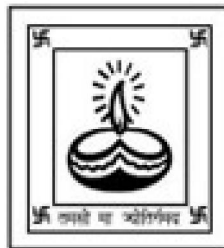


# **Annual Quality Assurance Report (AQAR)**

## **2016-17**



**CACHAR COLLEGE**  
SILCHAR, ASSAM

*Submitted to*

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

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

## Part – A

### I. Details of the Institution

1.1 Name of the Institution

CACHAR COLLEGE

1.2 Address Line 1

TRUNK ROAD

Address Line 2

--

City/Town

SILCHAR

State

ASSAM

Pin Code

788001

Institution e-mail address

cacharcollege60@gmail.com

Contact Nos.

03842-246953/247077

Name of the Head of the Institution:

DR. ANITYA BENODE DEB

Tel. No. with STD Code:

03842-246953/247077

Mobile:

9435074269

Name of the IQAC Co-ordinator:

DR. APURBA CHAKRABORTY

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:  
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	75.80*	2004	05 years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

\*Institutional Score

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

1.8 AQAR for the year (for example 2010-11)

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

- i. **AQAR 2012-2013** submitted to NAAC on **25.05.2018**
- ii. **AQAR 2013-2014** submitted to NAAC on **25.05.2018**
- iii. **AQAR 2014-2015** submitted to NAAC on **25.05.2018**
- iv. **AQAR 2015-2016** submitted to NAAC on **25.05.2018**
- v. **AQAR 2016-2017** submitted to NAAC on **25.05.2018**

1.10 Institutional Status

University	State	<input type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				

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

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>	
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>			
Others (Specify)	<table border="1"><tr><td>HIGHER SECONDARY (ARTS, SCIENCE, COMMERCE)</td></tr></table>									HIGHER SECONDARY (ARTS, SCIENCE, COMMERCE)
HIGHER SECONDARY (ARTS, SCIENCE, COMMERCE)										

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

ASSAM UNIVERSITY, SILCHAR

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

Autonomy by State/Central Govt. / University

Nil

University with Potential for Excellence

Nil

UGC-CPE

Nil

DST Star Scheme

Nil

UGC-CE

Nil

UGC-Special Assistance Programme

Nil

DST-FIST

Nil

UGC-Innovative PG programmes

Nil

Any other (*Specify*)

Nil

UGC-COP Programmes

Nil

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

-

2.4 No. of Management representatives

-

2.5 No. of Alumni

-

2.6 No. of any other stakeholder and  
community representatives

-

2.7 No. of Employers/ Industrialists

-

2.8 No. of other External Experts

02

2.9 Total No. of members

09

2.10 No. of IQAC meetings held

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

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No   
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

- |   |
|---|
| <ul style="list-style-type: none"> <li>i. National Education Day on November 11, 2016</li> <li>ii. Constitution Day on November 26, 2016</li> <li>iii. Swachhata Sarvekhaan on January 17, 2017</li> <li>iv. Interactive Programme Oncological Research January 28, 2017</li> </ul> |
|---|

2.14 Significant Activities and contributions made by IQAC

- |   |
|---|
| <ul style="list-style-type: none"> <li>i. Construction of             <ul style="list-style-type: none"> <li>- Road side boundary wall</li> <li>- Public Pavement (on Trunk Road, Silchar) adjoining the wall</li> <li>- Eastern Gate of the Main Campus</li> </ul> </li> <li>ii. Use of two smart class rooms for teaching-learning process.</li> <li>iii. Initiatives for Internet connectivity to departments and college campus             <ul style="list-style-type: none"> <li>* The IQAC was actively involved.</li> </ul> </li> </ul> |
|---|

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
- Class Tests	- Held in respective departments
- Unit Test	- Held on due date
-Students' Body Election	- Could not be completed for various reasons
-College Social Week	- Held in due time
- Observation Days	- Observed successfully
- Academic Programmes	- Held

\* *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

Management i.e., Governing Body of the college, in its special meeting on NAAC A & A held on 24.11.2017 took note of the progress made by IQAC team & accepted the AQAR for onward transmission.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	06	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others (HS programmes: Arts, Sc, Com)	03	Nil	Nil	Nil
<b>Total</b>	09	Nil	Nil	Nil
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(Flexibility as per curriculum of affiliating university)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	-
Annual	03

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

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

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

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

No scope; the college follows Syllabus prescribed by Assam University  
No revision of syllabi this year by Affiliating University & AHSEC

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

Nil

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
56	19	37	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

30

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	13	Nil	Nil	Nil	Nil	-	-	0	13

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil

Nil

35



2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	Nil	Nil
Presented papers	02	16	Nil
Resource Persons	Nil	01	02

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

Teaching through state of the art Audio-visual technology using Smart Class Rooms & one to one contact specially in case of Honours

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

201

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

No scope for Affiliated College

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

01

01

22

2.10 Average percentage of attendance of students

70-75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division/Class			
		Distinction %	I %	II % + III % *	Total Pass %
BA(Hons)	98	-	8.16%	27.55%	35.71%
BA(Pass)	212	-	Nil	26.88%	26.88%
BSc(Hons)	110	-	17.27%	27.27%	44.54%
BSc(Pass)	76	-	14.47%	9.21%	23.68%
BCom(Hons)	46	-	6.52%	30.43%	36.96%
BCom(Pass)	192	-	Nil	25.52%	25.52%

(\* II% and III% are clubbed together in the above Table)

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

In maintaining academic atmosphere and transparency in day to day affairs of the college and issues related to Teachers' progression and students' welfare

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	07
Others	-

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	22	04	Nil	18
Technical Staff	Nil	Nil	Nil	02

## Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC has taken necessary initiatives in preparing project proposals (MRP) by the faculty and transmission of these to funding agencies

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	01	Nil
Outlay in Rs. Lakhs			Rs. 1.5 Lakhs	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	23	Nil	Nil
Non-Peer Review Journals	01	07	Nil
e-Journals	20	Nil	Nil
Conference proceedings	Nil	Nil	Nil

3.5 Details on Impact factor of publications:

Range  Average   
 h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects (01)	2016-18	ICPR	1.5 Lakhs	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	1.5 Lakhs	Nil

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

Rs 5300/- (For supplying meteorological data from Cachar College Meteorological Observation Centre)

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil		Nil
Sponsoring agencies					

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

06

3.13 No. of collaborations

International

Nil

National

Nil

Any other

Nil

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

Nil

From Management of University/College

Nil

Total

Nil

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

Nil

Nil

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

Nil

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/College level  State level   
National level  International level

3.22 No. of students participated in NCC events: University/College level  State level   
National level  International level

3.23 No. of Awards won in NSS: University level  State level   
National level  International level

3.24 No. of Awards won in NCC: University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility : Initiation of the process for adoption of a village by Cachar College

## 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	5.33 acres including college Hostel	Nil	-	5.33 acres
Class rooms	24	02	-	26
Laboratories	15	-	-	15
Seminar Halls	01	-	-	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	Nil	-	-	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	-	2.31696	College Fund	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

Computerization of administration and library was done in 2004-05. Presently, the Office is run with computer systems at each desk. Office staff was given necessary IT training. Data management of students is done through administrative software.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	23611	NA	84	Rs.35403	23695	NA
Reference Books	2714	NA	05		2719	
e-Books	-	-	-	-	-	-
Journals	NA	-	12	Rs.4500	NA	NA
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	-	-	-	-	-	-	-	-
Added	-	-	-	-	-	-	-	-
Total	70	02	Available	02	-	-	08	LCD Projector- 06 Laser Printer- 20

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology Upgradation (Networking, e-Governance etc.)

Groups of teachers, students and others get training, as and when required, from the Computer Instructor cum Operator of the college for using WORD OFFICE, Internet access, e-governance etc.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	--
ii) Campus Infrastructure and facilities	41.29
iii) Equipments	--
iv) Others	2.24
<b>Total :</b>	<b>43.53</b>

### Criterion – V

## 5. Student Support and Progression

### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- In preparing prospectus in every academic session covering required information as well as guidelines for student support services with a view to welfare of the students.
- In monitoring the functioning of various support services initiated in the college like Anti-Ragging cell, Career counselling & guidance cell, Grievance Redressal cell, Women cell, NSS and NCC wing etc.
- The college provides scope of remedial and tutorial classes for greater academic assistance to the students with active involvement of IQAC.

### 5.2 Efforts made by the institution for tracking the progression

Track records of students like attendance, performance in Class tests, Unit Tests, Test examinations etc., are maintained by the departments. Alumni associations and faculties of departments keep track of the students' progress after passing out of the institution.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2531	NIL	NIL	482

(b) No. of students outside the state  
(Enrolled students of 1<sup>st</sup> Sem. only)

14

(c) No. of international students

Nil

	No	%
Men (UG)	860	33.98

	No	%
Women (UG)	1691	66.81

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC /MOBC	Physically Challenged	Total	General	SC	ST	OBC /MOBC	Physically Challenged	Total
447	147	67	324	Nil	985	566	189	93	253	Nil	1101

(Enrolled students of 1<sup>st</sup> Sem. Only)

Demand ratio 1300: 780

Dropout % = 25.67%

### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Students are informed and motivated from time to time to go for various competitive examinations.

No. of students beneficiaries

--

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

Students are informed and motivated from time to time to go for various competitive examinations.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	---	---	--

5.8 Details of gender sensitization programmes

The Women's Cell of the college (SUCHETA) looks after the problems of gender insensitivity. Awareness of students on gender issues are made through college programs and class discussions. Special care is taken to ensure representation of girls in all forums in the college.

5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level



## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	437	NA
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

## 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level   
Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

VISION : तमसो मा ज्योतिर्गमय (Tomoso Ma Jyotirgamaya)  
Let there be light of wisdom, removing the darkness of ignorance.

MISSION : Daring to dream, raring to realise.  
(The ideal upheld has been to prepare good graduates who can play effective role in the bigger field of life as good human beings)

6.2 Does the Institution has a management Information System

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

#### 6.3.1 Curriculum Development

The College follows the syllabus prescribed by Assam University, Silchar. Thus, Curriculum Development is solely prerogative of the affiliating university (AUS). However some faculty members of the college as Members of Academic Council and Board of Undergraduate Studies of the university participate in the revision and restructure of curriculum.

### 6.3.2 Teaching and Learning

Teaching and Learning process is carried out through Recapitulation, Case Study - Generalisation, **learning by doing** (projects, solving assigned problems inside and outside classrooms), use of **Teaching aids** (power points and audio-visual means), Group Discussions and visits. **Extra classes** are taken after the completion of the course. **Previous Years' University Question Papers** are also discussed in the classes.

### 6.3.3 Examination and Evaluation

Rules, regulations, procedures and instructions of Government, University and Assam Higher Secondary Council are thoroughly followed. At the institutional level transparent examination procedures are followed. Periodic class tests by respective departments and Unit tests for all the students are conducted by the college. The evaluation reports are displayed and checked answer scripts are shown to the students.

### 6.3.4 Research and Development

A significant number of teachers pursue research activities with or without fund provided by funding agencies and publish their articles in various reputed journals. The college publishes altogether five magazines/ journals, one of which (PRAJNABHARATI, ISSN 2395-4701) is approved by UGC.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

The college Library is centralized and decent-sized with more than 26000 books besides important journals, newspapers and magazines. The library uses the software "Soul 1.0" for maintaining Accession Register. Infrastructural works for Digital Library has been completed. Open shelves method is practised for displaying the library collections with the purpose of removing barriers imposed to readers and providing free access to shelves where readers can choose by themselves the books they are interested in. Books, except those in Reference Section, are allowed to borrow. Facilities for online search are available in the Central Library, Departmental Libraries and Teachers' Common Room. Besides Central Library, there are some Departmental Libraries and Remedial Coaching Cell Library.

### 6.3.6 Human Resource Management

The HR of the college is strictly managed as per directives of Govt. of Assam. The college Governing Body (GB) and Principal as Secretary of the G.B. have direct access and surveillance over the centralised HR management. In spite of a demand –supply mismatch in respect to recruitment of HR, the college authority regularly arranged necessary training to its HR for speedy discharge of responsibilities in regard to maintenance of corporate life of the college. The authority always motivates its HR to undergo training as prerequisite for promotion /career development. With a view to managing myriad affairs of corporate life of the college all the faculty members as well as non academic members are entrusted with additional assignments time to time besides their normal duties.

### 6.3.7 Faculty and Staff recruitment

The recruitment of faculty and staff is done on the basis of procedures approved by DHE, Assam on UGC rules and regulations. The recruitment of non-teaching staff is also done in accordance with State Govt. directives. However, in order to make up shortfall of staff for specific duty and for specific period, some Part-time teachers and non-teaching staff are recruited from time to time by the college authority.

### 6.3.8 Industry Interaction / Collaboration

The college provides opportunities to students for interacting with visiting industrialists to the campus. Students of many departments, in general and Industrial Fish and Fishery, in particular are taken to various industries, both inside and outside Assam, under the supervision of teachers and given the chance to experience different industrial centres.

### 6.3.9 Admission of Students

Admissions are made purely on merit basis as per decisions taken by Admission Committee and maintaining Government rules and regulations.

## 6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"><li>• Cachar College Employees' Thrift and Amenities Co-operative Ltd.</li><li>• Group Insurances Scheme,</li><li>• Gratuity</li><li>• P.F. Facilities,</li><li>• Maternity leave,</li><li>• Child Care leave</li><li>• NPS facilities</li></ul>
Non teaching	- Do -
Students	<ol style="list-style-type: none"><li>1. Poor Students' Aid Fund ( Institutional Financial Assistance)</li><li>2. Ishan Uday Scholarship</li><li>3. Govt. Scholarship for SC, ST, OBC</li><li>4. Minority Students' Scholarship</li><li>5. Railway concession</li><li>6. Medical camp</li><li>7. Girls' Hostel</li><li>8. Gymnasium Centre</li></ol>

### 6.5 Total corpus fund generated

25,30,308/-

6.6 Whether annual financial audit has been done Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	HODs & Principal.
Administrative	Yes (Financial)	Govt. appointed	Yes	CA appointed by 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?

CGPA system for examination results by the affiliating university, AUS

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

Not Applicable

6.11 Activities and support from the Alumni Association

The Association has maintained a garden in the college campus and is presently taking few steps for keeping the campus clean.

6.12 Activities and support from the Parent – Teacher Association

Parent- Teacher Meet is convened from time to time and issues on students' attendance, discipline, performance in the examination, overall development of students and the society at large are addressed.

6.13 Development programmes for support staff

Basic computer skill was provided to general office staff and especially to new incumbents. Special computer skill was imparted to the staff in the Account Section. Bearers of science departments were provided information about handling sophisticated instruments and reagents and about the adoption of safety measures.

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

Lights, fans and other electric appliances are switched off when they are not in use. Local authority was moved to declare the street in front of the college as “No Horn Zone”. The college, from its own resources constructed drain walls and public footpath adjoining the college campus. Besides ornamental trees within the campus, plantation has been done to erect green cover at the front side of the college. Attempts are made to make the campus completely plastic free. ‘Swatchha Abhiyan’ is carried out frequently both inside and outside the campus by students, different student bodies and groups, NGOs, teachers, and other staff of the college.

### 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.

Practical Papers and their Examinations are included in Even Semester (Jan- June) . However, Practical Classes have been started from the Odd Semester (July-Dec.) to facilitate coverage of the whole syllabus, effective practice and Project Works.

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

- Recruitment of Part-time Teachers for some departments having acute shortage of teachers  
- Active participation of students in Programmes like Swachh Abhiyan.

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

**Plastic free campus:**

- I. To disseminate the importance of plastic free environment through students to society.
- II. Discourage the use of plastic cups, synthetic food wrappers in the canteen & use of polythene carry bags inside the college campus.
- III. Motivation for use of tea cups made of paper and ceramics.

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

7.4 Contribution to environmental awareness / protection

Monitoring dolphin presence and mortality in dolphin congregation spots near Silchar  
Keeping watchful eye for protection of a heronry of Lesser Adjutant Stork near Silchar

7.5 Whether environmental audit was conducted? Yes  No

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

**STRENGTHS:**

- Strategically located in the heart of the city
- More than 53.57% of present faculty members are with Ph.D. qualification
- Uninterrupted power supply
- Scholarships and financial assistance (Govt. sponsored & institutional) to students
- Eco-friendly and amicable working atmosphere
- Excellent public transport facility is available to the students and the staff for commuting from various parts of the town and neighbouring areas.
- Adoption of Bloom's taxonomy for question paper setting
- Study Centre of K. K. Handique State Open University
- Institutional Biotech Hub

**WEAKNESS**

- Shortage of Class Rooms
- Shortage of teaching and non-teaching staff
- Lack of Boys' Hostel
- Lack of Play Ground with sufficient space for Football, Cricket etc
- Interactions with industry and Recruiting Firms are to be strengthened.
- Research funds from government funding agencies to be enhanced
- Inadequate facility in Gymnastic Hall
- Lack of departmental room for some departments
- Lack of separate Museum Rooms in Botany and Zoology Departments
- Lack of adequate fund for educational tour for all students.

**OPPORTUNITIES**

- To develop the vacant area (approx. 50% land) of the college for infrastructure and other purposes
- To publish departmental Magazines
- Innovation in teaching – learning process.

**CHALLENGES**

- Better result of the students
- Meeting the growing pressure of students' demands for more and more seats against limited resources, infrastructure and man-power
- To cope up with the day by day changing and updating curriculum and system of teaching and examination patterns
- Efforts for the Outcome Based Education
- Simultaneous classes of TDC and Higher Secondary classes (presently made compulsory by Assam Govt.)

## 8. Plans of institution for next year

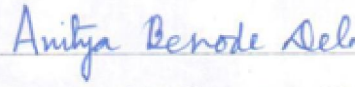
- Online admission process
- NAAC Assessment for Accreditation (Cycle 2)
- Introduction of Mentor-Mentee System
- Providing Departmental Rooms for Arts Departments.
- Use of Digital Library.

Name Dr. Apurba Chakraborty



Signature of the Coordinator, IQAC

Name Dr. Anitya Benode Deb



Signature of the Chairperson, IQAC

Principal-In-Charge  
Cachar College, Silchar-1

