ANNUAL QUALITY ASSURANCE REPORT

(2015-16)

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: 01.07.2015 – 30.06.2016

Part – A

Data of the Institution

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

- Name of the Head of the institution :   **Pallabi Sarmah**
  (July 1, 2015 – January 31, 2016)
  Dr. Paramananda Rajbongshi
  (February 1, 2016 – June 30, 2016)

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

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

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

- Mobile no.:   **94355-437989 , 98640-49782**

- 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. Jogesh Chandra Deka**
  (July 1, 2015 – June 30, 2016)

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

- Mobile: **94351 - 13766**

- 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_156.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_2015-16_82.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
Special meeting for publication of a Research Journal	**29/11/2015**	

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**	**UGC**	**2015**	**41,002**
Institution	**Language Laboratory**	**UGC**	**2015**	**40,940**
Faculty	**MRP**	**UGC**	**2015**	**28,000**
Institution	**GDP**	**UGC**	**2015**	**9,52,404**
Institution	**Youth Conclave**	**RGIYD**	**2016**	**1,76,000**
Institution	**Youth Conclave**	**RGIYD**	**2015**	**50,000**

Department	Institutional Bio-Tech Hub	DBT	2015	5,31,000
Faculty	Major Project	DAE	2016	12,99,250

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-2015-16_&_2016-17_95.pdf

10. No. of IQAC meetings held during the year: **08 (Eight) [04/08/2015. 13/08/2015, 19/08/2015, 17/11/2015, 29/11/2015, 11/02/2016, 17/02/2106, 30/06/2016]**
The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website. Yes/No: **No**
(Please upload, minutes of meetings and action taken report)
http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-04-08-2015_97.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-13-08-2015_99.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-19-8-2015_101.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-17-11-2015_100.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-29-11-2015_102.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-11-02-2016_104.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-17-02-2016_105.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Meeting-30-06-2016_108.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)
* **Revival of publication of 'Prag News Letter'**
* **Renovation of toilet facilities for both girls and boys students**
* **Up-gradation of Computer Laboratory**
* **Conduct of Computer Literacy Programme for office staff**
* **Initiative to publish a peer-reviewed multi-lingual and multi-disciplinary research journal**
* **Inauguration of Physical Fitness Centre and appointment of a Physical Fitness Instructor**

* **Replacement of old classroom furniture with modern ones**
* **Motivating teachers to take up projects**
* **Designing of Lesson Plan formats**

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
Proposal for setting up of a Language Lab through RUSA fund	**Convener appointed**
Proposal to fill up all the vacant posts of the college and to appoint a Physical Instructor	**Process initiated**
Proposal to maintain leave record in the specified formats	**Process could not be completed**
Proposal to upgrade the desks and benches of the class rooms	**Process initiated**
Proposal to invite resource persons from the parent university to deliver lectures for formulation of research project	**Process initiated**
Proposal to form Alumni Association in every department of the college	**Process could not be completed**
Proposal to prepare lesson plans by individual faculty members	**Process initiated**
Proposal to hold guardian meets per semester on regular basis	**Target could not be achieved fully**
Proposal to adopt neighbouring schools for academic and infrastructural development	**Process initiated**
Proposal to revive Health Check-up Centre in College Campus and arrangement for visiting doctors in the college girls' hostel	**Process could not be completed**
Proposal to sign MOU with Sonaram High School and Santipur Athletic Club for providing the playground during College Week Festival and for various game practice sessions	**Process could not be completed**
Proposal for monitoring students' academic progress in a specified format	**Process could not be completed**
Proposal to request the Governing Body of the College to introduce a 6 month Certificate Course in Bodo Language	**Process could not be completed**
Proposal to constitute a Pragjyotish College Research Council (PCRC)	**Committee constituted on 03.08.2015**
Proposal to publish a peer-reviewed multi-lingual and multi-disciplinary research journal	**Editorial body constituted, applications made for obtaining RNI & ISSN**

Proposal to revive 'Prag News Letter'	**'Prag News Letter' published in June, 2016**
Proposal for renovation of toilet facilities (outdoor for boys and indoor for girls	**Girls' toilets renovated and the toilets for boys newly constructed**
Proposal to up-grade the Computer Laboratory	**Computer Laboratory upgraded**
Proposal to conduct a Computer Literacy Programme for non-teaching staff	**Programme conducted from 25.06.2016 – 25.07.2016**
Proposal to set up a Physical Fitness Centre and appoint a Physical Instructor	**Physical Fitness Centre inaugurated in June 2016 and a Physical Instructor appointed**
Proposal to celebrate International Yoga Day at the college campus	**Process completed**

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: **2015-16**   Date of Submission: **27.02.2016**
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

Pragjyotish College is affiliated to the Gauhati University and registered under 2(f) and 12 (B) of the University Grants Commission Act, 1956. The Curriculum Planning and Implementation is performed by each teaching department of Gauhati University for undergraduate courses with the advice of Academic Registrar of Gauhati University. Moreover, each teaching department of the Gauhati University follows guidelines as issued by the Academic Registrar from time to time in planning process of Curriculum Development. Each teaching department of Gauhati University under the banner of 'Course Committee' has organized *'meets and discussions'* with the active participation of some selected faculty members from *'post graduate departments'* and *'undergraduate teaching department'* from affiliated colleges as well. The final outcome which is achieved through this process is finally submitted to the Academic Registrar for the final approval for implementation. The Academic Registrar discussed this issue in Academic Council Meeting and if the members of the Academic Council feel satisfied on the final outcome of the curriculum frame, they resolved for implementation and advised the Academic Registrar to do the needful.

The curriculum which is approved by the Academic Council of the Affiliating University i.e. Gauhati University is documented and uploaded in the Gauhati University website for effective circulation amongst the students. Moreover, a download link for curriculum is also facilitated in our college website.

Our college administration has developed an efficient mechanism to deliver the respective curriculum to the students. Adhering to the guidelines laid down by the State Government in general and the Gauhati University in particular, the College Administration developed an *'Academic Calendar'* to serve for each year's academic session. The Institution follows a specific Time Table Programme from 9.00 am to 4.30 pm for the effective delivery and transaction of the curriculum. The recent addition of the Language Lab plays an important role in providing new vision to Students of MIL.

The college tries its level best to provide minimum 180 days of teaching in each academic session of the calendar year. Remedial classes (if needs be) are taken during off hours to compensate for the weaker students. The normal class duration for each class is 45 minutes which is started every weekday from 9.00 am till the 4.30 pm. In addition to normal class work, often some teachers engaged their students in seminar presentation and field-study work. The college staff also put in extra labour and effort for running one Distance Education Programmes (KKHOSU). The college authority facilitates the deserved teachers to attend UGC based Refresher Course/ Orientation Courses / Workshops / Seminars or Short-Term Course to update their knowledge and information base.

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

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

Already adopted (mention the year)	

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

	Certificate	Diploma Courses
No of Students	**NIL**	**NIL**

1.3 Curriculum Enrichment

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

Value added courses	Date of introduction	Number of students enrolled
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. **Educational trip (Zoology)**	1. **30**
2. **Geological field trip (Geology)**	2. **28**
3. **Educational tour (Education)**	3. **10**
4. **Field trip (MTM)**	4. **21**
5. **Excursion cum Educational tour (History)**	5. **26**
6. **Excursion and field visit (Botany)**	6. **51**
7. **Field Trip (Anthropology)**	7. **57**
8. **Summer project (BBA)**	8. **10**
9. **Study of Surya Culture (Assamese)**	9. **22**
10. **Field Survey (Geography)**	10. **21**
11. **Educational Tour (Economics)**	11. **30**
12. **Workshop, seminar, invited lectures (Biotech Hub)**	12. **15+18+65 = 98**

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
Yes	**Yes**	**No**	**Yes**	**Yes**

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

The IQAC of the college addressed five types of feedback-forms to the stakeholders like Students, Teachers and Non-Teaching Staff, Alumni and Guardians. These feedbacks are collected and the information provided in the feedback are analysed by the Statistics Department.

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.A. – 100** **M.T.M – 60**			**M.A. – 111** **M.T.M – 62**
UG	**B.A – 900** **B.Sc. – 900** **B.Com. – 900** **B.B.A. – 90** **B.C.A. – 90**	**3931**		**B.A – 909** **B.Sc. – 863** **B.Com. – 628** **B.B.A. – 39** **B.C.A. – 63**
10+2	**H.S SCIENCE – 300** **H.S ARTS – 600** **H.S COMMERCE – 500**			**H.S SCIENCE – 138** **H.S ARTS – 480** **H.S COMMERCE – 508**
CERTIFICATE COURSE IN NON-FORMAL SANSKRIT EDUCATION (3 MONTHS)	**30**	**NIL**		**NIL**
BENGALI DTP CERTIFICATE COURSE (3 MONTHS)	**10**	**03**		**03**

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
2015-16	**2502 (Excluding H.S.)**	**173**	**106**	**NIL**	**10**

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) **44 (whole time)**	**42**	**LCD Projector, Internet - connectivity, computer, Printer, Lectern, Wacom, Interactive Board**	**0**	**06**	**1. Collecting useful data, study materials from 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**

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

Mentoring System for students should be followed by the faculty member which is based on teacher student ratio in any academic institute. It is the inherent quality of the students to ensure best possible means to be applied for the betterment of students. Though in our institute mentoring system is not applied formally, but in most of the department special care is taken by the faculty members for students having major informally.

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	**72**	**12**	**NIL**	**38**

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
2015-2016	**Dr. Manjit Kumar Mazumdar (National)**	**Associate Professor**	**Rashtriya Gaurav Award**
2015-2016	**Arpita Das (State)**	**Assistant Professor**	**Syllabus Committee for** **PG Program**
2015-2016	**Atanu Kumar Chowdhury (National)**	**Associate Professor**	**Member, Academic Committee, Institute of Cooperative Management, Guwahati**
2015-2016	**Dr. Saitanya Kumar Bhardwaj (National)**	**Assistant Professor**	**Judge, Science Model Exhibition, Kendriya Vidyalaya, Narengi**
2015-2016	**Atanu Kumar Choudhury**	**Associate Professor**	**Member of Selection Committee**

2015-2016	Dr. Manjit Kumar Mazumdar	Associate Professor	Coordinator, Guwahati Centre, International Earth Science Olympiad

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	31-03-2016	21-04-2016
HS	SCIENCE	I	31-03-2016	21-04-2016
HS	COMMERCE	I	31-03-2016	21-04-2016
HS	ARTS	II	14-03-2016	02-06-2016
HS	SCIENCE	II	14-03-2016	02-06-2016
HS	COMMERCE	II	14-03-2016	02-06-2016
UG	TDC ARTS	I	30-12-2015	21-04-2016
UG	TDC SCIENCE	I	30-12-2015	21-04-2016
UG	TDC COMMERCE	I	30-12-2015	21-04-2016
UG	TDC ARTS	II	18-06-2016	30-09-2016
UG	TDC SCIENCE	II	18-06-2016	30-09-2016
UG	TDC COMMERCE	II	18-06-2016	30-09-2016
UG	TDC ARTS	III	11-12-2015	11-05-2016
UG	TDC SCIENCE	III	11-12-2015	11-05-2016
UG	TDC COMMERCE	III	11-12-2015	11-05-2016
UG	TDC ARTS	IV	03-06-2016	29-08-2016
UG	TDC SCIENCE	IV	04-06-2016	29-08-2016
UG	TDC COMMERCE	IV	02-06-2016	29-08-2016
UG	TDC ARTS	V	30-12-2015	22-03-2016
UG	TDC SCIENCE	V	30-12-2015	22-03-2016
UG	TDC COMMERCE	V	30-12-2015	22-03-2016
UG	TDC ARTS	VI	13-05-2016	01-07-2016
UG	TDC SCIENCE	VI	13-05-2016	01-07-2016
UG	TDC COMMERCE	VI	12-05-2016	01-07-2016
UG	BBA	I		2016
UG	BBA	II		2016
UG	BBA	III		2016
UG	BBA	IV	2016	24-11-2016
UG	BBA	V		2016
UG	BBA	VI	07-2015	26-09-2015
UG	BCA	I	01-2016	07-06-2016
UG	BCA	II	07-2016	07-12-2016
UG	BCA	III	01-2016	07-06-2016
UG	BCA	IV		2016
UG	BCA	V		2016
UG	BCA	VI		2016
PG	MA (ASSAMESE)	I	26-12-2015	2016
PG	MA (ASSAMESE)	II	14-06-2016	2016
PG	MA (ASSAMESE)	III	26-12-2015	2016
PG	MA (ASSAMESE)	IV	15-06-2016	2016
PG	MTM	I	14-12-2015	09-05-2016
PG	MTM	II		2016
PG	MTM	III	15-12-2015	03-05-2016
PG	MTM	IV		06-01-2017

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)
Reforms as continuous internal evaluation has been initiated by the parent university i.e. Gauhati University .After proper evaluation of answer scripts of sessional examination, concerned teachers of the department show evaluated answer scripts to the students for their better performance. If any students fail to secure minimum passing marks or remain absent on the date of examination, the departments take outmost case to hold re-examination for them .Some of the departments have a good practice of conducting class tests, seminars, group discussions, as well as home assignments for the students which can be considered as a part of the CIE. Again all the departments have provisions for tutorial class which has been allotted in the college routine. The purpose is to clarify the doubts and re-explain the critical topics and also discuss the question papers of the previously held examination. The departmental seminar and discussion is conducted for upgrading the oral skills of the students.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)
Academic calendar serve as an information source and a planning document for students, faculty, staff and departments. The calendar includes an outline of both academic & non-academic activities which the institution intends to pursue in the current academic year. With this objective in mind the Pragjyotish College too prepares an academic plan for each and every academic session. The academic plan of the college covers the following criterion –

Month	Date	Days	Particular of events	No. of Working days	No. of holidays	Academic & other activities

However, though the institution strictly adheres to this academic calendar but sessional exams, freshmen social function, election for student's union, field works, college weeks are held on the dates notified by the college authority.

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)

Not done by 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)	**294**	**126**	**42.8**
	HS (SCIENCE)	**92**	**36**	**39.1**
	HS (COMMERCE)	**252**	**159**	**63**
	TDC (ARTS)	**233**	**117**	**50.2**
	TDC (SCIENCE)	**225**	**122**	**54.2**
	TDC (COMMERCE)	**160**	**94**	**58.7**
	BBA	**7**	**0**	**0**
	BCA	**6**	**5**	**83.3**
	MA (ASSAMESE)	**49**	**46**	**93.8**

MTM	27	25	92.5

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)
Not done by 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**	**12,99,250.00**
Minor Projects	**NIL**	**NIL**	**NIL**	**28,000.00**
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**	**13,27,250.00**

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	Category

			Award	
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
GIS Laboratory	**Academic**	**November 2015**
Rudreswar Buragohain Botanical Museum	**Academic**	**December 2015**
Pragjyotish College Publication Hub	**Academic**	**March 2016**
Gymnasium Hub	**Health maintenance**	**03.05.2016**

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
NIL	**NIL**	**NIL**

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	**Chemistry**	**01**	
	Economics	**03**	
	Geography	**01**	
	Geology	**01**	
	Zoology	**05**	
	Bengali	**03**	
	Sanskrit	**03**	
	Assamese	**01**	
	Philosophy	**01**	
	History	**01**	
	Hindi	**02**	
	English	**01**	
	Library Science	**01**	
International	**Chemistry**	**02**	
	Geography	**01**	
	Economics	**01**	

| Maths | 01 | |
| Zoology | 01 | |

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

Department	No. of publication
Chemistry	Chapters in Edited Books - 02
Political Science	Chapter in Edited Books - 01
Zoology	Chapter in Edited Books - 01
Sanskrit	Chapter in Edited Books - 01 Book published - 02
Geology	Chapters in Edited Books - 01
Geography	Chapters in Edited Books - 04 Books published - 05
History	Chapters in Edited Books - 01
English	Chapters in Edited Books - 01
Assamese	Chapters in Edited Books - 03
Library Science	Chapters In Edited Books - 01
Education	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
Basics of Occupational Safety and Health	Bagmita Bhagawati	IOSR Journal of Environmental Science, Toxicology and Food Technology	2015	3	Pragjyotish College	3	ISSN: 2319-2399
O-Arylation with nitroarenes: metal-catalyzed and metal-free	Saitanya Kr Bharadwaj, Manoj Mandal, Utpal Bora	New Journal of Chemistry	2015	12	Pragjyotish College	11	

methodologies							
A small Insulinomimetic Molecule Also Improves Insulin Sensitivity in Diabetic Mice	Saitanya Kr Bharadwaj	PLOS	2016		Pragjyotish College		
Examining Socio-Economic Status of Women in Guwahati of Assam: A Micro Level Case Study pp.18-27.	Ira Das, Gargee Sharma, Runima Baishya (Included in *UGC List, but later on removed from the UGC List*	Dimorian Review	2016		Pragjyotish College	-	ISSN.(Online) 2394-9163
Extent of Gender Inequality in education, Health and employment opportunities after globalisation: An empirical Analysis in the context of Assam	Dipakshi Das, Ira Das (Included in *UGC List, but later on removed from the UGC List*)	Assam Economic Review	2016		Pragjyotish College		ISSN: 2319-6254
Examining impact of Cashew nut processing industries on village economy: Evidence from Assam of the North East India	Ira Das	International Journal of Social Sciences	2015		Pragjyotish College		ISSN: 2454-5899
Uttar Purbanchalor Jalobayu Poriborton	Ira Das	Payobhara	2015		Pragjyotish College		ISSN: 0971-8397

Comparative Modelling of Tertiary Structures of Two Viral Proteins From Bombyx mori	Jayanta Deka	International Journal of Zoology and Applied Biosciences	2016	1.5	Pragjyotish College	7.0	ISSN: 2455-9571
Socio-economic status and sustainable livelihood of Bodo community in Boko area through eri culture based farming system	Jayanta Deka	Bholanath College Science Journal	2016	1.75	Pragjyotish College	4.0	ISSN: 2455-6165
Migration and Distributation of Hilsa, Tenualosa ilisha in the Brahmaputra river system, Assam, India	Makibur Rahman	IOSR – JAVS	2015		Pragjyotish College		ISSN: 2319-2372
Length-weight relationship of Hilsa, Tenualosa ilisha in the Brahmaputra river system	Makibur Rahman	World Journal of Fish and Marine Sciences	2015		Pragjyotish college		ISSN: 2078-4589
Fecundity of Hilsa, Tenualosa ilisha in the Brahmaputra river system	Makibur Rahman	Indian J. Fish	2015		Pragjyotish college		ISSN: 0970-6011

Lacunary I-Convergent Sequence of Fuzzy Real Numbers.	Amar Jyoti Dutta	Proyecciones	2015	3		3	ISSN: 0716-0917
Lithostratig raphy and facies association of late Cretaceous rocks of Khasi groups of Meghalaya	Priyam Barthakur	Bholanath College Science Journal	2016		Pragjyotish College		ISSN: 2455-6165
Preserving woodland,as designed by Kautilya in the arthasastra: An analytic study	Jayanta Deka	PRACI	2016		Pragjyotish College		ISSN: 2319-8974
Nazruler Badhonhara Upyanas	Jyotirmoy Sengupta	Smaranika	2016		Pragjyotish College		NIL
Dipankarar Bhakhyanbil ash: Ekti Pratibedan	Jyotirmoy Sengupta	Zaponkatha	2015		Pragjyotish College		NIL
Environmen t and Veda: An Assessment	Indira Saikia Bora	Prag Consilience	2016		Pragjyotish College		ISSN: 2456-6861
Manuscript Printings of Assam: A Special Reference to Sankardeva's writing	Indira Saikia Bora	PRACI	2015		Pragjyotish College		ISSN: 2319-8974
An Account of the tenets of Mimamsa as presented in the Manameyod aya	Anjali Devi	PRACI	2016		Pragjyotish College		ISSN: 2319-8974
Nilomoni Phukanor 'Toponito	Baikhuntha Rajbongshi	Goriyashi	2015		Pragjyotish College		ISSN: 2349-5324

teu mok khedhi furisay': eti Alochana						
Rabidrakaibyat Baishnav Pradabalir Prabhav	Surajit Saha	PRACI	2015	Pragjyotish College		ISSN: 2319-8974
Relevance of Gandhian Ahimsa to present society	Kabita Doloi	PRACI	2015	Pragjyotish College		ISSN: 2319-8974
Environmental Impact Assessment in Present Day context	Pradip Ch Kalita	Assam College Teachers' Association Journal	2015	Pragjyotish College		ISSN: 2229-693X
Basic Structure and utilisation Pattern of Bovine stock in Different Agro-Climatic Zones of Assam,India	Dipali Baruah	International Journal of Interdisciplinary Research in Science, Society and Culture (IJIRSSC)	2015	Pragjyotish College		ISSN: 2395-4335
Pioneer of Integration	Nandini Sarma	SANGHATI	2015	Pragjyotish College		ISSN: 2319-7366
Asamiya Vaisnavayug in Sahitya: Anuvad sanskriti ke Batayan se	Nandita Rajbongshi	Prag Consilience	2015			ISSN: 2456-6861
Dr. Bhupen Hazarika ke geeto may janajatiya jivan avam samashya	Chandana Sarma	DWIBHASHI RASTRASEWAK	2015	Pragjyotish College		ISSN: 2321-4945
Fishing Communities in Ancient Indian Civilization	Avijit Kumar Dutta	Northeast Journal of Contemporary Research (NeJCR)	2015	Pragjyotish College		ISSN: 2349-3089
Emancipating women	Mridusmita Devi	Emancipating Women	2015	Pragjyotish College		

through Entrepreneul Developmen t with special Reference to Karbi Anglong District							
Use of Semantic Web Information Retrieval through Mobile	**Unindajyoti Choudhury**	**LISPA,Vol-II**	**2016**		**Pragjyotish College**		**ISSN: 2454-1591**

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
Examining Impact of Cashew Nut Processing Industries on Village Economy: Evidence from Assam of The North East India pp.01-15	**Ira Das**	**People-International Journal of Social Sciences (ISSN 2454-5899)**	**2015**			**Pragjyotish College**
Uttar-Purbanchalar Jalabayu Paribartan aru Bahanhyam Unnayan: Ati Alopat pp. 64-65	**Ira Das**	**Payobhora (ISSN 0971-8397)**	**December, 2015 (Vol.48 No 10)**			**Pragjyotish College**
Role of ESIC as a Social Security Measure: A Study	**Bidyut Bikash Baishya**	**Northeast Journal of Contemporary Research (ISSN 2349-3089)**	**2015**			**Pragjyotish College**

p. 63						
Insurance as Social Security- A Study on Service Delivery of ESIC in Assam p.84	**Bidyut Bikash Baishya**	**The Indian Journal of Commerce** **(ISSN 0019-512X)**	**Vol. 68, No. 1** **2015**			
Estimating Returns To Education For Self-Employed Workers In Guwahati	**Namita Das** **Gayatri Goswami**	**EPRA International Journal of Research and Development (IJRD)** **(ISSN 2455-7838) (online)** **(SIJF Impact Factor: 2015: 3.76)**	**Vol.1, Issue 3** **May 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	**08**	**21**	**10**	**NIL**
Presented papers	**02**	**15**		**NIL**
Resource Persons	**NIL**	**01** **Saityana K Bharadwaj - 1**	**03** **Niren Thakuria - 1** **Atanu Kr Chowdhury – 1** **Dr. Avijit Kr. Dutta --1**	**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	**Sonaram Higher Secondary School**	**02**	**60**

School			
Teaching English Grammar to School Students	**Kaliram Barooah High School**	**03**	**30**
Celebration of NCC day(News paper)	**NCC coordination committee , Pragjyotish college**	**04**	**53**
Felicitation of former NCC officers & cultural Program(News paper)	**NCC coordination committee , Pragjyotish college**	**04**	**47**
NCC cadets for discharging duty	**NCC**	**01**	**50**

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
Independence Day Parade,2015, Khanapara, Guwahati (15/08/2015)	**1st Prize in Drill at State level**	**NER, Director General (DG), NCC**	
Republic Day Camp-2016, New Delhi in ship modeling	**Silver Medal**	**Director General (DG), NCC**	
Republic Day Parade 2016, Khanapara, Guwahati	**1st Prize in Drill at State level**	**NER, Director General (DG), NCC**	

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
State Camp	**NER, Director General (DG), NCC**	**Independe nce Day Parade,201 5,Khanapa ra,**	**01**	**01**

		Guwahati (15/08/2015)		
National Camp	**Director General (DG), NCC**	**Republic Day Camp-2016, New Delhi in ship modeling**	**01**	**01**
State level Republic Day Parade	**NER, Director General (DG), NCC**	**Republic Day Parade 2016, Khanapara, Guwahati**	**01**	**01**

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
Sanskrit Day Observed in Association with ASM, AVVPSSPMVV	**104**	**College Authority and Collaboration Institution**	**1 day**

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 (MTM)	**On Job Training**	**ATDC**	**15 days (10.09.15 -24.09.15)**	**26**

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	Budget utilized for infrastructure development

augmentation	
Budget allocation done as per requirement and availability of funds	**1,03,87,110.00**

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**	**NIL**
Laboratories	**13**	**NIL**
Seminar Halls	**01**	**NIL**
Classrooms with LCD facilities	**02**	**04**
Classrooms with Wi-Fi/ LAN	**NIL**	**NIL**
Seminar halls with ICT facilities	**NIL**	**NIL**
Video Centre	**NIL**	**NIL**
No. of important equipments purchased ($\geq$ 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	**35,058**		**145**	**62,439.00**	**35,230**	
Reference Books	**23,270**		**100**		**23,370**	
e-Books	**N-LIST**					
Journals	**33**		**NIL**			**1,650.00**
e-Journals	**N-LIST**					**5,000.00**
Digital Database						
CD & Video	**55**		**NIL**		**55**	**NIL**
Library automation						
Weeding (Hard & Soft)						

Others (specify) News Paper	**13**		**NIL**		**13**	**34,054.00**

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	**88**	**37**	**15**			**13**	**38**	**4 MBPS**	
Added	**25**	**23**	**5**			**0**	**2**		
Total	**113**	**60**	**20**			**13**	**40**	**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**	**17,68,282.00**

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 college is located within an environ of highly dense residential locality that lacks open space for children recreation, walking zone for elderly people or for sports or health activities for any health conscious people as well. Consequently, the open space of college campus creates a strong demand in a variety of ways. The college enhances its aesthetic beauty with its frontline twin ponds, being the only college campus having such facilities in entire greater Guwahati region. Most of the elderly people of the locality cherishes the serene environment of the college campus, preferably in morning and evening hours, before and after the end of normal college working hours. The college authorities signed a *MoU* with local heath entrepreneurs to facilitate the local young stars to practice Yoga, Gym and others martial activities by utilising the open space/facilities within the college campus. Thereby the college earns *'fame and fund'* for further improvement. The Department of BCA conducted computer literacy programmes for the 3rd and 4th grade employees of the college. Various Government Departments and the Public and Private sector undertakings have been using the classrooms on Sundays for conduction of Competitive Examinations, thereby becoming a good source of revenue generation

for the college.

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	**Fresher's Social**		**79,600.00**
	Youth Festival		**30,500.00**
	Youth Festival		**26,398.00**
	Student's Union Election		**32,950.00**
	Excursion		**18,050.00**
	Field Study (Anth/Bot)		**14,000.00**
	Field Study (Bot)		**13,000.00**
	Socio-Economic Survey		**7,350.00**
	Field Study (Stat)		**2,500.00**
	Field Study		**9,600.00**
	College Week		**1,31,028.00**
Financial support from other sources			
a) National	**ISHAN UDAY**	**12 received**	**5,04,000.00**
	NATIONAL	**30 received**	**76,395.00**
		162 additional applications	**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 **(Education Dept)**	**29/03/2016 - 30/03/2016**	**26**	**UGC**
Remedial coaching (Mathematics Dept)	**August 2015**	**49**	**UGC**
Remedial coaching **(History Dept)**	**29/03/2016**	**39**	**UGC**
Remedial coaching (Economics Dept)	**12/02/2016**	**04**	**UGC**
Remedial coaching (Philosophy Dept)	**28/03/2016 - 31/03/2016**	**36**	**UGC**
Remedial coaching **(Hindi Dept)**	**22/03/2016**		**UGC**
"Youth Conclave", an outreach activity	**15/03/2016 – 16/03/2016**	**Total student – 211** **Male – 101** **Female – 110**	**Pragjyotish College &** **Rajiv Gandhi National Institute of Youth Development , Sriperumbudur, Chennai**

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 Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
20/06/2016 – 29/06/2016	**NET/SLET coaching programme organised by Assamese Dept**	**132**		**05**	
22/02/2016	**Times of India Group in collaboration with Career Counselling and Placement Cell organized an interactive session with the students on "Career Opportunities After Graduation"**		**About 40**		

| 27/02/2016 | Career Counselling and Placement Cell in collaboration with Rotary Club of Gauhati South organized a programme "How to Face Interview " | | About 60 | | |

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
2015-2016	**06**	**B.A**	**Education**	**Cotton College State University** **Gauhati University**	**M.A** **LLB**
2015-2016	**03**	**B.Sc**	**Mathematics**	**Gauhati University** **Tezpur University**	**M.Sc**
2015-2016	**06**	**B.Sc**	**Botany**		**M.Sc**
2015-2016	**03**	**BCA**	**BCA**	**GMIT** **Assam Engineering College**	**MCA**
2015-2016	**03**	**B.Sc**	**Statistics**	**Gauhati University - 01** **Cotton University – 02**	**M.Sc**

2015-2016	02	B.A	History	IDOL (GU)	M.A
2015-2016	03	B.A	Philosophy	AMU Calcutta University IGNOU	M.A
2015-2016	08	B.Sc	Physics		
2015-2016	05	B.A	Hindi	Gauhati University	M.A
2015-2016	04	B.A/B.Sc	Anthropology	Gauhati University Cotton College State University	M.A/M.Sc
2015-2016	04	B.A	Economics	J.B. Law College Kaziranga University Gauhati University Lucknow University	LLB M.A MBA
2015-2016	13	B.Sc	Geology	Gauhati University Kachchh University (Gujarat) Pune University Chennai University IIT (Roorkee)	M.Sc
2015-2016	12	B.A/B.Sc	Geography	Gauhati University -05 Rajiv Gandhi University – 02 Dibrugarh University – 02 USTM – 02 Don Bosco University – 01	M.A M.Sc
2015-2016	02	B.A	Bodo	IDOL (GU)	M.A

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/	Registration number/roll

	qualifying	number for the exam
NET	**NIL**	**NIL**
SET	**NIL**	**NIL**
SLET	**03**	**1) 1501010371** **2) 1501010168** **3) 1501010525**
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**	**CY405328-M2**

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

Activity	Level	Participants
Drama	**State**	**01 (Anthropology Department)**
Freshmen Social Function/ **Farewell Function/** **Cultural Procession/** **Teachers' Day celebration**	**Departmental/** **College**	**Students and staff**
Celebration of International Language Day by the Bengali Department on 21/02/2016	**College**	**Major course students of** **Bengali Department**
Departmental Foundation Day celebration by Geography Department	**Departmental**	**Major course students of** **Geography Department**

"Youth Conclave", an outreach activity of Rajiv Gandhi National Institute of Youth Development , Sriperumbudur, Chennai held during 15-16 March 2016	**National**		**Total students – 211** **Male – 101** **Female – 110**			
Celebration of National Science Day by the Physics Department	**Departmental**		**Major course students of** **Physics Department**			
Celebration of World Tourism Day by MTM department on 26/09/2016	**Departmental**		**Students of** **MTM Department**			
Inauguration of departmental Wall Magazine "Pratiphalan" and felicitation of retired teachers of the Education Department on 08/09/2015	**Departmental**		**Students of** **Education Department**			
Organization of one day workshop on "Bengali Spelling" by the Bengali Department on 06/11/2016	**College**		**Major course students of** **Bengali Department**			
Organization of a Quiz competition in February 2016	**College**		**Students**			
NCC Day celebration on 21/11/2015 with cultural programme	**College**		**NCC cadets**			
Basket Ball Match **on 16/02/2016**	**College**		**Students**			
Celebration of International Yoga Day	**College**		**Students and Staff**			
College Week celebration from 01/02/2016	**College**		**Students**			

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
2015-2016	**3rd Prize**	**Youth Festival of Gauhati University**		**Bongeet**	**GU Roll No- 1146** **Class Roll No- 41**	**Sangeeta Rajbongshi (Assamese Department)**
2015-	**3rd Prize**	**Youth Festival of Gauhati**		**Jayanta Hazarika**	**GU Roll No-**	**Sangeeta Rajbongshi**

2016		**University**		**Sangeet**	**1146** **Class Roll No- 41**	**(Assamese Department)**
2015-2016	1st Prize	**Youth Festival of Gauhati University** **(Zone: Kamrup)**		**Bongeet**	**GU Roll No-1146** **Class Roll No- 41**	**Sangeeta Rajbongshi (Assamese Department)**
2015-2016	1st Prize	**Youth Festival of Gauhati University** **(Zone: Kamrup)**		**Bhupendra Sangeet**	**GU Roll No-1146** **Class Roll No- 41**	**Sangeeta Rajbongshi (Assamese Department)**
2015-2016	1st Prize	**Youth Festival of Gauhati University** **(Zone: Kamrup)**		**Jayanta Hazarika Sangeet**	**GU Roll No-1146** **Class Roll No- 41**	**Sangeeta Rajbongshi (Assamese Department)**
2015-2016	1st Prize	**Youth Festival of Gauhati University** **(Zone: Kamrup)**		**Parvati Prasad Baruah Sangeet**	**GU Roll No-1146** **Class Roll No- 41**	**Sangeeta Rajbongshi (Assamese Department)**
2015-2016	Best Team	**National**		**Debating Competition (held on 12 March 2016 at Bijni College)**	**1. GU Roll A-14032** **No – 0134** **2. GU Roll S-14032** **No – 0269**	**1.Himangshu Sharma** **2. Shehnaz Sultana**
2015-2016	1st Prize	**State**		**All Assam Debating Competition (at Rangia College on 16 September 2015)**	**GU Roll S-14032** **No – 0269**	**Shehnaz Sultana**

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 2015-2016 are

- **Organization of College Week Festival from 11.02.2016**

- **Participation in Youth Festival, organised by the Gauhati University**

- **Organization of General Freshmen Social Meet on 02.09.2016**

- **Celebration of Saraswati Puja**

- **Participation in various activities through NCC,NSS and Red Ribbon Club**

- **Appointment in IQAC as a student member**

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 registered enrolled Alumni:

25 (Economics Department)

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

4 **alumni of Sanskrit department contributed Rs.2000 for departmental annual research journal.**

5.4.4 Meetings/activities organized by Alumni Association **:**

NIL

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. **The college authority uniformly decentralises various administrative as well as academic tasks amongst teaching and non-teaching staff on various occasions along with student representatives, wherever necessary. Besides, there are instances where the college authority encourages the involvement of guardians as members of the Governing Body of the college. As such two seats are reserved for the guardians in the GB of the college. Along with it, there are members from the teaching staff, parent affiliating university and the local MLA.**

2. **In each session, a general election is conducted for different portfolios of the Pragjyotish College Students' Union (PCSU), which comprises of the portfolios of President, Vice President, General Secretary, Secretaries of Minor and Major Games/ Sports and Boys' and Girls' Common Rooms, Debating, etc. The union body plays a very vital role in organising annual college week festivals, Saraswati Puja celebrations, publication of the college magazine (*Pragjyotishiya*), celebration of other national/ international events under the guidance of their respective teacher-in-charges, apart from participation in various sports and cultural events that are held outside the institution.**

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: The College is affiliated to the Gauhati University and hence syllabus and curriculum are designed by the university. It is true that all faculties from the college cannot take direct part

in the syllabus design. Nevertheless, teachers from different departments are members of the Committee on Courses and Studies (CCS) and takes active participation in the curriculum/syllabus development programme.

Teaching and Learning: The college has a general routine and every year it is reviewed by the routine committee for necessary modifications as per the available classrooms, in consultation with the heads of the academic departments. The college also makes provisions and arrangements in undertaking projects, excursions, field works and visits to higher educational/research institutions. Many departments hold talks inviting academicians and experts from other higher institutions, picking up topics which are related to their subject to give the students different exposure other than normal classroom teaching. Departmental seminars are presented by the students assigned to them. Field studies are conducted for students as per the requirement of curriculum with appropriate research methodology followed by preparation of field reports.

Examination and Evaluation: Semester-end examinations are conducted in the college as per the University rules/directions and schedules, and the process of evaluation is done by designated zone of the university. Teachers are assigned duties like invigilators, paper setters and examiners. Teachers from some departments are also appointed as external examiners in other colleges. Sessional examinations are conducted and evaluation done within the college. The end semester examinations and evaluations is under the control of the affiliating university. Sessional examinations for each semester and its subsequent evaluation are done under the directives of the affiliating university. Unit tests/Class tests are also conducted in some departments and the marks along with evaluating sheets are discussed with the students to explore their strengths and weaknesses for further improvement.

Research and Development: The college encourages research work in different streams and has been providing modest infrastructure in some of the departments to carry out research works. Several faculty members have obtained Ph.D guide-ship in the parent university and are actively involved in research works. Many of the faculty members are engaged in minor and major research projects funded by various funding agencies viz. UGC, DST, DBT. The college has also a Bio-Tech hub attached to the Zoology Department. Several faculty members have availed FDP for pursuing Ph.D. Teachers in some departments guide the 6th semester students in the preparation of their dissertation for part fulfilment of their 6th semester final examination. Moreover, teachers are encouraged to develop their research skill by participating in state/national/international level seminars in local and abroad also. The college authority has taken a decision to publish a research journal.

Library, ICT and Physical Infrastructure/Instrumentation: The college library has been partially upgraded by using SOUL.20. OPAC (Online Public Access Catalogues. Internet and photocopy facilities are provided in the library. Most of the departments are equipped with departmental libraries with books relevant to their syllabus and subjects. INFLIBNET and N-LIST services are available for teaching staff. Physical infrastructure development works include setting up of a modern conference hall and works for more classroom and departmental accommodation.

Human Resource Management: Discussions and meetings are conducted on a regular mode by the principal with the teaching and non-teaching staff for the smooth running of classes and other academic as well as administrative works. A vice principal has been appointed to supervise the functioning of academic activities in the absence of the principal. The Principal of the college who is also the Secretary of the Governing body by virtue of his office is directly involved in the day-to-day affairs of Human Resource Management of the college.

Industry Interaction / Collaboration: The Master of Tourism Management (MTM) and Travel & Tourism Management (TTM) courses of the college are directly involved in industry interaction/ collaboration/ linkages. Students of these programmes are regularly sent students for on-job trainings. The department has direct collaboration with the Directorate of Tourism, Govt. of Assam, for internship of the students. Students are also sent to reputed travel agencies, resorts and hotels for private internships.

Admission of Students: The admission of students is done strictly on merit basis. The admission schedule is notified through banners (in the college campus) and through newspaper advertisements. Offline mode is available to apply for any course. The terms and conditions of the admission are clearly stated in the prospectus. Reservations for various reserved are strictly maintained as per Assam Government rules. The Admission Committee formulates all the rules and regulations of admission and prepares a central merit list. On the scheduled dates, admission takes place as per the prepared merit list, after proper verification of the documents. Admission of students in the college is considered strictly on merit basis. The college also follows the rules and regulations for admission of students as set by the State Government and the affiliating university as well.

6.2.2 : Implementation of e-governance in areas of operations:
Planning and Development: The college is thrusting on e-tendering through the college website pertaining to different kinds of infrastructural development contract works.
Administration: Important communication to higher authorities viz. DHE etc are made through emails and vice-versa. The process of sending monthly salary bills of the permanent staff to the Treasury is also being slowly switched over to online mode.
Finance and Accounts: The finance and accounts system of the college has already been computerised. A licenced version of Tally, accounting software is being operative since 2012.
Student Admission and Support: Online application to various courses and programmes has been started.
Examination: All internal examination works are conducted as per the parent university norms. The internal assessment marks are assigned according to the scores obtained in various aspects viz. attendance, home assignments, seminars, class tests, etc. These marks are stored in computer database in some of the departments.

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**	**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)
2016	**NIL**	**Computer and Tally Literacy to Non-Teaching Staff of Pragjyotish College, organised by Department of BCA**	**25th June to 25th July 2016**	**NIL**	**26**

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 (Badan Ch Mahanta)**	**17.12.2015 - 23.12.2015**
STP	**1 (Dr. Baikuntha Rajbongshi)**	**17.09.2015 - 23.09.2015**
STC	**1 (Bishwajyoti Dev Mahanta)**	**12.10.2015 - 17.10.2015**
STC	**1 (Dr. Jyotirmoy Sengupta)**	**05.10.2015 - 10.10.2015**
STC	**1 (Nabadeep Das)**	**10.03.2016 - 16.03.2015**
STC	**1 (Priyanka Sarmah)**	**17.12.2015 - 23.12.2015**
STC	**1 (Dr. Ranjita Deka)**	**02.11.2015 - 07.11.2015**
STC	**1 (Saroj Sarma)**	**07.09.2015 - 13.09.2015**

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):			
Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
NIL	**2**	**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
(with in 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 2015-16 was done by M/s Saquei & Co., a reputed Chartered Accountant firm, which has been associated with the college for a long time. After the internal audit report is ready, it is 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, was invited officially to audit the college accounts, which accounts for 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
Rajita Kalita Maral (Daughter – in – Law of Dr. Bhagawan Chandra Maral)	**3,00,000.00**	**Construction of College Main Gate**

6.4.2 Total corpus fund generated: **Rs. 2,04,45,076.00**

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**	**N/A**	**No**	**N/A**
Administrative	**Yes**	**Directorate of Audit (Local Fund) Govt. of Assam**	**Yes**	**M. Saquei & Co. 48, Dighalipukhuri East Guwahati-781001 Tel: 0361-2131239 Fax: 0361-2545881**

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. Provision of campus accommodation to some of the 4th grade employees **2. Computer Literacy Programme for office staff**

6.5.4 Post Accreditation initiative(s) (mention at least three)
1. Renovation of toilet facilities for both girls and boys students **2. Inauguration of Physical Fitness Centre and appointment of a Physical Fitness Instructor** **3. Replacement of old classroom furniture with modern ones**

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
2015	**Special meeting for publication of a Research Journal**	**29/11/2015**	**29/11/2015**	

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
Wall magazine titled "Pragmanjusha" inaugurated in the Girl's Common Room	**07/08/2015**	**N/A**	**NIL**
Gender Sensitization Workshop organized by Pragjyotish College Geographical Society in collaboration with Rajib Gandhi National Institute of Youth Development, Chennai Resource Person: Avinu Veronica, Asst. Prof, Dept. of Gender Studies, RGNIYD	**27/08/2015**	**N/A**	**NIL**
PCWSW along with girls students participated and NCC Cadets (Girls' Wing) in "Pinkathon"	**27/09/2015**	**N/A**	**NIL**
Talk on "Sexual Harassment against Women" delivered by Dr. Sonalee Buragohain	**29/01/2016**	**35**	**NIL**
International Women's Day celebrated and competitions organized amongst the students (Art Competition on Facial expressions of woman, Portrait of women depicting her association in Swach Bharat Programme; Essay Competition on "Role of women in the formation of new generation" (differently–abled students also participated in the competitions)	**08/03/2016**	**48**	**NIL**
Interactive Session on "Remedial measures against sexual harassment"	**14/09/2015**	**62**	**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

- **World Environment Day Lecture on Climate Change; delivered by Prof. S. K. Borthakur**
- **Plantation drive in college campus and cleanliness drive by NSS**
- **Students visited their locality and convinced the people for tree plantation**
- **Signature Campaign on the occasion of World Environment Day, by Students First**

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			**Yes**		**11**
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
2015-16	**4**	**4**	**18/10/2015- 27/10/2015 (Durga Puja)/ Others (Year long)**	**Providing venue for community festivities like Durga Puja, marriage ceremonies, religious ceremonies**	**Socio- cultural religious issues**	**N/A**
			Year long	**Karate training**	**Physical well-being issues**	**102**
			Multiple dates	**Prajnan Sanjog: Tore More Alokaare Yatra**	**Academic issues**	**05 (Staff)**
			Year long	**Gymnasium training**	**Physical well-being issues**	**36**

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 2016**	**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
'Sanksrit Day' observed in collaboration with the "Sanksrit Mahasabha" Guwahati, on the occasion of "Raksa-Bandhan " and "Kalidas Jayanti"	**29/08/2015**	**46**

"Popular talk on 'Rog Niramayat Vanousadhi Chikitsa', organized by the Sanskrit department, and delivered by Bhesaj Ratna Dr. Gunaram Khanikar	05/12/2015	37
Talk on "Causes and Remedies of Depression", organised by the Philosophy Department, and delivered by Dr. Jayanta Das, noted pshychologist	04/11/2015	69

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

- **Regularly cleaning of the college campus by a number of workers; number of dustbins are placed in various places for easy disposal of garbage**
- **Celebration of World Environment Day**
- **Undertaking plantation programmes in the college campus as part of the celebration**
- **Students not allowed to keep their motor bikes and vehicles inside the college campus with a view to control traffic density and minimize vehicular pollution**
- **Proper maintenance of the two ponds in the campus to preserve the natural beauty and ambience of the campus**

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:

Title of the Practice: Introduction of uniform record keeping modules

Objectives of the Practice: The goal of this practice is to encourage the faculty members for planning, maintaining, implementing as well as keeping records of the academic and non-academic activities of each and every department as well as at the individual levels. This practice aims to improve the quality of teaching-learning process for the improvement of academic atmosphere.

The Context: One of the vital aspects of a healthy educational institution is the maintenance of proper academic records. For this purpose, it was felt that one of the best possible ways in this regard is by maintaining a lesson plan diary in each and every department. Owing to the current provision of API scores that are required for promotional purpose, this practice was felt to be beneficial in maintaining proper records related to API scores.

The Practice: All departmental faculty members provided with an individual diary by the college authority for noting down their day to day class activities and leave records, which are supposed to be verified by the H.O.D.'s who signs after due authentication. Moreover, the Activity Register was supplied for keeping records of all departmental activities in chronological order.

Evidence of Success: This practice makes it easier to keep a track of the individual faculty members' performance in each academic session. As such, with the introduction of this practice, coverage of course content is regular ensured.

Problems Encountered and Resources Required: At times, the process of daily recording is a challenging one due to excessive workloads arising out of the on-going semester system, which demands continuous evaluation and monitoring of students performance. This sometimes results in delaying the daily record keeping process. To continue this practice, funds are required, for meeting the printing costs of the printed formats. Moreover, monitoring of proper adherence to the practice could not be made through IQAC, due to time constraints.

Weblink:

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/IMG_20181227_164254_140.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/IMG_20181227_164302_141.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/IMG_20181227_164308_142.pdf

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/IMG_20181227_170630_143.pdf

Best Practice 2:

Title of the Practice: Setting up of an Institutional Publication Hub

Objectives of the Practice: The goal is to add fuel to the literary endeavours of the institution, by undertaking initiatives of a wide variety of publications and disseminate those amongst the society at large.

The Context: The Pragjyotish College Publication Hub was set up in March 2016, and a decent accommodation provided for housing the office of the hub. A steering committee was constituted by the Principal i/c for smooth functioning, planning, execution and monitoring of its activities. The hub was set up with an aim to centrally publish all in-house publications through it

The Practice: The hub after a few of its meetings, decided to undertake the publication works for the century-old Assamese magazine "Chetana" in a book form, which was originally edited and published by Ambikagiri Rai Choudhury and Chandranath Sarma. As a first step, it was decided to collect the old volumes, trace out the missing volumes/pages, compiling and reprinting the same.

Evidence of success: Evidence of success can be assessed only in the forthcoming years.

Problems Encountered and Resources Required: No problem was encountered at the initial stage. However, the issue of fund requirement for book publication emerged as a major issue at this stage of infancy.

Weblink:

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Publishing_Hub_Committee_Meeting-29-03-2016_145.pdf

Best Practice 3:

Title of the Practice: STUDENTS FIRST

Goal: To initiate and inculcate the academic and intellectual discussions amongst the teachers in their own fields of expertise and percolating the same down to students' level. The core concept of the theme was that teachers are also students in the sense that learning is a life-long phenomenon and we can learn a lot from our peers. Another objective of the practice was to encourage students to deliver presentations of their choice and interest so as to enable them to overcome the inhibitions of public speaking.

The Context: Different faculty members on an institution belong to different fields of academic pursuits and by virtue of their long association and practice in their own fields, gather a vast magnitude of knowledge. It is thought that this wide panorama of knowledge and expertise needs to be percolated not amongst the faculty members alone but also to the younger student generation for enriching and motivating them.

The Practice: On 02.06.2015, three young faculty members (Dr. Bidyut Bikash Baishya, Dr. Makibur Rahman and Dr. Saitanya Kumar Bharadwaj) decided to make a head-on start through an interactive session on the topic "Natural Disasters in North-East India", that was delivered by Dr. Jyoti Prasad Deka. Both students and teachers are expected to be a part these interactive sessions and interact with the appointed speaker on his/her fields of expertise.

Evidence of Success: After the first session, many more sessions were conducted, viz. "Drug Abuse and the Youth" on 06.06.2015 (by Dr. Makibur Rahman), "Uncertainty in Life" on 08.08.2015 (by Dr. Saitanya Kumar Bharadwaj), "Formulation and submission of R&D Project for Extra-Mural Funding" on 04.09.2018 (by Prof. P.J. Handique, GU), "My Lifetime Experience in Europe" on 04.12.2015 (by Dr. Ranjita Deka), "Geo-parks and Geo-tourism' on 20.02.2016 (by Dr. Manjit Kumar Mazumdar), etc.

Problems Encountered and Resources Required: No financial resources required and the deliberations were arranged with the help of the facilities that exist in the meeting/conference rooms.

Weblink:

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/Students_First_154.pdf

Best Practice 4:

Title of the Practice: Youth-led Development Outreach Programme (YDP) in Higher Educational Institutions

Goal: Objectives of the activity is to give a common platform to the participants to think, act and work together in the process of nation building

The Context: Developing awareness regarding disaster preparedness and mitigation is an important segment of education in the present day context. North-east India is a disaster prone state, where floods occur every summer. It is necessary to create awareness amongst the future citizen's on socio-political responsibilities of youth. As Assam is a state which is full of social unrest and separatist movements, creation of awareness and understanding their view points over such sensitive issues is the need of the hour. Again, witch hunting is a serious issue that is prevalent mostly in the rural tribal areas of Assam. An open discussion on its causes and consequences and the role that youth can play to curb this social menace. Proper career guidance is partially absent in this part of the nation. This program of Youth Conclave is aimed to give a common platform to the participating students to build a prosperous life and making of a prosperous India.

The Practice: The Youth Conclave was earlier held in the year 2015 (06.02.2015 – 07.02.2015). The programme held for the second time (15.03.2016 - 16.03.2016), started with a fruitful interactive session on the topic ''Natural Disasters in Assam''. The interactive session was followed by a practical session on "How to survive during various natural disasters" performed by 1st Battalion NDRF. During the practical session the participants were taught about various measures to tackle during the natural disasters. The participants were also taught to make various improvised devices with locally made products which are easily available and can use them during the occurrence of the natural disasters. A demonstration from Assam State Fire & Emergency Services was also a part of the programme, followed by imparting of fire-fighting skills to the students and hands-on work. The conclave included some burning topics of Assam like socio-political responsibilities of youth with special reference to developing separatism movement in Assam and Witch Hunting.

Evidence of Success: This programme gave the students a strong platform to generate innovative ideas in their minds to contribute to the society.

Problems Encountered and Resources Required: Although the students have also opined that such programme should be residential in nature, it is not possible for the compact daily class schedule in the semester system of undergraduate education.

Weblink:

http://www.pragjyotishcollege.org.in/wp-content/uploads/bsk-pdf-manager/YOUTH_CONCLAVE_149.pdf

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 develop a transparent and responsive administration   **To develop a transparent and responsive administration the institute has taken the initiative of conducting in-house facility and staff (resources). In the present scenario, computers have become an inevitable component of office management so as to improve efficiency, accuracy, precision and time economisation. With a view to achieve these objectives the college authority decided to impart computer literacy amongst the office incumbents who otherwise are not so much familiar. Accordingly on 25th June, 2016, a Computer and Tally Literacy Training Program for non-teaching staff of Pragjyotish College were designed by the college authority in collaboration with the Department of BCA. This training programme was of one month duration (25/06/2016 to 25/07/2016). The venue was Commerce Computer Laboratory of the college. Time set for the trainees was from 1:00 PM to 3:00 PM; so that the official**

work does not get hampered. 25 office bearers despite their busy schedule activity participated in this month long training programme. The outcome of this programme is the ability of the office staff to use computers with ease, as their computers operative skills were refined.

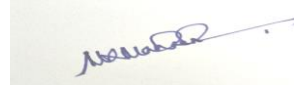8. Future Plans of action for next academic year (500 words)

1) To impart skill-development training to our young generations, the subject 'Performing Arts' is proposed to be introduced

2) To create a virtual learning environment the college proposed to transform our existing library into a digital one so that the young learners may get easy access to any global learning environment

3) As a part of social outreach programme, the college decides to publish a century-old Assamese magazine 'Chetana' in a book form

4) To encourage teachers to visit local schools and take some popular classes in their respective subjects/fields of studies

5) To grant seed money for initial running of the Publication Hub

6) To set up more Smart Classrooms in the college from RUSA funds

7) To undertake steps for renovation of the college main gate

8) To prepare an Information Directory of the college

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

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