The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)*

2017-2018

1. Details of the Institution

1.1 Name of the Institution

RANGIA COLLEGE

1.2 Address Line 1

P.O: RANGIA

Address Line 2

P.S: RANGIA

City/Town

RANGIA

State

Assam

Pin Code

781354

Institution e-mail address

principal.rangiacollege@gmail.com

Contact Nos.

9864140763, 03621-40484

Name of the Head of the Institution:

DR.BHABEN CHANDRA LAHKAR
Principal, i/c

Tel. No. with STD Code:

03621-40484

Mobile: | +91 9864140763

Name of the IQAC Co-ordinator: | DR.MONOJ KR SINGHA

Mobile: | +91 99547 07890

IQAC e-mail address: | iqac.rc@gmail.com

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

OR

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)*

EC/54/RAR/033 dated January 08, 2011

1.5 Website address: | **www.rangiacollege.in**

Web-link of the AQAR: | https://www.rangiacollege.in/AQAR Report.pdf

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	1st Cycle	**B++**	**2.82**	**2004**	**2010**
2	2nd Cycle	**B**	**2.8**	**2010**	**2016**
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY | June, 2004

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

   i. **AQAR.;……………… 31-12-2018………………… (DD/MM/YYYY)4**

1.9 Institutional Status

  University   State [√] Central [ ] Deemed [ ] Private [ ]

  Affiliated College   Yes [√] No [ ]

  Constituent College   Yes [ ] No [√]

  Autonomous college of UGC Yes [ ] No [√]

  Regulatory Agency approved Institution   Yes [ ] No [ ]

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

  Type of Institution   Co-education [√] Men [ ] Women [ ]

                   Urban [ ] Rural [√] Tribal [ ]

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

              Grant-in-aid + Self Financing [√] Totally Self-financing [ ]

1.10 Type of Faculty/Programme

    Arts [√]   Science [√] Commerce [√] Law [ ]   PEI (Phys Edu) [ ]

    TEI (Edu) [-] Engineering [-] Health Science [-] Management [-]

    Others (Specify)

        [ ] PG in Arabic
        [ ] PGD in Computer Application
        [ ] B.C.A
        [ ] Vocational Courses RM & IT and CT & HM
        [ ] Certificate course in Yoga

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

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

Autonomy by State/Central Govt. / University | --- |

University with Potential for Excellence | --- | UGC-CPE | --- |

DST Star Scheme | --- | UGC-CE | --- |

UGC-Special Assistance Programme | --- | DST-FIST | --- |

UGC-Innovative PG programmes | --- | Any other (*Specify*) | **1.Bio Hub(DBT)** **2.B.VOC(UGC)** |

UGC-COP Programmes | --- |

2. IQAC Composition and Activities

2.1 No. of Teachers | 08 |

2.2 No. of Administrative/Technical staff | 02 |

2.3 No. of students | 02 |

2.4 No. of Management representatives | 02 |

2.5 No. of Alumni | 01 |

2. 6 No. of any other stakeholder and community representatives | 02 |

2.7 No. of Employers/ Industrialists | 01 |

2.8 No. of other External Experts | 03 |

2.9 Total No. of members | 21 |

2.10 No. of IQAC meetings held | **2** |

2.11 No. of meetings with various stakeholders: No.   Faculty **02**

Non-Teaching Staff Students 01 Alumni -- Others **02**

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. 16   International Nil   National Nil   State 1   Institution Level 15

(ii) Themes

1. Vittiya Saksharata Abhiyan (VISAKA) for Promoting Digital Economy (Seminar) 31-01-2017
2. Orientation for NSS cadre 17/03/2017
3. Workshop on Cashless Transaction 31-03-2017
4. Environmental Issue   08/04/2017
5. Career Development Programme for Fifth semester Science Students 07/06/2017
6. Faculty Development Programme 8-22 /06/2017
7. Personal Development & Mentoring Techniques 13/06/2017
8. Felicitation program for Outstanding result 22/08/2017
9. Assam Biodiversity Portal, Regional Stakeholder meeting & workshop 25/08/2017
10. A popular talk on "Mental Health Awareness Programme" 06/02/2018
11. For a Plastic Free Future 05/06/2018.
12. The new methodology of NAAC accreditation 25/06/2018
13. Student Orientation for fresh students 13-22/ 08/2018
14. Awareness on tax system of India 26/09/2018
15. Yoga Training Camp organized by Vivekanada Kendra and ACTA in collaboration with SEC , RC   27—29/10/2018

2.14 Significant Activities and contributions made by IQAC

1.Mentoring and Counselling for students.
2. Digitalization of admission process with case less facilities.
 3. Infrastructure for ICT classrooms. Conference Hall.
4. Online feedback system (soft ware developed)   6. Online leave management system.7. Acoustic auditorium.

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
1.Mentoring and Counselling for all students. 2. Online feedback system. 3. Increase number of ICT enable classroom.	1.Student shows interest in other dimension of education like Photography, singing, Yoga and meditation and motivational talk. 2. Software for feedback system is developed. 3. Infrastructure for is made for classroom with digital equipments.

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   Annexure I

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	**M.A.-1**	**1**	**1**	**--**
UG	**B.A.B.Sc,B Com (3)**	**--**	**B.Voc-2**	**BCA-1**
PG Diploma	**PGDCA-1**	**--**	**1**	**--**
Advanced Diploma	**--**	**--**	**--**	**--**
Diploma		**--**	**--**	**BCA-1**
Certificate	**CCCA-1**	**--**	**1**	**Yoga Pravesh Yoga Parichaya**
Others	**--**	**--**	**--**	**---**
Total	**06**	**01**	**05**	**04**

Interdisciplinary	---	---	---	---
Innovative	--	---	---	---

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
      (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	**05**
Trimester	**--**
Annual	**01**

1.3 Feedback from stakeholders*   Alumni [ ]   Parents [ ]   Employers [ ]   Students [√]
   (On all aspects)

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

Please provide an analysis of the feedback in the Annexure

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

--

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

____

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Vacant
77	**31**	**42**	**Nil**	**04**

2.2 No. of permanent faculty with Ph.D.

36

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
31	**04**	**42**	**0**					**73**	**04**

2.4 No. of Guest and Visiting faculty and Temporary faculty

■		--		06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	**----**	**08**	**02**
Presented papers	**04**	**08**	**04**
Resource Persons	--	--	--

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

1. Departmental seminars of students are done by using ICT classroom.
2. Mentoring & counselling Classes for all students.
3. Seven clubs in different subjects for the students.

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

180 days

2.8 Examination/ Evaluation Reforms initiated by

No

the Institution (for example: Open Book Examination, Bar Coding,
    Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum

03

   restructuring/revision/syllabus development
   as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
    distribution of pass percentage :

Sl no	Course	Academic year	Semester	Total Student Appeared	1 Class	II Class	Total Pass %
1	B.A.	2015-16	IV Sem	599		489	81.63
			VI Sem	315	73 *	258	81.90
		2016-17	III Sem	625		385	61.60
			V Sem	580		296	51.03
		2017-18	IV Sem	573		432	75.39
	B.Sc		VI Sem	556	53	291	52.77
2		2015-16	III Sem	240		72	30.00
			V Sem	196		147	75.00
		2016-17	IV Sem	221		94	42.53
	B.Com		VI Sem	187	22	87	46.52
		2017-18	III Sem	155		Result expected	
			IV Sem	180		64	35.55
3		2015-16	IV Sem	102		44	43.13
			VI Sem	55		36	65.45
		2016-17	III Sem	112		33	29.46
			V Sem	96		42	43.75
		2017-18	IV Sem	110		26	23.63

			VI Sem	73		22	30.13
4	**PGDCA**	2015-16	I Sem	24		11	45.83
			II Sem	16		03	18.75
		2016-17	I Sem	30		24	80.00
			IISem	23		04	17.39
		2017-18	I Sem	30		--	--
5	**B.C.A**	2015-16	II Sem	19		16	84.21
		2016-17	II Sem	13		06	46.15
4	**B.Voc RMIT**	2016-17	I Sem	26	16	10	100.00
			II Sem	26	20	05	96.15
			IIISem	24	12	12	100.00
			IVSem	22	10	08	81.8
5	**B.Voc RMIT**	2017-18	I Sem	12	11	0	91.6
			II Sem	11	07	0	63.6
			IIISem	11	----	--	
6	**B.Voc CTHM**	2016-17	I Sem	10	0	07	70.0
			II Sem	7	3	4	100.0
			IIISem	7	5	2	100.0
			IV Sem	7	7	0	100.0
		2017-18	I Sem	4	3	0	75.0
			II Sem	3	0	3(Back)	
			IIISem	3		Result expected	
7	**CCCA**	2015-16	Diploma	16	16		
		2016-17	Diploma	15	15		
		2017-18	Diploma	17	17		

 ∗**Two students secured First class first in Zoology and Education from   Gauhati University.**

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

  * **Through Sessional Examination**

  ∗Through Feed back system

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	**05**
UGC – Faculty Improvement Programme	**01**
HRD programmes	**02**

Orientation programmes	**02**
Faculty exchange programme	**0**
Staff training conducted by the university	**02**
Staff training conducted by other institutions	**01**
Summer / Winter schools, Workshops, etc.	**09**
Others Faculty Development programme(FDP)	**19**

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	**30**	**07**	**Nil**	**Nil**
Technical Staff	--	--	--	**01** **(Contractual)**

Criterion – III

3. Research, Consultancy and Extension

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

1. Vittiya Saksharata Abhiyan (VISAKA) for Promoting Digital Economy (Seminar) 31-01-2017
2. Workshop on Cashless Transaction 31-03-2017
3. Faculty Development Programme 8-22 /06/2017
4. Personal Development & Mentoring Techniques 13/06/2017
5. Felicitation program for faculty for new Ph.D holder
6. The new methodology of NAAC accreditation 25/06/2018
7. Awareness on tax system of India 26/09/2018

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	**02**	--	---	---
Outlay in Rs. Lakhs	**2.90 lakh** **3.00 Lakh**	--	---	---

3.4   Details on research publications

	International	National	Others
Peer Review Journals	**05**	**01**	----
Non-Peer Review Journals	---	**11**	**02**
e-Journals	---	----	---
Conference proceedings	**01**	**01**	---

3.5 Details on Impact factor of publications:

Range [√]   Average [ ]   h-index [ ]   Nos. in SCOPUS [√]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (in Lakh)	Received (in Lakh)
Major projects	**05**	**DBT**	**58.46** 1-7-2017 to 30-7-2019	Nil

Minor Projects	**02**	**UGC**	**5.90**	**4.68**
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	**--**	**--**	**--**	**--**
Students research projects *(other than compulsory by the University)*	--	--	--	--
Any other(Specify) NSS	**01**	**G.U**	**0.20**	**0.20**
Total	--	**03**	**64.56**	**4.88**

3.7 No. of books published   i) With ISBN No. | **03** | Chapters in Edited Books | **03** |

 ii) Without ISBN No. | **03** |

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) | RUSA |

3.10 Revenue generated through consultancy | Nil |

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	--	**04**	**01**	---	--
Sponsoring agencies	--	**UGC**	**GU**	--	--

3.12 No. of faculty served as experts or resource persons | ---- |

3.13 No. of collaborations   International | --- | National | -- | Any other | ---- |

3.14 No. of linkages created during this year | -- |

3.15 Total budget for research for current year in lakhs :

 From Funding agency | 10.67 Lakhs | From Management of University/College | Nil |

            Total | **10.67 Lakhs** |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-----
	Granted	-----
International	Applied	-----
	Granted	-----
Commercialized	Applied	-----
	Granted	-------

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
01	--	**01**	--	---	--	---

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

02

07

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 **02**   SRF [ ]   Project Fellows [ ]   Any other **01**

3.21 No. of students Participated in NSS events: : Total Strength :**100 (Boys 69, Girls 31)**

University level --   State level --

National level --   International level --

3.22 No. of students participated in NCC events: Total Strength :**54 (Boys 42, Girls 12)**

University level --   State level **01**

National level   International level --   --

3.23 No. of Awards won in NSS: **Nil**

University level --   State level --

National level --   International level --

3.24 No. of Awards won in NCC:

University level --   State level **02**

National level --   International level --

1. Adjust the best marching contingent in centrally held Independence Day and parades by SDO civil 2018.
2. Got the best commander award and best Marching Contingent award in All Assam March past competition held in Nalbari College.

3.25 No. of Extension activities organized | 01 |

    University forum   College forum

    NCC | 02 | NSS | 01 | Any other | -- |

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

- Seminar on General Health Issues 25th January 2017
- Vittiya Saksharata Abhiyan (VISAKA) for Promoting Digital Economy (Seminar) 31st January 2017
- Workshop on Cashless Transaction 31th March 2017.
- Awareness programme on World Environment Day organized by Womens' Studies Research Cell 0n 5th June 2017.
- Seminar on "Personal Development & Mentoring Techniques" 13 June 2017.
- Felicitation program for Outstanding result   12 August 2017.
- Awareness Programme on topic :   Blue whale Game 8thSeptember 2017
- A popular talk on "Mental Health Awareness Programme" 16th February 2018.
- World Poetry Day 21 March 2018.
- Seminar on "For a Plastic Free Future" 5th June 2018.
- For the help of Cancer patient All Assam Drama computation   27 August 2018.
- Awareness on tax system of India organized by Office of the additional commissioner of Income tax, Rangen1 Guwahati   24 September 2018.
- Yoga Training Camp organized by
  Vivekanada Kendra and ACTA in collaboration with SEC , RC 27-29 October 2018.
- Swachh Abhiyan Social Outreach Programme organized by Vivekananda Kendra Institute of Culture, GuwahatiIn collaboration with RTCU.

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	14.87 Acres	--	--	14.87 Acres
Class rooms	21	10	RUSA	31
Laboratories	06	05	RUSA	11
Seminar Halls	02	--	--	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	14	24	RUSA	38
Value of the equipment purchased during the year (Rs. in Lakhs)	---	27 Lakhs	RUSA	27 Lakhs
Others	__	01	*MLA Fund	10 crore

* Rs Ten Crore only has been sanctioned as infrastructural grand for the up gradation of Rangia College as P.G. College by the Govt.of Assam under the head of MLA local area development fund.

4.2 Computerization of administration and library

> Yes - Library and administration are fully computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	45,430		507	1,82,956	45,430	
Reference Books	19,700		362	1,30,633	19,700	
e-Books	N list	--	Renewed	--	--	--
Journals	25					
e-Journals	N List	5800	--	Renewed	--	5800
Digital Database						
CD & Video	56	----	--	--	56	--
Others (specify) 1.Tutorial through DTV. 2.E-Resourse Centre	1 -- 1		--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	71	02	Yes	02	--	Yes	All	01
	10	01	--	01	--	--	--	--
Total	81	03	Yes	03	--	Yes	All	01

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

> Library has an e resource centre and LAN connectivity.

4.6 Amount spent on maintenance in lakhs :

   i) ICT   12,65,000 Lakhs

  ii) Campus Infrastructure and facilities   18,53,400 Lakhs

 iii) Equipments   6,65,295 Lakhs

 iv) Others   2,72,500 Lakhs

              Total :   **38,56,195 Lakhs**

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Through Notice Board
- Through college Web site
- Through SMS service
- Through classroom notice circulation

5.2 Efforts made by the institution for tracking the progression

Progression are made through departments.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3150	**15**	**Nil**	**59 (B.Voc)**

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%

Women

No	%

Last Year 2016-17						This Year 2017-18					
General	**SC**	**ST**	**OBC**	**Physically Challenged**	**Total**	**General**	**SC**	**ST**	**OBC**	**Physically Challenged**	**Total**
1848	**217**	**544**	**741**	**nil**	**3350**	**1706**	**191**	**499**	**687**	**nil**	**3150**

Demand ratio **<100%**   **Dropout % 5.9%**

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

Yes. This is done through ICGC of the college

No. of students beneficiaries

73

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

> 1. A separate Mantor and Counselling cell is available. Eight teacher mentor run seven clubs under the guidance of cell coordinator and IQAC coordinator.
> 2. Career and Guidance Cell the working since 2004.

No. of students benefitted   [**250**]

5.7 Details of campus placement

	On campus		*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	38	Nil	Nil

5.8 Details of gender sensitization programmes

[---]

5.9 Students Activities

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

State/ University level [**93**]   National level [■]   International level [--]

No. of students participated in cultural events

State/ University level [**07**]   National level [--]   International level [--]

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

Sports : State/ University level [**02**]   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	201	1,20,600
Financial support from government	ST 121 SC 039 OBC 134	3,71,420 1,30,210 3,25,280
Financial support from other sources	10	19,964
Kishna Uday_ 2016-17)	51	8,26200
Number of students who received International/ National recognitions	Nil	--
	Total	**17,93,674**

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   [01]

5.13 Major grievances of students (if any) redressed: Yes. Addressed through Grievance Cell.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Mission of the College :

Rangia College solemnly pledges to relentlessly pursue the Mission of "Transmission of knowledge, wisdom, skill and competence from one generation to another.

Vision of the College :

We have a vision of building the college as a centre of academic excellence within the next ten years time.

Goals and objectives **:** The college has been established with the following goals and objectives :

*To give the educational facilities to the young generation particularly belonging to the socially and economically backward communities of the entire North Kamrup area.

*To impart education to the students of Arts, Science and Commerce faculties with the purpose of making them capable resourceful citizens.

*To impart education in vocational subjects.

*To introduce new subjects and courses to keep pace with the changing situations.

*To provide exclusive facilities to the students for their physical intellectual and cultural development.

*To create a healthy academic atmosphere in the locality.

*To produce quality students equipped with moral, spiritual, aesthetic values to face the challenges of life.

*To create a pragmatic approach in the minds of the students the socio-economic realities of life.

*To take such other academic programmes as may be deemed necessary from time to time

6.2 Does the Institution has a management Information System

> The institution has no a management information system.

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

6.3.1 Curriculum Development

- The institution follows the syllabus of the Gauhati University. The institute introduces few Certificate courses.

6.3.2 Teaching and Learning

- Organizing seminar, conference and workshops.
- Mentoring and counselling of students are being done in weekly basis.
- Organize student seminar and orientation classes.
- Teaching materials are provided through soft copy.

6.3.3 Examination and Evaluation

- Sessional examination are conducted.
- Examinations like Chemistry Olympiad , National Graduate Physics Examinations conducted by IAPT, Physical Olympiad conducted by Assam Physical society are organized for the students.

6.3.4 Research and Development

- Institute encourage to do Research projects like MRP, FDP etc.
- Institutional Bio Hub is established for advance research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ICT classes are increased for effective teaching.
- Students seminar are done with ICT.

6.3.6 Human Resource Management

- RFID system for management of students attendance is introduced.
- Leave management system for the faculty.
- Online admission for student data base management.
- Teachers database up gradation is done by IQAC.

6.3.7   Faculty and Staff recruitment

- Faculty recruitment is done as per UGC norms.
- Roaster method followed during faculty and staff recruitment;

6.3.8   Industry Interaction / Collaboration

- Collaboration with industries is done for B.Voc courses.
- Field visit, higher educational institute visits like G.U, USTM, IIT(G) are made .

6.3.9   Admission of Students

- Admission of students are as per merit basis.
- Online case less admission procedure is introduced.

6.4 Welfare schemes for

Teaching	1. PF, Gratuity , Medical insurance as per Govt. rule 2. Rangia College Thrift and Credit Society, a registered society provide loan and medical help for the faculty as well non teaching staff of the institution.
Non teaching	do
Students	Different type of Scholarships, Book Bank, Poor fund

6.5 Total corpus fund generated   --

6.6 Whether annual financial audit has been done   Yes   √   No   ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	--	--
Administrative	Yes	Nominated by GB	Yes	--

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?

Conduct workshop on CBCS system.

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

6.11 Activities and support from the Alumni Association

- Alumni association is working in the institute.
- On line communication with alumni is on planning.

6.12 Activities and support from the Parent – Teacher Association

- Two guardian members are inducted in the G.B.
- Orientation programme for the guardian during admission.

6.13 Development programmes for support staff

- Attend workshop / seminar inside and out side the institute.
- Functional computer training is given for official work.

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

- Declared Tobacco free zone.
- Cycle stand/ Motorcycle stand for student.
- Garages for faculty members.
- Regular cleanliness is done in the campus.
- Proper drainage of rain water.
- Planting trees for beautification and eco friendly environment.

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.

- Involve neighbouring higher secondary schools in hands on tainting.
- Organize Physics and Chemistry Olympiad for students of Rangia subdivision.
- Organize different awareness programmes for students.
- Declare Tobacco free campus.
- Awareness generated for anti Ragging campaign.
- Changing the environment through infrastructural upgradation.
- Increase the number of interactive classrooms.
- Mentoring and counselling classes and club activities.
- Yoga classes for mental health.

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

ANNEXURE I

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

- All students provided with a handbook to track the plantation they made in first semester and to follow the same upto six semester.

ANNEXURE II

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

7.4 Contribution to environmental awareness / protection

7.5 Whether environmental audit was conducted?   Yes ☐   No ☐ N

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

STRENGTHS

- NAAC Reaccreditation of B grade with CGPA of 2.80/4 in 2011 in 2nd cycle.

- High Enrollment of students

- Students from diverse culture such as Bodo, Assamesse, Adivasi, Minorities

- Three Stream Arts, Science and Commerce.

- Full Fledge department with major in diverse language studies such as Arabic, Bodo and Sanskrit that also conduct research activities

- Transparent admission system

- Cooperative parent guardian environment.

- Four Self -Financed courses- Yoga & Meditation, Computer Application and the Post-graduate Diploma in Computer Application (PGDCA)

- Healthy academic environment and good teacher-student relation

- A project sponsored by DBT- in Microbiology.(bio Hub)

- Active ICGC and Self Empowerment Cell for counseling of the students.

- Active research activities of the teaching faculty.

- Supportive non teaching staff with computer training.

- Governing Body for overall management.

- A strong ambience of mutual cooperation and teamwork, along with collective leadership.

- 36 faculty members with PhD and 9 Faculty members with M.phi.

- Active student participation in programmes within the College and in extension programmes outside the college.

- Active support services like NCC, NSS, Health care unit, Bharat Scout and Guide and department forum etc.

- An active Women Studies and Research Cell that organized programme and women empowerment.

- **P.G is only in Arabic. Government declare P.G. college with financial support.**

WEAKNESS

- Infrastructural constrains for classroom and library.
- Need to develop National/International linkage.
- Constrains for Research work for the faculty.
- Lack of sports facilities.
- Incomplete boundary walls.
- Lack of Boys' hostel.
- Need to introduce add on courses.

OPPORTUNITY

- To upgrade the institution into a P.G. college.
- An opportunity to expand the existing project on Bio technology sponsored by DBT with a full fledged department of Bio-technology
- To provide students more effective classroom through ICT.
- To submit project focus on students need.
- Need collaboration with higher educational institute/industries.
- To provide more support for career counselling and placement.
- Need to emphasis on healthy eco management system.

CHALLENGES

- To cope with the changing scenario of the academic environ ment.
- To meet the diverse need of the students.
- To open more P.G. courses on the basis of the project submitted to the Govt.

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

* To increase the number of ICT classrooms.

* Increase Departmental Seminars Series (DSS) using ICT.

* To initiate Online Feedback system.

* To increase research publication of National/International repute.

 * To increase involvement of Alumni in various College Activities.

* Involve student in research oriented projects using advance laboratory (Bio Hub)

* Data base for the faculty using computer application.

* Plagiarism check for research paper.

* To Organize more number of Workshops and National level conference.

Name _Dr. Monoj Kr Singha   *Name Dr. Bhaben Ch Lahkar*

_____   _____

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

_____***_____

Abbreviations:

CAS - Career Advanced Scheme

CAT - Common Admission Test

CBCS - Choice Based Credit System

CE - Centre for Excellence

COP - Career Oriented Programme

CPE - College with Potential for Excellence

DPE - Department with Potential for Excellence

GATE - Graduate Aptitude Test

NET - National Eligibility Test

PEI - Physical Education Institution

SAP - Special Assistance Programme

SF - Self Financing

SLET - State Level Eligibility Test

TEI - Teacher Education Institution

UPE - University with Potential Excellence

UPSC - Union Public Service Commission

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Annexure I
Plan of action by IQAC

Sl no	Plan of action	Achievements
1	To organize Seminars, Workshops, Educational Visits as a part of the academic curriculum.	Fifteen (15) numbers of learning activities is done.
2	To conduct competitive examination which will hep students in their career.	*Physics Olympiad -organized by Assam Physical Society *Chemistry Olympiad – organized by Chemical Society *Super 30 examinations –organized by ICGC.

3	Encouraging students for enrollment/activities in
	• NCC
	• NSS
	• Sports
		Out comes
		   A. NCC achievements
		1. Adjudged the best marching Contingent in centrally held Independence Day and Republic Day parades by SDO civil in 2018.
		2. Got the best commander award in March Past competition held in Nalbari College.
		3. Got best Marching Contingent award in All Assam March past competition held in Nalbari College.
		4. U.O Kushal Boro from Rangia College represented the North East Region in the Republic Day parade in New Deldi, 2018
		B. **NSS enrollment enhanced upto** 100 (69(m)/31(F)
		C. **Participation in inter college competition**
		   1. Participated in Inter college Kabaddi competition -2017 organized by G.U.
		2. Participated in Volleyball competition in North East Graduate congress organized by USTM, Meghalaya and got second prize.
		Participated in inter college Football competition in Dudhnoi College I 2018.

4	To expand Mentoring and Counseling involving more student.	Classes are allotted in the regular routine. Every Friday at 10.30 a.m classes on seven clubs are held guided by teacher mentor.
5	To increase number of ICT	Five more classrooms enable with ICT is ready.

	classroom	
6	To open P.G. degree courses in more departments.	Government declared the Institute as P.G. College with 10 corers of financial aids. Besides P.G. in Arabic eight more departments submitted their proposal for P.G. classes.
7	To provide garage for faculty vehicles.	Provide accommodation for 25 cars.
8	Provide equipments for Health Care Cell.	The following equipments are supplied to HCC • Seek bed • B.P. measuring instrument • Weight measuring instrument • Blood sugar measuring instrument • Wheel Chair.
9	Upgrade teacher Common room	The following items are provided • 20 numbers of chair • One LED TV with DTH Sevice • One treadmill • Two tables
10	IT base attendance management system	RFID Devices are installed in four classrooms for attendance management.

ANNEXURE II