



Office Of The Principal
DEMOW COLLEGE

Demow - 785662
Sivasagar, Assam

Estd-1970

Ph-03772-226604

Ref. No. DC/NAAC/2016/06

Date: -21.11.2016

To

The Director
National Assessment and Accreditation Council
P.O. Box No. 1075
Nagarbhavi, Bangalore, 560072

Sub: -Uploading of Annual Quality Assurance Reports (2013-2016)

Respected Sir,

I have the honour to inform you that the AQARs covering sessions from 2013-14, 2014-15 and 2015-16 of Demow College, Demow have been uploaded in the college website today, the 21st November, 2016.

This is for your kind information and perusal.

With regards

Enclosures:

1. Five hard copies of AQARs



Phukan
21.11.2016
(Dr. D.K. Phukan)
Principal
Demow College

Demow College, Demow
Sivasagar, Assam

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)

2015-16

1. Details of the Institution

1.1 Name of the Institution

DEMOW COLLEGE

1.2 Address Line 1

P.O. DEMOW

Address Line 2

SIVASAGAR, ASSAM

City/Town

DEMOW

State

ASSAM

Pin Code

785662

Institution e-mail address

collegedemow@ymail.com

Contact Nos.

9435055228 (Principal)

Name of the Head of the Institution:

DR. DEVA KANTA PHUKAN

Tel. No. with STD Code:

03772-226604 (Office)

Mobile: **9435055228 (Principal)**

Name of the IQAC Co-ordinator: **MR. TARUN CHL DUTTA**

Mobile: **9435832282, 8472096850**

IQAC e-mail address: collegedemow@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) **ASCOGN10591**

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)*

**NAAC/AXA/OUTC
OME/2003/20787 Dt.
Dec.3, 2003**

1.5 Website address: www.demowcollege.org

Web-link of the AQAR: http://www.demowcollege.org/AQAR%202015_16.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	1 st Cycle	C ⁺⁺	68.00	2003	01/12/2008

1.7 Date of Establishment of IQAC: **06/11/2003**

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

- i. AQAR : 2004-2008 (04/06/2014)
- ii. AQAR : 2009-2013 (28/12/2015)
- iii. AQAR: 2013-14, 2014-15, 2015-16 (21/11/2016)

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)

BPP & BA Programme under
Krishna Kanta Hondiqui State
Open University

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

Dibrugarh University, Assam

1.12 Special status conferred by Central/ State Government--

UGC/CSIR/DST/DBT/ICMR etc.-NONE

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

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

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	07 (Seven)		
2.2 No. of Administrative/Technical staff	03 (Three)		
2.3 No. of students	Nil		
2.4 No. of Management representatives	01 (One)		
2.5 No. of Alumni	Nil		
2.6 No. of any other stakeholder and community representatives	Nil		
2.7 No. of Employers/ Industrialists	Nil		
2.8 No. of other External Experts	Nil		
2.9 Total No. of members	11 (Eleven)		
2.10 No. of IQAC meetings held	02		
2.11 No. of meetings with various stakeholders:	No.	01	Faculty 01
	Non-Teaching Staff	<input type="text"/>	Alumni <input type="text"/>
		Others <input type="text"/>	Students <input type="text"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If yes, mention the amount	<input type="text"/>	
2.13 Seminars and Conferences (only quality related)	(i) No. of Seminars/Conferences/ Workshops/Symposia/ Popular Talk organized by the IQAC		
	Total Nos.	01	International <input type="text"/>
		National <input type="text"/>	State <input type="text"/>
	Institution Level	01	
	(ii) Themes	Perspectives on Women Issues and Development in the Present Scenario	
2.14 Significant Activities and contributions made by IQAC	Besides quality enhancement, the IQAC stresses on completion of infrastructural projects such as sports complex (indoor stadium), boundary walls and more thrust on teaching-learning activities.		

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
i. To complete infrastructural projects	i. Sports complex (indoor stadium) completed. ii. A portion of the boundary wall (departmental boundary side) has been heightened
ii. To undertake extension programmes by the departments	i. 6 (six) numbers of extension programmes by the concerning departments held in neighbouring high and higher secondary schools.

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

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR has been prepared by a team of 4 (four) members and uploaded the same in the college website i.e. www.collegedemow.org

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
Ph.D	-	-	-	-
PG	-	-	-	-
UG	1+1	-	1 (KKHSOU)	-

PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	1 (KKHSOU)	-
Total	03	Nil	02	-

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

- 1.2 (i) Flexibility of the Curriculum: **Core/Elective option**
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1 (B.A., Dibrugarh University) +1 (B.A., KKHSOU)
Trimester	00
Annual	1 (BPP)

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.

Syllabus framed by affiliating university has been transacted.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty: **20**

Total	Asst. Professors	Associate Professors	Professors	Others
20	06	14	Nil	08

2.2 No. of permanent faculty with Ph.D. 03

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
02	00	00	01	00	00	00	00	02	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

Temporary faculty	
1. Contractual	=04
2. Non-sanctioned	=04
Total	=08

2.5 Faculty participation in conferences/symposia/workshop/seminar:

No. of Faculty	International level	National level	State level
Attended	--	04	--
Presented papers	--	04	--
Resource Persons	--	01	--

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

- i. Revisionary classes are held by the faculty members in concerning departments when required.**
- ii. Library, with its digital section, has been upgraded to a resource centre.**
- iii. Field visits are undertaken to acquaint the historical and bio-diversity spots.**

2.7 Total No. of actual teaching days during this academic year 185

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

Evaluative reforms of the affiliating university have been continued.

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

2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division/Class								
		Distinction	%	I	%	II	%	III %	Passed	Pass %
B.A. Major	48	---	---	6	24%	19	76%	---	25	52.08%
B.A. Core	24	---	---	---	---	04	16.67%	---	04	16.67%
B.P.P. (KKHSOU)	15	---	---	---	---	---	---	---	15	100%

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

- i. **IQAC with the help of the Academic Committee monitors the teaching-learning activities by holding meetings with the faculty as soon as the results of the term-end exams are declared and on the basis of the results, the IQAC asks the faculty members to undertake tutorial/revisionary classes to reduce dropout rate.**
- ii. **IQAC helps the Prospectus Preparation Committee to prepare Annual Prospectus and Academic Calendar of the college keeping in view the Academic Calendar of the affiliating university.**

2.13 Initiatives undertaken towards faculty development

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

2.13 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	Number of positions filled temporarily during this year
Administrative Staff	03	---	---	---	---
Technical Staff	03	---	---	06	01

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC takes initiatives in sensitising the faculty members about various research projects (minor and major) of the UGC and encourage them to take up research projects. The faculty members are also sensitised about the holding of national and international seminars in various higher educational institutions in and outside the state.

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	---	---	---	---
Outlay in Rs. Lakhs	---	---	---	---

3.4 Details on research publications

	International	National	Others
Peer Review Journals	---	---	---
Non-Peer Review Journals	---	---	---
e-Journals	---	---	---
Conference/Seminar proceedings	---	04	---

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	Already Received	Received during this year
Major projects	2012-2014	UGC	Rs. 6, 25, 900/-	Rs. 5,76, 000/-	---
Minor Projects	i. 2012-13 ii. 2011-12	UGC UGC	Rs. 1,40, 000/- Rs. 1,50, 000/-	Rs. 1,0, 5000/- Rs. 1,10, 000/-	Rs. 35, 000/- Rs. 40, 000/-
Interdisciplinary Projects	-	-	-	-	
Industry sponsored	-	-	-	-	

Projects sponsored by the University/ College	-	-	-	-	
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-	
Any other(Specify)					
Total			Rs. 9,15, 900/-	Rs. 7,91, 000/-	Rs. 75, 000/-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

3.12 No. of faculty served as experts, chairpersons 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 From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
---	---	---	---	---	---	---

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

01

Nil

The Librarian of the Institution who is Ph. D. Guide and students registered under him

01

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

Nil

01 (Librarian)

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level National level
International level

3.22 No. of students participated in NCC events:

University level **80** State level **07** National level **03**
International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level **05** State level **04**
National level **02** International level

3.25 No. of Extension activities organized

University forum	---	College forum	06		
NCC	01	NSS	01	Any other	---

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

- As part of institutional social responsibility, six numbers of extension activities are organized by the institution in three nearby high and higher secondary schools under IQAC.
- International Yoga Day has been observed under NCC on 21st June, 2016.
- The World Environment Day has been observed by the NSS wing on 5th June, 2016.

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	29431.68 sq.mt.	---	---	29431.68 sq.mt.
Class rooms	16	03	College Fund	19
Laboratories	01	---		01
Seminar Halls/Conference Hall cum Virtual Classroom	01	---		01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	---	---	---	---
Value of the equipment purchased during the year (Rs. in Lakhs)	---	---	---	---
Others	---	---	---	---

4.2 Computerization of administration and library

All administrative correspondences of the institution are carried out through online. Documents relating to administrative function have also been recorded through computerization besides other admission and examination works.

In the internet cum digital library section, 20 computer sets, 1 printer and 1 scanner are available. 1 computer has been used for preserving document in the digital format with the help of a scanner. 7 nos of computers are being used for internet browsing which are networked with Wi-Fi. Remaining computer sets are used for learning computers by students as well as teachers. The classes are being taught with the help of smart board and digital visualizer. N-List service is also available in the section.

3 Photostat machines, one of which is a risograph, 1 coloured and the other is black and white are available in the reprographic section.

4.3 Library services:

2015-16	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8944	960859/-	37	9721/-	8981	970580/-
Reference Books	1156	475909/-	40	27379/-	1196	503288
e-Books	Nil	----	Nil	----		
Journals	08	5040/-+	Nil	----	08	5040/-+
e-Journals	Nil	----	Nil	----	Nil	----
Digital Database	Nil	----	Nil	----	Nil	----
CD & Video	Nil	----	Nil	----	Nil	----
Others (specify)	N-List (Regn. Fee)	5725/-	Nil	----	N-List (Regn. Fee)	5725/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments
Existing	42	20	04	---	---	15	07
Added	---	---	---	---	---	---	---
Total	42	---	---	---	---	---	---

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

The faculty members have access to internet browsing in the library and the administrative office. The computer operator provides guidance and technical help to the users.

4.6 Amount spent on maintenance in lakhs:

i) ICT	8800/-
ii) Campus Infrastructure, maintenance and facilities (Indoor Stadium)	26, 53, 012/-
iii) Equipments	28, 280/-
iv) Others	Nil
Total:	26, 90, 092/-

(Source: UGC)

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC in its first counseling session for the new entrants has made aware about various student-support services that are being made available in the institution. The contributions of IQAC are as follows. 1. Updating and improving the information on support services in the prospectus. 2. Important announcements are given in the classrooms as well as in the college notice 3. The IQAC takes care of those financially weak but meritorious students for free admission at the consent of faculty members and to guide them accordingly.

5.2 Efforts made by the institution for tracking the progression

IQAC instructs the heads of each department to keep record of progression of outgoing students who are absorbed in various jobs. The departments also take care of the passed out students who are pursuing higher education in different arena.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
478	--	--	--

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

<table border="1"><tr><th>No</th><th>%</th></tr><tr><td>218</td><td>45.61</td></tr></table> Men	No	%	218	45.61	<table border="1"><tr><th>No</th><th>%</th></tr><tr><td>260</td><td>54.39</td></tr></table> Women	No	%	260	54.39
No	%								
218	45.61								
No	%								
260	54.39								

Last Year (2014-15)							This Year (2015-16)						
General	SC	ST	OBC /MO BC	Tea Tribes	Physically Challenged	Total	General	SC	ST	OBC/M OBC	Tea Tribes	Physically Challenged	Total
31	23	65	276	33	Nil	428	30	18	69	345	16	Nil	478

Demand ratio = Dropout %=79.09

(Dropout rate is calculated on the basis of students sent up and passed in the BA Final exam.)

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

The college has yet to start coaching for competitive examinations.

No. of students beneficiaries **Nil**

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

The final end term students are provided counseling for future course of studies and employment avenues that are open for passed-out graduates by the IQAC with other faculty members.

Nos. of students benefitted: **150**

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
----	----	----	20

5.8 Details of gender sensitization programmes

The Women's Studies and Development Cell of the institution organized a Popular Talk on 'Perspectives on Women Issues and Development in the Present Scenario' by invited Resource Person.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support (2015-16)

	Number of students	Amount
Financial support from institution	07	Rs. 22, 715/-
Financial support from government	01	Rs.5, 990/-
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11 Student organised/ initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

i. More furniture has been provided to the Boys' Common Room.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

The stakeholders of the institution together with its management authority are visioning to build up the Demow

College as a centre of excellence and of academia for spreading of updated knowledge of the world and promoting capability of the student community for the well-being of the surrounding society and the nation.

Mission:

With that vision, the college sets its befitting mission in the multi-cultural and multi-ethnic setting to promote social harmony and of the quality of the learners and teaching faculty while imparting class-room teaching and through holding of seminars, workshops, group-discussions and arranging outreach programmes.

6.2 Does the Institution has a management Information System

Yes. The institution fosters and promotes the participatory management. This has been maintained at the higher as well as at the lower level.

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

6.3.1 Curriculum Development

Implementation of curriculum of each discipline is reposed upon each respective department. The HoD, together with the faculty of the respective departments, prepares the action plan to complete the course in due time for each semester course, by timely holding internal exams for the students of the departments. This is done in conformity with the academic calendar prepared by the college and the affiliated university.

6.3.2 Teaching and Learning

The authority of the college makes every effort for providing the basic necessities of teaching-learning process and its improvement.

The Principal in consultation with the GB and faculty members ensures the effective transaction of the teaching-learning process by-

- i. Recruiting highly qualified and competent teaching staff.**
- ii. Making the teaching-learning process more student-centric.**
- iii. Encouraging the faculty members to undertake research projects and to undergo M. Phil. Programme and Ph.D. research work.**
- iv. Encouraging the teachers, for their academic development, to undergo refresher course, orientation programme, short-term training courses**

and to participate in workshops, seminar, symposia etc.

- v. Organizing regional, national and/or international seminar.
- vi. On the eve of each academic year, the IQAC informs the newcomers about the pattern of the course, its duration, resources and facilities available in the college which could be used by the students for the development of their merit and academic proficiency.
- vii. The HoDs of each department discuss in threadbare about the transaction of the programme, course, distribution of classes, departmental seminars, progression of the students of the concerned department.

The Principal collects information regarding the teaching-learning process and progress of all departments. On the basis of the information gathered, he (the Principal) holds meeting of the Teachers' Unit and suggests the corrective and/or necessary measures to be adopted.

- viii. The IQAC takes part in all academic programmes, seminar and workshops to enhance the teaching-learning quality and preservation of healthy academic environment.
- ix. The college develops its infrastructure in order to augment the teaching-learning facility.
- x. The basic needs of learning are improved by procuring books, journals, periodicals and the physical space of the library.
- xi. To sustain the teaching-learning environment, the class-room arrangement is made each year by renovation and replacement of black board, repairing desk-benches, ceiling and electrification of the classroom etc.

6.3.3 Examination and Evaluation

Two sessional exams and term end exams under semester system has been introduced.

Evaluation reforms have been initiated by the affiliating Dibrugarh University together with implementation of the semester course at the under-graduate and PG level. As per guidelines of the affiliating university, evaluation reforms had been adopted by the college in the field of internal assessment, evaluation of scripts at zonal centre, scrutiny at the zone and examination administration.

The authority in consultation with the faculty members asks to take up remedial classes for decreasing failed rate in final term-end exams.

6.3.4 Research and Development

A research development and advisory cell of the college is devoted to build a favourable research atmosphere. The cell encourages and motivates to take major and minor research projects of various research organizations such as UGC, ICSSR etc.

The cell also encourages the faculty members to publish research-oriented articles and publications.

6.3.5 Library, ICT and physical infrastructure/instrumentation

The library is equipped with internet cum digital library section consisting of 20 computer sets, one printer and one scanner is also available. One computer has been used for preserving document in the digital format with the help of a scanner. 07 numbers of computer sets are being used for internet browsing which are networked with Wi-Fi. N-List service is added to the library.

The main library section is stalled in the old Assam-type building. The ground floor of the two storied building is exclusively used for digital functions. The first floor of the digital section has been used as reading room.

Three xerox machines-one is a risograph, one coloured and the other is black and white photocopier are available in the reprographic section.

6.3.6 Human Resource Management

In managing of the available human resources of the college, both teaching faculty and non-teaching staff have always been given top priority.

- The staff recruitment, deployment in various activities, and monitoring for professional development are systematically done.**
- The Governing Body, the supreme managing body of the college, takes utmost care in recruitment of quality teachers for the institution.**
- The Principal details the work and responsibility of the administrative staff for smooth running of the college.**
- The college authority encourages and allows the faculty to go in for faculty development programme, such as RC/OP and other short-term courses with a view to promoting the quality of the teachers.**
- The authority entrust the faculty member, some special responsibilities to discharge as per her/his efficiency and quality which should be rendered in addition to normal transaction of the course curriculum.**

- **In order to promote human resources amongst the teaching faculty and the student community, the college organizes workshops, seminars, symposia and encourages the stakeholders to actively participate in such programmes.**

6.3.7 Faculty and Staff recruitment

- After obtaining permission from the Director of Higher Education, Assam for recruitment of teachers, the college authority publishes advt. in two leading newspapers and interview for selection of faculty members are held by the Governing Body in presence of subject experts and Vice Chancellor's nominees so appointed by the affiliating university and the HoD of concerned department and the final list of selection is placed before the G.B. for proposal and the same is forwarded to the Govt. of Assam for according approval of appointment.**
- In the case of staff recruitment, the candidates are required to get their names registered in the local employment exchanges of the Govt. of Assam and the Govt. procedure to appoint staff in provincialised colleges of Assam is applied for holding interview and according approval of appointment by the Govt.**
- For filling up emergency need of faculty and staff, the college authority appoints part-time and contractual personnel.**

6.3.8 Industry Interaction / Collaboration

The institution is located in rural area surrounded by a couple of tea gardens and it functions as feeder of educated employees to tea industries. Since the college is exposed to surrounding tea industries, a link up has developed between the tea management and the college-leading to the donations of the followings to the addition of the college infrastructure-

- Anand Prakash Memorial Building**
 - Lahoty Hall**
 - Girls' Common Room (ABITA)**
 - ABITA Building**
 - Tea Board Building**
- **There is a special reservation in the college for the tea garden students, for prosecuting their studies both at under-graduate level and higher secondary classes.**
 - **In order to sustain the link-up between local tea industry and the college, a representative of the tea garden management has been incorporated in the Governing Body of the college as Donor Member.**

6.3.9 Admission of Students

- Advertisement is given in the leading news papers and the college website informing about issue of admission form, last**

date of submission of admission form and the date of admission.
ii. The students are selected on merit basis and the list of selected students is displayed in the notice board for information of the candidates and the guardians. The reservation policy as directed by the state govt. is followed in admitting the students.

6.4 Welfare schemes for

Teaching	GIS, GPF, NPS
Non teaching	GIS, GPF, NPS
Students	Free Studentship, Govt. Scholarships

6.5 Total corpus fund generated **Rs.**

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dibrugarh University	Yes	College Authority
Administrative	Yes	Govt. of Assam	Yes	College Authority

6.8 Does the University/ Autonomous College declare 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?

The affiliating university has introduced semester system since 2011 and holding of 2 sessional examinations in each semester. Internal Assessment system of 20 Marks against each paper has been introduced.

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

Alumnae of the college are often invited to the college, by the college authority while seminars, workshops and other

programmes are held in the college. The alumnae actively support the annual sports, freshmen social, conference, and popular talks and in extension works through their participation, discourse and financial help from time to time.

6.12 Activities and support from the Parent – Teacher Association

Guardians and teacher representatives as members of Governing Body assist in college administration, planning and development of academic environment of the institution.

6.13 Development programmes for support staff

Training in handling of technologies by the supplying firms is provided to the support staff.

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

Plantation and cleanliness drive is taken up. The institution has a pollution free 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.

Participatory management and transparency system is maintained that help in smooth administration.

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

Construction of digital library building and virtual classroom completed, sports complex is under construction in addition to other quality enhancement efforts.

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

- i. Extension Programmes in Nearby High and Higher Secondary Schools**
- ii. Library Orientation Class**

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

7.4 Contribution to environmental awareness / protection

- i. Awareness programme on conservation of forests**
- ii. Plantation drive**
- iii. Awareness to minimize the carbon emission within the campus**

7.5 Whether environmental audit was conducted? Yes

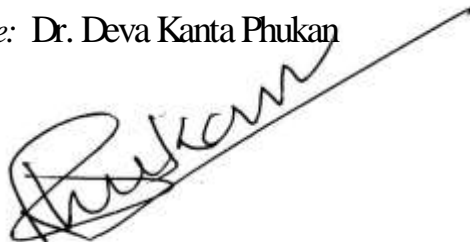
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis) **NI**

8. Plans of institution for next year

- i. Continuation of digitization of library**
- ii. Construction of boundary wall (circle office side)**
- iii. To organize extension classes in the neighbouring high and higher secondary schools**
- iv. Face-lifting of old college campus**
- v. To check drop-out rate**

Name: Mr. Tarun Ch. Dutta

Name: Dr. Deva Kanta Phukan



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Best Practice– I

1. Title of the practice: **Extension Programmes in Nearby High and Higher Secondary Schools**

2. Goal:

- i. To extend the expertise acquired by faculty members to high and higher secondary schools in the locality.
- ii. To encourage the senior secondary school students to interact with the faculty members of the institution with manifold problems encountered by them in pursuing their course curricula.
- iii. To imbibe a spirit of advancement amongst the students.

3. The Context:

Demow College has a galaxy of talented faculty members pursuing various research activities. They have been engaged in under graduate course curricula and discharge the academic findings amongst the students.

- To encourage the faculty, to extend their expertise to the future generation
- To make the faculty members aware of institutional social responsibility

4. The Practice:

The IQAC makes arrangements with the faculty members of each department to go for extension services in the nearby high and higher secondary schools.

- i. The IQAC contacts the Principals/Headmasters of the schools and consent letter is received for holding the programme on a date fixed by the school authorities.
- ii. The faculty members of a particular department with 2 or 3 teachers are despatched to deliver lectures.
- iii. The faculty members take up the subject on the basis of units divided and the members deliver their speeches one by one.

- iv. This helps in active participation of all the faculty members in that subject.
5. Evidence of Success:

The evidence of success can be best illustrated that the concerning schools communicate with the parent institution for holding such extension programmes at regular intervals for orientation of the students as well as the teachers of the concerned subjects.
6. Problems Encountered and Resource Required:
 - i. Shortage of time to spend for extension activities besides discharging normal teaching-learning activities.
 - ii. Non availability of financial resources for the cause and the faculty members have to spend on their own behalf to make the programme a success.
7. Notes (Optional):

With limited resources, the college authority makes utmost care to make the programme successful and asks the departments to carry on the extension activities once in a month by each department.

Best Practice– II

1. Title of the practice: **Library Orientation Class**
2. Goal:
 - i. To enhance information literacy amongst students
 - ii. To increase readers at library
 - iii. To acquaint the students with ICT
3. The Context:

To impart library education through library orientation class.
4. The Practice:

For increasing interest and motivation, the 1st semester class students are specially imparted library education through LOC. They have been motivated to seek library information, its location and the means to find it.
5. Evidence of Success:

Numbers of students in the library have been considerably increased.

6. Problems Encountered and Resource Required:

- i. Lack of interest amongst some students to use the library
- ii. There is need to increase the number of books and journals
- iii. Lack of knowledge in using ICT

7. Notes (Optional):



ACADEMIC CALENDAR

of

Demow College, Demow

1st January, 2015 to 31st December, 2015

Day and Date	Routine Day	Contents	Teaching Day	Working Day	Remarks
01-01-2015 Thursday		Welcoming of the New Year, Semester End Vacation.	—	01	Semester End Vacation (Continues from 16 th December, 2014)
14-01-2015 Wednesday		14 th – 16 th January, Magh Bihu			Semester End Vacation (continues from 16 th December, 2014), Festival for Magh Bihu
15-01-2015 Thursday					
16-01-2015 Friday					
17-01-2015 Saturday			01	02	Commencement of the Even Semester Classes and Notification of Class Routine, Course Plans etc. in the Notice Board
18-01-2015 Sunday	Sunday		—	—	Holiday
19-01-2015 Monday			02	03	
20-01-2015 Tuesday			03	04	
21-01-2015 Wednesday			04	05	
22-01-2015 Thursday			05	06	
23-01-2015 Friday			06	07	
24-01-2015 Saturday			07	08	
25-01-2015 Sunday	Sunday	Saraswati Puja	—	09	Festival
26-01-2015 Monday		Republic Day	—	10	Holiday
27-01-2015 Tuesday			08	11	



28-01-2015 Wednesday			09	12	
29-01-2015 Thursday			10	13	
30-01-2015 Friday			11	14	
31-01-2015 Saturday		Me-dam-Me-Fe	—	—	Festival
01-02-2015 Sunday	Sunday		—	—	Holiday
02-02-2015 Monday			12	15	
03-02-2015 Tuesday		Bir Chilarai Divas	—	—	Holiday
04-02-2015 Wednesday			13	16	
05-02-2015 Thursday			14	17	
06-02-2015 Friday			15	18	
07-02-2015 Saturday			16	19	
08-02-2015 Sunday	Sunday		—	—	Holiday
09-02-2015 Monday			17	20	
10-02-2015 Tuesday			18	21	
11-02-2015 Wednesday			19	22	
12-02-2015 Thursday			20	23	
13-02-2015 Friday			21	24	
14-02-2015 Saturday			22	25	
15-02-2015 Sunday	Sunday		—	—	Holiday
16-02-2015 Monday			23	26	
17-02-2015 Tuesday		Sivaratri	—	—	Festival
18-02-2015 Wednesday			24	27	




19-02-2015 Thursday			25	28	
20-02-2015 Friday			26	29	20 th February-5 th March: 1 st Sessional Exam.of the 2 nd , 4 th & 6 th Sems
21-02-2015 Saturday			27	30	
22-02-2015 Sunday	Sunday		—	—	Holiday
23-02-2015 Monday			28	31	
24-02-2015 Tuesday			29	32	
25-02-2015 Wednesday			30	33	
26-02-2015 Thursday			31	34	
27-02-2015 Friday			32	35	
28-02-2015 Saturday			33	36	
01-03-2015 Sunday	Sunday		—	—	Holiday
02-03-2015 Monday			34	37	
03-03-2015 Tuesday			35	38	
04-03-2015 Wednesday			36	39	
05-03-2015 Thursday		Holi-Doljatra	—	—	Festival
06-03-2015 Friday			37	40	
07-03-2015 Saturday			38	41	
08-03-2015 Sunday	Sunday		—	—	Holiday
09-03-2015 Monday			39	42	
10-03-2015 Tuesday			40	43	
11-03-2015 Wednesday			41	44	



12-03-2015 Thursday			42	45	
13-03-2015 Friday			43	46	
14-03-2015 Saturday			44	47	14 th -24 th March: Counseling of B.A. Programme
15-03-2015 Sunday	Sunday		—	—	Holiday
16-03-2015 Monday			45	48	
17-03-2015 Tuesday			46	49	
18-03-2015 Wednesday			47	50	
19-03-2015 Thursday			48	51	
20-03-2015 Friday			49	52	Last date for notification of 1 st Sessional Examination marks in the Notice Board
21-03-2015 Saturday			50	53	
22-03-2015 Sunday	Sunday		—	—	Holiday
23-03-2015 Monday			51	54	
24-03-2015 Tuesday			52	55	
25-03-2015 Wednesday			53	56	
26-03-2015 Thursday			54	57	
27-03-2015 Friday			55	58	
28-03-2015 Saturday			56	59	
29-03-2015 Sunday	Sunday		—	—	Holiday
30-03-2015 Monday			57	60	
31-03-2015 Tuesday			58	61	



01-04-2015 Wednesday			59	62	
02-04-2015 Thursday			60	63	
03-04-2015 Friday			61	64	
04-04-2015 Saturday			62	65	
05-04-2015 Sunday	Sunday		—	—	Holiday
06-04-2015 Monday			63	66	6 th -11 th April: 2 nd Sessional Exam.
07-04-2015 Tuesday			64	67	
08-04-2015 Wednesday			65	68	
09-04-2015 Thursday			66	69	
10-04-2015 Friday			67	70	10 th April, Last date of form fill-up for the End Semester Exams.
11-04-2015 Saturday			68	71	
12-04-2015 Sunday	Sunday		—	—	Holiday
13-04-2015 Monday		13 th -16 th April, Rongali Bihu	—	—	Festival
14-04-2015 Tuesday			—	—	
15-04-2015 Wednesday			—	—	
16-04-2015 Thursday			—	—	
17-04-2015 Friday			69	72	
18-04-2015 Saturday			70	73	
19-04-2015 Sunday	Sunday		—	—	Holiday
20-04-2015 Monday			71	74	Last date of submission of filled in forms at the University.
21-04-2015 Tuesday			72	75	

					
22-04-2015 Wednesday			73	76	
23-04-2015 Thursday			74	77	
24-04-2015 Friday			75	78	
25-04-2015 Saturday			76	79	
26-04-2015 Sunday	Sunday		—	—	Holiday
27-04-2015 Monday			77	80	
28-04-2015 Tuesday			78	81	
29-04-2015 Wednesday			79	82	
30-04-2015 Thursday		Last date of submission of assignments of B.A. classes	80	83	i. Last date of submission of assignments of B.A. classes ii. Completion of the B.A. End Semester classes iii. Notification of 2 nd Sessional Marks.
01-05-2015 Friday		May Day	—	—	Holiday
02-05-2015 Saturday			81	84	
03-05-2015 Sunday	Sunday		—	—	Holiday
04-05-2015 Monday		Buddha Purnima	—	—	Holiday
05-05-2015 Tuesday			82	85	
06-05-2015 Wednesday			83	86	
07-05-2015 Thursday			84	87	
08-05-2015 Friday			85	88	
09-05-2015 Saturday			86	89	
10-05-2015 Sunday	Sunday		—	—	Holiday



11-05-2015 Monday		11 th May- 6 th June, Completion of Admission Process of 1 st Semester Programme	87	90	11 th May to 9 th June, End Semester examinations of the BA Programme
12-05-2015 Tuesday			88	91	
13-05-2015 Wednesday			89	92	
14-05-2015 Thursday			90	93	Last date of Submission of IA Marks of semester exams. at the University.
15-05-2015 Friday			91	94	
16-05-2015 Saturday			92	95	
17-05-2015 Sunday	Sunday		—	—	Holiday
18-05-2015 Monday			93	96	
19-05-2015 Tuesday			94	97	
20-05-2015 Wednesday			95	98	
21-05-2015 Thursday			96	99	
22-05-2015 Friday			97	100	
23-05-2015 Saturday			98	101	
24-05-2015 Sunday	Sunday		—	—	Holiday
25-05-2015 Monday			99	102	
26-05-2015 Tuesday			100	103	
27-05-2015 Wednesday			101	104	
28-05-2015 Thursday			102	105	
29-05-2015 Friday			103	106	
30-05-2015 Saturday			104	107	



31-05-2015 Sunday	Sunday		—	—	Holiday
01-06-2015 Monday			105	108	1 st -30 th June: Admission to the B.A. 3 rd & 5 th Semester Classes.
02-06-2015 Tuesday			106	109	
03-06-2015 Wednesday			107	110	
04-06-2015 Thursday			108	111	
05-06-2015 Friday			109	112	
06-06-2015 Saturday			110	113	
07-06-2015 Sunday	Sunday		—	—	Holiday
08-06-2015 Monday			111	114	
09-06-2015 Tuesday			112	115	
10-06-2015 Wednesday			113	116	
11-06-2015 Thursday			114	117	
12-06-2015 Friday			115	118	
13-06-2015 Saturday			116	119	
14-06-2015 Sunday	Sunday		—	—	Holiday
15-06-2015 Monday			117	120	15 th -30 th June: i. Commencement of the 1 st , 3 rd & 5 th Semester Classes of the B.A. Programme ii. Notification of Class Routine, Course Plan in the Notice Board.
16-06-2015 Tuesday			118	121	
17-06-2015 Wednesday			119	122	



18-06-2015 Thursday			120	123	
19-06-2015 Friday			121	124	
20-06-2015 Saturday			122	125	
21-06-2015 Sunday	Sunday		—	—	Holiday
22-06-2015 Monday			123	126	
23-06-2015 Tuesday			124	127	
24-06-2015 Wednesday			125	128	
25-06-2015 Thursday			126	129	
26-06-2015 Friday			127	130	
27-06-2015 Saturday			128	131	
28-06-2015 Sunday	Sunday		—	—	Holiday
29-06-2015 Monday			129	132	
30-06-2015 Tuesday			130	133	
01-07-2015 Wednesday		1 st 31 st July, Mid Semester Vacation			
01-08-2015 Saturday			131	134	Re-commencement of the 1 st , 3 rd & 5 th Semester classes of the B.A. Programmes
02-08-2015 Sunday	Sunday		—	—	Holiday
03-08-2015 Monday			132	135	
04-08-2015 Tuesday			133	136	
05-08-2015 Wednesday			134	137	
06-08-2015 Thursday			135	138	
07-08-2015 Friday			136	139	



08-08-2015 Saturday			137	140	
09-08-2015 Sunday	Sunday		—	—	Holiday
10-08-2015 Monday			138	141	
11-08-2015 Tuesday			—	142	11 th -14 th August: Students' Union Election (Any One Day)
12-08-2015 Wednesday			139	143	
13-08-2015 Thursday			140	144	
14-08-2015 Friday			141	145	
15-08-2015 Saturday		Independence Day	—	—	Holiday
16-08-2015 Sunday	Sunday		—	—	Holiday
17-08-2015 Monday			142	146	17 th -25 th August: 1 st Sessional Examinations
18-08-2015 Tuesday			143	147	
19-08-2015 Wednesday			144	148	
20-08-2015 Thursday			145	149	
21-08-2015 Friday			146	150	
22-08-2015 Saturday			147	151	22 nd -29 th August: Counseling for the B.A. 1 st Semester students and Mid Semester Feedback Assessment (any one day)
23-08-2015 Sunday	Sunday		—	—	Holiday
24-08-2015 Monday			148	152	
25-08-2015 Tuesday			149	153	
26-08-2015 Wednesday			150	154	



27-08-2015 Thursday			151	155	
28-08-2015 Friday			152	156	
29-08-2015 Saturday			153	157	
30-08-2015 Sunday	Sunday		—	—	Holiday
31-08-2015 Monday			154	158	
01-09-2015 Tuesday			155	159	1 st -10 th September: internal Assessment of the B.A. Programme through Seminar, Group Discussions etc.
02-09-2015 Wednesday		Tithi of Sri Sri Madhab Dev	—	—	Holiday
03-09-2015 Thursday			156	160	
04-09-2015 Friday			157	161	
05-09-2015 Saturday		Janmastami	—	—	Holiday
06-09-2015 Sunday	Sunday		—	—	Holiday
07-09-2015 Monday			158	162	
08-09-2015 Tuesday			159	163	
09-09-2015 Wednesday			160	164	
10-09-2015 Thursday			161	165	
11-09-2015 Friday			162	166	
12-09-2015 Saturday			163	167	
13-09-2015 Sunday	Sunday		—	—	Holiday
14-09-2015 Monday			164	168	
15-09-2015 Tuesday		Tithi of Sri Sri Sankardeva	—	—	Holiday



16-09-2015 Wednesday			165	169	
17-09-2015 Thursday			166	170	
18-09-2015 Friday			167	171	
19-09-2015 Saturday			168	172	
20-09-2015 Sunday	Sunday		—	—	Holiday
21-09-2015 Monday			169	173	
22-09-2015 Tuesday			170	174	
23-09-2015 Wednesday		Janmotsav of Sri Sri Sankardeva	—	—	Holiday
24-09-2015 Thursday			171	175	
25-09-2015 Friday		Id-Uz-Zuha	—	—	Holiday
26-09-2015 Saturday			172	176	
27-09-2015 Sunday	Sunday		—	—	Holiday
28-09-2015 Monday			173	177	
29-09-2015 Tuesday			174	178	
30-09-2015 Wednesday			175	179	
01-10-2015 Thursday		1 st -10 th October: 2 nd Sessional Examination of the B.A. Programme	176	180	i. Last date for Assignment submission by the students (if any) ii. Last date for form fill up of the B.A. End Semester Examinations iii. 1 st -10 th October: 2 nd Sessional Examination of the B.A. Programme.
02-10-2015 Friday		Birth Day of Mahatma Gandhi	—	—	Holiday
03-10-2015 Saturday			177	181	



04-10-2015 Sunday	Sunday		—	—	Holiday
05-10-2015 Monday			178	182	
06-10-2015 Tuesday			179	183	
07-10-2015 Wednesday			180	184	
08-10-2015 Thursday			181	185	
09-10-2015 Friday			182	186	
10-10-2015 Saturday			183	187	
11-10-2015 Sunday	Sunday		—	—	Holiday
12-10-2015 Monday			184	188	
13-10-2015 Tuesday			185	189	
14-10-2015 Wednesday			186	190	
15-10-2015 Thursday			187	191	
16-10-2015 Friday			188	192	
17-10-2015 Saturday		Completion of odd semester classes of the BA programmes	189	193	i. Notification of 2 nd Sessional Exams. ii. Last date of submission of filled in forms at the University iii. Completion of odd semester classes of the BA programmes
18-10-2015 Sunday	Sunday	Kati Bihu	—	—	Festival
19-10-2015 Monday			190	194	
20-10-2015 Tuesday		20-23 rd Oct, Durga Puja, Vijaya Dashami	—	—	Festival
21-10-2015 Wednesday			—	—	
22-10-2015 Thursday			—	—	



23-10-2015 Friday			—	—	
24-10-2015 Saturday			191	195	
25-10-2015 Sunday	Sunday		—	—	Holiday
26-10-2015 Monday		Lakshmi Puja	—	—	Festival
27-10-2015 Tuesday			192	196	
28-10-2015 Wednesday			193	197	
29-10-2015 Thursday			194	198	
30-10-2015 Friday			195	199	
31-10-2015 Saturday			196	200	1 st -30 th November: End Semester Examinations of the B.A. Programmes.
01-11-2015 Sunday	Sunday		—	—	Holiday
02-11-2015 Monday			197	201	
03-11-2015 Tuesday			198	202	
04-11-2015 Wednesday			199	203	
05-11-2015 Thursday			200	204	
06-11-2015 Friday			201	205	
07-11-2015 Saturday			202	206	
08-11-2015 Sunday	Sunday		—	—	Holiday
09-11-2015 Monday			203	207	
10-11-2015 Tuesday		Kali Puja & Dewali	—	—	Holiday
11-11-2015 Wednesday			204	208	
12-11-2015 Thursday			205	209	



13-11-2015 Friday			206	210	
14-11-2015 Saturday			207	211	
15-11-2015 Sunday	Sunday		—	—	Holiday
16-11-2015 Monday			208	212	
17-11-2015 Tuesday			209	213	
18-11-2015 Wednesday			210	214	
19-11-2015 Thursday			211	215	
20-11-2015 Friday			212	216	
21-11-2015 Saturday			213	217	
22-11-2015 Sunday	Sunday		—	—	Holiday
23-11-2015 Monday			214	218	
24-11-2015 Tuesday		Lachit Divas	—	—	Holiday
25-11-2015 Wednesday		Birth Day of Guru Nanak	—	—	Holiday
26-11-2015 Thursday			215	219	
27-11-2015 Friday			216	220	
28-11-2015 Saturday			217	221	
29-11-2015 Sunday	Sunday		—	—	Holiday
30-11-2015 Monday			218	222	
01-12-2015 Tuesday to 31-12-2015 Thursday					1 st Dec to 31 st Dec, Semester End vacation