excursion cum Field Visit (Botany)** 2. **Educational Tour (Zoology)** 3. **Educational Excursion (Hindi)** 4. **Excursion cum Education tour(History)** 5. **Educational Tour (Education)** 6. **Geological Trip (Geology)** 7. **Field Trip (MTM)** 8. **Field Trip (Anthropology)** 9. **Socio-Economic survey cum Field Trip (Economics)**	1. **146** 2. **38** 3. **20** 4. **30** 5. **17** 6. **30** 7. **34** 8. **57** 9. **36**

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
No	**Yes**	**No**	**No**	**No**

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

Although feedback was obtained from various stakeholders like students, teachers and non-teaching staff was obtained during the current assessment year, analyses could not be carried out (like the previous 2 years viz. 2015-16, 2016-17) due to unavailability of the requisite software in the Statistics Department, which has been the nodal department to carry out the analyses part. However, the institution has given optimum efforts to come up with various innovative actions through the IQAC, for overall development of the institution.

Apart from the formal feedback system as envisaged and prescribed, the administration also takes heed of non-formal feedback from the various stakeholders blended with individual jurisprudence on the part of the principal (as the administrative head) and the Governing Body for planning and executing various developmental works in the institution for its overall development. Informal interaction with the various stakeholders on different occasions has also led to the formation of ideas and opinions regarding developmental aspects of the institution. The parent-teacher meetings held at various departments has served to elicit opinions from the guardians on various developmental aspects of the institution. The institution has a close bonding with the nearby Santipur locality (where the college is situated). The local people frequent the campus for a variety of reasons and informal interaction with different individuals of the institutional locality has become more of a routine affair. Several ideas on important developmental aspects have crystallized in that way also.

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
PG	**M.T.M – 60** **M.A. – 100**		**M.T.M – 65** **M.A. – 107**

UG	**B.A – 900** **B.Sc. – 900** **B.Com. – 900** **B.B.A. – 90** **B.C.A. – 90**	**3743**	**B.A – 889** **B.Sc. – 950** **B.Com. – 554** **B.B.A. – 47** **B.C.A. – 141**
HS (10+2)	**H.S SCIENCE – 300** **H.S ARTS – 600** **H.S COMMERCE – 500**		**H.S SCIENCE – 148** **H.S ARTS – 515** **H.S COMMERCE – 389**
HS (10+2)	**PERFORMING ARTS (HS ARTS)**	**19**	**PERFORMING ARTS – 14 (HINDUSTANI VOCAL);** **04 (SATTRIYA DANCE);** **01(KATHAK DANCE)**
BENGALI DTP CERTIFICATE COURSE (3 MONTHS)	**10**	**NIL**	**NIL**
CERTIFICATE COURSE IN NON-FORMAL SANSKRIT EDUCATION (1 YEAR)	**30**	**16**	**16**
DIPLOMA COURSE IN NON-FORMAL SANSKRIT EDUCATION (2 YEARS)	**30**	**16**	**16**
DIPLOMA COURSE (1 YEAR)	**FINE ARTS – 30** **PERFORMING ARTS – 30**	**FINE ARTS – 28** **PERFORMING ARTS – 03**	**FINE ARTS – 28** **PERFORMING ARTS – 03 (SATTRIYA DANCE)**

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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-18	**2581 (Excluding HS)**	**172**	**106**	**NIL**	**09**

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
72 (sanctioned) **35 (whole time)**	**45**	**LCD Projector, Internet - connectivity, computer, Printer, Lectern, Wacom,**	**0**	**07**	**1. Collecting useful data, study materials from**

		Interactive Board			different educational websites and e-journals. 2. E-resources like pertinent text books in pdf format for their easy accessibility. 3. Class notes in MS-Word file format are provided through e-mail. 4.Exposed to some multimedia files like videos and some particular online lectures delivered by some experts, relevant to their syllabus content. 5.NPTEL, YouTube links 6.SWAYAM 7.Educational websites 8. Using Laptop in classroom teaching and material accessed from internet

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

'Formal mentoring system has not yet been effective in the institution. However, the faculty members maintain close rapport with the students (especially the students from the major course) and assist them in various aspects pertaining to their career and personal issues. The field works that are carried on in some of the departments is a good opportunity for the students and the faculty members for developing good personal bonds as good period of time is spent together during travelling and overnight stays in outstation places. The close bonding between the teachers and the taught also gets developed through a variety of works and activities in different departments like departmental functions (freshmen social and farewell functions), designing of departmental wall magazines, activities of student societies, etc. This way, faculty members get to know about their personal traits and also the opportunity to serve as their informal mentors.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
N/A	N/A	N/A

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
84	**68**	**16**	**NIL**	**41**

2.4.2 Honours and recognitions 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
2017-2018	**Dr. Runima Baishya (National)**	**Associate Professor**	**Teacher's Day Award, Institute of Hotel Management**
2017-2018	**Dr. Amarjyoti Dutta (State)**	**Assistant Professor**	**Letter of Appreciation as evaluator, 25th National Children's Science Congress 2017**
2017-2018	**Priyanka Sarma (State)**	**Associate Professor**	**Subject Expert, Nichols H.S. School**
2017-2018	**Atanu Chowdhury (State)**	**Associate Professor**	**Subject Expert, GU nominee**
2017-2018	**Atanu Kumar Chowdhury (State)**	**Associate Professor**	**Inspector, ICSE and ISC Exam**
2017-2018	**Dr. Saitanya Kumar Bharadwaj (State)**	**Assistant Professor**	**Letter of Appreciation as Evaluator, 25th National Children's Science Congress 2017**
2017-2018	**Dr. Amar Jyoti Dutta (National)**	**Assistant Professor**	**Trainer and Subject Expert ,Regional Workshop on Research Based Pedagogical Tools at NEHU**
2017-2018	**Dr. Amar Jyoti Dutta (National)**	**Assistant Professor**	**Trainer and Subject Expert ,Regional Workshop on Research Based Pedagogical Tools at Lakhimpur Girl's College**
2017-2018	**Dr. Saitanya Kumar Bharadwaj (National)**	**Assistant Professor**	**Trainer and Subject Expert ,Regional Workshop on Research Based Pedagogical Tools at Lakhimpur Girl's College**

2.5 Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

HS	ARTS	I	20-04-2018	25-05-2018
HS	SCIENCE	I	20-04-2018	25-05-2018
HS	COMMERCE	I	19-04-2018	25-05-2018
HS	ARTS	II	22-03-2018	31-05-2018
HS	SCIENCE	II	22-03-2018	31-05-2018
HS	COMMERCE	II	21-03-2018	31-05-2018
UG	TDC ARTS	I	15-12-2017	11-06-2018
UG	TDC SCIENCE	I	15-12-2017	11-06-2018
UG	TDC COMMERCE	I	15-12-2017	11-06-2018
UG	TDC ARTS	II	18-05-2018	23-08-2018
UG	TDC SCIENCE	II	18-05-2018	23-08-2018
UG	TDC COMMERCE	II	19-05-2018	23-08-2018
UG	TDC ARTS	III	01-12-2017	17-03-2018
UG	TDC SCIENCE	III	01-12-2017	17-03-2018
UG	TDC COMMERCE	III	01-12-2017	17-03-2018
UG	TDC ARTS	IV	31-05-2018	17-07-2018
UG	TDC SCIENCE	IV	31-05-2018	17-07-2018
UG	TDC COMMERCE	IV	31-05-2018	17-07-2018
UG	TDC ARTS	V	16-12-2017	17-03-2018
UG	TDC SCIENCE	V	15-12-2017	17-03-2018
UG	TDC COMMERCE	V	14-12-2017	17-03-2018
UG	TDC ARTS	VI	19-05-2018	05-07-2018
UG	TDC SCIENCE	VI	18-05-2018	05-07-2018
UG	TDC COMMERCE	VI	16-05-2018	05-07-2018
UG	BBA	I	29-12-2017	06-06-2018
UG	BBA	II		Yet to be declared
UG	BBA	III	30-12-2017	17-05-2018
UG	BBA	IV		12-11-2018
UG	BBA	V	27-12-2017	
UG	BBA	VI	04-07-2018	25-08-2018
UG	BCA	I	01-2018	26-07-2018
UG	BCA	II		Yet to be declared
UG	BCA	III	01-2018	15-06-2018
UG	BCA	IV	07-07-2018	Yet to be declared
UG	BCA	V	01-2018	15-06-2018
UG	BCA	VI	06-07-2018	13-09-2018
PG	MA (ASSAMESE)	I	23-12-2017	27-04-2018
PG	MA (ASSAMESE)	II	20-06-2018	01-11-2018
PG	MA (ASSAMESE)	III	23-12-2017	10-05-2018
PG	MA (ASSAMESE)	IV	20-06-2018	13-10-2018
PG	MTM	I	29-12-2017	22-05-2018
PG	MTM	II	25-06-2018	Yet to be declared
PG	MTM	III	30-12-2017	22-05-2018
PG	MTM	IV	28-06-2018	Yet to be declared

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As the internal evaluation system for various courses and programmes is being done under the guidelines prescribed by the affiliating university, it is not possible to undertake massive reforms in the CIE system. Even though, the college looks into the fact that the sessional examinations (as envisaged by the university as part of the CIE), are carried on smoothly and in a hassle-free manner. A designated committee is appointed which is responsible for preparing a subject-wise examination routine for the various academic departments. The departments normally holds the examinations as per this prescribed routine, but sometimes makes slight adjustments under unwarranted circumstances. The faculty members of the individual departments after completing the tasks of question paper setting sends the hard and soft copies to the designated committee which takes the task of finalizing it in the printed form, after which the question papers are supplied back to the

departments in the required quantities. The committee also undertakes the responsibility of sending blank answer-script booklets in the required quantities to the individual departments well ahead of the examination schedule. The answer-scripts are evaluated at the departmental level and the marks retained till the term-end examinations, when it has to be sent to the university.

2.5.3 **A**cademic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

An academic calendar is prepared by the institution through the IQAC after the publication of the affiliating university's academic calendar cum holiday list and is either uploaded in the institutional website or is distributed amongst the students in printed form. This calendar incorporates various important events and activities planned during the academic year viz. tentative schedule of the various examinations, field visits, different in-house activities/events like observance of college annual foundation day, annual college week celebration, college general freshmen social and departmental freshmen social functions, student union elections, etc, in addition to the list of various important holidays during the year. However, different miscellaneous events/celebrations that take place within short preparation schedules are excluded from the purview of this academic calendar. Sessional examinations are conducted as per schedule as outlined in the academic calendars, whereas the holding of term-end examinations may not hold true, as these examination schedules are decided by the university authorities.

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 web link)

PO/PSO/CO not conducted by the college

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
	HS (ARTS)	**264**	**109**	**41.2**
	HS (SCIENCE)	**98**	**65**	**66.3**
	HS (COMMERCE)	**196**	**128**	**65.3**
	TDC (ARTS)	**250**	**129**	**51.6**
	TDC (SCIENCE)	**206**	**107**	**51.9**
	TDC (COMMERCE)	**146**	**67**	**45.8**
	BBA	**9**	**5**	**55.6**
	BCA	**27**	**23**	**85.2**
	MA (ASSAMESE)	**53**	**48**	**90.5**
	MTM	**24**	**Not declared**	**N/A**

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 web link)

SSS not conducted by the college

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 Academic year
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored Projects	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students Research Projects *(other than compulsory by the College)*	NIL	NIL	NIL	NIL
International Projects	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

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(s)
NIL	NIL	NIL

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
NIL	NIL	NIL	NIL	NIL

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

Incubation Centre	Name	Sponsored by
NIL	NIL	NIL

Name of the Start-up	Nature of Start-up	Date of commencement
Language Laboratory		**12.12.2017**

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	01

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

Name of the Department	No. of Ph. Ds Awarded
N/A	**N/A**

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

	Department	No. of Publication	Average Impact Factor, if any
National	**Hindi**	**03**	
	Assamese	**06**	
	Maths	**02**	
	Political Science	**01**	
	Geography	**03**	
	MTM	**01**	
	Sanskrit	**04**	
	Education	**01**	
	Geology	**01**	
	Bengali	**01**	
	Chemistry	**01**	
	Statistics	**01**	
	History	**01**	
	Economics	**01**	
	Philosophy	**01**	
	Library Science	**01**	
International	**Zoology**	**04**	
	Economics	**01**	
	Physics	**01**	

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

Bengali	**Chapters in Edited Books - 06**
Sanskrit	**Chapter in Edited Books - 04** **Books published - 01**
Chemistry	**Books published - 01**
Geography	**Chapters in Edited Books - 02** **Books published - 08**
Assamese	**Chapter in Edited Books - 05** **Books published - 01** **Conference Proceedings - 01** **Books published - 01**
Economics	**Books published - 01**
English	**Chapters in Edited Books - 01**

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

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations	ISSN/ ISBN
Assamese Literature and Manasa Kavya: A study	**Chandana Sarma**	**Prag Consilience**	**2017**		**Pragjyotish College**		**ISSN: 2456-6861**
Jivani Sahitya: Eti Somu Alochana	**Indrani Kalita**	**PRACI**	**2017**		**Pragjyotish College**		**ISSN: 2319-8974**

A new type of difference class of interval numbers	Amar Jyoti Dutta	PRYECCIONES	2018		Pragjyotish College		
Society in the Nilachal Hills of Kamrup Assam: A caste analysis	Arpita Das	SAMPRITI	2018		Pragjyotish College		ISSN: 2454-3837
Role of 'CHETANA' Magazine in the background of Socio-Reformative Movement in Assam	Paramananda Majumdar	The Heritage	2018		Pragjyotish College		ISSN: 2229-5399
'CHETANA' and the early era of the frowth of Assamese Nationality	Paramananda Majumdar	The Heritage	2018		Pragjyotish College		ISSN: 2229-5399
Making a career in Tourism Vistas	Barnali Mahanta	Northeast Today	2017		Pragjyotish College		
Matvartha Laksana in Mimamsa	Anjali Devi	PRACI	2017		Pragjyotish College		ISSN: 2319-8974
Kirtan Goshor Ras Bichar	Anjali Devi	Naam-Dharma	2018		Pragjyotish College		ISSN: 2279-0624
Kabya-Sastra: Eti Alochana	Indira Saikia Bora	Naam-Dharma	2017		Pragjyotish College		ISSN: 2279-0624
Sakunta kybor somu Alochana	Indira Saikia Bora	Naam-Dharma	2018		Pragjyotish College		ISSN: 2279-0624
Axomot Sanskrit Charcha	Indira Saikia Bora	PRACI	2017		Pragjyotish College		ISSN: 2319-8974
Ichthyofaunal Biodervisity of North-Est India and Prevailing threats fromnatural and Anthropogenic issue	Makibur Rahman	International Journal of Biodiversity and Conversation	2017		Pragjyotish College		ISSN: 2141-243X
Addressing the Issue of the Children with Special Needs- with Specific	Mridusmita Devi	Miscellany	2017		Pragjyotish College		ISBN: 978-81-202-8865-2

Reference to Formal Education							
Asymptotically Equivalent Generalized Difference sequences of fuzzy real number defined by Orlicz function	**Amar Jyoti Dutta**	**Thai Journal of Mathematics**	**2017**		**Pragjyotish College**		**ISSN: 1686-0209**
Occupation pattern of wetland dependent population: a micro-level study on the wetland based economy in Nalbari district, Assam, India	**Jyoti Prasad Das**	**Asian Journal of Spatial Science**	**2018**		**Pragjyotish College**		**ISSN: 2347 7636**
GFR-Estimating in Patients with Chronic Kidney Disease: A case Study	**Jayanta Deka**	**Asian Academic Research Journal of Multidisciplinary (AARJMD)**	**2018**		**Pragjyotish College**		**ISSN: 2319-2801**
Evaluating Urea and Creatinine levels in Chronicle Renal Failure: A Prospective Study	**Jayanta Deka**	**International Educational Scientific Research Journal**	**2018**		**Pragjyotish College**		**ISSN: 2455-295X**
Status of Ericulture in Kamrup District, Assam: A Case Study of Bhanubhakta and Salbari areas under Boko Subdivision	**Jayanta Deka**	**NeBIO**	**2018**		**Pragjyotish College**		**ISSN: 2278-2281**
Occurance of basemetal mineralization in Potin Area, Subansiri District, Arunachal Pradesh (NE	**Bimal Kr Tamuli**	**Indian Journal of Applied Research**	**2017**		**Pragjyotish College**		**ISSN: 2249-555X**

Region)							
Dr. S.K Bhuyan's Contribution to Assamese Literature	Indrani Kalita	Prag Consilience	2017		Pragjyotish College		ISSN: 2456-6861
Axomiya dehobisar geet aru dehtota: Eti somu paryalochana	Kalpana Talukdar	Bibek Bhaskar	2017		Pragjyotish College		ISSN: 2348-8328
A Comparative Study of Assamese Dehobisar Song and Bangla Baul Song	Kalpana Talukdar	Prag Consilience	2017		Pragjyotish College		ISSN: 2456-6861
Axomiya Lokgeetot Ramayani Prasanga	Kalpana Talukdar	Naam-Dharma	2018		Pragjyotish College		ISSN: 2279-0624
Tarasankar Bongopadhayar Choto Golpar Lokbiswas o lokosanskar	Surajit Saha	Prag Consilience	2017		Pragjyotish College		ISSN: 2456-6861
Phosphoric Acid Modified Titania: A new Heterogeneous Catalyst for Hantzsch Reaction	Saitanya Kr Bharadwaj	Prag Consilience	2017		Pragjyotish College		ISSN: 2456-6861
Fuzzy Means and Fuzzy Variance of Possibility Distribution for Intervals	Pranita Goswami	Prag Consilience	2017		Pragjyotish College		ISSN: 2456-6861
Where do women stand in Assam of North East India? Examining Socio-Economic Status of Tribal and Non-Tribal women in Assamese Societies	Ira Das Gargee Sharmah Runima Baishya	Utopia of Global Education (UGC listed)	2018		Pragjyotish College		ISSN: 2454-7387 (Online)
Religion As Tool	Gargee	Prag Consilience	2017		Pragjyotish		ISSN:

Title of the paper	Author	Journal	Year		Institution		ISSN
for Political Legitimization of state in Early Assam	Sharmah				College		2456-6861
Estimating Employment Generation in Informal sector of Guwahati City Using Residual Method	Namita Das	Prag Consilience	2017		Pragjyotish College		ISSN: 2456-6861
Basic Religion practices of Tiwas	Kabita Doloi	PRACI	2017		Pragjyotish College		ISSN: 2319-8974
Knowledge in the pocket: Emerging Mobile APPS as Library Service	Unindajyoti Choudhury	Prag Consilience	2017		Pragjyotish College		ISSN: 2456-6861
Where do Women stand in Assam of North East India? Examining Socio-Economic status of Tribal and Non-Tribal Women in Assameser Socities	Runima Baishya	Utopia Global Education	2017		Pragjyotish college		ISSN: 2454-7387

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

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
Rural-Urban Linkages for Sustainable Development in Assam: A Social Accounting Matrix Analysis, pp.27-40	Ira Das	PRAG CONSILIENCE, ISSN. 2456-6861, RNI No. ASSMUL/2016/70132 9 (Double-blind Peer-reviewed National Journal)	August, 2016			Pragjyotish College

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

No. of Faculty	International level	National level	State level	Local level

Attended Seminars/ Workshops	**04**	**36**	**19**	**NIL**
Presented papers	**05**	**08**	**NIL**	**NIL**
Resource Persons	**NIL**	**01** **Parashmoni Das – 01**	**02** **Jyotirmoy Sengupta – 01** **Baikuntha Rajbongshi – 01**	**NIL**

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 co-ordinated such activities	Number of students participated in such activities
Teaching English Grammar to Higher Secondary students	**Sonaram Higher Secondary School**	**02** **(Gitartha Goswami, Pinaz Mirza)**	**120**
Training of cadets	**48 NU, NCC & Pragjyotish College**	**01**	**350**
Interaction with parents of the cadets	**NCC (Navy Wing) Pragjyotish College**	**01**	**31**
Cleaning of Tarun Ram Phukan Park, Bharalumukh	**NCC Coordination Committee, Pragjyotish College**	**04**	**74**
Cleaning of Pragati Dispensary, Santipur	**60 NCC Girls Bn, Pragjyotish College**	**01**	**30**

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	No. of Students benefited
Completed the PRCN training (Phase I & Phase II) for 3 months at Southern naval Command, Kochi, kerala as recommended by 48 naval Unit NCC, Guwahati (Dr. Bidyut Bikash Baishya)	**Rank of "Sub-Lieutenant"**	**Indian Navy**	

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 coordinated such activities	Number of students participated in such activities
NIL	**NIL**	**NIL**	**NIL**	**NIL**

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
Language Teaching Program	**30**	**Rashtriya Sanskrit Sansthan**	**1 year**

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-To)**	participant
Academic	**On Job Training (MTM)**	**ATDC**	**15 days (22-08-2017 to 05-09-2017)**	**24**

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 and Activities	Number of students/teachers participated under MoUs
NIL	**NIL**	**NIL**	**NIL**

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
Budget allocation done as per requirement and availability of funds	**2,26,82,985.00**

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	**7.35 acres**	**NIL**
Class rooms	**59**	**6**
Laboratories	**17**	**4**

Seminar Halls	**1**	**NIL**
Classrooms with LCD facilities	**6**	**1**
Classrooms with Wi-Fi/ LAN	**NIL**	**NIL**
Seminar halls with ICT facilities	**1**	**1**
Video Centre	**NIL**	**NIL**
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	**05**	**NIL**
Value of the equipment purchased during the year (Rs. in Lakhs)	**10,94,536.00**	**NIL**
Others	**NIL**	**NIL**

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

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

4.2.2 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	**35,428**		**309**	**Rs. 3,73,280**	**35,737**	
Reference Books	**23,769**		**744**		**24,513**	
e-Books	**N-LIST**					
Journals	**42**				**42**	
e-Journals	**N-LIST**					**Rs. 5,000**
Digital Database						
CD & Video	**67**		**12**		**79**	
Library automation						
Weeding (Hard & Soft)						
Others (specify) News Paper	**13**		**Nil**		**13**	**Rs. 35,102**

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	**144**	**81**	**60**	**5**		**13**	**45**	**4 MBPS**	
Added	**6**	**0**	**65**	**0**		**6**	**0**	**0**	

Total	**150**	**81**	**125**	**5**		**19**	**45**	**4 MBPS**	

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

4 MBPS

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
NIL	**NIL**

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

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
NIL	**NIL**	**NIL**	**NIL**

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
Budget allocation done as per requirement and availability of funds	**Included in the last column**	**Budget allocation done as per requirement and availability of funds**	**54,77,704.00**

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)

The procedures and policies for utilizing various facilities vary in different extents. The policies for using the college library are outlined in detail in the college prospectus. The computers in the different academic departments are used by the academic staff and the students as well for different purposes, the former using those for administrative and academic purpose while the latter for academic usage like preparation of field reports, accessing web resources, e-learning resources, practical works, etc. For such usages, there is no formal policy devised. The classrooms are of two categories, viz. departmental and common. The former types are exclusively meant for holding respective classes of the department, while the latter category is shared by many departments as per the central class routine. These rooms are also used exclusively during the examination time, as decided by the individual examination committees appointed for the different examinations. However, for outside examinations (that are normally held during Sundays), the college obtains a centre fee, that varies to great extents (either lump sum or per candidate basis). The college canteen is monitored by a Canteen Monitoring Committee, which looks into the qualitative aspects. The canteen functions on a lease basis with private partners. Laboratories in various departments functions under the strict control of the respective departmental heads and the laboratory bearers (both sanctioned and non-sanctioned) are responsible for maintaining the laboratory facilities, under instruction from the departmental heads. The Bio-tech Hub of the college is amalgamated with the Zoology Department. The Language Lab of the college is coordinated from the English Department, which caters to the need of all the six language departments viz. Assamese, Bengali, Bodo, English, Hindi and Sanskrit. The GIS Lab is affiliated to the Geography department, which is responsible for its functioning and maintenance. The Pragjyotish College Publication Hub functions under a designated committee appointed by the Principal. There is a Sports and Games Promotion Committee for maintaining the sports infrastructural facilities like the Basket Ball Court and the Sports Library.

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	**Financial support to attend Cultural Programme at New Delhi Youth Festival** **Field Study** **College Week** **Fresher's Social** **Students' Union Election**		**50,000.00** **28,000.00** **92,190.00** **2,45,898.00** **55,000.00** **46,106.00**
Financial support from other sources			
a) National	**ISHAN UDAY** **NATIONAL** **UMBRELLA SCHEME FOR EDUCATION**	**39 students applied** **164 students applied** **23 students applied**	**N/A** **N/A** **N/A**
b) International	**NIL**	**NIL**	**NIL**

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
Remedial Coaching for major course students of the Economics Department	**08-05-2017**	**05**	**Economics Department**
Workshop on Language Lab	**15-12-2017 to 16-12-2017**	**92 (15.12.2017) 66 (16.12.2017)**	**Hindi Department in collaboration with C-DAC**
Programme on "How to Face Interview"	**29-03-2018**	**45**	**Career Counselling and Placement Cell**
Programme for future employment of the students in the field of Hindi by Sabda Bharati (Hindi Sansadhan Kendra)	**07-04-2018**	**45**	**Career Counselling and Placement Cell in collaboration with Hindi Department**
Seminar for the students of Arts, Science and Commerce for selection in SBI (PO/Clerk), IBPS (PO/Clerk) and various other SSC, RRB, insurance exams by IBPS	**09-04-2018 to 10-04-2018**	**54 (9th April) 21 (10th April)**	**Career Counselling and Placement Cell**

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 by Guidance for	Number of benefited students by	Number of students who have passed in	Number of students

		Competitive examination	Career Counselling activities	the competitive exam	placed
2017-2018	**NET/SLET Coaching Programme (Assamese Dept.)**	**35**		**01**	

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		No. of grievances redressed		Average 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
NIL	**NIL**	**NIL**	**NIL**	**NIL**	**NIL**

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
2017-2018	**01**	**B.A**	**Bodo**	**IDOL (GU)**	**M.A**
2017-2018	**07**	**B.A/B.Sc**	**Geography**	**Bangalore University – 02** **Gauhati University – 01** **North Eastern Hill University – 01** **Rajiv Gandhi University – 01** **IGNOU – 02**	**M.A – 04 (Geography)** **M.A – 02 (Sociology)** **Geoinformatics – 01**
2017-2018	**03**	**B.A**	**History**	**IDOL (GU)**	**M.A**
2017-2018	**13**	**B.A/B.Sc**	**Anthropology**	**Gauhati University** **Dibrugarh University** **Cotton College State University** **Pondicherry University**	**M.A/M.Sc/MTM**
2017-2018	**05**	**B.A**	**Assamese**	**Pragjyotish College (GU) – 01** **IDOL (GU) – 03**	**M.A**

					Gauhati University – 01	
2017-2018	05	B.Sc	Botany			M.Sc
2017-2018	05	B.A/B.Sc	Economics	J.B Law College – 01 Cotton College State University – 01 Dimoria College (GU) – 01 Gauhati University – 01 BHU – 01		M.A/M.Sc/LLB

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	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	04 (Assamese Dept)	1) 06004141 2) 06003785 3) 06003117 4) 06000709
SET	NIL	NIL
SLET	02	1) 1701010026 2) 1701010387
GATE	NIL	NIL
GMAT	NIL	NIL
CAT	NIL	NIL
GRE	NIL	NIL
TOFEL	NIL	NIL
Civil Services	NIL	NIL
State Government Services	NIL	NIL
Any Other (JAM)	01 (Chemistry)	CY402F421

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

Activity	Level	Participants
Celebration of International Mother Tongue Day by the Bengali Dept. on 21/02/2018	Departmental	Major students of Bengali Dept
Celebration of Departmental Foundation Day by Geography Department on 27/08/2017	Departmental	Major students of Geography Dept
Celebration of GSoPC Foundation Day by Geology Dept on 10/03/2018	Departmental	Major students of Geology Dept
Celebration of World Environment Day by the Department of History 05/06/2018	Departmental	Major students of History Dept
Celebration of PRAG – MAHOTSAV	College	Students, staff and alumni

by Pragjyotish College fraternity from 30/08/2017 to 05/09/2017		
Audition of Red-FM par COLLEGE KE TASHANBAZZ season 5, held on 22/08/2017 in college campus	**College**	16 students of the Performing Arts Dept
Participation of the students of Performing Arts in T2 GLAM FACE, SEASON 4 on 14/11/2017	**Inter – College**	34 students of college
Performance of a drama *Kamala Kuwarir Xadhu* by the students of Performing Arts Dept on 01/09/2017 at Guwahati	**College**	14 Students of Performing Arts Dept
Performance of a drama *Kamala Kuwarir Xadhu* by the students of Performing Arts Dept on 29/09/2017 at Srimanta Sankardeva Bhavan, New Delhi	**National**	14 Students of Performing Arts Dept
Cultural rally during College Week on 06/02/2018	**College**	**Students**
Swachata Samaroh on 19/05/2018	**College**	**Students**
Celebration of International Yoga Day	**College**	**Teachers and Students**
Group song performance by 63 students of the Performing Arts Dept to celebrate the 63rd Foundation Day of College	**College**	**63 students of the college**
Celebration of Sanskrit Day	**College**	**60 students and staff**

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	Sports	Cultural	Student ID number	Name of the student
2017-2018	**Gold and Bronze**	**National**	**Kick-Boxing**		**GU Roll – UA171032** **No - 0207**	**Shattrujit Kakati (Geography Dept.)**
2017-2018	**Runners – Up Team (Men)**	**Inter – College (organized by G. L. Choudhary College, Barpeta Road, Barpeta)**	**Badminton**			

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

The activities of the Pragjyotish College Students Union 2017-2018 are
- **Organization of the annual College Week Festival from 06.02.2018**
- **Participation in the Youth Festival organised by the Gauhati University**
- **Organization of General Freshmen Social Meet**
- **Organization of Saraswati Puja**
- **Participation in various activities through NCC, NSS and Red Ribbon Club**

- **Participation in inter-college debating competition**
- **Participation in the Prag Mahotsav**
- **Appointment in IQAC as a student member (Prem Joishi; Manash Jyoti Sarmah)**

5.4 Alumni Engagement

5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):
The college has an Alumni Association (Pragjyotish College Alumni Association), but not registered. The Economics Department has Alumni Association, but not registered. The name of the association is – EDAA (Economics Department Alumni Association).

5.4.2 No. of-enrolled Alumni:
25 (Department of Economics)

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

5.4.4 Meetings/activities organized by Alumni Association :
Alumni meet of Pragjyotish College was held on 03-09-2017

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. A total number of 20 (in the first phase), 23 (in the second phase) in-house committees/bodies/cells etc has been either reconstituted or newly constituted during the year for smooth running of the various internal affairs of the college. The reconstitution process was completed through a five-member committee, constituted vide IQAC Core Committee meeting resolution (No. 2017/001 (c), dated 09.08.2017). The selection of the committees has been approved vide Governing Body resolutions adopted in the meetings held on 08.03.2018 and 05.06.2018. A few other committees were directly constituted by the Principal of the college, through informal consultation with the IQAC coordinator. These members of these in-house committees comprise of faculty members of both the categories viz. those from the sanctioned posts and those who are serving as full-time teachers in non-sanctioned posts. The salient feature of the entire process was that the selection committee appointed for these committees only selected the conveners/coordinators of the individual committees/cells/bodies and were given full freedom to appoint/co-opt the members in their allotted domain, as per their choice (No. 2018/028, dated 27.01.2018).. This initiative was undertaken to obtain optimum performance from the different bodies, since the conveners were given full freedom to choose the members of their personal choice and preference. **2. The IQAC vide Core Committee meeting resolution (No. 2018/033, dated 27.01.2018) has sought to allocate specific duties to the various IQAC Core Committee members for streamlining and smooth functioning if IQAC tasks. Accordingly, all the members were allocated/assigned various duties viz. office matters, outreach programmes, student-related matters, GB matters, in-house committee related matters, financial matters, policy resolution and implementation, website updating matters, office maintenance and filing, API-related matters, library matters, NCC & NSS matters, hostel matters, etc.**

6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:
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):
Curriculum Development: Development of curriculum is outside the purview of the institution, the college being an affiliated college under Gauhati University. However, the departments of Fine Arts and Performing Arts have taken initiative for development of course curriculum for introduction of certain new courses in the respective departments. Both the departments have developed curriculum for two new courses viz. Diploma in Fine Arts and Diploma in Performing Arts (Sattriya Dance and Hindustani Vocal). In addition, the faculty members, who are members of the Committee of Courses and Studies (CCS) under Gauhati University took active part in the

development of the CBCS curriculum under Gauhati University, which is contemplating in introducing CBCS in the undergraduate courses at an early date.

Teaching and Learning: The IQAC has resolved to
    o   develop modalities for a student mentoring system in every academic department (No. 2017/012 (a), dated 09.08.2017)
    o   develop modalities for utilization of all the existing Smart Class Rooms of the college on a sharing formula between all the academic departments (No. 2017/017, dated 09.08.2017)
    o   conduct Departmental Advisory Committee meetings on a periodical basis for reviewing departmental activities/academic pursuits/planning etc (No. 2017/007 (c), dated 09.08.2017).
    o   advise every academic department to maintain the attendance system in the numerical numbering format (No. 2017/004 (a), dated 09.08.2017)
Accordingly the Convener, Academic Committee was instructed to do the needful (vide letter No. PC/IQAC/INT/2018/604, dated 27.04.2018).
One additional Smart Classroom has been augmented in the assessment year, apart from the already existing six of the kind.

Examination and Evaluation: Examination and evaluation works were completed within the guidelines stipulated by the parent university and as per scheduled dates outlined in the academic calendar.
Research and Development: Although the institution has limitations in the development of infrastructure related to research and development, it has given its effort to upgrade the library resources for being used in future by various faculty members who intends to pursue various forms of research. The second volume of the in-house multi-disciplinary multi-lingual and peer-reviewed research journal has also been published during the current year, wherein different faculty members had contributed research papers.
Library, ICT and Physical Infrastructure / Instrumentation: Considerable improvements have been made in the physical infrastructural provisions during the year. The IQAC resolved to procure the Students Database Management System for the management of a large volume of student-related information (No. 2017/020 (a), dated 09.08.2017). It was decided to complete the ground floor of the New Arts Block (for housing four academic departments viz. Economics, History, Mathematics and Philosophy) and started functioning from the 2018-19 academic session onwards. A new Conference cum Classroom has been constructed from the funds accumulated from the MA (Assamese) course and started functioning. It was decided to increase the server space of the college website (No. 2018/035 (b), dated 27.01.2018)
Human Resource Management: All faculty members have been engaged in different in-house committees/cells etc of the college as per their capacity and preference of choice by the conveners/coordinators of the respective bodies, for achieving optimum performance levels. The IQAC has also reconstituted the seven numbers of AQAR Preparation Sub-Committees for early completion of the AQARs that were being left pending from 2011 onwards. Some members of these sub-committees served in the earlier existing committees, while some were new members. The IQAC has designed a new format of leave application which is presently in use, and which has done away with the former practice of applying leave in plain paper (No. 2017/003, dated 09.08.2017).. The format is downloadable from the institutional website; one portion of the format is retained in the departments while the other portion is retained in the college office. Moreover, the IQAC has initiated to pile up huge stockpile of information in the office on various aspects pertaining to employees joining dates, retirement dates, home addresses, phone numbers, email ids, Ph.D and M.Phil details, etc.
Industry Interaction/ Collaboration: As in previous years, the venue for holding the preliminary rounds for International Earth Science Olympiad (in collaboration with Geological Society of India) could be made at Pragjyotish College. Three volumes of a century-old magazine "Chetana" has been published by the Pragjyotish College Publication Hub in active collaboration with the Ambikagiri Memorial Trust. Different events were also held in the college through collaborative mode with different organizations. Attempts were being made to install an ATM in the college campus through collaborative mode. However, the plan is yet to materialize. The college provides space to two martial art organizations (viz. *Mawate-Ka-Shito Ryu Karate-Do Association* and *Academy of Karate Athletes*) for imparting martial art classes to children and youth from the surrounding greater Santipur locality. The Students' Counselling Centre has collaborated with external members as members of the centre.
Admission of Students: In order to mitigate the problem of allocation of Major to the students after admission, a strategy was adopted to allocate major at the time of admission. Moreover, the online mode of submission of admission forms field was adopted in the current year, which started a year back.
6.2.2:   Implementation of e-governance in areas of operations
Planning and Development: The college has procured an online dynamic student information system (Student

Database Management System), which is capable of generating session-wise students lists, and other data lists related to gender, categories, etc. Once this system is functional, there will be separate department login and administrative login systems, whereby each academic department will be able to upload student details like attendance, results, participation in field works, etc, information pertaining to which will be used for different planning and development works.

Administration: The IQAC has resolved to adopt paperless communication for various in-house matters and in order to achieve this goal has taken the initiative to compile the WhatsApp Numbers and E-mail IDs of various faculty members.

Finance and Accounts: The college continued with the already established Tally system of accounting in its office, which is operational since 2009. Salary bills of the permanent staff being sent online to the treasury. No other new initiatives took place during the period.

Student Admission and Support: The Admission Committee has resolved to continue the online student admission process that was initiated in the previous year. Moreover, the government scholarships received by the students are deposited in their respective bank accounts through online payment gateways.

Examination: The Student Database Management System procured by the college shall serve to store all examination details of the students, along with the attendance count (a mandatory factor linked with the eligibility conditions for appearing in any term-end examinations). Moreover, the Gauhati University introduced a online system of registration of paper examiners from the 2017-18 session onwards.

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	**NIL**	**NIL**	**NIL**

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	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
NIL	**NIL**	**NIL**	**NIL**	**NIL**	**NIL**

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
STC	**1 (Atanu Kumar Chowdhury)**	**04.01.2018 - 10.01.2018**
STC	**1 (Dr. Dipali Baruah)**	**04.01.2018 - 10.01.2018**
STC	**1 (Dipika Roy Medhi)**	**04.01.2018 - 10.01.2018**
RC	**1 (Dr. Gargee Sharmah)**	**20.11.2017 - 10.12.2017**
STC	**1 (Dr. Indrani Kalita)**	**04.01.2018 - 10.01.2018**
STC	**1 (Dr. Kalpana Talukdar)**	**04.01.2018 - 10.01.2018**
STC	**1 (Dr. Namita Das)**	**04.01.2018 - 10.01.2018**

STC	1 (Dr. Nandini Sarma)	04.01.2018 - 10.01.2018
STC	1 (Niva Deka)	04.01.2018 - 10.01.2018

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
NIL	**3**	**NIL**	**2**

6.3.5 Welfare schemes for

Teaching	• **Availability of food in the College canteen at reasonable rates** • **Teaching staff have a society called PCSSSS Ltd where members contribute a certain amount every month and can avail hassle-free loans at a very low interest**
Non teaching	• **Availability of food in the College canteen at reasonable rates** • **Financial welfare schemes are available** • **Non-teaching staff have a society where members contribute a certain amount every month and can avail hassle-free loans at a very low interest**
Students	• **Availability of food in the College canteen at reasonable rates** • **Extra Library facility for economically backward students** • **Student's welfare fund for poor students**

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly (within 100 words each)

At the end of each financial year the institution undertakes internal audit of the college accounts, which consists of various fund heads. The internal audit of 2017-18 is currently in progress, and is being done by M/s Saquei & Co., a reputed Chartered Accountant firm. After the internal audit report is ready, it will be placed before the Governing Body (GB) meeting. After acceptance of the report in the GB meeting, the Directorate of Audit (Local Fund), Government of Assam, will be invited officially to audit the college accounts, which conducts the external audit.

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/ Grants received in Rs.	Purpose
NIL	**NIL**	**NIL**

6.4.2 Total corpus fund generated: **Rs. 1,05,75,972.00**

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	**No**	**-**	**No**	**-**
Administrative	**Yes**	**Directorate of Audit (Local Fund) Govt. of Assam**	**Yes**	**M. Saquei House 48, Dighalipukhuri East Guwahati-781001 Tel: 2131239 Fax: 2545881**

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

No formal Parent-Teacher Association exists in the college

6.5.3 Development programmes for support staff (at least three)

1. The IQAC collected a database of all the residents who are residing within the college campus (No. 2017/010 (c), dated 09.08.2017). and held meetings with them for providing them decent means of accommodation along with their families (Meeting held on 25.04.2018)
2. The college gymnasium has been providing quality facilities with a trained instructor at subsidized rates and the support staff are availing such facilities
3. Financial support through voluntary contributions by the staff in case of medical emergencies

6.5.4 Post Accreditation initiative(s) (mention at least three)
1. Phasing out of old desk and benches with new modern and upgraded ones of better quality
2. The IQAC resolved to set up a Primary Health Centre within the college campus (Resolution No. 2018/037, dated 27.01.2018)
3. Provision of computers and printers in almost all academic departments

6.5.5
a. Submission of Data for AISHE portal : (Yes /No) : **Yes**
b. Participation in NIRF   : (Yes /No) : **No**
c. ISO Certification   : (Yes /No) : **No**
d. NBA or any other quality audit   : (Yes /No) : **No**

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to------)	Number of participants
2017	**Prag Mahotsav**	**30.08.2017 – 05.09.2017 (7 days)**	**30.08.2017 – 05.09.2017 (7 days)**	**Students, staff and alumni of the college**
2017	**"Guest of the Month" Programme** **Guest: Ramen Baruah, noted music composer and singer**	**04.09.2018 (1 day)**	**04.09.2018 (1 day)**	
2017	**Nomination of teachers for IAM Teachers Day Awards**	**08.09.2017 (1 day)**	**08.09.2017 (1 day)**	
2017	**"Self-Defense Training Camp for Girl Students", in collaboration with Women's Self-Defense Training Institute and Sakhi-One stop Counselling Centre for Women**	**15.09.2017 (1 day)**	**15.09.2017 (1 day)**	**83**
	"Guest of the Month" Programme **Guest: Sudakshina Sarma, legendary singer of Assam and sister of music maestro Late Dr Bhupen Hazarika**	**31.10.2017 (1 day)**	**31.10.2017 (1 day)**	
	Interaction Programme in collaboration with Hindi Department **Guest: Dr. Nand Kishore Singh, former Principal of Pragjyotish College**	**07.11.2017 (1 day)**	**07.11.2017 (1 day)**	
	Celebration of Communal Harmony Week and Flag Day, in collaboration with NSS Unit, Pragjyotish College	**19.11.2017 – 25.11.2017 (7 days)**	**19.11.2017 – 25.11.2017 (7 days)**	**NSS Wing**
	" Sensitization Programme on the Right to Information Act, 2005", in collaboration with Pragjyotish College Women Study Centre **Speaker: Himangshu Sekhar Das, Chief Information Commissioner, Assam**	**22.11.2017 (1 day)**	**22.11.2017 (1 day)**	**83**
	"Guest of the Month" Programme	**27.02.2018 (1 day)**	**27.02.2018 (1 day)**	**95**

	Guest: Prof. (retd.) Pranav Jyoti Deka, retired Professor of Gauhati University, eminent critic and writer			
	Oration on "Border Security, National Security and Role of Civilians", in collaboration with Seemanta Chetana Mancha Purvottar & Department of Political Science Speaker: Prof. Kuldeep Chand Agnihotri, hon'ble V.C., Himachal University	21.03.2018 (1 day)	21.03.2018 (1 day)	63

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-to)	Participants	
		Female	Male
Celebrated International Women's Day (Lecture delivered by Dr. Bagmita Bhagawati and Dr. Mridusmita Devi on "Gender Sensitisation", Paper Presentation by 5th Sem Major Students of Political Science, Lecture by Principal i/c of the college Dr. Paramananda Rajbongshi on "Remarkable women characters from the time of Ramayana and Mahabharata till today"	08/03/2018	45	NIL
Seminar on "Safe , unsafe, unwanted touch and menstrual hygiene management for the girl students by Mrs. Nimi Borgohain, clinical Psychologist and Dhrubajyoti Kalita, Psychologist; Counselling session on sexual harassment	15/03/2018	15	NIL

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources

- **Information boards inside class rooms for generating power-saving attitude**
- **Use of LED lights**

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	No	NIL
Provision for lift	No	NIL
Ramp/ Rails	Yes	NIL
Braille Software/facilities	No	NIL
Rest Rooms	Yes	NIL
Scribes for examination	No	NIL
Special skill development for differently abled students	No	NIL

Any other similar facility				No		NIL

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2017-18	**4**	**4**	**26/10/2017- 05/11/2017 (Durga Puja)/ Others (Year long)**	**Providing venue for community festivities like Durga Puja, marriage ceremonies, religious ceremonies**	**Socio- cultural religious issues**	
			Year long	**Karate training**	**Physical well- being issues**	**148**
			On multiple dates	**Library service**	**Academic issues**	**3**
			Year long	**Gymnasium**	**Physical well- being issues**	**110**

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
College Prospectus for students	**June 2018**	**College Prospectus serves as a document for regulating the conduct of its students. The College Prospectus provide an elaborate description about the various norms and regulation which regulates the institution in terms of internal discipline, library uses, hostel rules and regulations, punishable acts of indiscipline and procedure for imposing punitive action. This type of document helps in generating awareness amongst students who seek to get admitted in the college. It is believed that through such a provision, the institution has endeavoured to promote values of mutual understanding, professional ethics and sense of responsibility meant for the students.**

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-------to-------)	Number of participants
Talk on "Philosophy of Sankardeva" delivered by Dr. Indira Saikia Bora and organised by Philosophy Department	**03/11/2017**	**43**

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

- **Celebration of World Environmental Day**
- **Plantation programmes in the college campus**
- **Regular cleaning of college campus and provision of sufficient dustbins**
- **Encouraging both students and staff for minimising the use of plastic**
- **Proper disposal of garbage (garbage from canteen taken away by municipal garbage vans) on a daily basis**

7.2 Best Practices

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

Best Practice: 1

<u>Title of the Practice</u>: **Institutional Adoption Scheme**

Objectives of the Practice: The goal of this practice is to upgrade some school located in the vicinity of the college by way of sponsoring for improvement of infrastructural facilities which the institutions lack.

<u>The Context</u>: **Three neighbouring school viz. Pragati Pathsala Primary School at Santipur, ME Girls' School and Santipur High School have been selected for the aforesaid purpose, as these school lack in basic infrastructural facilities in terms of boundary walls, proper classroom facilities and also in need of some renovation and repairing works.**

<u>The Practice</u>: **Amongst these three schools, the Pragati Pathsala Primary School has been selected as the first priority in terms of infrastructural development as the school has been in a most dilapidated condition. Accordingly, construction, renovation and repairing works started. The boundary wall was constructed, 15 sets of desks-benches, 8 nos. of fans were provided. The ceilings in the entire school building were renovated. Roofs were replaced by new galvanized tin sheets. The whole school was painted and entrance gate was constructed. The college also extended infrastructural aid to "Indian Institute of Research and Development (IIRD) for differently abled students by way of donating 1 steel almirah, 1 office table, 11 wooden desks and 9 banners.**

<u>Evidence of Success</u>: **The Pragati Pathsala Primary School authorities acknowledged the effort of our institution through an acknowledgement letter, expressing sincere gratitude for the yeoman service done to the institute for the larger cause of promoting primary education. Likewise IIRD also offered their heart full gratitude and sincere thanks for such an endeavour. The success of this practice is clearly represented pictorially in the weblink provided.**

<u>Problems Encountered and Resources Required</u>: **For effective realisation of this practice, huge funds need to be generated which is a herculean task as the college fund does not support such practice on large scale and regular basis. So, initially an appeal has been made to all sanctioned and non-sanctioned teaching staff to denote generously for the cause. However, the lacunae lie in the fact that had the donations been more generous, we could have striven for much better, qualitative and quantitative infrastructure development of the adopted school.**

Weblink:

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Pragati_School_Adoption_Scheme_147.pdf

<p style="text-align:center">Best Practice: 2</p>

Title of the Practice: Setting up of a Language Laboratory

Objectives of the Practice: The goal of this lab is to design and conduct crash courses for improving the language skills especially the speaking skills of the students in addition to conduct some programs and workshops on translation studies.

The Context: One of the latest editions to the infrastructure of Pragjyotish College is the language lab set up in 2017, to meet growing demands of students working to develop the speaking skills, soft skills and personality development.

The Practice: The language lab was positioned on the second floor of the English and Statistics block. The six language departments of the college viz. Assamese, Bengali, Bodo, Hindi, Sanskrit, and English share this lab. Each department is free to design and conduct courses catering to the needs of the students. The lab acts as a platform for the pursuit of interdisciplinary studies through the conduct of collaborative programmes and workshops on translation studies.

Evidence of Success: The lab started functioning from 12th December, 2017. Since its inception the lab has conducted a workshop on technical uses of Hindi and languages of N. E. India on 16th December, 2017. Moreover, the English and Hindi departments of the institution regularly conduct linguistic classes in the lab.

Problems Encountered and Resources Required: Initially no problems have been encountered.

Weblink:

http://www.pragjyotishcollege.org.in/index.php/page-templates/parent-page-with-sub-pages/photo-gallery/

<p style="text-align:center">Best Practice: 3</p>

Title of the Practice: Guest of the Month Programme

Objectives of the Practice: The goal of the programme was to honour a distinguished personality every month, from different fields of activity and also to pass a positive message to the society about the functioning status and parameters of the college through the word of mouth of the chosen personalities.

The Context: This programme was initiated under the aegis of the IQAC

The Practice: Three programmes were conducted during the assessment year as outlined below. The programme is designed to initiate an informal dialogue with the invited guest, not only their professional career but also on the personal aspects of their lives. The uniqueness of the programme lies itself in the fact that no known higher educational institution in the region follows this practice.

Date	Guest
04/09/2017	Sri Ramen Barua, Eminent music composer of Assam
31/10/2017	Smt. Sudakshina Sarma, Eminent and legendary singer of Assam
27/02/2018	Dr. Pranav Jyoti Deka, Renowned geoscientist and writer

Evidence of Success: The evidence of success lies in the simple fact that the invitees were considerably overwhelmed from the honour that was bestowed upon them and the audience that gathered for the occasion interacted with the guests to their satisfaction.

Problems Encountered and Resources Required: In the current system of semester education at the collegiate level, it has been found to be difficult to organize such programmes as there is dearth of time in the completion of the allotted syllabus. Besides, the normal classes, the students are also engaged with other issues like seminars, field works, practicals, home assignments, as well as other regular occasions like college week, freshmen social functions, apart from the other functions that are being held from time to time. The IQAC during the current year also had time constraints as it was preparing for the next assessment cycle and pending AQARs from 2010 onwards had to be

completed and submitted within the fixed target date of 31ˢᵗ December 2018.

Weblink:

http://www.pragjyotishcollege.org.in/index.php/page-templates/parent-page-with-sub-pages/photo-gallery/

http://www.pragjyotishcollege.org.in/index.php/page-templates/parent-page-with-sub-pages/photo-gallery/

7.3 Institutional Distinctiveness

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

Mission: To promote extra-curricular activities simultaneously with curricular activities
To realise the all-round development of students' curricular activities should be amalgamated with extra-curricular activities. It is believed that such kind of amalgamation helps in the realisation of individuals' true self. With this vision in mind the institution has set up a platform so as to enable its students to enhance their extra-curricular skill, which are enlisted below:
  - **Active participation of students during college week festival, college Foundation Day, Freshmen Social, Youth Festival.**
  - **Participation of students in cultural programmes of the Brahmaputra Literacy Festival**
  - **Street Play by students on social issues in the month of January 2017**
  - **Exposure of students with the team of *Katha Nadi*, a national award winning film.**
  - **Paper presentation by 5ᵗʰ semester students on the occasion of Women Day**
  - **Participation of students in Art Competition on topics related to facial expression of women, portrait of women depicting her association in Swachh Bharat Programme**
  - **Essay writing competition for students to sensitise them on the topic of differently-abled students**

8. Future Plans of action for next academic year (500 words)

The plans of action for the next academic year (2018-19) shall comprise of the following agenda, which shall be pursued and is being pursued with topmost priority and importance:

1. Submission process of AQARs for the period 2010-2018 to be completed by December end

2. Switching over to a complete paperless official in-house communication mode from the present semi-online mode (e.g. WhatsApp Groups and E-mails for Departmental Heads, Faculty Members, Major Course Students in every academic department)

3. Large-scale use of e-resources by all academic departments and ensuring that 100% of the teachers resort to ICT-tools in class-room teaching

4. Outsourcing of the student feedback analyses derivation mechanism and integrating feedback analyses in the policy-making process

5. Initiation of an online feedback mechanism for various stakeholders

6. Initiation of an online grievance redressal mechanism

7. Redesigning of the college web portal in a new format and making mobile-responsive pages

8. Increase of infrastructural facilities viz. completion of the first floors of the New Arts Block and the RUSA Block, a Primary Health Centre, Office of the Pragjyotish College Alumni Association,

inauguration of the digital library, starting of a new NCC Block for housing various wings (e.g. Head Office of the Assam Academy of Mathematics, NCC, NSS, etc)

9. Publication of the remaining four volumes of "Chetana", a Pocket Directory of Important contacts, an Information Booklet on In-House Committees, etc

10. Quality initiatives like Academic & Administrative Audit, Green Audit, Gender Audit etc

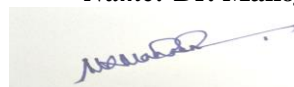**11. Setting up of the Pragjyotish College Retired Teachers' Forum**

12. Setting up of the Pragjyotish College Guardians' Forum

Name: **Dr. Manjit Kumar Mazumdar**   *Name:* **Dr. Manoj Kumar Mahanta**

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*