



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

(For Affiliated/Constituent Colleges)

2014-15

## PART- A

<b>Data of the Institution</b>				
<b>1. Name of the Institution</b>		Rangia College		
Name of the Head of the institution		Dr. Jogesh Kakati		
Designation		Principal		
Does the institution function from own campus		Yes		
Phone no./Alternate phone no		+91 9101829733		
Mobile no		+91 94355 44088		
Registered e-mail		<a href="mailto:principal.rangiacollege@gmail.com">principal.rangiacollege@gmail.com</a>		
Alternate e-mail		<a href="mailto:info@rangiacollege.ac.in">info@rangiacollege.ac.in</a>		
Address		Rangia College, Rangia		
City/Town		Rangia		
State/UT		Assam		
Pin Code		781354		
<b>2. Institutional status:</b>				
Affiliated / Constituent		Affiliated		
Type of Institution		Co-education		
Location : Rural/Semi-urban/Urban		Rural		
Financial Status		State		
Self financing		No		
Name of the Affiliating University		Gauhati University		
Name of the IQAC coordinator		Dr.Monoj Kr Singha		
Phone no (M)		9954707890		
Alternate phone no		8638794926		
IQAC e-mail address		iqac.rc@gmail.com		
Alternate Email address		reiki_sinha@yahoo.com		
<b>3.Website address:</b>				
Web-link of the AQAR		<a href="https://rangiacollege.ac.in/iqac/aqar2014-15">https://rangiacollege.ac.in/iqac/aqar2014-15</a>		
<b>4.Whether Academic Calendar prepared during the year.</b>		Yes		
if yes, whether it is uploaded in the Institutional website:		<a href="https://rangiacollege.ac.in/calendar2014-15">https://rangiacollege.ac.in/calendar2014-15</a>		
<b>5. Accreditation details</b>				
Cycle	Grade	CGPA	Year of Accreditation	Validity period
1 <sup>st</sup>	B++	2.81	2004	4 Nov 2004 to 4 Nov 2009
2 <sup>nd</sup>	B	2.80	2010	8 Jan 2011 to 8 Jan 2016

6. Date of establishment of IQAC :	27/07/2004
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<b>7. Internal Quality Assurance System</b>		
<b>7.1 Quality initiative by IQAC during the year for promoting quality culture</b>		
Item/Initiative by initiative IQAC	Date and Duration	No. of participant / beneficiaries
IQAC Meeting	10/10/2014	10
IQAC Meeting	24/02/2015	9
IQAC meeting	08/05/2015	10
Inaugural function for newly added infrastructure	29/12/2015	150
Concluding function for Golden Jubilee Year	31/01/2015 to 1/02/2015	400

<b>8. Provide the list of funds by Central/ State Government</b>				
UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.				
Institution	Scheme	Funding agency	Year	Amount
Rangia College	Research activities	UGC	2014-15	9,31,300/-
	Grant received	UGC		4,310,400/-
	Grant received	Central Govt.		3,85,000/-
	Infrastructure grant to college of Assam	Govt. of Assam		12,152,750/-
	Grant received	Local bodies		0
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9. Whether composition of IQAC as per latest NAAC guidelines	Yes
upload latest notification of formation of IQAC	<a href="#">View file</a>
10.No. of IQAC meetings held during the year	2
Upload, minutes of meetings and action taken report	<a href="#">View file</a>
11. Whether IQAC received funding from any of the funding agency to support its activities during the year ?	No
12.Significant contributions made by IQAC during the current year (maximum five bullets)	
12.1. Infrastructural development -Inauguration of IQAC conference room, ICT classroom, E resource center, Boundary wall, Printing Press.	

12.2. Conclusion of the year long Golden Jubilee Celebration.	
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	
<i>Plan</i>	<i>Action</i>
Infrastructure development	Inauguration of the following infrastructures 1. Conference room for IQAC 2. ICT enabled classroom. 3. Conference Hall 4. Boundary wall. 5. Printing press.
Planning for the success of the golden jubilee year.	Conclusion of the Golden Jubilee year.
14. Whether the AQAR was placed before statutory body?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?	No
16. Whether institutional data submitted to AISHE	Yes
Year: 2014-15	2014-15
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 leave account of the faculty members are maintained by a Leave Management System (LMS). LMS takes into count the leaves mainly Causal leave, duty leave special leave. It excludes the Child Care Leave and Earned leave.

## PART-B

<b>CRITERION I - CURRICULUM ASPECTS</b>
<b>1.1 Curriculum Planning and implementation</b>
<b>1.1.1</b> Institution has the mechanism for well planned curriculum delivery and documentation. (Explain in 500 wards)
Rangia College offers a wide range of programmes under three faculties – Arts, Science and Commerce. The offered programmes include 22 subjects at UG level with 17 of them offering Major courses. While students enrolled in a program are supposed to enjoy flexibility in respect of time frame and non-core options, elective options are available and horizontal mobility within and across a discipline is allowed to a limited extent depending

upon the satisfaction of the authorities concerned.

With the thrust area of the college curriculum as designed by the Gauhati University mainly centered on generation and transmission of knowledge, the onus of fulfilling the social responsibility like creating general awareness on the problems of equality, health and hygiene, cleanliness etc. is left to the extension education activities of the college.

The college strictly adheres to the curriculum designed and modelled for different courses under GU, and is fully aware of the methodology adopted in preparing the courses. Self-financing courses has been introduced in Computer applications (PGDCA) and Yoga and Meditation has also been running as part of the regular courses. As for the execution of the courses there is a practice to get feedback from academic peers, notably the retired Principals and retired lecturers. Besides, the Principal as chair person of the IQAC makes it convenient to interact from time to time with the teaching community on vital academic issues. The college maintains a healthy rapport with the neighbourhood on issues of common concern.

It is noteworthy to mention that two faculty members of the College are actively associated with the University for preparation and modification of the syllabus time to time. Further, the college has endeavored to sign MOU with NGOs for exchange of socio-economic and student centric programmes. In the beginning of an academic session the heads of the departments draw out a detailed teaching plan for the whole session. The plan shows unit-wise break-up of the syllabus to be covered and distributed to the other faculty members. It is meant for completing the syllabus within a stipulated period.

With the majority of the students of the college having a very weak socio-economic fabric, it is felt that students by and large would have been more benefited through a series of vocational training in the nature of IGP programmes. The IQAC therefore submitted a project proposal for the introduction of B.Voc courses to the UGC for the benefit of the students of the locality.

#### 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
0	0	0	0	0

<b>1.2 Academic flexibility</b>				
<b>1.2.1 New programme / courses introduced during the academic year</b>				
Programme with code		Course with Code		Date of Introduction
0		0		0
<b>1.2.2 Programmes in which Choice Based Credit System (CBCS) / Elective course system implemented at the affiliated college (if applicable) during the academic year.</b>				
Name of programme adopting CBCS		UG (Subject)		Date of implementation of CBCS/ Elective Course System
Not Applicable				
<b>1.2.3 Student enrolled in Certificate/ Diploma Courses introduced during the year</b>				
No of students		Certificate		Diploma Courses
0		0		0
<b>1.3 Curriculum Enrichment</b>				
<b>1.3.1 Value-added courses imparting transferable and life skills offered during the year</b>				
Value added courses		Date of introduction		Number of students enrolled
0		0		0
<b>1.3.2 Field studies /Projects / Internship under taken during the year</b>				
Project / Programme title		Specialization		No. of students enrolled for field projects /internship
BA		Assamese		28
BA		Bodo		12
B.Sc		Botany		107
BA		Philosophy		19
B.Sc		Physics		19
BA		Education		36
B.Sc/BA		Geography		13
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<b>1.4 Feedback System</b>				
<b>1.4.1 Whether structured feedback received from all the stakeholders</b>				
1. Students	2. Teacher	3. Employers	4. Alumni	5. Parents
Yes	Yes	No	No	No
<b>1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution ?</b>				
<u>Methodology adopted for feedback system in the college</u>				
<ol style="list-style-type: none"> <li>1. A routine is prepared for the purpose and departments are asked to allot a class for the feedback as per routine.</li> <li>2. A questionnaire is prepared with ten numbers of questions to check the opinion of a student towards his/her teacher.</li> <li>3. Respective departments are requested not to attend the feedback class during the process of feedback.</li> <li>4. The questionnaire and the method of giving feedback is explained by the invigilation assigned by IQAC.</li> <li>5. Students are assured that their feedback is secured in all respect.</li> </ol>				

6. Students are requested to give the score according to the scale given with dignity and integrity.
7. Answer script are collected and submitted to the coordinator IQAC, RC
8. The questionnaire are analyzed and grade is given according to the feedback received with respect to the teacher by IQAC

*The following points are included in the student feedback form*

1. Relevance to real life situation
2. Extent of coverage of syllabus in class
3. Clarity and relevance of reading material
4. Knowledge base of the teacher
5. Sincerity/Commitment of the Teacher
6. Accessibility of the teacher in & out of the class
7. Timely feedback and further discussion.
8. Communication skill
9. Motivation generated by teacher.
10. Ability to test understanding.

## **CRITERION II - TEACHING-LEARNING AND EVALUATION**

### **2.1 Student Enrollment and Profile**

#### **2.1.1 Demand Ratio during the year**

Name of the Programme	Number of the seat available	Number of application received	Students enrolled
BA	750	810	781
BSc	250	311	289
BCom	150	124	124
BCA	20	12	12
PGDCA	30	18	18
CCA	20	10	10

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### **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(U.G)	Number of students enrolled in the institution (P.G)	Number of full time teachers available in the institution only for P.G Courses	Number of teachers teaching both UG & PG
2014-15	2040	N/A	N/A	N/A

### **2.3 Teaching –Learning Process**

#### **2.3.1 Percentage of teachers using ICT for effecting teaching with Learning Management Systems(LMS), E-learning resources etc . (Current year data)**

Numbers of teachers on	Numbers of teachers	ICT tools and resources	Number of ICT enable	Number of smart	E resources and techniques used
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roll	using ICT	available	classroom	classrooms	
70	05	02	02	0	01
<b>2.3.2 Students mentoring system available in the institution?</b>					
Give details. (maximum 500 words)					
<p>The college has a student mentoring system. Departments are monitoring the students in semester wise manner .The modalities of the system is worked out and implemented by the departments itself. Some of the common modalities are</p> <p><i>A. Mentoring through Attendance</i></p> <ol style="list-style-type: none"> <li>1. Observe the students in the classroom</li> <li>2. Monitoring the attendance of the student and if found absent continuously for a week try to find out the cause of the absence from available sources.</li> <li>4. Communicate with the student/ parent.</li> <li>5. Try to sort out the problem if any</li> <li>5. Call the parent in case of urgency.</li> </ol> <p><i>B. Mentoring for slow learner</i></p> <ol style="list-style-type: none"> <li>1. If the department finds a student to be a slow learner, special care is taken.</li> <li>2. Tutorial classes are taken as provided in the class routine.</li> <li>3. Books are provided from departmental seminar library.</li> </ol> <p><i>C. Mentoring through psychological counseling</i></p> <p>A large number of the students of the college came from economically challenged household and first generation learner. Further, issues of adolescence also stressed them. Department is also perceptive of the problem and care to.</p> <ol style="list-style-type: none"> <li>1. Counseling is done personally one to one basis.</li> <li>2. If needed parents are also involved to overcome the crisis.</li> </ol> <p><i>Mentoring through Students Union</i></p> <p>Rangia College students union is also takeing care if a student faced with issues related to</p> <ol style="list-style-type: none"> <li>1. Admission related problems</li> <li>2. Financial problems. The college has a student development fund can that take care of financially changed students.</li> <li>3. Administrative problem.</li> <li>4. Academic problem – Guided the students in case of subject change.</li> </ol> <p>IQAC, Extension Education Cell and Self Empowerment Centre (Yoga and Meditation) organize seminar, talk and workshop to create a positive ambiance for the students and inculcate the moral and ethical values in the students.</p>					
Number of students enrolled		Number of fulltime teachers		Mentor: Mentee Ratio	

in the institution		
2040	70	1:29

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<b>2.4 Teacher Profile and Quality</b>				
<b>2.4.1</b> Number of full time teachers appointed during the year				
No. of sanctioned position	No. of filled positions	Vacant position	Position filled during the current year	No. of faculty with Ph.D
77	72	05	02	30
<a href="#">View File</a>				
<b>2.4.2 Honours and recognition received by teachers</b> (Received award, recognition, fellowships at state, National, International level from Government, recognized bodies during the year)				
Year of award	Name of the full time teachers receiving awards from state level, national level and international level.	Designation	Name of the award, fellowship, received from Government or recognized bodies	
0	0	0	0	
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<b>2.5 Evaluation Process and Reform</b>				
<b>2.5.1</b> Number of days from the end of semester-end/ year end examination till the declaration of result during the year.				
Program me Name	Programme Code	Semester/Year	Last date of last semester end/ year end examination	Date of declaration of results of semester end/ year end examination
UG	BA	1 SEM	03/12/2014	18/02/2015
UG	BSc	1 SEM	03/12/2014	18/02/2015
UG	B.Com	1 SEM	01/12/2014	18/02/2015
UG	BA	3 <sup>rd</sup> SEM	01/12/2014	11/04/2015
UG	BSc	3 <sup>rd</sup> SEM	01/12/2014	11/04/2015
UG	B.Com	3 <sup>rd</sup> SEM	01/12/2014	11/04/2015
UG	BA	5 <sup>th</sup> SEM	30/12/2014	13/03/2015
UG	BSc	5 <sup>th</sup> SEM	30/12/2014	13/03/2015
UG	B.Com	5 <sup>th</sup> SEM	30/12/2014	13/03/2015
2.5.2 Reform initiated on Continuous Internal Evaluation (CIE) system at the institutional level (250 words)				
<u>The college has undertaken following CIE</u>				



The entire examination process is conducted as per the guideline of the University.

Therefore there is a little scope for reform of examination /evaluation. However, College took the following steps for continuous internal evaluation in the college

As per instruction of the University the sessional examination is conducted for 20% of the marks of the final examination. The marks have been distributed as follows

1. Attendance -Four marks for attendance above 90%
2. Three marks for attendance above 85%
3. Two marks for attendance above 80% and
4. One marks for attendance above 75% .

**2. Six marks for internal assessment.** The internal assessment marks is given as CIE on the following category

- i. Home assignment
- ii. Field / Excursion / Project report
- iii. Seminar presentation
- iv. Group discussion

#### 2.5.3 Academic calendar prepared and adhered for conduct of examination and other related matters (250 wards)

The Annual Academic Calendar is prepared in accordance with the academic calendar of the Gauhati University. The Calendar is published prior to the commencement of the academic year, is incorporate with the prospectus of the college. A committee named “Prospectus Preparation Committee” prepares the prospectus along with Academic Calendar. The calendar earmarks available dates for activities as follows

1. The calendar started with dates from 1 July 2014 to 30 June 2015.
2. The calendar shows the total teaching days, working days and holidays for the session.
3. Orientation Programmers for the new students, inter-college debate competition, Educational field trip, Election of the Students Union, College Week etc are specified.
4. Sessional Examination for the TDC semester examination is shown in the calendar.
5. The admission for the new session normally commences in the month of June next year. The college authority issues notifications time to time if there is any change of examination and holiday dates.

<b>2.6 Students Performance and Learning outcomes</b>				
<b>2.6.1</b> Programme outcome, program specific outcomes and course outcomes for all programmes offered by the institution are stated and displayed in website of the institution (to provide web link)				
<a href="https://rangiacollege.ac.in/students/result">https://rangiacollege.ac.in/students/result</a>				
<b>2.6.2</b> Pass percentage of students				
Programme Code	Programme Name	No. of students appeared in the final examination	No. of students passed in final year examination	Pass percentage
U.G.	BA (Hons)	235	231	98.30
U.G.	BA.(Gen)	168	120	71.43
U.G.	BSc(Hons)	57	50	84.21
U.G.	BSc(Gen)	8	6	75.00
U.G.	B.Com(Hon)	36	35	97.22
U.G.	BCom.(Gen)	14	7	50.00
U.G.	BCA	19	16	84.21
P.G	PGDCA	24	11	45.83
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<b>2.7 Student Satisfaction Survey</b>				
<b>2.7.1</b> Student Satisfaction Survey (SSS) on overall institutional performance				
Not Done. Not applicable				

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<b>Criterion III- RESEARCH, INNOVATIONS AND EXTENSION</b>				
<b>3.1 Resource Mobilization for Research.</b>				
<b>3.1.1</b> Research fund sanctioned and received from various agencies, industry and other organizations during the academic year				
Name of the project	Duration	Name of the funding agencies	Total grants sanctioned	Amount received (Lakh)
Major project-1	5 years	DBT	58.46	4.90
Major project-2	4 years	UGC	2.87	1.20
Minor project	2 years	UGC NERO	1.56	1.15
		Total	62.89	6.25
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<b>3.2 Innovation Ecosystem</b>				
<b>3.2.1</b> Workshops/Seminar conducted on Intellectual Property Right (IPR) and Industry-Academia innovative practices during the year.				
Title of the workshop/Seminar	Name of the Deptt.		Date(s)	
0	0		0	
<b>3.2.2 Awards for innovation won by institution/Teachers/Research scholars/Students during the year</b>				

Title of the innovation	Name of the awardees	Awarding agency	Date of award	Category
Ph.D Thesis “Role of central and state Universities of Assam in Human Resource Development :A comparative study”	Dr. Mallika Kalita	Gauhati University	2014	Ph.D
Ph.D Thesis “Smritishastresu Stritattvasya Samikshatmakam Adhyaynam”	Dr. Bimal Das	T.N.Bhagalpur University	2014	Ph.D
Ph.D Thesis “Socio-Religious Aspects in the Writings of Jibran Khalil Jibran with Special Reference to “al-Arwah al-Mutamarrida”	Dr. Abdullah Ahmed	Gauhati University	2014	Ph.D
Ph.D Thesis “A Critical Study of Gandhi’s Religion”	Dr. Gagan Deka	B.R. Ambedkar Bihar	2014	Ph.D
Faculty Development Programme	Mrs. Rangita Tamuli	Gauhati University	2014	Pursuing Ph.D
<a href="#">View File</a>				
<b>3.2.3 No. of incubation centre created, start ups incubated on campus during the year</b>				
Incubation centre	Name	Sponsored by		
Not applicable				
Name of the Start-up	Nature of start-up	Date of commencement		
0	0	0		
Not applicable				
<b>3.3 Research Publications and Awards</b>				
<b>3.3.1 Incentive to the teachers who receive recognition/awards</b>				
State	National	International		
0	0	0		
<b>3.3.2 Ph.Ds awarded during the year (Applicable for PG college, Research centre)</b>				
Name of the Department		No. of Ph.D awarded		
Not Applicable				
<b>3.3.3 Research Publications In the Journals notified on U.G.C website during the year</b>				
	Department	No. of Publication	Average impact factor,	

			if any
National	Arabic	02	0
National	Bodo	04	0
National	Commerce	05	0
National	Economics	02	0
National	English	04	3.152
National	Political Science	03	5.912
International	Economics	03	0

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**3.3.4** Books and Chapters in edited volumes/ Books published, and paper in National/ International Conference Proceedings per Teacher during the year

Departments	No. of publication
Assamese	1
Bodo	2
Economics	5
English	1
Physics	2
Political Science	2
Students Union (RCSU)	1
Women's Studies Research cell	1

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**3.3.5** Biblio metrics of the publications during the 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	No. of citation excluding self citation
Statistically convergent fuzzy sequence spaces by fuzzy metric	Dr. Paritosh Ch. Das	<i>Kyungpook Math. Jour.</i> ISSN: 1225-6951	2014	Indexed by Scopus SJR-0.162	Rangia College	

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**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	No. of citations excluding self	Institutional affiliation as
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0	0	0	0	0	0	0
<b>3.3.7 Faculty participation in Seminar/. Conference and Symposia during the year</b>						
No. of Faculty	International Level	National level	State level	Local level		
Attended Seminars/ Workshop	6	38	63	~300		
Presented Papers	5	32	3	0		
Resource Person	0	05	07	05		
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<b>3.4 Extension Activities</b>						
<b>3.4.1</b> Number of extension and out reached programme conducted in collaboration with industry, community, and Non government organizations through NSS/NCC/Red Cross/Youth Red Cross(YRC) etc during the year						
Title of the activity	Organization unit/ agency collaborating agencies	Number of teachers coordinated such activities	No. of students participated			
Bharat Scouts & Guides Foundation Day Calibration	Bharat Scout & Guide	1	50			
Participation in Independence Day Celebration parade	SDO Civil), Rangia	1	21			
Participation in Republic Day Celebration parade	SDO (Civil) Rangia	1	21			
<a href="#"><u>View Files</u></a>						
<b>3.4.2</b> Awards and Recognition received from external activities from Government and other recognized bodies during the year						
Name of the activities	Awards / Recognition	Awarding bodies	No. of students benefited			
Independence Day parade 2014	Participation	SDO civil , Rangia Sub division	21			
Republic Day parade 2015	Participation	SDO civil , Rangia Sub division	21			
<a href="#"><u>View File</u></a>						
<b>3.4.3</b> Students participating in extension activities with Government Organizations, Non Government Organizations and Programmers such as Swachh Barat, Aids awareness, Gender Issues etc during the year						
Name of the scheme	Organizing unit/agency/collaborating agencies	Name of the activities	No. of Teacher coordinate	No. of students participated in		

			such activities	such activities(~)
Get together	All Bodo Student Union(ABSU)	Career Counseling	25	120
International Literacy day	Deptt. of Political Science	Seminar	3	50
Short term hands on training	DBT, New Delhi	Pharmacognosy & Biodiversity	6	24
Super 30 test	IOC, Assam	Counseling	1	30
Awareness programme	ICGC, IQAC	Indian Defense prospects	3	50
Inauguration Function	Govt. of Assam	Different infrastructure	5	200
Golden Jubilee Celebration	Rangia College, Alumni, Gordian	Concluding function	50	400
Inter School Quiz Competition	Chemical Society of Assam	Quiz Competition	5	50
Awareness Programme	Social Science Research Congress	Earthquake its Consequences and Precautions	5	60

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### 3.5 Collaboration

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

Name of the activity	No .of Participant	Source of financial support	Duration (days)
Popular talk	135	Thrift and Credit Cooperative Society, RC	1
National Seminar	50	UGC	2
National Seminar	60	UGC	2
Awareness Campaign	27	WSRC,RC	1
Popular Talk	35	Department of Sanskrit	1
World Environmental Day	45	ICGC and ASEB Rangia Branch	1

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**3.5.2** Linkages with institutions/ industries for internship, on –the – job training, sharing of research facilities etc during a year

Nature of the linkage	Title of the linkage	Name of the partnering institution / industry/ research lab with contact details	Duration (From-to)	Participation
0	0	0	0	0

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<b>3.5.3</b> MOU signed with institutions for national, international importance, other Universities, industries, corporate houses etc. during the year			
Organization	Date of MOU signed	Purpose and activities	No. of students/teachers Participated under MoU
GNRC Limited, Guwahati, Assam	25-05-2015	Training, Research etc	N/A
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<b>CRITERION IV- INFRASTRUCTURE AND LEARNING REWSOURCES</b>			
<b>4.1 Physical Facilities</b>			
4.1.1 Budget allocation excluding salary for infrastructure augmentation during the year			
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development	
14,677,474		14,677,474	
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4.1.2 Details of augmentation in infrastructure facilities during the year			
Facilities	Existing	Newly added	
Campus area	14.87 Acres	0	
Classrooms	23	0	
Laboratories	08	0	
Seminar Halls	02	0	
Classrooms with LCD facilities	02	0	
Classrooms with Wi-Fi /LAN	0	0	
Seminar Hall with ICT facilities	01	0	
Video Centre			
No. of important equipments purchased (>- 1-0 Lakh) during the current year	-	-	
Value of the equipment & book purchased during the year (Rs. In Lakhs)		14,60,911/-	
Others Added infrastructure			
1. Conference room for IQAC			
2. ICT enable classroom.			
3. Conference Hall			
4. Boundary wall (partial).			
5. Printing press.			
<a href="#">View File</a>			
<b>4.2 Library as a Learning Resource</b>			
4.2.1 Library is automated (Integrated Library Automated System –ILAS)			
Name of the ILMS software	Nature of automation(Fully or partially)	Version	Year of automation
OPEC & SOUL 2.0	Partially	2.0	2014

4.2.2 Library Services									
	Existing		Newly added		Total				
	No	Value	No	Value	No	Value			
Text Books	41,289	---	811	-----	42,100	2,76,499			
Reference Books	17,432	--	342	---	17,774	--			
E Book	N-List	---	--	--	--	--			
Journals	13					39,983			
E Journals	N List	Free	--	--	--	--			
Digital Database									
CD & Video	20	--	--	--	20	--			
Library automation	SOUL,OPENC	--							
Weeding (Hard & Soft)									
Others (Specific)	1 Book Bank 2.5 set encyclopedia 3. 31 sets collected works								
<a href="#">View File</a>									
<b>4.3 IT Infrastructure</b>									
4.3.1 Technology Up gradation (Overall)									
	Total Computer	Com Lab	I Net	Browsing Centre	Com Centre	Office	Deptt .	Available Bandwidth	Other
Existing	54	01	12	12	--	05	24	8 MBPS	14
Added	0	0	0	0	--	02	0	--	0
Total	54	01	12	12	--	07	24	--	14
<a href="#">View File</a>									
4.3.2 Bandwidth available of internet connection in the institution (Leased Line)									
8 MBPS/GBPS									
4.3.3 Facility for e-content									
Name of the e content development facility					Provide the link of the video's and media centre and recording facilities				
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 plate form NPYTEL/NMEICT/ any other Government initiative & institutional (LMS etc.									
Name of the teacher		Name of the module			Of late form on which module is developed		Date of launching e content		
0		0			0		0		
<b>4.4 Maintenance of Campus Infrastructure</b>									
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 (Construction & maintenance)	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on physical facilities
13,216,563	13,216,563	14,60911	14,60911
<a href="#">View File</a>			
<p><b>4.4.2</b> Procedure 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</p> <p><i>Maintenance of infrastructure facilities, services and equipment's is done as per the following details:</i></p> <ol style="list-style-type: none"> <li>1. The maintenance of the departments is the responsibility of the departments itself. The necessary requirements of the departments such as furniture, Computer ink, and papers official items are supplied by the authority as per the requisition of the departments.</li> <li>2. The log book entry for daily classes of teachers, different register books for departmental use, students attendance registers, mentoring class register, club register are also supplied by the authority.</li> <li>3. The laboratory equipment and chemicals are purchased as per the requirements of the departments having practical through the official procedure. The respective departments conduct a periodic audit to ensure timely corrective action for the proper functioning of the various types of equipment used in the laboratory.</li> <li>4. The departmental library is maintained by the department. Central library of the college asked requisition for the list of new books annually. The issue register is maintained by the departments and verified by the library annually.</li> <li>5. The maintenance and cleanness of the campus is maintained by the principal's office.</li> <li>6. The infrastructure facilities such as class-rooms, buildings, auditorium, seminar halls, hostels, green areas, garage, etc. are maintained by the office of the Principal.</li> <li>7. All the accounts are maintained by the accounts departments of the college. The accounts have been phase wise computerized and most of the transactions are made through RTGS and NEFT and cheque book.</li> <li>8. Internal and external financial audit is done as per guideline of the GB.</li> <li>9. Rangia College Students Union addresses the matters related to the students. The union</li> </ol>			

is guided by the teachers in-charge. The portfolios of the RCTU are allotted 30% of fund from the admission under the head Contribution towards the Students Union.

10. Campus Surveillance Cameras, CCTVs maintained by the equipment providers and security personal are managed by the authority.

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<b>CRITERION V- STUDENTS SUPPORT AND PROGRASSION</b>						
<b>5.1 Student Support</b>						
<b>5.1.1 Scholarships and Financial Support</b>						
	Name /Title of the scheme	No. of Students	Amount in Rs			
Financial support from institute	1.Student welfare scheme	117	94,170			
<i>Financial support from other sources</i>						
1. National	Ishan Uday, ST,SC, Minority, Merit Scholarship	65 @Rs5400/-	3,51,000			
2.	Senior Research Fellow (DBT)	1	1,881,60			
b. International	0	0	0			
<a href="#">View File</a>						
<b>5.1.2 Number of capacity enhancement and development schemes such as Soft Skill Development, Remedial coaching , Language lab, Bridge course, Yoga, Meditation, Personal counseling and mentoring</b>						
Name of the capacity enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved			
Yoga Courses	01/08/2014	20	Self Empowerment Centre			
Teacher's Day Celebration	05/09/2014	150	All Departments			
Sri Sankar Dev birth anniversary	14/11/2014	100	Rangia College Students Union			
<a href="#">View File</a>						
<b>5.1.3 Students benefited by guidance for competitive examinations and career counseling offered by the institution during the year</b>						
Year	Name of the scheme	No. of benefited students by guidance for competitive examination	No. of students benefited by career counseling activities	No. of examination who have passed	No. of students placed	
2016	Career Counseling and preparation for the admission test	N/A	50	N/A	N/A	

	in MBA				
<a href="#">View File</a>					
<b>5.1.4 Institutional mechanism for transparency , timely redressal of students grievances, Prevention of sexual harassment and ragging cases during the year</b>					
Total grievance received		No. of grievances redressed		Average number of days for grievance redressal	
0		0		0	
<i>No file uploaded</i>					
<b>5.2 Student Progression</b>					
<b>5.2.1 Details of campus placement during the year</b>					
On campus			Off campus		
Name of organization visited	No. of students participated	No. of students placed	Name of organization visited	No. of students participated	No. of students placed
0	0	0	0	0	0
<i>No file uploaded</i>					
<b>5.2 Student Progression</b>					
Year	No. of students enrolled	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2015	06	B.A.	Assamese	KBBS & AU University	M.A.
2015	08	B.A.	Assamese	IDOL	M.A.
2015	07	B.A.	Arabic	Gauhati University	M.A.
2015	06	B.A.	Bodo	KBBS & AU University	M.A.
2015	03	B.A.	Bodo	Gauhati University	M.A.
2015	01	B.A.	Economics	KBBS & AU University	M.A.
2015	01	B.A.	English	IDOL	M.A.
2015	03	B.A.	Education	Gauhati University	M.A.
2015	05	B.A.	Education	KBBS&A University	M.A.
2015	02	B.A.	Geography	Gauhati University	M.A.
2015	05	B.A.	Geography	KBBS&A University	M.A.
2015	01	B.Sc	Mathematics	Gauhati University	M.A.
2015	01	B.Sc	Mathematics	Tezpur University	M.Sc
2015	02	B.Sc	Mathematics	IDOL	M.Sc
2015	01	B.Sc	Physics	Gauhati University	M.Sc
2015	01	B.Sc	Physics	Gauhati University	M.Sc in EVS
2015	01	B.Sc	Physics	IDOL	M.Sc

2015	03	B.A.	Pol Science	Gauhati University	M.A
2015	01	B.A.	Pol Science	Gauhati University	M.A. in Sociology
2015	01	B.A.	Pol Science	Assam University	M.A
2015	03	B.A.	Pol Science	Gauhati University	PGDCA
2015	04	B.A.	Pol Science	IDOL	M.A & MSW
2015	01	B.A.	Philosophy	IDOL	M.A
2015	03	B.A.	Sanskrit	KBBS&A University	M.A
2015	01	B.Sc	Zoology	Gauhati University	M.Sc
2015	01	B.Sc	Zoology	Rangia Teachers Training	B.Ed

[View File](#)

5.2.3 Students qualifying in state / national / international level examinations during the year .e.g: NET/ SET/ SLET/GATE/CAT/GRE/TOFEL/Civil Service/State Government Service)

Item	No. of students selected/qualifying	Registration number/roll number for the exam.
NET/ SET/ SLET		
GATENIL/ GMAT	0	0
CAT/GET/TOFEL		
State Government / Civil Services		
Any other		

*Not Applicable*

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

Activities	Level	Participant
College week	Institutional	300
Bathou Puja (Bodo)	Institutional	120
Swaraswati Puja	Institutional	300
Sidhinath Memorial Inter College Debate Completion organized by the Students' Union	State	45
Biswakarma Puja	Institutional	150
Fateha	Institutional	100
Quiz competitions	Sub divisional	45
Inter College athletic Competition	Under G.U.	8
Participated in Youth Festival	Under G.U.	12
Freshmen social	Organised by RCSU	~500

[View File](#)

**5.3 Students Participation and Activities**

5.3.1 No. of awards / medals / for outstanding performance in sports / culture activities at national / international level (Awards for a team event should be counted as one)						
Year	Name of the award/medal	National/ University/ International	Sports	Culture	Students ID number	Name of the student
2014	Champion Team, Boys' Team	Inter College Kabbadi Champion	Kabbadi	N/A	VF	Team
2014	Participation, Girls Team	Inter College Kabbadi Champion	Kabbadi	N/A	VF	VF
2015	Participant (Lost at semi final)	Gauhati University Inter College Kabbadi Tournament	Kabbadi	N/A	VF	VF
<a href="#">View File</a>						
5.3.2 Activities of Student Council & representation of students on academic & administrative bodies/committees of the institution (Maximum 500 wards)						
<u>Rangia College Students' Union</u>						
<p>The Rangia College Student Union (RCSU) body is an elected body of the students constituted as per recommendations of the Lyngdoh Committee and guidelines of the Supreme Court of India. The students' representatives are enthused with the responsibilities of looking after the welfare of the students. The election of the RCTU normally scheduled in the month of November as specified in the academic calendar of the college.</p> <p>The distribution of the portfolio of the students union is shown below</p> <ol style="list-style-type: none"> <li>1. Vice President</li> <li>2. General secretary</li> <li>3. Assistant General Secretary</li> <li>4. Secretary of Boys Common Room</li> <li>5. Secretary of Girls Common Room</li> <li>6. Secretary of Culture &amp; Fine Arts</li> <li>7. Secretary of Games &amp; Sports</li> <li>8. Secretary of Minor Games</li> <li>9. Secretary of Social Service</li> <li>10. Secretary of College Magazine</li> <li>11. Secretary of Debate and Literature</li> </ol> <p>The President of the union and Teacher-in Charge against its portfolio is nominated by the Principal of the college. The main activities of the RCSU are</p> <ol style="list-style-type: none"> <li>1. To look after the welfare of the students.</li> </ol>						

2. To organize the Freshman Social for the new comers of the college.
3. Organize the Anti Ragging Campaign.
4. Organize The College Week Festival.
5. Organize participant to join Inter College Competitions & Youth Festival under Gauhati University.
6. Organize Siddhi Nath Sarmah Inter College Debate Competition (Yearly event).
7. Publish the College Magazine (yearly )

### **5.3 Alumni Engagement**

5.3.1 Whether the institution has registered Alumni Association? Yes/ No, if yeas give details (Maximum 500 words)

The institution has an Alumni Association but not registered.

#### *Rangia College Alumni Association*

Rangia College Alumni association was formed on 5<sup>th</sup> of Aug, 2002 with the objectives of fostering a sense of belonging to the institution and making the Alumni an integral part of the development of the college, both physical and academic. The association has chalked out a comprehensive scheme of activities towards that direction.

#### **Aims & Objectives of Alumni Association:**

- 1.To create a sense of fraternity among all the ex-students of Rangia College.
2. To strive for the academic, cultural and socio-economic upliftment of Rangia College and its neighboring locality.
3. To strive for all round development of the college.
- 4.To help and co-operate with the college authority in realizing the goals and objectives of the college.
- 5.To initiate measures for collecting funds and mobilizing resources in various other ways.
6. To create a climate of understanding with the students of the College by way of exchanging thoughts and ideas to provide guidance for the future.
7. To encourage and motivate the students on various modes of self-employment as part of career guidance programme.
- 8.. To initiate measures to bring the College closer to the society by highlighting the problems and practices difficulties confronting the College.
- 9 To take such other steps from time to time as may be deemed necessary for genera improvement of the college.

5.3.2 No. of enrolled Alumni: <https://www.rangiacollege.ac.in/alumni>

5.3.3 Alumni contribution during the year: NIL

**CRITERION VI- GOVERNANCE, LEADERSHIP AND MANAGEMNET**

**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. Admission Process of the College

The Principal of the college constitute an “ Admission Committee” with the senior teacher as a convenor. The committee looks after the whole process of admission specially the first semester admission procedure. The following steps are taken by the committee

1. A general meeting with all the teaching and non teaching staffs is called to lead the general rules and regulations of the admission. In this meeting opinion of the HODs are taken regarding any change of the number of seats available for major as well as general courses in the respective departments. The cut off marks for the major courses and conditions for combinations of subjects are thoroughly discussed.
2. The date for opening and closing of the online admission procedure has been fixed.
3. Prospectus for the session is made available along with the issue of the admission form.
4. The committee prepares the merit list and put it up on the college notice board before admission.
5. An orientation programme is done for the guardian visited in the day of admission.

2. Election of the Students Union:

The Rangia College Student Union (RCSU) body is an elected body of the students constituted for the welfare of the student. The election of the RCTU is normally occurs in the month of November. The Principal of the college appoints a Returning Officer(RO) for the smooth conduct of the election. The election is strictly follows the recommendations of the Lyngdoh Committee and guidelines of the Supreme Court of India. The RO performs the following functions

- i. Constitutes an advisory Committee, Supervising committee & Grievance and Redressal committee.

- ii . Appoints Polling officers and assign election duties to them for polling day.
- iii. Appoints Counting officers and assign election duties to them for polling day.
- iv. Appoints staff to scrutinize the nomination papers.
- v. Intimates local Police station, fire service and SDO of Rangia subdivision.
- vi. Prints Ballot Paper.

The opening and closing date and time of nomination paper, scrutiny of nomination paper, printing of Ballot Paper, preparation of voting centre etc. are done with the consultation of the committee.

Awareness campaign regarding Lyngdoh commission's guideline is done soon after the notification served. Sub divisional Police station, fire service are informed for emergency.

Election of the college is considered as an important and sensible issue. All faculty members, non teaching staff, Library staff and local administration are involved for the smooth conduct of the election.

**6.1.2** Does the institute have a Management Informative System (MIS)?

Partially

**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)

1. Curriculum Development

Since inception Rangia College has been following the curriculum of the Gauhati university . A few faculty members participated in the curriculum designing bodies, syllabus committees in different departments of the university during this time. The institution aware of the proper implementation of the curriculum so that the maximum benefits could be provided to the students. Regarding this the following steps are taken

1. Formation of an academic committee to look the mater.
2. Emphases are given for completion of the syllabus.
3. Departmental logbooks are maintained.
4. Balanced Class routines are prepared for all streams.

The institution has few add on courses (Yoga ) and self financial courses

( BCA, B.Sc (Computer Science as general subject) PGDCA, CCCA) affiliated to the Gauhati University.



## 2. Teaching and Learning

The college is located in a semi urban area away from the mainstream life of the town. The college being the highest seat of learning in a vast area is looked upon as a centre of learning. So every year a good number of students from the region as well as from outside seek admission into different faculties offered by the college. The admission process is transparent. It is done with the help of an admission committee. Relaxation for SC/ST candidates is as per rule of the college. The admitted students offering Major courses are further required to appear in selection tests conducted by respective departments.

The methodology adopted in case of teaching, learning experience is two-pronged (a) Classroom lectures by teachers who make an in-depth analysis of the information about the subject matter try to encourage inquisitiveness in the students and (b) learning through practical experiments. Here the students learn and get practical experiences through laboratory experiment, fieldwork, projects and excursions etc. Further the methodology is supplemented to some extent by seminars, group discussions etc. The visual aids commonly used are the green boards & LCD projector. A few departments adopt the teaching technique with the help of ICT teaching tools available in the college. The ICT enable seminar hall is used only in case of departmental seminar presentation. Students' knowledge and skills for a particular programme are tested through the departmental evaluation processes in various fields like project work, presentation in departmental seminars, group discussion etc. These help in assessing the knowledge and skills of the students in their chosen fields. It is worthwhile to mention that the college has made an honest endeavor to introduce continuous evaluation in all the departments. The teaching and learning process is not rigid and the teachers exercise academic flexibility

Advanced learners are encouraged by providing special attention in library and laboratory facilities and fieldwork and excursion activities. They are involved in project works, leadership of the group discussion, excursion, field study etc. Such learners are involved in guiding the new learners in different activities. Advanced learners in some science departments are encouraged for supervising the practical of junior classes in presence of the concerned teachers. The college has introduced tutorial classes for weaker segments of the students.

Teachers are expected to update themselves in the latest development of knowledge by participating in programmes like Faculty development programmes, orientation courses, refresher courses, short term courses, workshops, seminars and conferences etc. (Regional, National, International etc.).

In case of appointment of teachers against permanent vacancies the UGC norms and guidelines are strictly followed and necessary appointments are made by GB with due approval of the D.H.E.

Another important step for self-analysis is the self-appraisal and feedback from the

students by which individual teachers are expected to make a self-assessment to identify the areas of deficiency and measures to be taken for further improvement.

### 3. Examination and Evaluation

*The college has undertaken following evaluation reforms :*

Examination committees are formed by the Principal, look the examination evaluation related matters. The committees have five members headed by the Principal. A space used as an office has been equipped with computers, internet, Almirah and necessary official stationary facilities. The committee is guided by the Principal with the consultation with the HOD of the different.

*The tasks of the committee are*

1. Communicate with the Universities regarding the examinations related matters.
2. Execute the time table of the final examinations as per notification of the G.U.
3. The time table of the Sessional examinations is prepared by the committee.
4. The committee is responsible for the smooth conduct of the examinations and dispatches the script to the university office as per instruction of the university.
5. The evaluation of the Sessional examinations are done by the faculty of the respective departments and accordingly prepare the mark sheets and send to the university.
6. Proper documentation is done and stored.

The committees formed in this session are

#### **1. Sessional Examination Committee:**

. This year for the major courses the examination was conducted by respective departments. The general courses were conducted by the examination committee.

As per instruction of the University the Sessional examination is conducted for 20% of the marks of the final examination. The marks has been distributed as follows

1. Attendance – 4 marks given for attendance above 90%, 3 marks for attendance above 85% , 2 marks for attendance above 80% and 1 marks for attendance above 75% .
2. 6 marks for internal assessment such as collaborative group work - field work, excursion reports and student presentations have been made an essential part of some courses. Project work is also done by some departments.

#### **2. Final examination Committees are constituted for smooth conduct of final**

examinations under Gauhati University.

#### 4. Research and Evaluation

The measures are taken by the college to facilitate the smooth progress of research scheme

1. Encourage to join Faculty Improvement Programmers' (FIP), Minor and Major research projects under UGC, DBT etc.
2. Autonomy to the principal investigator.
3. Facilitate official formalities timely.
4. Special leave for faculty for joining Seminar, Workshop, Conference, OR, RC, STC etc.
5. Use of infrastructure available in the institution.
6. Facilitate timely auditing and submission of utilization certificate to the funding authority.
7. Faculty members are encouraged to pursuing Ph.D.

Rangia College library automated in a phase wise manner. It is equipped with

1. E resource center, Computer, Photocopier, Scanner, Internet etc.
2. The library has subscribed to digital research journals like NLIST which help to broaden the perspective of the researchers.
3. Reference books from various disciplines help the students while doing project works.

The college encourages the students in developing scientific temper and research culture among the students. The students of the final semester having a project in the syllabus are encouraged doing their projects with proper research methodology.

#### 5. Library and ICT and Physical Infrastructure / Instrumentation

The library is the soul of an academic institution. College authority gives much importance on the development of the library. The library measures 85x 55 square feet and entirely Wi-Fi enabled. The library has

1. A stake room
2. Librarian's room cum reference section
3. Student's reading room
4. Teacher's reading room
5. E resource centre.

The College has a sufficient number of books of all disciplines, few collections of rare

books and book corner with special reference to North East India. The acquisition, cataloguing, circulation, serial-control, OPEC database search system are running smoothly through SOUL 2.0 software. Library automation, learning Resources like e-Journals, e-books, e-resource centre, N List are available to faculty and students and can be accessed online also. Budget for infrastructure, library and other learning resources is earmarked annually based on the recommendations of respective library committees constituted for the purpose. Feedback and awareness of infrastructural facilities are carried to increase the number of library user. For the poor meritorious students the library has **Book Bank** facilities to support their studies.

College has adequate infrastructure, learning resources including seminar hall, auditorium, laboratories, advance laboratory Biohub under Department of Bio-Technology(DBT), computer labs, library and other support facilities etc.

The College has an indoor stadium for sports and other extracurricular activities including a gymnasium. The college has a playground for athletics, cricket, volleyball, football, Kabaddi and badminton. A yoga and meditation hall for mental health. A pond at the entrance of the college gate and scenic beauty with plantation gives the college a green look.

Feedback of students to improve the quality of teaching.

#### 6. Human Resource Management

The college believes that all the members of the college family are resourceful. The aim of the college is to make optimum use of the available human resources. The rules and regulations laid by the authority are obeyed by all the teaching, non-teaching and students of the college. Besides the best service offered all are involved in different activities of the college.

The appointments of the permanent faculty post and the office staff are made as per norms of the UGC and Directorate of the Higher Education (DHE), Govt. of Assam.

However, additional staff appointed by G.B. on the basis of permanent, temporary or contractual basis.

Faculties are evaluated by a “**Self Appraisal format**” annually by IQAC.

Teachers are encouraged to attend seminars, workshops, conferences as participants, resource person and also, avail UGC-FIP.

### 7. Industry Interaction / Collaboration

Rangia College is a traditional degree college having nominal scope for industrial collaboration. The college is trying to associate with other organizations to enhance the educational environment of the college. Seminar, talk, training on different topics organize for faculty, non teacher and students in collaboration with different organizations. Field visit are conducted in different educational institutions beyond classroom.

### 8. Admission of students

The digitalized system of admission process had been initiated in the college in the session 2014-2015. Gradually it is updated phase wise. In the present session the admissions of all semester is done online and cash less. The process has been started with the following steps

#### *Notification of admission:*

1. The date for opening and closing date & time of the online admission procedure is notified in the web site, notice board, and banner and on local newspapers.
2. Fees structure for the admission of different programmes is notified along with the documents required for admissions are high lighten.

#### *Admission form submission:*

1. The online submission of the admission form is only accepted and specified documents for the admission are also need to be uploaded along with the admission form .
2. The applicant received a confirmation slip for successful submission.
3. The opening time and closing time of the admission portal is strictly followed.
4. Merit list of the applicants is hanging in the notice board.

#### *Day of admission:*

1. Date, time and venue of admission are announced.
2. The payment will be cashless. All are requested to bring their smart card.
3. The admission took place according to the merit list. The original documents are

verified in the process.					
4. Students are offered subject flexibility depend on the availability of seats					
<b>6.2.2 Implementation of e-governance in areas of operation</b>					
<i>Not applicable</i>					
<b>6.3 Faculty Empowerment Strategies</b>					
<b>6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year</b>					
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	
0	0	0	0	0	
No file uploaded					
<b>6.3.2 Number of professional development / administrative training programmes organized by the college for teaching and non teaching staff during the year</b>					
Year	Title of the professional development programme organized for teaching staff	Title of the administrative training programme organized for non teaching staff	Date From to	No. of participates (Teaching staff) Approx	No. of participates (Non Teaching staff)
2014	Awareness programme on Indian Defense prospects	Do	22/12/2014	30	15
2015	Earthquake its Consequences and Precautions	Do	18/05/2015	45	16
<a href="#"><u>View File</u></a>					
<b>6.3.3 No. of teacher attending professional development programmes viz., Orientation, Refresher Course, Short Term course, FDP during the year</b>					
Title of the professional development programme		Name of the teacher who attended	Date and Duration (From-to)		
Refresher Course		Mr. Dilip deka UGC HRDC, Aligarh Muslim University	10-09-2014 to 30-09-2014		
Refresher Course		Mr. Amit Sarma UGC Academic Staff College, University of Rajasthan, Jaipur	24-11-2014 to 13-12-2014		
Refresher Course		Mrs. Jayeshree Sarma	25/08/2014 to 19/9/2014		

	UGC-JNU, New Delhi	
Refresher Course	Mr. Phukan Basumatary ASC, Aligarh Muslim University	10-09-2014 to 30-09-2014
Refresher Course	Dr. Utpal Kalita North Eastern Hill University Academic Staff College	27/10/2014 to 16/11/2014
Refresher Course	Dr. Khairul Anam Sumsuddin JMI, New Delhi	09/02/2015 to 02/03/2015
Orientation Programme	Dr. Prem Kishan Singha M.J. College, Jalgaon, Maharashtra	11/02/2015 to 10/03/2015
Orientation Programme	Mr. Kabin Das North Eastern Hill University< Shillong	18/05/2015 to 14/06/ 2015
Orientation Programme	Mr. Jayanta Bora UGC HRDC, North Eastern Hill University, Shillong	18-05-2015 to 14-06-2015
Orientation Programme	Nakaulang Niame NEHU, Shollong	05-05-2014 to 01-06-2014
STC	Dr. Abudur Razzak UGC-HRDC:GU	08-12-2014 to 14-12-2014

#### 6.3.4 Faculty and staff recruitment (no. for permanent /full time recruitment)

Teaching		Non teaching	
Permanent	Full time	Permanent	Fulltime/Temporary
03	03	01	01

[View file](#)

#### 6.3.5 Welfare scheme for

Teaching : & Non teaching	<ol style="list-style-type: none"> <li>1. Rangia College Thrift and Credit Cooperative Society, a registered society, provide loans for different purposes to the faculty members.</li> <li>2. PF, Gratuity, Medical Insurance as per govt. rule.</li> <li>3. Health Care Cell (HCC) of the college provides First Aid service for an emergency.</li> <li>4. Main gates of the college entrance are covered through security personals appointed by authority.</li> <li>5. Three night chowkidar for internal security of the college campus.</li> <li>6. CCTV surveillance at selected points.</li> <li>7. Drinking water plant at a central place of the campus.</li> <li>8. College Canteen.</li> <li>9. TV for recreation of the teacher.</li> </ol>
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Students	<ol style="list-style-type: none"> <li>1. Health Care Cell (HCC) of the college provides First Aid service for an emergency.</li> <li>2. Patient bed, wheelchair, stretcher are for emergency use.</li> <li>3. Security inside the campus.</li> <li>4. CCTV surveillance at selected spots.</li> <li>5. Drinking water plant at a central place of the campus.</li> <li>6. College Canteen with a separate room for students.</li> <li>7. Boys' &amp; Girls' common room for recreation.</li> <li>8. Motor cycle stands, cycle stands for students.</li> </ol>
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#### **6.4 Financial Management and Resource Mobilization**

**6.4.1** Institute conducts internal and external financial management audit regularly (with in 100 words each)

##### Financial Management

Rangia College conducts both internal and external financial audits on regular basis. A pre internal audit is done for every payment made by the account branch of the college. Financial documentation is done as per norms and is kept properly in the account branch.

The external audit of the college is carried out as per instruction of the G.B.

The tax related matters of the faculty members are consulted with a firm of Chartered Accountant.

##### Institutional strategies of mobilization of resources:

Rangia College has well strategized mobilization policies in place. General resources are mobilized from the following sources

1. Renting of college rooms to out side agencies for organizing different competitive and job related examinations.
2. Taping the UGC allocations under various schemes like MRP, Seminar, Workshop etc.
3. Availing various development schemes of the state government.
4. Accepting donations from alumni and other well wishers.
5. Sales admission forms/collection of Registration Fee.
6. Collecting hiring charge for using the college as examination centre.
7. Rent from thr college canteen and Photo state centre.
8. Selling the fishes from thr college fishery.



Moreover, the college also collect grants from self financing course like			
i. PGDCA			
ii. BCA			
iii. KKHSOU			
<b>6.4.2 Funds/ Grants received from management, non-government bodies, individuals, philanthropies during the year ( not covered in Criterion III)</b>			
Name of the non government funding agencies / individuals		Funds / Grants received in Rs	Purpose
PGDCA & BCA (Self financial course)		5,98,280	Development
Resource mobilization		6,700	Development
6.4.3 Total corpus fund generated:		6,04,980	
<b>6.5 Internal Quality Assurance System</b>			
<b>6.5.1 Whether Academic and Administrative Audit (AAA) has been done ?</b>			
Audit type	External	Internal	Authority
Academic	NO	NO	
Administrative	NO	Yes	Nominated by GB
<b>6.5.2 Activities and support from Parent –Teacher Association (at least three)</b>			
<ol style="list-style-type: none"> <li>Two guardians are nominated as member of the Governing Body.</li> <li>Guardians’ orientation programme as a part of admission process.</li> <li>Guardians’ are informed and called for if needed.</li> </ol>			
<b>6.5.3 Development programme for support staff (at least three )</b>			
<ol style="list-style-type: none"> <li>Provide ICT infrastructure for classroom facilities.</li> <li>Organized FDP, Seminar, Workshop on various topics.</li> <li>Focus on student centric activities like counseling, sports, cultural</li> </ol>			
<b>6.5.4 Post Accreditation initiative(s) mentioned at least three)</b>			
<ol style="list-style-type: none"> <li>Initiative was taken to open P.G courses.</li> <li>Proposal submitted for B.Voc (Vocational courses) in two subjects.</li> <li>Stepwise Computerized of official procedure.</li> <li>Library procedure is automated phase wise.</li> </ol>			
<b>6.5.5</b>			
a. Submission of data for AISHE portal : Yes			
b. Participation in NIRF : No			
c. ISO certificate : No			
d. NBA or any other quality audit : No			

<b>6.5.6 Number of quality initiative undertaken during the year</b>				
Year	Name of the quality initiative by IQAC	Date of conductive activity(From –to---)	Duration Days	Number of participants
2014	Training programme on Use of NLIST	03/12/2014	1	5
2014	Orientation programme for the fresh students (All stream)stream)	06-09&/ 08/2014	4	500
2015	Inaugural function of newly added infrastructure	29/12/2015	1	150
2015	Concluding function of the year long Golden Jubilee celebration.	31/01/2015 to 1/02/2015	2	400
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<b>CRITERION VII- INSTITUTIONAL VALUES AND BEST PRACTICES</b>					
<b>7.1 Institutional Values and Social Responsibilities</b>					
<b>7.1. 1 Gender Equality (Number of gender equality promotion programmes organized by the institution during the year)</b>					
Title of the programme		Period (from-to)		Participation	
0		0		0	
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<b>7.1.2 Environment Consciousness and Sustainability / Alternate Energy initiatives such as: percentage of power requirement of the College met by the renewable energy sources</b>					
NIL					
<b>7.1.3 Differently able (Divyangjan) friendly</b>					
Item facilities		Yes/No		No. of beneficiaries	
Physical Facilities		Yes		NIL	
Ramp / Rails		No			
Braille Software / facilities		No			
Rest Room		No			
Scribes for examination		No			
Social skill development for differently able students		No-			
Any other similar facilities		---			
<a href="#">View File</a>					
<b>7.1.4 Inclusion and Situations</b>					
Enlist most important initiative taken to address local advantages and disadvantages during the year					
Year	No. of initiative to address	No. of initiatives taken to engage with and	Date and duration on the initiative	Issues addressed	No. of participating students

	vocational advantage and disadvantages	contribute to local community	Name of the initiative		and staff
	0	0	0	0	0
<b>7.1.5 Human values and Professional Ethics</b>					
Code of conduct (handbooks) for various stakeholders					
	Title	Date of Publication	Follow up (Maximum 100 words each)		
	Prospectus -2014-15	15 July 2014	This book serves as the prospectus of the institution. It also includes the academic calendar of the institution and along with Code and Conducts for the students aimed to create healthy atmosphere for teaching and learning process of the institution.		
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<b>7.1.6 Activities conducted for promotion of universal and ethics</b>					
	Activities	Duration (from --to--)	Number of participant		
	Celebration of “International Yoga Day”	21-06-2015	~30		
	Quiz for all –Sub divisional level quiz competition	28-02-2015	~45		
	Talk on “Vishnurabha Divas and Kavi Sanmilon”	20/06/2015	30		
<a href="#">View File</a>					
<b>7.1.7 Initiative taken by the institution to make the campus eco friendly ( at least five)</b>					
1. Declared college campus as Tobacco Free area.					
2. Plantation is inside the college campus.					
3. Campus cleanness drives by Barat Scout and Guide , NCC & NSS time to time.					
4. Silence zone in library, corridors of the educational blocks.					
<b>7.2 Best Practice</b>					
. Describe at least two institutional best practices					
<i>Best Practice 1: Green initiatives</i>					
<p>In 2010 when the NAAC team had visited the college they had praised the greenery of the college. From inception, the founding fathers of the college had work hard to create a vibrant and green campus. Plantation programmes are a culture of our college. A verity of trees and sharps are found within the campus. The following initiative has been taking by</p>					

the authority

- a. There are more than 150 varieties of species on the campus. All plants have been labeled with local and scientific names.
- b. The sericulture garden is converted as an Eco Zone. A variety of butterflies and migratory birds, insects making it a hot spot of Flora and Fauna for the students especially studying live science. The Botany department uses rich biodiversity elements for its practical and project work.
- c. A Botanical garden under the Department of Botany is under construction.
- d. A pond at the entrance of the college campus enhances biodiversity with the presence of a variety of fish, amphibians, reptiles, etc. It also gives provides sustenance to many birds and watery bodies of the campus.
- e. The cleanness and good maintenance keep the campus clean.
- f. World environment day and environmental-related seminars, popular talks are organized in the campus. Environmental Studies is a compulsory subject for first semester students. Therefore, environmental classes are regularly taken by the department.
- h. The campus has been declared a Tobacco-free zone. The initiative has been taken reduce the use of paper in official work by digitalizing the administration.

*Overall a sense of awareness towards cleanness is seen among students.*

**Best Practice 2:**

The college was established in 1965. The college crossed the Golden Jubilee mark in 2013. The very fiber of the college is rural and community-based. It is run by a community feeling and a sense of belongingness. The management of the college is running smoothly because of the contributions of the stakeholders. Therefore, the decision of the authority has a social impact. The college runs in a decentralized and participation at all levels. The functioning of the college is coordinated and monitored through various committees. Committees ensure the participation of all levels while executing a responsibility entrusted to them. Authority offers full autonomy to the

committees to frame rules and regulations for the smooth functioning of the administration as well as academic activities. Their suggestions are placed before the GB by the representative of the teaching and non-teaching members of the GB. IQAC coordinates with the departments and conveys the information regarding quality matters such as departmental documentations, feedback system, student attendance, etc. IQAC looks into the activities related to NAAC, submission of the departmental profile, and submission of the self-appraisal report of the teacher so as to submit the AQAR on time. The decisions taken related to quality matters in reference to the UGC, NAAC, DHE, and Government related matters are conveyed to all through notice, web site, etc

<http://www.rangiacollege.ac.in/iqac/bestpractice>

### **7.3 Institutional Distinctiveness**

Rangia College is the premier institution of higher education on the north bank of the Brahmaputra in the district of Kamrup. Founded on August 5, 1963, the college has rendered pioneering services to the community by catering to the needs of the vast and extensive area inhabited predominantly by socially and economically backward segments of the population. The college has been a torch-bearer in the domain of higher education of a vast and extensive area and marching on its onward journey with the *solemn pledge of a mission of transmission of knowledge, wisdom, skill and competence from one generation to another.*

Presently the college is running Arts, Science and Commerce stream as regular courses through 22 full-fledged departments with around 2200 students.

The college has a scenic beauty from its inception. The green coverage of the college campus gives a feeling of calm and peace in mind. To keep the environment of the campus intake the college adopted plantation drives as a regular practice in any college functions and thereby generate awareness on environmental issues among student's, members of the institution and the society at large.

To Promotion of cultural harmony, the college organizes functions related different culture such as Bathou Puja related to Bodo community, lecturers on the day of Fatiha-Eh- Dahham , celebration of Swarawati puja and birth university of Sri Sankardev and Sri Madhab Dev etc. where every spectrum of students are participated with enthusiasm.

Through these college giving a platform to all the members of the college to know the cultural heritage of each other and to enhance mutual understanding towards the national integrity.

Debate competition, modern dance competition, literary and writing competition new reading competition, go as you like competition , street plays , performances of stage plays by the students in the annual sports and cultural festival is a weeklong function every student are waiting for.

In the sports event participation of faculty members with students such as Cricket match between teachers and students, tag over, music chair etc are those events where faculty and students are participated. These joyful events are an integral part of this annual celebration. These activities encourage the appreciation of aesthetics of art forms amongst the students and also give a platform to get a selection for the participation of the annual youth cultural and sports festival organize by the universities.

The annual inter college state level debate competition in the name of “ Siddhinath Memorial debate competition is a bench mark event of the institution. Normally burning issues of the state and the nation chosen as the topic of the debate. Renowned academician, administrator or a renowned personality is invite as a speaker. A running trophy and cash prizes are given to the winners of the competition. The debate is organized by the students union of the institution. The main objective of this debate is to aware students on burning topic of the nation and to give a practical experience of organizing a state level function.

IQAC, Information and Career guidance cell, Extension Education Cell, Self empowerment centre, NCC, NSS, Barat Scout and Guide , Women’s Studies Research cell, health care cell etc support the students community in campus and out campus activities.

. The objective behind such practices is the realization of the fact that students can take a determinant role in social formation. The practice has become an integral part of our teaching learning system of the college.

### **8. Future Plans of action for next academic year (500 wards)**

1. ***Departmental plans***

- i. Increase ICT in different departmental activities.
- ii. Proper documentation of the departmental activities.
- iii. Students feedback.

2. ***For faculty of the institution***

- i. Faculty members are requested to published research papers on UGC indexed Journals.
- ii. Guide the students to do projects/seminars with research methodology.
- iii. Attend OC, RC, STC, MRP, and FDP to enhance the academic career.

3. ***Students related programmes***

- i. Increase student's participation in sports/ cultural activities organized by University/other organization.
- ii. Increase recreation facilities in the common rooms.
- iii. Up- gradation of the auditorium.
- iv. Robust admission procedure.
- v. Digitally enable the library system.

Name of the Principal i/c :



Dr. Jogesh Kakati

Signature of the Chairman, IQAC

Name of the IQAC Coordinator :



Dr. M.K. Singha

Signature of the Coordinator, IQAC