# ­ The Annual Quality Assurance Report (AQAR)

# For the Year : 2017–18

**Submitted to the**

**Director,**

**National Assessment and Accreditation Council**

**Bangalore – 560 010**

****

**By**

**Internal Quality Assurance Cell**

**Mangaldai College**

**Mangaldai – 784 125**

**Darrang (Assam), India**

[**www.mangaldaicollege.org**](http://www.mangaldaicollege.org)

**2018**

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OFFICE OF THE PRINCIPAL

**MANGALDAI COLLEGE**

MANGALDAI, ASSAM-784 125

Phone & Fax : 03713-230036, 094351 85896(M), e-mail : principalnath@gmail.com

Memo No. MC/2018/ Dated Mangaldai the

From: Dr. K. K. Nath, M.Sc. Ph.D.

Principal,

Mangaldai College, Mangaldai

To

 The Director

 National Assessment and Accreditation Council

 2/4, Dr. Raj Kumar Road, P.O. Box No. 1075, Rajajinagar

 Bangalore – 560 010, India

Sub: Submission of “Annual Quality Assurance Report (AQAR)” for the session 2017-18.

Sir,

 With reference to the subject cited above, I have the honour to submit herewith one copy of “Annual Quality Assurance Report (AQAR)” of Mangaldai College, prepared by the Internal Quality Assurance Cell (IQAC) for the academic session 2017-18. The report has been prepared as per instruction of NAAC to detail the tangible results achieved in key areas, specially identified by the institutional IQAC at the beginning of the academic year. The AQAR details the results of the perspective plan worked out by the IQAC.

 This is for favour of your perusal and necessary action.

 Thanking you.

Sincerely, yours



 (Dr. K.K.Nath)

 Principal,

 Mangaldai College, Mangaldai.

# The Annual Quality Assurance Report (AQAR) of the IQAC

**SESSION 2017-18**

Part – A

**1. Details of the Institution**

 **MANGALDAI COLLEGE**

1.1 Name of the Institution

**Vill.: Upahupara**

 1.2 Address Line 1

 **Mangaldai**

 Address Line 2

**Mangaldai**

 City/Town

**Assam**

 State

**784 125**

 Pin Code

**principalnath@gmail.com**

 Institution e-mail address

**+919435185896**

 Contact Nos.

**Dr. Khagendra Kumar Nath**

 Name of the Head of the Institution:

**03713-230036**

 Tel. No. with STD Code:

**+919435185896**

 Mobile:

**Mr. Paresh Kumar Sarmah**

Name of the IQAC Co-ordinator:

Mobile:

**+919435006483**

**mciqac@gmail.com**

 IQAC e-mail address:

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) : **ASCOGN21582**

**www.mangaldaicollege.org**

1.4 Website address:

http://www.mangaldaicollege.org/AQAR,2017-18.doc

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
| 1 | 1st Cycle | **C++** |  | **2004** | **2004 - 2009** |
| 2 | 2nd Cycle |       |       |       |       |
| 3 | 3rd Cycle |       |       |       |       |
| 4 | 4th Cycle |       |       |       |       |

**13/06/2005**

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

**2017-18**

**1.7 AQAR for the year *(for example 2010-11)***

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

1. AQAR **2016-17** **(27/11/2017)**
2. AQAR **2015-16** **(27/11/2017)**
3. AQAR **2014-15** **(27/11/2017)**
4. AQAR **2013-14** **(27/11/2017)**
5. AQAR **2012-13** **(27/11/2017)**

1.9 Institutional Status

**🗸**

 University State Central Deemed Private

**🗸**

Affiliated College Yes No

Constituent College Yes No

**🗸**

**🗸**

 Autonomous college of UGC Yes No

**🗸**

 Regulatory Agency approved Institution Yes No

 (eg. AICTE, BCI, MCI, PCI, NCI)

**🗸**

 Type of Institution Co-education Men Women

**🗸**

 Urban Rural Tribal

**🗸**

**🗸**

 Financial Status Grant-in-aid UGC 2(f) UGC 12B

 Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

**🗸**

 Arts Science Commerce Law PEI (Phys Edu)

**🗸**

TEI (Edu) Engineering Health Science Management

**Distance Education Programme under KKHSOU, IDOL.**

 **H.S. Course under AHSEC.**

Others (Specify)

**Gauhati University**

1.11 Name of the Affiliating University *(for the Colleges)*

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

 Autonomy by State/Central Govt. / University

 University with Potential for Excellence UGC-CPE

**🗸**

 DST Star Scheme UGC-CE

 UGC-Special Assistance Programme DST-FIST

 UGC-Innovative PG programmes Any other (*Specify*)

 UGC-COP Programmes

 **2. IQAC Composition and Activities**

**06**

2.1 No. of Teachers

 **00**

2.2 No. of Administrative/Technical staff

 **00**

2.3 No. of students

2.4 No. of Management representatives

**00**

 **00**

2.5 No. of Alumni

2. 6 No. of any other stakeholder and

  **00**

 Community representatives

  **00**

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

**02**

2.9 Total No. of members

**02**

]’

loiouyr

 **09**

2.10 No. of IQAC meetings held

**5**

2.11 No. of meetings with various stakeholders: No. Faculty

**2**

**3**

**4**

 Non-Teaching Staff Students Alumni Others

**🗸**

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

 If yes, mention the amount

2.13Seminars and Conferences (only quality related)

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

**00**

**00**

**00**

**02**

**00**

 Total Nos. International National State Institution Level

 (ii) Themes: **IQAC extends the collaborative efforts in organizing the following quality related events:**

1. **Sapling distribution among newly enrolled B.Sc 1st yr students on the day of admission in collaboration with Assam science society, Mangaldai Branch.**
2. **Science model competition among school and college students organised by IBT hub, Mangaldai College and IQAC.**
3. **Anti superistion Programme at District Library, Mangaldaiin collaboration with Assam Science Society, Mangaldai (10th December, 2017)**
4. **Lecture on “ Indian State, Decentralisation and Issues of good governance”**

**Resource Person : Dr. Jayanta Krishna Sama, Professor, Gauuhati University.**

2.14 Significant Activities and contributions made by IQAC

**a) Self appraisal report of individual teachers were collected by the IQAC to keep a record of the different activities of the faculty members.**

**b) Student Feedback on courses and teachers were collected and analysed by the IQAC and submitted to the Principal for necessary action.**

**c) The IQAC encouraged the faculty members to take up project work and research activities through proper monitoring by the Research Committee.**

**d) The IQAC prepared format for Teaching Plan, Daily Class Diary and Monthly Progress Report for every teacher to monitor the academic activities of every department.**

**e) IQAC prepares API of individual teachers as and when required for promotion under CAS.**

2.15 Plan of Action by IQAC/Outcome

 The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

|  |  |
| --- | --- |
| Plan of Action | Achievements |
| **Continuation of DBT Star College Scheme**  | **Consolidated Progress report for last 4years were submitted to DBT and presentation was made before the Experts of the Task force meeting held on 11th may, 2018 at Gargi College, Delhi and subsequently the DBT accorded extension of Star college scheme in the existing level for two years.** |
| **Construction of Toilets** | **One toilet for both gents and ladies with running water facilities is completed and presently in use.** |
| **Formal inauguration of Administrative building** | **As planned by IQAC, the newly constructed administrative building of the college was made ready for inauguration in the stipulated time and was inaugurated on 30th March, 2018 by Hon’ble Education Minister Dr. Himanta Biswa Sarma** |
| **To lay the foundation of new RCC building for department of Chemistry** | **As the plan chalked out by IQAC, the college authority laid the foundation stone of the department of Chemistry building and works continued.** |
| **To complete the renovation works of auditorium** | **Renovation of the college auditorium was completed as planned by IQAC.** |
| **To complete the basket ball court in the College Campus** | **The remaining works of the basketball court preparation was finally completed and Gauhati University basketball Tournament, 2018 was held successfully from 19th, 20th & 21st April, 2018.**  |
| **Construction of Central Library** | **Drawing and estimates of the Central Library building has been prepared as per verbal announcement from the Hon’ble Education Minister, Govt. of Assam for financial assistance.**  |
| **To Add more classrooms** | **As planned by IQAC, constructions of more class rooms are going on.** |
| **To construct student toilets** | **A new student toilet is added in the college campus.** |
| **To start PG in Geography** | **Inspection from affiliating University for PG opening permission is completed and feasibility report awaited.** |
| **To establish a Devi Swaraswati statue in the college campus.** | **Works for the establishment of Devi Swaraswati statue is going on and on the verge of completion.**  |

 *\* Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

**🗸**

**🗸**

Management Syndicate any other body

 Provide the details of the action taken

**The management i.e. the Governing body of the college had authorized the Principal-cum-Chairperson of IQAC to take necessary action on plan of action chalked out by IQAC subject to the availability of funds.**

Part – B

**Criterion – I**

**1. Curricular Aspects**

1.1 Details about Academic Programmes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
| PhD |  | **00** |  | **00** |
| PG | **01** | **00** | **01** | **00** |
| UG | **03 (B.A, B.Sc, B.Voc)** | **00** | **00** | **00** |
| PG Diploma(PGDCA) | **01** | **00** | **01** | **00** |
| Advanced Diploma | **01** | **00** | **01** | **00** |
| Diploma(DOAEC) & Yoga | **02** | **00** | **02** | **00** |
| Certificate |       |       |       |       |
| Others (H.S.) | **01** | **00** | **00** | **00** |
| **Total** | **09** | **00** | **05** | **00** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interdisciplinary | **00** |  | **00** | **01** |
| Innovative |       |  |       |       |

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

 (ii) Pattern of programmes:

|  |  |
| --- | --- |
| Pattern | Number of programmes |
| Semester | **04** |  |       |       |
| Trimester | **00** |
| Annual | **01** |

**🗸**

**🗸**

1.3 Feedback from stakeholders\* Alumni Parents Employers Students

 ***(On all aspects)***

**🗸**

 Mode of feedback : Online Manual Co-operating schools (for PEI)

***\*Please provide an analysis of the feedback in the Annexure***

**No**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

**Yes**

.

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

 The college introduced YOGA centre to popularise ancient and spiritual discipline.

**Criterion – II**

**2. Teaching, Learning and Evaluation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total | Asst. Professors | Associate Professors | Professors | Others |
| **72+1** | **35** | **37** | **NIL** |  |

2.1 Total No. of permanent faculty

Note : 19 posts of Assistant Professor are vacant as on June, 2018

29

2.2 No. of permanent faculty with Ph.D.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Asst. Professors | Associate Professors | Professors | Others | Total |
| R | V | R | V | R | V | R | V | R | V |
|  | **03** |  |  |  |  |  |  |  |  |

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

16

04

11

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

|  |  |  |  |
| --- | --- | --- | --- |
| No. of Faculty | International level | National level | State level |
| Attended Seminars/ Workshops | **01** | **05** | **02** |
| Presented papers |  | **02** |  |
| Resource Persons |  |  |  |

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

1. **Inter-departmental activities among Physics, Chemistry, Botany and Zoology departments.**
2. **Hand on Training on Computers for lady teachers organised by institution in the department of Computer Science, Mangaldai College w.e.f 6/6/2018 to 12/6/2018 to enhance the ICT use in teaching and learning.**

189

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

**As per affiliating University guidelines**

2.8 Examination/ Evaluation Reforms initiated by the Institution
 (for example: Open Book Examination, Bar Coding,

 Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum

01

 Restructuring/revision/syllabus development

 as member of Board of Study/Faculty/

 Curriculum Development workshop

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage:

|  |  |  |
| --- | --- | --- |
| Title of the Programme | Total no. of students appeared\*2017 | Division**Result Awaited** |
| Distinction % | I % | II % | III % | No &Pass % |
| BA | BA(M) | **353** |  |  |  |  | **290=82.1%** |
| BA(G) | **357** |  |  |  |  | **179=50.01%** |
| B.Sc. | B.Sc.(M) | **131** |  |  |  |  | **75=57.25%** |
|  | B.Sc.(G) | **74** |  |  |  |  | **38=51.35%** |
| MA(Assamese) | **30** |  |  |  |  | **30=100%** |
| PGDCA |  |  |  |  |  |  |
| MCA |  |  |  |  |  |  |

***\*Only regular final semester students are shown***

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

**a) The IQAC prepared a format for Teaching Plan, Daily Class Diary and Monthly Progress Report for every teacher to monitor the academic activities of every department.**

**b) The IQAC provides analysis of student feedback to the Principal and suggests the corrective measures to be adopted for better performance in the classroom by the teachers.**

**c) Preparation and modification of daily class routine is another contribution of IQAC for smooth running of the classes.**

2.13 Initiatives undertaken towards faculty development

 **The college authority in consultation with IQAC provides study/duty leave to the faculty members/staff to attend the Faculty / Staff Development Programmes organised by various institution/bodies.**

|  |  |
| --- | --- |
| *Faculty / Staff Development Programmes* | *Number of facultybenefitted* |
| Refresher courses | **01** |
| UGC – Faculty Improvement Programme |  |
| HRD programmes |  |
| Orientation programmes |  |
| Faculty exchange programme |  |
| Staff training conducted by the university |  |
| Staff training conducted by other institutions |  |
| Summer / Winter schools, Workshops, etc. |  |
| Others **(Short Term Course)** |  |

2.14 Details of Administrative and Technical staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Category | Number of PermanentEmployees | Number of VacantPositions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
| Administrative Staff | **28 including Librarian** | **12** | **No.** | **No.** |
| Technical Staff |  |  |  |  |

**Criterion – III**

**3. Research, Consultancy and Extension**

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

**The initiatives of the last year (2016-17) are continued, i.e.**

* **The young faculty members are encouraged to undertake Research Projects under various funding agencies. In this connection, the college authority in consultation with the IQAC and the Research Committee provides infrastructural facilities to the projects sanctioned by the funding agencies.**
* **The non Ph.D./M.Phil faculty members are encouraged to avail UGC-Faculty Development Programme for higher studies leading to Ph.D./M.Phil degrees.**
* **The Ph.D. faculty members are encouraged to write and publish books on the result/knowledge acquired through their research works.**
* **The faculty members and the science students are encouraged to utilize the facilities available in the newly established Institutional Level Biotech Hub in their research oriented project works.**
* **The major students of the Science departments are given smooth access to the well-equipped laboratory for their project work and advanced practical works.**
* **One month Summer Training is given to four star students each from department of Botany, Chemistry, Physics and Zoology under DBT Star College Scheme, Mangaldai College.**

3.2Details regarding major projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number |  |  |  |  |
| Outlay in Rs. Lakhs |  |  |  |  |

3.3 Details regarding minor projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | **06** | **NIL** | **NIL** | **NIL** |
| Outlay in Rs. Lakhs |  |  |  |  |

3.4 Details on research publications

|  |  |  |  |
| --- | --- | --- | --- |
|  | International | National | Others |
| Peer Review Journals | **04** |  | **02** |
| Non-Peer Review Journals |  |  |  |
| e-Journals |  |  |  |
| Conference proceedings |  |  |  |

3.5 Details on Impact factor of publications: **N/A**

 Range Average h-index Nos. in SCOPUS

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of the Project | DurationYear | Name of thefunding Agency | Total grantsanctioned | Received |
| Major projects |  |  |  |  |
| Minor Projects |  |  |  |  |
| Interdisciplinary Projects |  |  |  |  |
| Industry sponsored |  |  |  |  |
| Projects sponsored by the University/ College |  |  |  |  |
| Students research projects*(other than compulsory by the University)* |  |  |  |  |
| Any other(Specify) |  |  |  |  |
| Total |  |  |  |  |

02

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

**01**

 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from **N/A**

 UGC-SAP CAS DST-FIST

 DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

**🗸**

 INSPIRE CE Any Other (specify)

**NIL**

3.10 Revenue generated through consultancy

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  Level | International | National | State | University | College |
| Number |  |  |  |  | **01 (NCSC,Darrang)** |
| Sponsoring agencies |  |  |  |  | **ASTEC** |

 3.11 No. of conferences organized by the Institution

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

3.13 No. of collaborations International National Any other\*

**02**

***\*Guwahati Neurological Research Centre (GNRC) and SRD Group of Industries regarding B.Voc. programme continuing since 2015 .***

3.14 No. of linkages created during this year

**NIL**

3.15 Total budget for research for current year in lakhs :

**NIL**

 From funding agency From Management of University/College

 Total

 3.16 No. of patents received this year **N/A**

|  |  |  |
| --- | --- | --- |
| Type of Patent |  |  Number |
| National | Applied |   |
| Granted |   |
| International  | Applied |   |
| Granted |   |
| Commercialised | Applied |   |
| Granted |   |

3.17 No. of research awards/ recognitions received by faculty and research fellows

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Total | International | National | State | University | Dist | College |
| **NIL** | **-** | **-** | **-** | **-** | **-** | **-** |

 Of the institute in the year

3.18 No. of faculty from the Institution

 who are Ph. D. Guides

 and students registered under them

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

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

 JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

 University level State level

 National level International level

3.22 No. of students participated in NCC events:

 University level State level

 National level International level

**11**

3.23 No. of Awards won in NSS:

 University level State level

 National level International level

3.24 No. of Awards won in NCC:

 University level State level

**03 (Girls**

 National level International level

3.25 No. of Extension activities organized

**02**

 University forum College forum

**02**

**0**

 NCC NSS Any other

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

**Anti Superstition campaign in commemoration with the birth Day of Hem Chandra Barua was organised in collaboration with Elora Vigyan Mancha and Assam Science Society held on 10th December , 2017 at District Library, Mangaldai**. **Moreover, college is extending its academic support in Mathematics, English and Social Science to Sixteen numbers of Government schools of Aspirational district, Darrang . College has appointed one teacher to each of the institute as mentor.**

**Criterion – IV**

**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Facilities | Existing | Newly created | Source of Fund | Total |
| Campus area | **33.56 acres** | **NIL** | **-** | **33.56 acres** |
| Class rooms | **62** | **11** | **Govt. of Assam and College fund** | **73** |
| Laboratories | **23** | **nil** | **UGC** | **23** |
| Seminar Halls | **03** | **NIL** | **-** | **03** |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | **18** |  |  | **18** |
| Value of the equipment purchased during the year (Rs. in Lakhs) |  |  |  |  |
| Others | **-** | **-** | **-** | **-** |

4.2 Computerization of administration and library

**Computerization of administration and library has been completed and made functional. The admission**

4.3 Library services:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Existing | Newly added | Total |
| No. | Value | No. | Value | No. | Value |
| Text Books | **60610** | **2146079.75** | **929** | **316789.00** | **61539** | **2462868.75** |
| Reference Books | **6340** | **527650.50** | **78** | **26606.00** | **6418** | **554256.00** |
| e-Books | **-** | **-** | **-** | **-** | **-** | **-** |
| Journals | **32** | **25985** |  |  | **32** | **25985** |
| e-Journals | **-** | **-** | **-** | **-** | **-** | **-** |
| Digital Database | **-** | **-** | **-** | **-** | **-** | **-** |
| CD & Video | **-** | **-** | **-** | **-** | **-** | **-** |
| Others (specify) | **-** | **-** | **-** | **-** | **-** | **-** |

4.4 Technology up gradation (overall)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
| Existing | **98** | **57** | **21** | **11** |  | **07** | **19** | **04** |
| Added | **03** | **02** |  |  |  | **01** |  |  |
| Total | **101** | **59** | **21** | **11** |  | **08** | **19** |  |

 **\*12 of 101 computers damaged and disposed off as scrapped materials.**

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

 upgradation (Networking, e-Governance etc.)

1. **Free internet access to the students through the UGC-Network Resource Centre.**
2. **Computers with internet facility are provided to all Academic Departments.**
3. **The administrative office and the library have been provided with computers with internet facility.**
4. **The computer training programmes are arranged on regular basis for the teachers and office staff for technology upgradation.**
5. **ICT based training has been provided.**

4.6 Amount spent on maintenance in lakhs :

**468870.000**

 i) ICT

 ii) Campus Infrastructure and facilities

**6650943.000**

**284848.00**

 iii) Equipments

**606000.00**

 iv) Others(Faculty development)

**8010661.00**

 **Total :**

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

**The information about the Student support services are uploaded and updated regularly in the college website and the prospectus with the initiative of the IQAC.**

5.2 Efforts made by the institution for tracking the progression

**The college authority through the IQAC instructs all Head of the department to maintain the record of progression of passed out students to PG, other higher education avenues, professional courses and profession.**

|  |  |  |  |
| --- | --- | --- | --- |
| UG (Regular) | PG (Regular) | Ph. D. | Others (KKHSOU & IDOL) |
| **3586** | **100** | **nil** |  |

5.3 (a) Total Number of students

**NIL**

(b) No. of students outside the state

 (c) No. of international students

**NIL**

|  |  |
| --- | --- |
| No | % |
|  |  |

|  |  |
| --- | --- |
| No | % |
|  |  |

Men Women

**Regular Mode (BA, BSc, B.Voc , PG & Ph.D.)**

|  |  |
| --- | --- |
| Last Year (2016-17) | This Year (2017-18)\* |
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| **1709** | **288** | **251** | **1178** | **12** | **3450** | **1758** | **309** | **276** | **1239** | **22** | **3686** |

Demand ratio **B.A.** = **1:2.07** Dropout %: **7.3%**

 **B.Sc. = 1:2.31** Dropout %: **25.72%**

 **M.A. =** Dropout %: **NIL**

5.4 Details of student support mechanism for coaching for competitive examinations (If any) **N/A**

**There is no concrete mechanism for coaching for competitive Examinations. However, some invited lectures are arranged to train and motivate the students towards the competitive Examinations.**

 No. of students beneficiaries

**NIL**

5.5 No. of students qualified in these examinations :

**00**

**00**

 NET SET/SLET GATE CAT

 IAS/IPS etc State PSC UPSC Others

**00**

**00**

5.6 Details of student counselling and career guidance

**Student counselling and career guidance programme was organised by the college under the ageis of ALS on 9.06.2018**

**200**

 No. of students benefitted

5.7 Details of campus placement **01**

|  |  |
| --- | --- |
| ***On campus*** | ***Off Campus*** |
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 01 | 35 | 02 |       |

5.8 Details of gender sensitization programmes

**NIL**

5.9 Students Activities

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

44

 State/ University level National level International level

 No. of students participated in cultural events

 State/ University level National level International level

12

0612

5.9.2 No. of medals /awards won by students in Sports, Games and other events

09

**00**

**00**

 Sports : State/ University level National level International level

**00**

02

 Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

|  |  |  |
| --- | --- | --- |
|  | Number ofstudents | Amount (Rs.) |
| Financial support from institution  | **10** | **12000** |
| Financial support from government | **1619** | **7421660** |
| Financial support from other sources |  |  |
| Number of students who received International/ National recognitions |  |  |

5.11 Student organised / initiatives **N/A**

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

**01**

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

**More numbers of resting shades and toilet facilities are added. Cycle stands are provided to keep cycles of students under saf e custody. Renovation of Students’ Union office was made as a part of grievance redressal of the students.**

**.**

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Promotion of higher education, social uplift and development of scientific temperament among the masses in the socially and educationally backward area where the college is situated. It is symbolically stated in the college monogram as *Tamaso Ma Jyoyirgamaya* (dispelling the darkness of ignorance by the torch of learning or education).**

6.2 Does the Institution has a management Information System

**No. However, the automation of the library and the office has been made functional and the staff have been provided training. Further, the College has a functional website.**

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

6.3.1 Curriculum Development

**The College strictly follows Gauhati University curriculum. However, some faculty members being members of the committee for courses and syllabus of the University make suggestions for improvement in curriculum.**

6.3.2 Teaching and Learning

1. **Faculty members are encouraged to avail FDP Scheme under UGC and other agencies for improving their knowledge for quality teaching.**
2. **Learner centric teaching is encouraged by introducing departmental seminar and assisted group learning (AGL).**
3. **Initiatives have been taken to digitalize the traditional class-rooms in a phased manner.**
4. **Steps have been taken for training of faculty members to use computers in teaching (training on power point presentation).**

6.3.3 Examination and Evaluation

**There is no scope for improvement strategies to be adopted by the institution in examination and evaluation which is regulated by the affiliating Gauhati University. However, the internal and sessional examinations are conducted by the College with the responsibility of setting question papers and evaluating answer scripts as per university guidelines.**

6.3.4 Research and Development

1. **The faculty members are encouraged to undertake research projects funded by various agencies. The management provides information about the various funding agencies by organizing lectures and talks.**
2. **Step has been initiated to increase the number of junior faculty members availing study leave for Ph.D./M.Phil. under FDP.**
3. **A Research Committee has been formed for assessing quality of proposals for research projects to be undertaken by the faculty members. The committee provides assessment certificates after quality evaluation.**
4. **The IQAC, in association with Research Committee has taken the initiative for organizing short term course in Research Methodology for junior faculty members.**

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. **Steps have been initiated for automation of library. In addition, new text and reference books are added as per new syllabus of the course.**
2. **New computers and other digital teaching aids have been procured and this will continue.**

6.3.6 Human Resource Management

1. **The college takes immediate initiative to recruit substitute teachers against the vacancy created by the faculty members who have availed study leave under FDP.**
2. **The Principal through the IQAC and the HOD takes the initiatives to instruct the teachers of the departments to attend the classes unattended by the teachers who availed leave for attending Refresher Course, Orientation Programme and other academic activities.**

6.3.7 Faculty and Staff recruitment

**There is little scope for quality improvement strategies to be adopted by the institution for faculty and staff recruitment as the recruitment process is strictly regulated by UGC and state government through Department of Higher Education (DHE).**

6.3.8 Industry Interaction / Collaboration

**The College has established collaboration with local SRD Group of Industries and GNRC in respect of running B.Voc. programme.**

6.3.9 Admission of Students

1. **All latest information regarding admission are made accessible at the college website, in addition to the printed college prospectus.**
2. **Student merit list with cut off marks is displayed well before admission.**
3. **Major subject allotment is done following proper counselling to the student by the faculty of the respective department at the time of admission.**
4. **The admission process is computerized with financial transaction at the bank of campus.**

6.4 Welfare schemes for

|  |  |
| --- | --- |
| Teaching |  **🗸 (Mangaldai College Teachers and Employees Welfare Fund)** |
| Non teaching | **🗸 (Mangaldai College Teachers and Employees Welfare Fund)** |
| Students | **🗸 (Student Aid Fund)** |

**NIL**

6.5 Total corpus fund generated

**🗸**

6.6 Whether annual financial audit has been done Yes No

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

|  |  |  |
| --- | --- | --- |
| Audit Type | External | Internal |
| Yes/No | Agency | Yes/No | Authority |
| Academic | **Yes** | **DHE, Assam** | **Yes** | **College authority** |
| Administrative | **Yes** | **DHE, Assam** | **Yes** | **College authority** |

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

**🗸**

 For UG Programmes Yes No

**🗸**

For PG Programmes Yes No

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

**As per regulation of the affiliating University**

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

 **N/A**

6.11 Activities and support from the Alumni Association

 **No significant activities**

6.12 Activities and support from the Parent – Teacher Association

**There is no formal Parent–Teacher Association and initiative in this regard has been undertaken. However, Parent–Teacher meetings are held in the departments on regular basis.**

6.13 Development programmes for support staff

1. **Free health check-up is provided to the support staff during health camp.**
2. **The children of the support staff are ensured admission in the College.**
3. **Initiative of NCC and NSS cadres to clean the campus at regular interval.**

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

1. **Plantation and gardening.**
2. **Cleaning of campus with solid waste management.**
3. **Proper drainage system**
4. **Initiative of NCC and NSS cadres to clean the campus at regular interval.**

**Criterion – VII**

**7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the

 functioning of the institution. Give details.

1. **Inter Departmental activities are continuing among the departments to maintain healthy and fruitful academic environment.**
2. **Mentoring and proper guidance to students are provided.**
3. **Online receipt and submission of admission forms and fully computerisation of admission process.**
4. **The Academic & other activity monitoring system are decentralised to make the monitoring system more vibrant and effective. The head of the departments are empowered to record and submit the daily activity report against each teacher to the IQAC and the principal at the end of the day for necessary steps. This way the monitoring is made more effective and created a positive impact on the functioning of the institution.**

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

 beginning of the year

**Based on the plan of action decided upon at the beginning of the year, the following actions are taken :**

1. **The college continued the DBT star college scheme for the fourth year and the student centric activities like “star student award” and summer training of students are held. Consolidated Progress report for last 4years were submitted to DBT and presentation was made before the Experts of the Task force meeting held on 11th may, 2018 at Gargi College, Delhi and subsequently the DBT accorded extension of Star college scheme in the existing level for two years.**
2. **To add more ward room facilities one toilets for Teachers and one for Students are constructed and completed.**
3. **The college completed the Administrative building and formally inaugurated on 30th March 2018.**
4. **As the plan chalked out by IQAC, the college authority laid the foundation stone of the department of Chemistry building and works continued**
5. **Renovation of the college auditorium was completed as planned by IQAC.**
6. **The remaining works of the basketball court preparation was finally completed and Gauhati University basketball Tournament, 2018 was held successfully.**
7. **Drawing and estimates of the Central Library building has been prepared as per verbal announcement from the Hon’ble Education Minister, Govt.of Assam**
8. **As planned by IQAC, construction of more class rooms are going on.**
9. **A new student toilet is added in the college campus.**
10. **Inspection from affliating University for PG opening permission is completed and feasibility report awaited.**
11. **As the plan chalked out by IQAC, Devi Swaraswati statue is founded nearby the main gate of the college campus.**

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

7.3Give two best practices of the institution

1. **Geospatial and biological database generation for different plant species of the Mangaldai College campus. (Annexure (i) : Best Practice-1)**
2. **Presentation of STAR STUDENT AWARD for the best UG student in Botany, Chemistry, Physics and Zoology. Annexure (ii) : Best Practice-2**

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

7.4 Contribution to environmental awareness / protection

7.4 Contribution to environmental awareness / protection

**WORLD ENVIRONMENT DAY, 2018 is celebrated with the active participation from MangaldaiCollege Teachers’ Unit. Plantation Drive and Awareness lecture was organised on 5/06/2018.**

7.5 Whether environmental audit was conducted? Yes No

**🗸**

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

**SWOT Analysis in Annexure-v.**

8. **Plans of institution for next year**

1. **Construction of new central library building**
2. **Shifting of the Department of Chemistry to new building**
3. **Construction of RCC class rooms.**
4. **Starting of PG in Geography.**
5. **To introduce add on course.**
6. **Continuation of star student award, IBT hub and DBT Star College Schemes.**
7. **Construction of more Toilets for students**
8. **Massive plantation in the college campus and eastern part of the college.**
9. **To organise a state level Basketball Workshop.**

*Name :* ***MR. PARESH KUMAR SARMAH*** *Name :* ***DR. KHAGENDRA KUMAR NATH***

 *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

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

*\_\_\_\_\_\_\_\*\*\*\_\_\_\_\_\_\_*

**Annexure-i**

**Abbreviations:**

CAS - Career Advanced Scheme

CAT - Common Admission Test

CBCS - Choice Based Credit System

CE - Centre for Excellence

COP - Career Oriented Programme

CPE - College with Potential for Excellence

DPE - Department with Potential for Excellence

GATE - Graduate Aptitude Test

NET - National Eligibility Test

PEI - Physical Education Institution

SAP - Special Assistance Programme

SF - Self Financing

SLET - State Level Eligibility Test

TEI - Teacher Education Institution

UPE - University with Potential Excellence

UPSC - Union Public Service Commission

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

**Annexure II**

 **Academic Calendar:**

**Annexure (iii) : Best Practice-1**

1. **Title of the Practice :**

**Geospatial and biological database generation for different plant species of the Mangaldai College campus.**

1. **Goal :**

The biological and geospatial database generation for the plant species of Mangaldai College campus has been done in the academic session 2017-18 with the following aims and objectives.

* To make a proper assessment of the plant species diversity and richness in the college campus.
* Identify the locations and mapping of different plant species distributed in the campus.
* Create a web linkage of each and every plant species with **National Center for Biotechnology Information** (**NCBI**), USA through Google Earth, so that anyone can access the database from any part of the world along with its genetical information. .
* Capacity building and make students aware about the biotechnology and geospatial technology and its working procedures.
1. **The Context :**

Mangaldai College is a premier institution of higher education in Darrang district of Assam. The campus has a picturesque site and blossoming green environment that makes a serene atmosphere. The campus is spread over 33 acres of lush green land and it has more than 600 trees. But a comprehensive database (biological and geographical) of the plant species has been lacking behind and for conservation and management of any species one must have proper biological and geographical information of the species. Considering this need, this practise has been done in the college campus involving the students from various science departments. This practise has not only generated the biological and geographical database of the plant species in the campus but also it has developed the skill among the students, which they could use in their future works. This practise has also created baseline information about the plant species and their locations in the campus, which will be very much useful for conservation and management of the species in near future

1. **The Practice :**

The Geospatial and biological database generation for different plant species of the Mangaldai College has been done using the following procedure

* **Field work:**

The practise has been initiated with a field survey for a period of one week (45 hrs) in the month of June, 2017 within the campus. A data sheet has been generated to collect the primary data. All the individual trees were recorded by its location (Geographical) and GBH (Girth at Breast Height). To determine the geographical location of the plants a GPS devise (Garmin GPS 60 Csx) was used and for the GBH (Girth at Breast Height) reading a Freemans measuring tape was used. Each and every tree was recorded in the data sheet and they were physically marked with white paint to minimize the recount error.

* **Sample collection for herbarium preparation :**

The samples of all the tree species has been collected for the herbarium preparation. The herbarium specimens were prepared following the standard procedure described by Jain & Rao (1997) and identified with the help of Flora of Assam ( Kanjilal *et al.* 1934-40). Voucher specimens were deposited in the Herbarium of Botany Department, Mangaldai College for preservation.

* **Generation of Geospatial database :**

The practise has been done using the standard methodology of geospatial data collection through handheld GPS device. The GPS point collection of all the plant species of the study area has been done with additional attribute information of scientific name of the plant species, its GBH, local (or vernacular) names, etc. After that all the GPS points were systematically arranged in MS excel format with the entire attribute information. After that the data of the excel sheet has been imported to GIS domain (shape file) using the **GIS** software **Arc GIS 9.3**. After converting the data in to shape file it was again exported to .kml format, which is the native format of **Google Earth**. The reason behind this conversion is basically to put the data on high resolution satellite imagery of Google Earth and also to establish the link of the plant species with the NCBI web portal.

* **Generation of secondary Biological database ( Hyperlinked with NCBI).**

In the Google Earth, after converting the shape file into .kml, finally the link of the plant species was established with the **NCBI** web portal so that anyone can visualize the plant information system of the college with all detail.

1. **Evidences of Success :**

This practice was initiated in the month of June, 2017 and was completed in the month of July, 2018. The evidences of success of this practice are as follows.

* 1. A product of web based plant information system of Mangaldai College is in hand of the college authority and in bio-tech hub and that will be very much useful for future conservation and management of the plant in the college campus.
	2. This practice has created an awareness among the student participants to understand the mechanism of digital web base biological and geographical database
	3. The student participants got their certificate of participation in this practice from the college authority, which will enhance their enthusiasm to do similar work in near future.
	4. The college authority along with Department of Botany, Mangaldai College has already identified the potential locations for plantation in the college campus and plantation work has already been started.
1. **Problems Encountered and Resources Required :**

The practice has been done without any external funding and high end GIS laboratory.

1. **Contact Details :**

Name of the Principal : Dr. Khagendra Krmar Nath

Name of the Institution : Mangaldai College

City : Mangaldai

Pin Code : 784 125

Accredited Status : C++ (2004)

Work Phone : 03713-230036 Fax : 03713-230036

Website : mangaldaicollege.org E-mail : principalnath@gamil.com

Mobile : 094351 85896

**Annexure iv**

**Best Practice-2**

**1. Title of the Practice :**

**Presentation of STAR STUDENT AWARD for the best UG student in Botany, Chemistry, Physics and Zoology.**

**2. Goal :**

**The STAR STUDENT AWARDs in Botany, Chemistry, Physics and Zoology have been initiated from the academic session 2014-15 under Star College Scheme sponsored by the Department of Biotechnology, Govt. of India with the following aims and objectives :**

* **To find the best UG student in the department of Botany, Chemistry, Physics and Zoology on the basis of academic performance and other co- & extra-curricular activities.**
* **To provide encouragement among the students to attend classes regularly, perform well in examination and participate in various co- & extra-curricular activities.**
* **To provide training for soft skill and personality development to face interviews in future.**
* **To provide quality PG level books to the awardees for higher study.**
* **To provide one month summer hands-on training to the awardees at the Intuitional Level Biotech Hub of the college.**

**3. The Context:**

**Conferring award to the best performer in any event not only recognises the achievement but also provides encouragement and inspiration to the future participants. It also brings about the competitive environment among the participants. In this context, Mangaldai College introduced STAR STUDENT AWARD’ in Botany, Chemistry, Physics and Zoology coming under the DBT-STAR COLLEGE SCHEME for the best student in each department to create a competitive academic environment among the students in the science departments. The award not only stimulates and promotes the students to perform well but also improves overall academic atmosphere of the college.**

1. **The Practice :**

**Mangaldai College for the first time, introduced the ‘STAR STUDENT AWARD’ in Botany, Chemistry, Physics and Zoology for the best student in each department. The selection procedure is strict and transparent which involves nomination of three 6th semester Major students from each department on the basis of academic performance. The 12 nominated candidates from the four departments are interviewed by a selection committee and the best candidates from each department are selected on the basis of academic performance, quality of report on visit to research institution, performance in Research Methodology paper, co and extracurricular activities, communication skill and overall interview performance. The details of the selection procedure are mentioned below :**

* **Submission of Nomination forms containing details of the students to the Departmental Head/ co-ordinator.**
* **Selection of 3 nominees from each Department by the faculty members on the basis of merit (CGPA obtained in Major up to 4th semester final Exam.).**
* **Final evaluation for the award by the selection committee considering the following criteria :**
* **Academic Performance (40 Marks)**
* **Evaluation of the report on Educational Tour (10 Marks)**
* **Performance in the paper on Research Methodology (10 Marks)**
* **Communication Skill (10 Marks)**
* **Knowledge regarding the College and the Department (10 Marks)**
* **Co-and extracurricular activities (10 Marks)**
* **Overall interview performance (10 Marks).**

**The best students are then awarded in a well gathered presentation ceremony in presence of a renowned scientist as the chief guest.**

**In the academic session 2017-18, the STAR STUDENT AWARD was conferred to Dharmendra Chowhan in Botany, Ms. Mridusmita Sarma in Chemistry, Mr. Azijur Rahman in Physics and Ms. Minakshi Deka in Zoology. The awards were presented in a presentation ceremony held on 07-04-2018 by the chief guest Dr. Probodh Borah, Professor, AAU, Khanapara.**

1. **Evidences of Success :**

**The award was launched in 2014 and the award was presented in March, 2015. Due to this award, the following evidences of success are observed-**

1. **Increase in percentage of attendance in classroom.**
2. **Improvement of regularity and sincerity of both students and teachers**
3. **Improvement in the cut-off % of enrolment in Science Major and General :**
4. **Improvement in the Examination result.**
5. **Pursuance of M.Sc. by the awardees.**
6. **Appreciation by the society at large.**
7. **Problems Encountered and Resources Required :**

**The awards were stated with the fund provided by the Department of Biotechnology, Govt. of India for a three year period. In future, the college have to become self-reliant regarding the resource to continue the practice.**

1. **Contact Details :**

**Name of the Principal : Dr. Khagendra Kumar Nath**

**Name of the Institution : Mangaldai College**

**City : Mangaldai**

**Pin Code : 784 125**

**Accredited Status : C++ (2004)**

**Work Phone : 03713-230036 Fax : 03713-230036**

**Website : mangaldaicollege.org E-mail :** **principalnath@gamil.com**

**Mobile : 094351 85896**

**Annexure V**

**SWOT Analysis**

**Strength (S) :**

* **A spacious green campus of 33.56 acres of land with potentiality for future requirement.**
* **Qualified teaching staff with 28 Ph.D. degree holders.**
* **Inclusive and high enrolment of students.**
* **Low dropout rate.**
* **IBT Hub facilities encourage the faculty members to prepare research proposals to various funding agencies.**
* **Establishment of Central Instrumentation Centre.**
* **Participation of alumni in college developmental activities through Alumni Association.**
* **Improvement of laboratory facilities in Botany, Chemistry, Physics and Zoology from the grant under ‘STAR COLLEGE SCHEME’ sanctioned by the Department of Biotechnology, Government of India, in addition to existing IBT Hub.**
* **Participation of science students in various student centric activities organized under DBT-STAR COLLEGE SCHEME.**

**Weakness (W) :**

* **Lack of PG courses and other career oriented courses.**
* **No formal feed-back from parents.**
* **Delay in filling up the vacancies of teaching and non-teaching posts due to long Government procedures.**
* **Incomplete boundary wall.**
* **Inability to obtain more major research grants.**
* **Limited research publications by the faculty.**
* **Nominal participation of students in State/National/International events.**
* **Low frequency of extension activities.**
* **Limited infrastructure and inadequate teaching staff to meet the burgeoning demand for enrolment.**
* **Limited student counselling.**
* **Limited industry interaction/collaboration.**
* **No significant activities and support from alumni.**
* **No formal parent-teacher association.**

**Opportunity (O) :**

* **Scope for opening of PG courses in Botany, Chemistry, Physics, Geography and Zoology in a phased manner.**
* **Scope for improvement of teaching-learning process on the feed-back obtained from the parent-teacher meets.**

**Threat (T) :**

* **Delay in filling up of vacant posts of teaching and non-teaching staff.**
* **Non-creation of new teaching and non-teaching posts.**
* **Shortage of class-rooms and infrastructure to meet the growing demand.**
* **Encroachment of College land by the neighbours due to incomplete structural barrier.**
* **Less steps taken to strengthen the programmes on career guidance, health check up and care and extension activities.**
* **Extra class load for the teachers for H.S. courses in U.G. Colleges.**